

**COLLIER COUNTY  
Metropolitan Planning Organization**



**AGENDA**

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

**June 12, 2020**

**9:00 AM**

**Councilwoman Elaine Middelstaedt, Esq., Chair**  
**Councilman Erik Brechnitz, Vice-Chair**  
**Commissioner Penny Taylor**  
**Commissioner Andy Solis, Esq.**  
**Commissioner Burt L. Saunders**  
**Commissioner Donna Fiala**  
**Commissioner William L. McDaniel, Jr.**  
**Councilman Mike McCabe**  
**Councilman Paul Perry**

This meeting of the Collier Metropolitan Planning Organization (MPO) is open to the public and citizen input is encouraged. Any person wishing to speak on any scheduled item may do so upon recognition of the Chairperson. Any person desiring to have an item placed on the agenda shall make a request in writing with a description and summary of the item, to the MPO Director or MPO Chairman 14 days prior to the date of the next scheduled meeting of the MPO. Any person who decides to appeal a decision of this Board will need a record of the proceedings pertaining thereto, and therefore may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting should contact Anne McLaughlin, MPO Executive Director, 72 hours prior to the meeting by calling (239) 252-8192. 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 Executive Director, Anne McLaughlin at (239) 252-8192 or by writing to Ms. McLaughlin at 2885 South Horseshoe Dr., Naples, FL 34104.



- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF THE AGENDA, PREVIOUS MINUTES AND CONSENT ITEMS**
  - 4.A. March 13, 2020 Meeting Minutes**
  - 4.B. Amendment to the FY 18/19-19/20 Unified Planning Work Program (UPWP) including the De-Obligation of FY 20 Federal Planning (PL) Funds**
  - 4.C. Ratification of the Chair's approval of a zero-dollar Change Order to PO 4500195107 for the Transit (Contract #16-6562, Tindale-Oliver & Associates, Inc.)**
  - 4.D. Ratification of the Chair's approval of a zero-dollar Change Order to PO 4500193325 for the Transportation System Performance Report (Contract #16-6562, Tindale-Oliver & Associates, Inc.)**
  - 4.E. Ratify the Chair's Approval of the FY 2020/21-2021/22 Unified Planning Work Program (UPWP) and MPO Agreement**
  - 4.F. Ratify Chair's Approval of 2019 FDOT-MPO Joint Certification Statement**
  - 4.G. Annual Review and Adoption of the Updated Local Coordinating Board (LCB) for the Transportation Disadvantaged (TD) By-Laws**
  - 4.H. Ratification of the 2020 Transportation Disadvantaged Service Plan (TDSP) Minor Update**
  - 4.I. Approval of the Fiscal Year 2020/21 Transportation Disadvantage (TD) Planning Grant**
  - 4.J. Ratification of the Community Transportation Coordinator (CTC) Local Coordinating Board (LCB) Evaluation**
- 5. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**
- 6. AGENCY UPDATES**
  - 6.A. FDOT**
  - 6.B. MPO EXECUTIVE DIRECTOR**
- 7. COMMITTEE CHAIR REPORTS**
  - 7.A. CITIZENS ADVISORY COMMITTEE (CAC)**
    - 7.A.1. Citizens Advisory Committee Chair Report**

- 7.B. TECHNICAL ADVISORY COMMITTEE (TAC)**
  - 7.B.1. Technical Advisory Committee Chair Report**
- 7.C. BICYCLE PEDESTRIAN ADVISORY COMMITTEE (BPAC)**
  - 7.C.1. Bicycle and Pedestrian Advisory Committee Chair Report**
- 7.D. CONGESTION MANAGEMENT COMMITTEE (CMC)**
  - 7.D.1. Congestion Management Committee Chair Report**
- 7.E. LOCAL COORDINATING BOARD (LCB)**
  - 7.E.1. Local Coordinating Board Chair Report**
- 8. REGULAR BOARD ACTION (ROLL CALL REQUIRED)**
  - 8.A. Adopt the FY2021 - FY2025 Transportation Improvement Program (TIP) and Authorizing Resolution**
- 9. REGULAR BOARD ACTION (NO ROLL CALL)**
  - 9.A. Approve 2020 Priority Projects**
  - 9.B. Approve Collier County National Highway System (NHS) Justification Report and SR 82 NHS Justification Report**
  - 9.C. Election of Representative to Serve on the Metropolitan Planning Organization Advisory Council (MPOAC) Board for Remainder of Calendar Year 2020.**
  - 9.D. Appointment of Representative to Multi-use Corridors of Regional Economic Significance (M-CORES) Southwest Central Florida Connector Task Force (SCFC)**
  - 9.E. Approve Public Participation Plan (PPP) Amendment**
  - 9.F. Adopt the Pandemic Emergency Provisions and Authorizing Resolution**
  - 9.G. Adopt the Transportation Performance Management (TPM) Consensus Planning Document and Authorizing Resolution**
  - 9.H. Approve Amendment to MPO Bylaws Increasing Membership on the Bicycle and Pedestrian Advisory Committee (BPAC) from Eleven (11) to Twelve (12)**
  - 9.I. Approval of New Appointment to the Bicycle and Pedestrian Advisory Committee (BPAC)**
- 10. PRESENTATIONS (MAY REQUIRE BOARD ACTION)**
  - 10.A. FDOT Presentation on Strategic Intermodal System (SIS) 2045 Cost Feasible Plan**
  - 10.B. Presentation on 2045 Long Range Transportation Plan (LRTP) Network Scenario Planning**

**11. DISTRIBUTION ITEMS**

**12. MEMBER COMMENTS**

**13. NEXT MEETING DATE**

**13.A. Next Meeting Date - September 11, 2020 - 9:00 a.m. Board of County  
Commissioners Chambers, 3299 Tamiami Trail East, Naples, FL 34112**

**14. ADJOURN**

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 4.A

**Item Summary:** March 13, 2020 Meeting Minutes

**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 10:35 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 10:35 AM

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**Approved By:**

**Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 10:47 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/03/2020 12:32 PM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |

**Collier Metropolitan Planning Organization  
Board of County Commission Chambers  
Collier County Government Center  
3299 Tamiami Trail East, 3rd Floor  
Naples, FL 34112  
March 13, 2020  
9:00 a.m.**

**1. CALL TO ORDER**

Meeting was called to order at approximately 9:01 A.M.

**2. ROLL CALL**

**Brandy Otero** called roll and confirmed a quorum was present.

**Members Present**

Councilwoman Elaine Middelstaedt, City of Everglades City, Chair  
Councilman Erik Brechnitz, City of Marco Island, Vice-Chair  
Councilman Terry Hutchison, City of Naples  
Commissioner Andy Solis, Collier County BCC District 2  
Commissioner William L. McDaniel, Jr. District 5  
Commissioner Penny Taylor, Collier County BCC District 4  
Commissioner Burt Saunders, Collier County BCC District 3  
Commissioner Donna Fiala, Collier County BCC District 1

**Members Absent**

Councilman Reg Buxton, City of Naples

**MPO Staff**

Anne McLaughlin, Executive Director  
Brandy Otero, Principal Planner  
Karen Intriago, Administrative Assistant

**FDOT**

L. K. Nandam, District 1 Secretary  
Victoria Peters

**Others Present**

Wally Blaine, Tindale Oliver  
Scott R. Teach, Deputy County Attorney  
Lorraine Lantz, CAC Chairperson  
George Dondanville, potential candidate for CAC/BPAC committees  
Valerie Nowottnick, Minute Taker

### 3. PLEDGE OF ALLEGIANCE

Commissioner Fiala led the Pledge of Allegiance.

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

#### 4.A. Scrivener's Error Correction - February 14, 2020 Amendment to the FY2020-FY2024 Transportation Improvement Program (TIP)

**Ms. Otero** – need to correct 4.B. – the amendment to the Public Transit Agreement should now read “The Collier MPO or their designee is authorized to enter into, modify, or terminate the PTGA with the Florida Department of Transportation unless specifically rescinded.” FDOT requested the language to be included.

#### 4.B. Approve Amendment to the Public Transit Grant Agreement (G1619) and the authorizing resolution

#### 4.C. February 14, 2020 Meeting Minutes

*Councilman Brechnitz moved for approval of the Agenda, Previous Minutes, and Consent Items. Commissioner Taylor seconded. Passed unanimously.*

### 5. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

None.

### 6. AGENCY UPDATES

#### 6.A. FDOT

**Ms. Peters** – Updated Board on project located on US 41, from 951 to Greenway. Currently in 7-day “burn period” for lighting. Waiting for final items to be reviewed and Florida Power and Light (FPL) to give approval. Anticipate early spring for project to be completed. **Commissioner Fiala** – expressed gratitude. Constituents had been asking about status. **Ms. Peters** – (addressing **Commissioner Solis**) – re: small sidewalk project near 91<sup>st</sup> Street. Checked with project management team and there is a little drainage being done as well as lighting. Much smaller project in scope than Waterside Mall. **Commissioner Solis** – project is going fairly quickly. **Ms. Peters** – (addressing **Commissioner McDaniel**) – project in Immokalee on Main Street – should be starting in May – finalizing utilities, etc.

**Ms. Peters** – sent out calendar invites and emails for “Southwest Connect.” (I-75 managed lane studies). Will hold two public meetings in the near future. Meetings have been postponed for right now. The information related to meeting is not time sensitive and studies are ongoing. Will follow up when meetings have been rescheduled. There is also a symposium on April 23, 2020, at Tampa Campus at Univ. of South Florida. Opportunity to share ideas for bike/ped safety.

## 6.B. MPO EXECUTIVE DIRECTOR

**Ms. McLaughlin** – Eric Ortman accepted position with Blue Zones. Asked for cooperation in recording motions, etc. Letter from FHWA re: upcoming certification review. On site meeting to be held on August 12, 2020. Will also be public meeting on the evening prior. Have coordinated with MPO Chair, Councilwoman Elaine Middelstaedt to attend. Encourage attendance by all MPO Board members. FHWA prefers to have Board members at their meetings. **Commissioner Fiala** – most Board members take vacations in August. **Ms. McLaughlin** – notified FHWA that most Board members are not here in August, and it is okay.

**Ms. McLaughlin** – discussed meeting requirements due to COVID-19 restrictions. Has been in discussions with FDOT, County Attorney, and FHWA. Cannot have virtual meetings (i.e., telephonic, televised, etc.) per Sunshine Law for either MPO Board or advisory committees. In Public Participation Plan, there is a provision that allows going straight to Board with matters of urgency and bypassing advisory committees. On page 25, “Exceptions to Notifications Commitments.” FHWA advised that MPO needs to follow PPP. Proposal is to clarify that it is not just unforeseen circumstances but also emergency situations. Advised by FHWA to change Continuity of Operations Plan (COOP) to include emergency situations. Looking at continuing with Citizens Advisory Committee (CAC) and Technical Advisory Committee (TAC) meetings on March 30. If no quorum, matters would be brought directly to Board. Bicycle and Pedestrian Advisory Committee (BPAC) scheduled to meet on Tuesday, March 17. Was going to talk to them about canceling meetings since there is no pressing business at this time. Congestion Management Committee (CMC) is meeting next day and their information is critical to MPO deadlines but there are alternatives to getting things done. Local Coordinating Board (LCB) – need to talk to state Transportation Disadvantaged Commission office. Re-tooling certain meetings to be virtual using Skype, etc. Would keep Board advised as to any updates and changes in meeting schedules along with usage of different mediums. **Commissioner Saunders** - need to address each advisory committee separately. Suggests canceling all advisory board meetings until further notice unless something necessary to have one. **Ms. McLaughlin** – CAC meeting on 03/30. **Ms. Otero** – two critical items that were planned to be discussed: (1) De-obligation for the Unified Planning Work Program (UPWP) – must be transmitted to FDOT by mid-April. If lose opportunity, then lose funding until 2<sup>nd</sup> fiscal year. **Commissioner Saunders** – do you need advisory board to meet or need their recommendation? **Ms. McLaughlin** – if you need to act, Board may do so under PPP without advisory committee recommendation. **Commissioner Saunders** – suggests doing so. **Ms. McLaughlin** – rather than addressing each committee individually, workarounds can be developed to accommodate the slate of committee meetings. LCB is a State-run agency and MPO will have to confer with them. **Commissioner Fiala** – LCB does not meet again until May 6. Current situation may improve by then. **Councilman Brechnitz** – questioned type of venue in which committees meet (i.e., conference room, meeting room, etc.). **Ms. McLaughlin** – all advisory committees meet in conference rooms in [Collier County] Growth Management Division. People are making self-determination decisions to not be in public. BPAC member chose

not to attend MPO meeting. **Commissioner Fiala** – conference room on 5<sup>th</sup> floor of County building may be an option. **Commissioner Saunders** – volunteers are sitting on committees. Should not put them and their families at risk.

*Commissioner Saunders made a motion to cancel all advisory board meetings until further notice from MPO Board with exception that, if staff determines that a grant or some issue must be resolved by advisory board, then the meeting could proceed. If meeting can be avoided, and the MPO Board can make decision without their [advisory board] input, the meetings would be canceled until further notice. Councilman Hutchison seconded.*

**Mr. Nandam** – if anything involves a requirement from FDOT, they can check to see if extension can be granted so that MPO Board does not need to meet.

**Mr. Teach** – MPO Board previously met 1-2 fewer times per year historically. Can compress items into other meetings. If critical items can be addressed through extension by FDOT, MPO Board meetings can be postponed.

**Ms. Otero** – second critical item for CAC meeting is a change order for a contract that is expiring at the end of April. **Mr. Teach** – depending on amount of change order, MPO Board could delegate to Chair to handle. **Ms. Otero** – zero-dollar time extension. **Mr. Teach** – Board could delegate to Chair.

**Commissioner Saunders** – confirmed that vote had not been taken on his motion. Will need subsequent motion based on comments from **Mr. Teach**.

*There being no further discussion on the motion, the vote was unanimous.*

*Commissioner Saunders made a motion to cancel next MPO Board meeting, authorize staff director to deal with extension/contract issue (no cost issue), and schedule next meeting for May 2020. Commissioner Hutchison seconded.*

**Commissioner Taylor** – asked for amendment that any business that can be conducted going forward through Chair or MPO [Director] needs to be addressed so that Chair can take initiative to still accomplish task items. **Commissioner Saunders** – confirmed proposed amendment as “to authorize Chairman or Vice Chairman to take whatever steps necessary requested by staff director to continue the business of the MPO.” Approved incorporation of language into his motion.

*There being no further discussion on the motion, the vote was unanimous.*

## 7. COMMITTEE CHAIR REPORTS

### 7.A. CITIZENS ADVISORY COMMITTEE (CAC)

#### 7.A.1. Citizens Advisory Committee Chair Report



**Ms. McLaughlin** – read the Committee Chair report contained in the agenda packet.

## **7.B TECHNICAL ADVISORY COMMITTEE (TAC)**

### **7.B.1. Technical Advisory Committee Chair Report**

**Ms. McLaughlin** introduced the Committee Chair report contained in the agenda packet. **Ms. Lantz** – gave overview of substance of TAC meeting on February 24, 2020. Reiterated that PSA's from MPO should focus on roundabouts.

## **7.C BICYCLE PEDESTRIAN ADVISORY COMMITTEE (BPAC)**

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

**Ms. McLaughlin** - Committee did not meet last month.

## **7.D CONGESTION MANAGEMENT COMMITTEE (CMC)**

### **7.D.1 Congestion Management Committee Chair Report**

**Ms. McLaughlin** - Committee did not meet last month.

## **7.E LOCAL COORDINATING BOARD (LCB)**

### **7.E.1 Local Coordinating Board Chair Report**

**Commissioner Fiala** – gave report on behalf of Committee. Had a very interesting meeting – annual public workshop. Rules changed and have created difficulties for passengers with delays in scheduled passenger pickups, etc. Suggested reconsideration of rules changes. Howard Kurzman elected as Vice-Chair of Committee. Reviewed and approved LCB bylaws. Approved rate model presented by Public Transportation and Neighborhood Enhancement Division. Next meeting scheduled for May 6, 2020.

## **8. REGULAR BOARD ACTION (ROLL CALL REQUIRED)**

None.

## **9. REGULAR BOARD ACTION (NO ROLL CALL)**

### **9.A. Review of Draft Fiscal Year 2020/21-2021/22 Unified Planning Work Program**

**Ms. Otero** – changes made to Unified Planning Work Program (UPWP) at request of FDOT to streamline handbook including the four State planning emphasis areas: Safety,

System Connectivity, Resiliency, ACES. Studies continued in UPWP: 2045 LRTP, Local Road Safety Plan, completing Transit Development Plan, completing Park & Ride Study. New studies: PSA/Safety Campaign (TBD) (waiting on outcome of Local Road Safety Plan), second Transportation System Performance Report, funding allocation for two fiscal years, new transit study (as unknown – waiting on results for Transit Development Plan). Funding for two years: \$548,485 – PL funding for 2021 (placeholder for 2021 and 2022). Transit funding: \$148,233 (typically placeholder until allocation funding received); \$27,000 – TD funding (local match included); \$1,000 – local funding (items not eligible for grant funding). Total for 2 years without soft match - \$1.9M including salaries, studies, etc. UPWP must be submitted to FDOT by March 15, 2020. FDOT will forward to FHWA for 30-day review period. Returned to committee for final approval. Must be transmitted to FDOT as final document no later than May 15, 2020.

*Commissioner McDaniel made a motion to approve the Unified Planning Work Program without comments. Commissioner Taylor seconded. Unanimous vote.*

### **9.B. Approval of Appointment of Citizens Advisory Committee (CAC) Members**

**Ms. McLaughlin** – scheduled for this meeting based on November 29, 2019, meeting vote to seek additional applicants. Certain positions are constrained where committee members are representing Board member jurisdictions. Vacancies in District 4 and District 5. Pam Brown would like to fill District 5 vacant at-large position. **Commissioner McDaniel** – affirmed Pam Brown to be appointed.

**Ms. McLaughlin** – received application from Bob Melucci for District 4. **Commissioner Taylor** – support Mr. Melucci but also George Dondanville. **Ms. McLaughlin** – if Pam Brown is moved to District 5, it opens an at-large position. **Commissioner Taylor** – extensive discussion concerning both candidates and their involvement in the community.

**Ms. McLaughlin** – discussed requirements for new applicants including extending terms. (provided map of current area volunteer representation). **Commissioner Middelstaedt** – not enough information to make a decision. **Commissioner McDaniel** – suggested Ms. Rosenfeld be added as at-large member. **Commissioner Taylor** – candidates are typically allowed interviews and potential member is available for interview. **Mr. Dondanville** – is amenable to being appointed to either committee (CAC or BPAC). Lengthy and extensive discussions among Board and Executive Director regarding District vacancies, applicants, term extensions, expansion of advisory committees to accommodate additional applicants, etc.

*Commissioner Taylor nominated two applicants for the BPAC committee: Bob Melucci for District 4 and George Dondanville as at-large for CAC. Commissioner Solis amended nomination to include Mr. DiDonna for at-large in District 2. Commissioner Taylor further amended the motion to include extending expiring terms for Josh Rincon, Robert Phelan, and relocating Pam Brown to District 5. Commissioner Solis seconded. Unanimous vote.*

### 9.C. Approval of Appointments to the Bicycle and Pedestrian Advisory Committee (BPAC)

**Ms. McLaughlin** – vote taken in November to move future committee appointments into regular action. Current membership is included in agenda packet as attachment 1. Advertised committee on social media, website, and listservs. Kim Jacobs (Naples Park), Patti Huff (Everglades City), George Dondanville (City of Naples) submitted applications. Expiring terms: Joe Bonness, Dana Fendrick, Reginald Wilson, Alan Musico, Dr. Friedman. All committee members are at-large. Discussed each committee member's qualifications and requirements under the bylaws. Referenced map showing current representations per District. Recommends extending current terms. **Commissioner Solis** – suggests that new members are encouraged for fresh ideas and perspectives. Extensive discussion concerning length of current appointments and length of time on committee for current members. **Commissioner Taylor** – suggests replacing people chronologically beginning with longest serving. **Councilwoman Middelstaedt** – there was discussion about possibly expanding the committee under the bylaws. **Councilman Brechnitz** – agrees with bringing in new members but institutional knowledge should be a consideration before replacing members. Agrees with expanding the committee size under the bylaws. Strongly supports Alan Musico. Brief discussion continued among members regarding current committee members.

***Commissioner McDaniel** moved to accept staff recommendation for the extension of the existing members [terms] as was recommended along with the adjustment to bylaws to expand the membership and bring back those who applied for due consideration in a future scheduled meeting.*

**Councilwoman Middelstaedt** – confirmed that Victor Ordija is not returning to the committee after his term expires on May 31, 2020. His departure will create a vacancy.

**Commissioner Saunders** – clarified the motion that it directed staff to increase membership on the committee and there was one position available. Suggested amending the motion to direct staff to amend bylaws to increase committee by one position, appointment applicant to position, and staff can take necessary action rather than waiting until May when Board meets again.

Brief discussion regarding size of committee, quorum requirements, consultation with County Attorney's Office to expand bylaws, etc.

***Commissioner McDaniel's** motion was amended to include directive to Executive Director and staff to amend bylaws to allow for an increase in committee members by one position, to allow staff to fill both positions, and to take any action that is necessary to resolve any vacancies prior to the Board's next scheduled meeting. **Commissioner Solis** seconded. **Passed unanimously.***

### 10. PRESENTATIONS (MAY REQUIRE BOARD ACTION)

## 10.A. Transportation System Performance Report Update

**Ms. Otero** – provided update on Transportation System Performance Report. First report for program. Required every 2 years. Introduced Wally Blaine with Tindall Oliver. **Mr. Blaine** – gave lengthy presentation via PowerPoint concerning TSPR including objectives, proposed timeline for completion, etc. 8-step process required by Federal government. Congestion Management Process (CMP) is initial step. 2017 CMP discusses highly congestive conditions compared against national examples. Step 1 recommends supporting LRTP, integrating Congestion Management Process, connect bike/ped facilities to existing and future transit stops, encouraging alternative modes of transportation, including movement of goods, and improving safety of transportation facilities. Objectives were approved and endorsed by committee. Step 2 is to define CMP network, review current and committed conditions (TIP) and estimation of traffic growth. Map shows existing plus committed projects. Steps 3 and 4 pertain to performance measures. Reviewed 2017 CMP performance measures and recommending additional measures to include in TSP and objectives are linked to CMP. Step 5 is analyzing recurring v. non-recurring congestion issues. Used traditional approach related to congestion – showed projections on displayed map. City of Naples wants lower standard for congestion when planning for roads. Newer approach relies upon speed-based results using sensors. Used map to demonstrate differences between speeds and time. Mentioned collaboration with School Board and addressing schools with high congestion areas. Will work with Congestion Management Committee (CMC) to gather data and incorporate it into future reports. Additional public outreach and to possibly arrange a virtual meeting based on current COVID-19 circumstances. Also commented on social media outreach successful campaigns with both news media and County Facebook page along with emails. Approximately 2700 surveys have been completed thus far. Concentration of largest participants is Golden Gate Estates area. Preliminary survey results indicate that seasonal traffic is highest concern. Survey question concerning alternative transportation results: 48.70% for public transportation; 50.99% for telecommuting; 46.11% for flexible hours outside of typical hours. Steps 6, 7, and 8, pertain to identifying congested areas, conducting studies at intersections in conjunction with LRTP, and evaluating strategies once they have become implemented.

**Commissioner Middelstaedt** – acknowledged completing the survey and appreciated the content.

**Mr. Nandam** – discussed alternative opportunities that could be a solution for transportation management including partnerships with bringing inter-modal solutions. Suggests bringing the Transit Development Plan (TDP) at the same time as the discussion on the LRTP. Also suggested using flexible funds to mitigate transportation funding prior to finalization of LRTP. FDOT staff develops strategic plans first within each District and identify strategies to bring transit as a potential solution for condition management. Look at pilot projects and engage with transit agencies, along with the MPO, so resources can be engaged.

**Commissioner Taylor** – appreciates FDOT's advocacy and explanation.

## 10.B. Update on 2045 Long Range Transportation Plan (LRTP)

**Ms. McLaughlin** – gave update on LRTP using PowerPoint with tasks completed, external stations growth rate projections, schedule for developing model, next steps specifying consultants/technical reports/alternative 1 cost feasible network scenario. If additional model run is required, it would be due on April 15, 2020. It would be returned on May 1, 2020. Upcoming public meeting of Golden Gate Estates Area Community Association (GGEACA) scheduled for March 18, 2020 was canceled. No word yet on Immokalee Community Redevelopment Agency (CRA) meeting scheduled for March 18, 2020.

**Commissioner McDaniel** – made motion earlier to cancel advisory committees despite specific due dates for certain projects. Queried about direction from FDOT regarding extension of timeframes to accommodate cancelation of meetings. **Mr. Nandam** – requirements are from FHWA. FDOT will be having conversations with representatives. Will keep Board apprised of the outcomes.

## 10.C. Local Roads Safety Plan Update

**Ms. McLaughlin** – gave update on LRSP. Focusing on reducing fatalities and serious injuries on highways and local public roads. Developing framework for public outreach and recommendations. Project team is coordinating with advisory committees. Brief discussion regarding staff efforts on different platforms for collecting data. Explained the “4 E’s” of transportation safety: (1) Engineering; (2) Education; (3) Enforcement; (4) Emergency Response.

**Commissioner Fiala** – inquired about whether data from prior red light cameras (when they were in effect) was used or consulted when conducting investigations. **Ms. McLaughlin** – nationally, red light cameras were very effective in encouraging citizens to obey traffic laws. Not familiar with data on local roads. **Commissioner McDaniel** – constituent asked about red light cameras at recent citizen meeting he attended. Mentioned that Washington DC has them and acknowledged that privacy issues exist with using them but thought they should be explored. **Mr. Teach** – mentioned that Transportation Engineer did a presentation for Collier County when red light cameras were eliminated and that statistical data is probably available. Brief discussion ensued with Board members regarding issues with using cameras historically.

## 11. DISTRIBUTION ITEMS

**11.A. Metropolitan Planning Organization Advisory Council (MPOAC) Legislative Newsletter(s)**

## 12. MEMBER COMMENTS

**Commissioner Taylor** – (1) would like report on developing and/or expanding transit network within Collier County. (2) Can transit be coordinated with Lee County.

Additional comments regarding how to handle meetings with constituents and County employees (including handing out proclamations and awards) during COVID-19 crisis. **Commissioner Saunders** – County Commissioners said no further physical contact (i.e., shaking hands, bumping elbows, etc.). Also declined to hand out awards for the immediate future. Leaders should set the example for social distancing. Constituent meetings will be conducted via telephone now. No public events. Individual choice. Brief discussion among Board members regarding concerns involving personal meetings (i.e., church meetings, party, grocery store, etc.). **Councilman Brechnitz** – should listen to health professionals but should not shut down entire economy. Agree that it will get worse and compared current pandemic to flu. **Commissioner Fiala** – have rescheduled tours to prevent large gatherings. **Commissioner McDaniel** – agrees with **Commissioner Saunders** and it is a personal choice. County Fair and Cattle Drive are still moving forward.

**Commissioner Solis** – inquired about proclamations and suggested that Gary Shirk should receive one for his term on the BPAC.

*Commissioner Solis moved to award a proclamation to retiring member Gary Shirk in appreciation for his term on the CAC. Commissioner Fiala seconded. Passed unanimously.*

**Councilman Hutchison** – wished everyone health during this crisis and encouraged people to go out and support their local small businesses.

**Councilwoman Middelstaedt** – Everglades City opened brand new visitor center at 207 Broadway South. Opening was February 1 and was very well attended. Good attendance until COVID-19 issue. Encourages people to attend the visitor center.

### 13. NEXT MEETING DATE

**13.A. \*\* All future meetings have been canceled until further notice.**

### 14. ADJOURN

**Meeting was adjourned at approximately 11:15 a.m.**

## EXECUTIVE SUMMARY

### **Amendment to the FY 18/19-19/20 Unified Planning Work Program (UPWP) including the De-obligation of FY 20 Federal Planning (PL) Funds**

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**OBJECTIVE:** For the Board to ratify the Chair's approval of an amendment to the FY 18/19-19/20 UPWP including the de-obligation of FY 20 Federal Planning Funds (PL) in the amount of \$83,588.

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

Before the end of year two, a MPO must unencumber and de-obligate any funds it wishes to be available in year one of the next adopted two-year UPWP. This action must be taken prior to April 15<sup>th</sup> and transmitted to FDOT before May 1<sup>st</sup>. The breakdown of the de-obligation request is shown in **Attachment 1**. The amendment pages of the UPWP are shown in strikethrough/underline format in **Attachment 2**. In addition to the decrease in funding, the revisions include:

- ☐ Extending the completion date of the Transportation System Performance Report to December 2020
- ☐ Extending the completion date of the Strategic Highway Safety Plan (now the Local Road Safety Plan) to December 2020
- ☐ Extending the completion date of the Major Transit Development Plan to September 2020
- ☐ Extending the completion date of the Transit Impact Analysis to December 2020
- ☐ Extending the completion date of the Park and Ride Study to December 2020
- ☐ Reallocating \$19,000 from Task 2 and \$9,000 from Task 3 to Task 1
- ☐ Revising the Florida Department of Transportation (FDOT) soft match amount
- ☐ Updating budget tables

Upon approval of the amendment to the UPWP, the MPO Agreement for PL funding will be amended and updated accordingly. The Amendment to the MPO Agreement is included as **Attachment 3**. The resolution approving revisions to both documents is included as **Attachment 4**. Pursuant to the MPO's Public Involvement Plan, the UPWP Amendment was distributed for review and comment via e-mail and was announced on the MPO's website. The public comment period began on March 24<sup>th</sup> and ends on April 3<sup>rd</sup>. No public comments were received.

Due to Covid-19, there was not a MPO Board meeting in April. The MPO Board gave the Chair the authority to approve the de-obligation and associated amendment to the MPO Agreement in the Board's absence. The Chair approved this item on April 10, 2020 and signed all associated documents.

**COMMITTEE RECOMMENDATIONS:** Due to COVID-19, the Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC) meetings were canceled. The item was sent to advisory committee members with a request to provide comments to staff. No comments were received from committee members.

**STAFF RECOMMENDATION:** That the Board ratify the approval of the amendment to the FY 18/19-19/20 UPWP including the de-obligation of FY 20 Federal Planning Funds (PL) in the amount of

06/12/2020

\$83,588.

Prepared By: Brandy Otero, Collier MPO Principal Planner

**ATTACHMENT(S)**

1. Breakdown of De-obligation request (PDF)
2. Revised pages from the FY 16/17-17/18 UPWP (PDF)
3. Amendment to the MPO Agreement (PDF)
4. Resolution 2020-03 (PDF)



06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 4.B**Doc ID:** 12547

**Item Summary:** Amendment to the FY 18/19-19/20 Unified Planning Work Program (UPWP) including the De-Obligation of FY 20 Federal Planning (PL) Funds

**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 10:27 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 10:27 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 10:46 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/03/2020 12:34 PM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |

| Task   | Budget        | De-Obligation  | Revised Budget | Reallocation   | Final Budget  |
|--|---------------|----------------|----------------|----------------|---------------|
| Task 1 - Administration                        | \$ 299,185.00 |                | \$ 299,185.00  | \$ 28,900.00   | \$ 328,085.00 |
| Task 2 - Data Collection/ Development          | \$ 20,000.00  |                | \$ 20,000.00   | \$ (19,000.00) | \$ 1,000.00   |
| Task 3 - Transportation Improvement Program    | \$ 15,000.00  | \$ (4,600.00)  | \$ 10,400.00   | \$ (9,900.00)  | \$ 500.00     |
| Task 4 - Long Range Planning                   | \$ 323,803.00 | \$ (28,000.00) | \$ 295,803.00  |                | \$ 295,803.00 |
| Task 5 - Special Projects and Systems Planning | \$ 152,000.00 | \$ (29,988.00) | \$ 122,012.00  |                | \$ 122,012.00 |
| Task 7 - Regional Coordination                 | \$ 30,000.00  | \$ (21,000.00) | \$ 9,000.00    |                | \$ 9,000.00   |
| Total fiscal year 2019/20 funds for all tasks  | \$ 839,988.00 | \$ (83,588.00) | \$ 756,400.00  | \$ -           | \$ 756,400.00 |

| Task 1 Line items             | Budget        | De-Obligation | Revised Budget | Reallocation  | Final Budget  |
|-------------------------------|---------------|---------------|----------------|---------------|---------------|
| ADM Personnel                 | \$ 243,935.00 |               | \$ 243,935.00  | \$ 54,100.00  | \$ 298,035.00 |
| ADM Consultant                | \$ 1,000.00   |               | \$ 1,000.00    |               | \$ 1,000.00   |
| ADM Travel & Development      | \$ 4,000.00   |               | \$ 4,000.00    | \$ (2,500.00) | \$ 1,500.00   |
| ADM Other Building Rent/Lease | \$ 14,000.00  |               | \$ 14,000.00   |               | \$ 14,000.00  |
| ADM Other Insurance           | \$ 5,000.00   |               | \$ 5,000.00    | \$ (3,500.00) | \$ 1,500.00   |
| ADM Cell Access               | \$ 750.00     |               | \$ 750.00      | \$ (400.00)   | \$ 350.00     |
| ADM Other Copying/Print/R&M   | \$ 14,000.00  |               | \$ 14,000.00   | \$ (8,500.00) | \$ 5,500.00   |
| ADM Other Office Supplies     | \$ 4,000.00   |               | \$ 4,000.00    | \$ (2,800.00) | \$ 1,200.00   |
| ADM Other Legal Ads           | \$ 3,000.00   |               | \$ 3,000.00    | \$ (2,900.00) | \$ 100.00     |
| ADM Other Motor Pool/Auto     | \$ 4,500.00   |               | \$ 4,500.00    |               | \$ 4,500.00   |
| ADM Other Postage/Freight     | \$ 4,000.00   |               | \$ 4,000.00    | \$ (3,800.00) | \$ 200.00     |
| ADM Other Phone Systems       | \$ 1,000.00   |               | \$ 1,000.00    | \$ (800.00)   | \$ 200.00     |
| Totals                        | \$ 299,185.00 |               | \$ 299,185.00  | \$ 28,900.00  | \$ 328,085.00 |

| Task 2 Line items | Budget       | De-Obligation | Revised Budget | Reallocation   | Final Budget |
|-------------------|--------------|---------------|----------------|----------------|--------------|
| DC&D Personnel    | \$ 10,000.00 |               | \$ 10,000.00   | \$ (9,500.00)  | \$ 500.00    |
| DC&D Consultant   | \$ 10,000.00 |               | \$ 10,000.00   | \$ (9,500.00)  | \$ 500.00    |
| Totals            | \$ 20,000.00 |               | \$ 20,000.00   | \$ (19,000.00) | \$ 1,000.00  |

| Task 3 Line items | Budget       | De-Obligation | Revised Budget | Reallocation  | Final Budget |
|-------------------|--------------|---------------|----------------|---------------|--------------|
| TIP Personnel     | \$ 15,000.00 | \$ (4,600.00) | \$ 10,400.00   | \$ (9,900.00) | \$ 500.00    |
| Totals            | \$ 15,000.00 | \$ (4,600.00) | \$ 10,400.00   | \$ (9,900.00) | \$ 500.00    |

| Task 4 Line items   | Budget        | De-Obligation  | Revised Budget | Reallocation | Final Budget  |
|---------------------|---------------|----------------|----------------|--------------|---------------|
| L RTP Personnel     | \$ 30,000.00  | \$ (28,000.00) | \$ 2,000.00    |              | \$ 2,000.00   |
| L RTP Consultant PL | \$ 293,803.00 |                | \$ 293,803.00  |              | \$ 293,803.00 |
| Totals              | \$ 323,803.00 | \$ (28,000.00) | \$ 295,803.00  |              | \$ 295,803.00 |

| Task 5 Line items                       | Budget        | De-Obligation  | Revised Budget | Reallocation | Final Budget  |
|---|---------------|----------------|----------------|--------------|---------------|
| SPSP Personnel                          | \$ 50,000.00  | \$ (27,000.00) | \$ 23,000.00   |              | \$ 23,000.00  |
| SPSP Transportation System Perf Rpt18-2 | \$ 97,000.00  | \$ (2,988.00)  | \$ 94,012.00   |              | \$ 94,012.00  |
| SPSP Strategic Highway Safety Plan      | \$ 5,000.00   |                | \$ 5,000.00    |              | \$ 5,000.00   |
| Totals                                  | \$ 152,000.00 | \$ (29,988.00) | \$ 122,012.00  |              | \$ 122,012.00 |

| Task 7 Line items | Budget       | De-Obligation  | Revised Budget | Reallocation | Final Budget |
|-------------------|--------------|----------------|----------------|--------------|--------------|
| RC Personnel      | \$ 25,000.00 | \$ (21,000.00) | \$ 4,000.00    |              | \$ 4,000.00  |
| RC Travel         | \$ 5,000.00  |                | \$ 5,000.00    |              | \$ 5,000.00  |
| Totals            | \$ 30,000.00 | \$ (21,000.00) | \$ 9,000.00    |              | \$ 9,000.00  |

|                          |                |               |      |               |
|--------------------------|----------------|---------------|------|---------------|
| Revised FY 19/20 Funding | \$ (83,588.00) | \$ 756,400.00 | \$ - | \$ 756,400.00 |
|--------------------------|----------------|---------------|------|---------------|

| SU Funding                       | Budget        | De-Obligation   | Revised Budget | Reallocation | Final Budget  |
|----------------------------------|---------------|-----------------|----------------|--------------|---------------|
| L RTP Consultant SU              | \$ 200,000.00 | \$ (120,000.00) | \$ 80,000.00   |              | \$ 80,000.00  |
| Strategic Highway Safety Plan SU | \$ 200,000.00 | \$ (65,000.00)  | \$ 135,000.00  |              | \$ 135,000.00 |
|                                  | \$ 400,000.00 | \$ (185,000.00) | \$ 215,000.00  |              | \$ 215,000.00 |

Attachment: Breakdown of De-obligation request (12547 : Amendment to the FY 18/19-19/20 Unified Planning Work Program (UPWP) including

**COLLIER**  
**METROPOLITAN PLANNING ORGANIZATION**  
 Bonita Springs (Naples), FL UZA

**FISCAL YEARS (FY) 2018/19-2019/20**  
**UNIFIED PLANNING WORK PROGRAM**

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

Approved and Adopted May 11, 2018

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Commissioner William L. McDaniel, Jr.  
 MPO Chair

Prepared by:  
 Staff and the participating agencies of the  
 Collier Metropolitan Planning Organization  
 2885 Horseshoe Drive South, Naples, Florida 34104  
 (239) 252-5804  
 Fax: (239) 252-5815  
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The preparation of this document has been financed in part through grants from  
 the Federal Highway Administration (CFDA Number 20.205),  
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 the U.S. Department of Transportation, under the Metropolitan Planning Program,  
 Section 104(f) of title 23, U.S. Code,  
 and from Local funding provided by Collier County, the  
 City of Naples, the City of Marco Island, and the City of Everglades City.  
 The contents of this document do not necessarily reflect the official  
 views or policy of the U.S. Department of Transportation.

**Federal Planning Funds**

Federal Aid Program (FAP) - # PL0313 (056)  
 Financial Management (FM) - # 439314-2-14-01 & 439314-2-01-04  
 FDOT Contract # GOY70

**Federal Transit Administration (FTA) Section 5305(d) Funds**

Financial Management (FM) - # 410113 1 14  
 Contract # GO581

Amendment 1: April 12, 2019  
 Amendment 2: May 10, 2019  
 Modification 3: May 30, 2019

Amendment 4: October 11, 2019  
 Amendment 5: November 8, 2019  
Amendment 6: April 10, 2020



## COST ANALYSIS CERTIFICATION



**Florida Department of Transportation**

**RICK SCOTT**  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

**MIKE DEW**  
SECRETARY

### Cost Analysis Certification

Collier MPO

Unified Planning Work Program - FY 2018/2019

Adopted 5/11/2018

Revision Number: Initial Adoption

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

\_\_\_\_\_  
Name: Victoria Peters

\_\_\_\_\_  
Community Liaison, District One  
Title and District

\_\_\_\_\_  
Signature 5/11/2018

www.fdot.gov



825-010-06  
POLICY PLANNING  
1/18

**Florida Department of Transportation**

RICK SCOTT  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

MIKE DEW  
SECRETARY

**Cost Analysis Certification**

**Collier MPO**

**Unified Planning Work Program - FY 2020**

Adopted 5/11/2018

Revision Number: Initial Adoption

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

\_\_\_\_\_  
Name: Victoria Peters

\_\_\_\_\_  
Select to enter  
Title and District

\_\_\_\_\_  
Select Date  
Signature

[www.fdot.gov](http://www.fdot.gov)

## INTRODUCTION

The Unified Planning Work Program (UPWP) for the Collier Metropolitan Planning Area documents transportation planning and transportation planning related activities for FY 2018/19-2019/20. The objective of this work program is to ensure that a continuing, cooperative and comprehensive approach to planning for transportation needs is maintained and properly coordinated with other jurisdictions and MPOs, the Southwest Florida Regional Planning Council (SWFRPC) and the Florida Department of Transportation (FDOT).

Comments received from FHWA, FTA, and FDOT have been addressed and incorporated into the final document. A draft of this UPWP was presented for final endorsement to the Citizens and Technical Advisory Committees on April 30, 2018 and received final approval by the Collier MPO Board on May 11, 2018.

This document is intended to inform all public officials and agencies that contribute effort and allocated funds to the multimodal transportation planning process about the nature of the tasks identified in the UPWP. It is also intended to assign specific responsibilities for the various tasks to the participating agencies in accordance with the Interlocal Agreement creating the Metropolitan Planning Organization. In addition, the UPWP provides the basis for Federal funding of the transportation planning activities to be undertaken with Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds.

MPO planning principles, procedures and technical issues in the UPWP are intended to be an integral part of the planning process and bring about improved decision making in transportation project selection, development, design, mitigation and construction. The level of effort in this UPWP is largely based on state and federal requirements, joint efforts with planning partners that support the transportation planning process, and the cycle of updates to the Long Range Transportation Plan.

*Moving Ahead for Progress in the 21<sup>st</sup> Century* (MAP-21) maintains the federal planning factors that were included in the *Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users* (SAFETEA-LU). In addition, the new transportation authorization bill, *Fixing America's Surface Transportation* (FAST) added two planning factors. The following ten federal planning factors have been incorporated into the MPO Planning Process and this UPWP:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation;

## INTRODUCTION (cont.)

9. Enhance travel and tourism; and,
10. Emphasize the preservation of the existing transportation system

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

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

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

The MPO performs a variety of tasks utilizing funds under Titles 23 and 49, U.S.C. Those tasks include annual development of the Transportation Improvement Program (TIP); continually improving the Congestion Management System; regular updates to the Transit Development Plan (TDP) and Transportation Disadvantaged Service Plan (TDSP); assisting Collier County in its role as Transportation Disadvantaged Community Transportation Coordinator (CTC); support of Bicycle and Pedestrian Planning activities; preparation of updates to the Long Range Transportation Plan; periodically updating the Public Involvement Plan (PIP), expanding public outreach activities and implementing strategies to address environmental justice issues; and supporting FDOT District One and Collier County planning activities with emphasis on improving traffic modeling and Geographic Information Systems (GIS) capabilities.

Section 120 of Title 23, U.S.C, permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a “soft-match” provision that allows the federal share to be increased up to 100% to the extent credits are available. The “soft-match” amount being utilized to match the FHWA funding in this UPWP is 18.07% of FHWA program funds for a total of \$156,456 in FY 2018/19 and ~~\$166,828~~ in FY 2019/20 for a total of ~~\$323,284~~.

Deleted: 185,262

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**COLLIER  
METROPOLITAN PLANNING ORGANIZATION  
FY 2018/19-2019/20  
UNIFIED PLANNING WORK PROGRAM (UPWP)**



**TASK 1**

**ADMINISTRATION**

## ADMINISTRATION

### PURPOSE:

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

### PREVIOUS WORK:

- Staff Management
- UPWP development and Amendments
- Annual and Quadrennial MPO Certifications
- Quarterly Reports and Invoices
- Grant Applications, Contracts, Joint Participation Agreements, and Budget Submittals
- Audits as required
- Legal services for MPO
- Purchase, lease or rent for MPO staff offices, vehicle, facilities and equipment
- Copies
- COOP
- Published MPO newsletters
- Developed and maintained an interactive stand-alone Website
- Staff spoke before groups and organizations
- Staff issued press releases and legal ads
- Participated in interviews by local print and broadcast media
- Public Involvement activities
- Provided information to the public, consultants and other government agencies by mail, phone and e-mail.

### REQUIRED ACTIVITIES:

- Manage in-house staff and consultants to accomplish all planning tasks.
- General administration and coordination of the MPO and MPO activities required to facilitate the UPWP and planning tasks per federal and state planning requirements.
- Maintain and update a General Planning Contract for planning tasks and issue purchase orders, work orders or necessary authorizations under contracts associated with the General Planning Contract or future planning contracts.
- Preparation of contracts, request for proposals and agreements between the MPO and participating agencies, including contracts with outside consultants.
- Technical assistance to local governments, public agencies, and other qualified grant sponsors regarding Federal and state grant applications or management issues.

- General facilitation, coordination and minute / record keeping of all MPO Board, advisory committee meetings, and any other public meetings or workshops. This includes legal ads and notices, scheduling the meetings, facility rentals, assembling and delivering the agendas / packets, transcribing the minutes, etc.
- Complete press releases, legal ads, advertisements, fliers, notices, etc. for meetings, transportation plans and MPO related activities.
- MPO Board, committee members and staff to participate in transportation workshops, conferences, meetings and coordination activities to provide staff, board, and committee members training and education, about the MPO and to enhance knowledge in any UPWP task, maintain technical expertise, promote sound transportation planning, and stay abreast of emerging issues. This includes purchase of any necessary resource and training materials. Travel may be required for these activities.
- Participate in any air quality compliance training and related air quality regulations (as necessary).
- Soliciting applications for vacancies on advisory committees, as needed.
- Updating of MPO and advisory committee bylaws, as needed.
- Contracting with outside legal counsel as necessary for contracts, agreements, and procedural assessments.
- Contractual lease or rent for MPO staff offices, facilities, vehicle and equipment, if applicable.
- Monitor progress towards goals, including Disadvantaged Business Enterprise (DBE) goals. Ensure compliance with DBE policy.
- Assist Collier County with MPO budget, grant compliance and annual audit as necessary. Ensure all MPO Board Members receive a copy of the annual audit.
- Drafting or updating any necessary agreements, resolutions or documents including but not limited to the reapportionment plan, interlocal agreements and coordination agreements.
- Pursue new grant opportunities as they arise to support transportation and related planning.
- Payment of professional membership dues for planning, such as AICP, engineering, such as EIT and ITS, and appropriate legal organizations.
- Purchase of all routine / necessary office supplies for the MPO.
- Printing expenses, either in house or through a vendor.
- Purchase or lease the necessary office equipment such as computers / laptops / monitors / color copiers / printers / scanners / fax machines / iPads / Tablets (or equivalent) / audiovisual aids in order to enhance MPO documentation and communication.
- Software license and maintenance agreements, including but not limited to computer operating systems, Adobe Professional and ArcGIS.
- Maintenance fees from the Collier County Information Technology department (IT) for help desk support and maintenance of MPO computers and related hardware/software, as necessary.
- Develop/update/revise/amend FY 2018/19-2019/20 Unified Planning Work Program.
- Develop an Annual Report to report on annual activities of staff and advisory committees, incorporating PIP statistics, performance measures and the Board's strategic plan.
- Develop annual reports for FHWA, FDOT, and other member governments, as requested.
- Continue to coordinate with FDOT and partner agencies to address and implement performance measures as required.
- Coordinate with FDOT and member agencies to address integration of MAP-21 and FAST Performance Management Measures in an effort to move towards performance based planning.

- Assess progress towards meeting UPWP objectives, project end dates and budget targets.
- Preparation of documents necessary to maintain the Federal and state certification of the Collier MPO's metropolitan multimodal transportation planning process (MMTPP) and the related requirements associated with Federal funding and the planning process. This includes the preparation of quarterly invoices and an Annual Summary Report to ensure compliance with any federal or state regulations.
- Maintain and update the Continuity of Operations Plan (COOP) or other disaster preparedness procedures and conduct a COOP preparedness training / exercise, as necessary.
- Review, update and distribution of MPO's Public Involvement Plan (PIP), LEP and the Joint Regional PIP.
- Ongoing Title VI & Environmental Justice evaluations including updating the complaint process and resolving complaints, as necessary.
- Document measures of effectiveness for the PIP.
- Complete MPO/project newsletters, fliers, and outreach materials to educate the public.
- Provides staff for information booths at community events and business trade fairs.
- Ongoing development, update and maintenance/enhancement of MPO website, social media and networking media to engage the public, gain public input and provide document availability, such as the QRC.
- Provide, conduct and review public involvement surveys and responses and public comment periods.
- Ongoing development and maintenance of mailing and community contact lists to ensure adequate notice of public meetings and distribution of public information materials.
- Payment of all postage, FedEx and routine / necessary office supplies for the MPO.
- Consultant assistance as required.

**END PRODUCT:****(TARGET DATE)**

- |   |                      |
|---|----------------------|
| • Quarterly progress reports and invoices.  | (quarterly)          |
| • Certification documentation, Agreements, Resolutions and JPAs.  | (annually)           |
| • Annual Audit distribution   | (annually)           |
| • Compliance with DBE Policy and reporting requirements.  | (as needed)          |
| • Press releases and solicitation for vacancies on advisory committees.   | (as needed)          |
| • Monthly agenda packets for advisory committees and the MPO Board  | (monthly)            |
| • Press releases or legal ads for advisory committee meetings, MPO Board meetings and any other meetings or special workshops/events                  | (monthly/ as needed) |
| • Annual summary of activities.   | (as needed)          |
| • Pursue a MPO Internship Program   | (as necessary)       |
| • Air quality compliance and regulation training  | (as necessary)       |
| • Title VI training.  | (as necessary)       |
| • FSUTMS training.  | (as necessary)       |
| • GIS training  | (as necessary)       |
| • Professional development training and workshops.  | (as necessary)       |
| • Office Lease and usage of car from Collier County Fleet Management for \$735 per quarter and an additional rate of \$0.49 per mile over 1,500 miles | (quarterly)          |

- Office equipment lease (monthly)
- 2018/19-2019/20 Unified Planning Work Program updates (as needed)
- Draft 2020/21 – 2021/22 Unified Planning Work Program (7<sup>th</sup> quarter)
- Continuity of Operations Plan (COOP) or other disaster preparedness procedures. (ongoing)
- MPO committee and Board member orientation. (as needed)
- Minutes of MPO Board and Advisory Committees and associated subcommittee meetings. (monthly)
- Agendas for the MPO Board and associated Advisory Committees. (Monthly)
- MPO newsletters. (semi-annually)
- Updated MPO website and web pages (ongoing)
- Information about MPO events and workshops. (ongoing)
- Timely response to all information requests. (ongoing)
- Public Involvement Plan (PIP) and Evaluation Guide (as necessary)
- Published list of projects for which Federal funds are obligated in the preceding year, and make available for public review. (annually)
- Annual Report (annually)
- Presentations for MPO committees, Board members and the public regarding the LRTP, TIP, UPWP and other plans (as needed)
- Updates to the Limited English Proficiency (LEP) Plan. (as needed)
- Updates to the community outreach tools to identify Environmental Justice and Title VI populations (as needed)
- Public involvement documents in accordance with the PIP (ongoing)

**RESPONSIBLE AGENCY:**

|                     |                   |           |
|---------------------|-------------------|-----------|
| Collier MPO         | <b>FY 2018/19</b> |           |
| Consultant Services | FHWA (PL)         | \$315,000 |

|                     |                   |                      |
|---------------------|-------------------|----------------------|
| Collier MPO         | <b>FY 2019/20</b> |                      |
| Consultant Services | FHWA (PL)         | <del>\$328,085</del> |

Deleted: 299,185

## Task 1 - Financial Tables

| Task 1 - Administration                |  |                  |            |            |                 |                 |               |                  |
|--|--|------------------|------------|------------|-----------------|-----------------|---------------|------------------|
| Estimated Budget Detail for FY 2018/19 |  |                  |            |            |                 |                 |               |                  |
| Budget Category                        | Budget Category Description  | FHWA (PL)        | FHWA (SU)  | FTA 5303   | FTA State Match | FTA Local Match | Trans. Disad. | Total            |
| <b>A. Personnel Services</b>           |  |                  |            |            |                 |                 |               |                  |
|  | MPO staff salaries, fringe benefits, and other deductions                            | \$244,750        | \$0        | \$0        | \$0             | \$0             | \$0           | \$244,750        |
|  | <b>Subtotal:</b>   | <b>\$244,750</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$244,750</b> |
| <b>B. Consultant Services</b>          |  |                  |            |            |                 |                 |               |                  |
|  | Website maintenance, hosting fees, etc.  | \$20,000         | \$0        | \$0        | \$0             | \$0             | \$0           | \$20,000         |
|  | <b>Subtotal:</b>   | <b>\$20,000</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$20,000</b>  |
| <b>C. Travel</b>                       |  |                  |            |            |                 |                 |               |                  |
|  | Travel and Professional Development  | \$4,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$4,000          |
|  | <b>Subtotal:</b>   | <b>\$4,000</b>   | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$4,000</b>   |
| <b>D. Other Direct Expenses</b>        |  |                  |            |            |                 |                 |               |                  |
|  | Building or room Rental/lease  | \$14,000         | \$0        | \$0        | \$0             | \$0             | \$0           | \$14,000         |
|  | Insurance  | \$5,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$5,000          |
|  | Cellular Telephone Access and expenses   | \$750            | \$0        | \$0        | \$0             | \$0             | \$0           | \$750            |
|  | General Copying Expenses, equipment lease, printing charges, repairs and maintenance | \$10,000         | \$0        | \$0        | \$0             | \$0             | \$0           | \$10,000         |
|  | General Office Supplies  | \$4,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$4,000          |
|  | Legal Advertising  | \$3,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$3,000          |
|  | Motor Pool Rental and Car Maintenance /expenses                                      | \$4,500          | \$0        | \$0        | \$0             | \$0             | \$0           | \$4,500          |
|  | Postage, business reply permit, freight expenses, etc.                               | \$4,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$4,000          |
|  | Telephone Access, expenses and system maintenance                                    | \$1,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$1,000          |
|  | <b>Subtotal:</b>   | <b>\$46,250</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$46,250</b>  |
|  | <b>Total:</b>  | <b>\$315,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$315,000</b> |

| Task 1 - Administration   |                      |            |            |                 |                 |               |                      |
|---|----------------------|------------|------------|-----------------|-----------------|---------------|----------------------|
| Estimated Budget Detail for FY 2019/20  |                      |            |            |                 |                 |               |                      |
| Budget Category & Description   | FHWA (PL)            | FHWA (SU)  | FTA 5303   | FTA State Match | FTA Local Match | Trans. Disad. | Total                |
| <b>A. Personnel Services</b>  |                      |            |            |                 |                 |               |                      |
| MPO staff salaries, fringe benefits, and other deductions   | <del>\$298,035</del> | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$298,035</del> |
| <b>Subtotal:</b>  | <del>\$298,035</del> | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$298,035</del> |
| <b>B. Consultant Services</b>   |                      |            |            |                 |                 |               |                      |
| Website maintenance, hosting fees, etc.   | \$1,000              | \$0        | \$0        | \$0             | \$0             | \$0           | \$1,000              |
| <b>Subtotal:</b>  | <b>\$1,000</b>       | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$1,000</b>       |
| <b>C. Travel</b>  |                      |            |            |                 |                 |               |                      |
| Travel and Professional Development   | <del>\$1,500</del>   | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$1,500</del>   |
| <b>Subtotal:</b>  | <del>\$1,500</del>   | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$1,500</del>   |
| <b>D. Other Direct Expenses</b>   |                      |            |            |                 |                 |               |                      |
| Building or room Rental/lease   | \$14,000             | \$0        | \$0        | \$0             | \$0             | \$0           | \$14,000             |
| Insurance   | <del>\$1,500</del>   | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$1,500</del>   |
| Cellular Telephone Access and expenses  | <del>\$350</del>     | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$350</del>     |
| General Copying Expenses, equipment lease, software purchase, printing charges, repairs and maintenance | <del>\$5,500</del>   | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$5,500</del>   |
| General Office Supplies   | <del>\$1,200</del>   | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$1,200</del>   |
| Legal Advertising   | <del>\$100</del>     | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$100</del>     |
| Motor Pool Rental and Car Maintenance /expenses   | \$4,500              | \$0        | \$0        | \$0             | \$0             | \$0           | \$4,500              |
| Postage, business reply permit, freight expenses, etc.  | <del>\$200</del>     | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$200</del>     |
| Telephone Access, expenses and system maintenance   | <del>\$200</del>     | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$800</del>     |
| <b>Subtotal:</b>  | <del>\$30,050</del>  | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$30,050</del>  |
| <b>Total:</b>   | <del>\$328,085</del> | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$328,085</del> |

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## **TASK 2      DATA COLLECTION / DEVELOPMENT**



## DATA COLLECTION / DEVELOPMENT

### PURPOSE:

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

### PREVIOUS WORK:

- Provided current data sources via the MPO's Website.
- Compiled annual traffic data and conducted surveys for Congestion Management Process (CMP) consideration.
- Updated the existing GIS maps. Coordinated with Growth Management Division, Comprehensive Planning staff on land use forecasts and data review. Updated socio-economic data and TAZ structures for the 2040 LRTP Update.

### REQUIRED ACTIVITIES:

Coordinate with the planning departments of the municipalities to update the existing land use forecasts and traffic analysis zone updates from the current county build out study effort to assist in these efforts. Review and develop comments and recommendations regarding Intergovernmental Coordination Element (ICE) activities, Evaluation and Appraisal Reports (EAR), Intergovernmental Coordination and Review (ICAR), in regard to the MPO Long Range Transportation Plan.

### Review of Data:

- Staff and consultant will coordinate with the jurisdiction's Comprehensive Planning Departments regarding land use forecasting efforts to ensure that demographic and employment data at the Traffic Analysis Zone (TAZ) level of regional and local transportation planning efforts are updated.
- Staff will coordinate with the planning and zoning departments of the municipalities to ensure that updated socioeconomic, demographic and employment data are updated.
- Staff will maintain both employment and residential databases to ensure that the locations and projected build-out of major new developments are accounted for in future forecasts.
- Continued coordination with jurisdictions, agencies and municipalities within Collier County and adjacent to Collier County on community master plans, transportation system

plans, multi-modal mobility plans, Strategic Highway Safety Plan etc. and the data used to update and maintain such information.

- Update and review any functional classifications, boundary information and transportation network databases and inventory.
- Participate in update of National Household Travel Survey (as deemed appropriate).
- Review and provide travel demand model information such as Annual Average Daily Traffic (AADT) and volume-to-capacity ratios for planning documents and citizen's request.
- Continue to track the implementation status of projects and update any project lists as needed.
- Coordinate with FDOT and member agencies to address integration of MAP-21 and FAST Performance Management Measures in the move towards performance based planning.

#### GIS

- Continue to expand program development for Web-based roadway data exchange and review between agencies.
- Continue to create and update maps and graphics using GIS data.

#### END PRODUCTS:

#### (TARGET DATE)

- |  |             |
|--|-------------|
| • Updated demographic and employment data forecasts.   | (as needed) |
| • Updated Traffic Analysis Zone/Traffic Analysis District structure.                                 | (as needed) |
| • Miscellaneous research reports and analyses.   | (ongoing)   |
| • Updated maps and graphics.   | (ongoing)   |
| • Maintenance of functional classifications, boundary information and TAZ data based on 2010 census. | (as needed) |

#### RESPONSIBLE AGENCY:

|                     |                   |           |
|---------------------|-------------------|-----------|
| Collier MPO         | <b>FY 2018/19</b> |           |
| Consultant Services | FHWA (PL)         | \$ 20,000 |

|                     |                   |                 |
|---------------------|-------------------|-----------------|
| Collier MPO         | <b>FY 2019/20</b> |                 |
| Consultant Services | FHWA (PL)         | \$ <u>1,000</u> |

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## Task 2 - Financial Tables

| Task 2 – DATA COLLECTION/DEVELOPMENT<br>Estimated Budget Detail for FY 2018/19 |                 |            |            |                 |                 |               |                 |
|--|-----------------|------------|------------|-----------------|-----------------|---------------|-----------------|
| Budget Category & Description  | FHWA (PL)       | FHWA (SU)  | FTA 5303   | FTA State Match | FTA Local Match | Trans. Disad. | Total           |
| <b>A. Personnel Services</b>   |                 |            |            |                 |                 |               |                 |
| MPO staff salaries, fringe benefits, and other deductions                      | \$10,000        | \$0        | \$0        | \$0             | \$0             | \$0           | \$10,000        |
| <b>Subtotal:</b>   | <b>\$10,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$10,000</b> |
| <b>B. Consultant Services</b>  |                 |            |            |                 |                 |               |                 |
| Contract/Consultant Services   | \$10,000        | \$0        | \$0        | \$0             | \$0             | \$0           | \$10,000        |
| <b>Subtotal</b>  | <b>\$10,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$10,000</b> |
| <b>Total:</b>  | <b>\$20,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$20,000</b> |

| Task 2 – DATA COLLECTION/DEVELOPMENT<br>Estimated Budget Detail for FY 2019/20 |                |            |            |                 |                 |               |                |
|--|----------------|------------|------------|-----------------|-----------------|---------------|----------------|
| Budget Category & Description  | FHWA (PL)      | FHWA (SU)  | FTA 5303   | FTA State Match | FTA Local Match | Trans. Disad. | Total          |
| <b>A. Personnel Services</b>   |                |            |            |                 |                 |               |                |
| MPO staff salaries, fringe benefits, and other deductions                      | \$500          | \$0        | \$0        | \$0             | \$0             | \$0           | \$500          |
| <b>Subtotal:</b>   | <b>\$500</b>   | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$500</b>   |
| <b>B. Consultant Services</b>  |                |            |            |                 |                 |               |                |
| Contract/Consultant Services   | \$500          | \$0        | \$0        | \$0             | \$0             | \$0           | \$500          |
| <b>Subtotal</b>  | <b>\$500</b>   | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$500</b>   |
| <b>Total:</b>  | <b>\$1,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$1,000</b> |

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**TASK 3      TRANSPORTATION IMPROVEMENT  
PROGRAM MONITORING AND  
DEVELOPMENT**

## TRANSPORTATION IMPROVEMENT PROGRAM

### PURPOSE:

Develop Multimodal TIPs for FY 2018/2019-2022/2023 and FY 2019/20-2023/24 that identify all Federal, State, and locally funded transportation improvements consistent with the requirements of Federal and State laws. Coordinate with FDOT and member agencies to address integration of MAP-21 and FAST Performance Management Measures in the TIP. This section also includes transportation system planning tasks related to contingency of operations and short-range transportation planning and programming.

### PREVIOUS WORK:

- Coordinated with agencies and jurisdictions on transportation plans and programs.
- Developed Annual preparation of TIPs and TIP Amendments with the assistance of a consultant to develop a web-based TIP Tool.

### REQUIRED ACTIVITIES

- Coordinate all TIP efforts with FDOT, local agencies, jurisdictions and the STIP.
- Continue to analyze proposed amendments to the current TIP for conformity, policy implications, financial impact, and administrative changes.
- Prepare and distribute updates to the TIP.
- Develop reports that provide information on various aspects of transportation projects and programs.
- Review and prioritize transportation system projects in the LRTP in preparation for the TIP.
- Continue to share project information with other transportation agencies and the public via the MPO website and QRC.
- Prepare project priority lists for the MPO Board and its advisory committees.
- Continued incorporation of Efficient Transportation Decision Making (ETDM) into the transportation planning process.
- Review ETDM projects and purpose and needs statements for projects on MPO priority lists and in the LRTP.
- Continued incorporation of any air quality compliance and related air quality regulations (as necessary).
- Review and update the Collier County Freight and Goods Mobility Analysis as necessary and respond to inquiries regarding this document.
- Review and assess the need for freight strategies and develop them as necessary.
- Coordinate with FDOT and member agencies to address integration of MAP-21 and FAST Performance Management Measures in the move towards performance based planning.

### END PRODUCTS:

### (TARGET DATE)

- |   |                           |
|---|---------------------------|
| • Miscellaneous research reports and analyses.    | (ongoing)                 |
| • Updated maps and graphics                       | (ongoing)                 |
| • FY 2018/19 Transportation Project Priority List | (4 <sup>th</sup> Quarter) |

- FY 2019/20 Transportation Project Priority List (8<sup>th</sup> Quarter)
- Updates of available discretionary transportation funding Programs project lists. (as necessary)
- FY 2018/19 – 2022/23 TIP (4<sup>th</sup> Quarter)
- FY 2019/20 – 2023/24 TIP (8<sup>th</sup> Quarter)
- TIP Amendments (as necessary)

**RESPONSIBLE AGENCY:**

Collier MPO

**FY 2018/19**  
FHWA (PL)

\$ 20,000

Collier MPO

**FY 2019/20**  
FHWA (PL)

\$ 500

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### Task 3 - Financial Tables

| Task 3 - TIP<br>Estimated Budget Detail for FY 2018/19    |                 |              |             |                    |                    |                  |                 |
|---|-----------------|--------------|-------------|--------------------|--------------------|------------------|-----------------|
| Budget Category & Description                             | FHWA<br>(PL)    | FHWA<br>(SU) | FTA<br>5303 | FTA State<br>Match | FTA Local<br>Match | Trans.<br>Disad. | Total           |
| <b>A. Personnel Services</b>                              |                 |              |             |                    |                    |                  |                 |
| MPO staff salaries, fringe benefits, and other deductions | \$20,000        | \$0          | \$0         | \$0                | \$0                | \$0              | \$20,000        |
| <b>Subtotal:</b>  | <b>\$20,000</b> | <b>\$0</b>   | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>\$20,000</b> |
| <b>Total:</b>   | <b>\$20,000</b> | <b>\$0</b>   | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>\$20,000</b> |

| Task 3 - TIP<br>Estimated Budget Detail for FY 2019/20    |                  |              |             |                    |                    |                  |                  |
|---|------------------|--------------|-------------|--------------------|--------------------|------------------|------------------|
| Budget Category & Description                             | FHWA<br>(PL)     | FHWA<br>(SU) | FTA<br>5303 | FTA State<br>Match | FTA Local<br>Match | Trans.<br>Disad. | Total            |
| <b>A. Personnel Services</b>                              |                  |              |             |                    |                    |                  |                  |
| MPO staff salaries, fringe benefits, and other deductions | <del>\$500</del> | \$0          | \$0         | \$0                | \$0                | \$0              | <del>\$500</del> |
| <b>Subtotal:</b>  | <del>\$500</del> | <b>\$0</b>   | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <del>\$500</del> |
| <b>Total:</b>   | <del>\$500</del> | <b>\$0</b>   | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <del>\$500</del> |

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## **TASK 4      LONG RANGE PLANNING**



## LONG RANGE PLANNING

### PURPOSE:

To evaluate plans and programs for consistency with the 2040 Long Range Transportation Plan (LRTP) and to begin preparation for a major update of the LRTP to the horizon year of 2045. MAP-21 and FAST Act Performance measures will be integrated into the 2045 LRTP in an effort to move towards performance based planning. This task will work in coordination with other tasks throughout the UPWP, including Administration, Data Collection/Development, and Transit and Transportation Disadvantaged.

### PREVIOUS WORK:

The MPO's LRTP was updated to a forecast year of 2040. The MPO adopted the 2040 LRTP in December 2015. The 2040 LRTP was amended three times after adoption. The multi-modal LRTP included transit and bicycle/pedestrian projects (both on- and off-road). The MPO staff worked with member governments and advisory committees to evaluate changing land use patterns, to account for changes that have occurred in the urban fringe and rural lands; as well as the significant growth in Collier County.

### REQUIRED TASKS:

- Prepare amendments or updates to the 2040 LRTP as required;
- Continue to execute the public participation plan for any 2040 LRTP amendments or updates;
- Address integration of MAP-21 and FAST Performance Management Measures on the 2040 LRTP, as necessary.
- Continued coordination with the FDOT District 1 regional transportation/planning model Coordinating Committee and local staff on any updates required to the travel demand model tool;
- Continue to incorporate the Efficient Transportation Decision Making (ETDM) Process into the Long Range Multimodal transportation planning process. Continue to work with FDOT to develop projects for the ETDM process as they relate to LRTP projects and priorities and to provide project specific comments as part of the ETDM process.
- Attend meetings and participate on committees of FDOT District 1 Regional Transportation/Planning Model (RPM) Coordinating Committee, GIS Users Groups, Florida Standard Urban Transportation Model Structure (FSUTMS) Users Groups, and others as needed.
- Attend training as necessary on FSUTMS;
- Utilize consultant assistance for modeling support, data development and evaluation, and other support necessary to complete updates to the 2040 LRTP and to develop the 2045 LRTP.
- Begin coordination and development of the 2045 LRTP.
- Continued coordination with FDOT District 1 to develop the next generation Regional Planning Model;
- Coordinate with member agencies to develop and review socio economic forecasts for the 2045 LRTP.
- Coordinate with the Lee MPO to prepare a scope and conduct an Origin/Destination Study

- Coordinate with on-going studies related to climate change and vulnerability.
- Incorporate federal performance measures into the 2045 LRTP.
- Begin updating revenue projections, needs plan and cost feasible plan.

**END PRODUCT:****(TARGET DATE)**

- |  |                           |
|--|---------------------------|
| • Lee/Collier Origin/Destination Study                           | (8 <sup>th</sup> quarter) |
| • Amended 2040 LRTP  | (as needed)               |
| • Data development for the 2045 LRTP                             | (8 <sup>th</sup> quarter) |
| • Socio-economic forecasts for the 2045 LRTP                     | (8 <sup>th</sup> quarter) |
| • Base model of District 1 Regional Planning Model for 2045 LRTP | (6 <sup>th</sup> quarter) |
| • Financial Revenue Forecasts for 2045 LRTP                      | (8 <sup>th</sup> quarter) |

**RESPONSIBLE AGENCY:**

|                     |                   |           |
|---------------------|-------------------|-----------|
| Collier MPO         | <b>FY 2018/19</b> |           |
| Consultant Services | FHWA (PL)         | \$162,379 |

|                     |                   |                     |
|---------------------|-------------------|---------------------|
| Collier MPO         | <b>FY 2019/20</b> |                     |
| Consultant Services | FHWA (PL)         | \$295,803           |
|                     | (SU)              | <del>\$80,000</del> |

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## Task 4 - Financial Tables

| Task 4 - Long Range Planning<br>Estimated Budget Detail for FY 2018/19 |                  |              |             |                    |                    |                  |                  |
|--|------------------|--------------|-------------|--------------------|--------------------|------------------|------------------|
| Budget Category & Description  | FHWA<br>(PL)     | FHWA<br>(SU) | FTA<br>5303 | FTA State<br>Match | FTA Local<br>Match | Trans.<br>Disad. | Total            |
| <b>A. Personnel Services</b>   |                  |              |             |                    |                    |                  |                  |
| MPO staff salaries, fringe benefits, and other deductions              | \$40,000         | \$0          | \$0         | \$0                | \$0                | \$0              | \$40,000         |
| <b>Subtotal:</b>   | <b>\$40,000</b>  | <b>\$0</b>   | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>\$40,000</b>  |
| <b>B. Consultant Services</b>  |                  |              |             |                    |                    |                  |                  |
| 2045 LRTP  | \$122,379        | \$0          | \$0         | \$0                | \$0                | \$0              | \$122,379        |
| <b>Subtotal:</b>   | <b>\$122,379</b> | <b>\$0</b>   | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>\$122,379</b> |
| <b>Total:</b>  | <b>\$162,379</b> | <b>\$0</b>   | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>\$162,379</b> |

| Task 4 - Long Range Planning<br>Estimated Budget Detail for FY 2019/20 |                      |                     |             |                    |                    |                  |                      |
|--|----------------------|---------------------|-------------|--------------------|--------------------|------------------|----------------------|
| Budget Category & Description  | FHWA<br>(PL)         | FHWA<br>(SU)        | FTA<br>5303 | FTA State<br>Match | FTA Local<br>Match | Trans.<br>Disad. | Total                |
| <b>A. Personnel Services</b>   |                      |                     |             |                    |                    |                  |                      |
| MPO staff salaries, fringe benefits, and other deductions              | <del>\$2,000</del>   | \$0                 | \$0         | \$0                | \$0                | \$0              | <del>\$2,000</del>   |
| <b>Subtotal:</b>   | <del>\$2,000</del>   | <b>\$0</b>          | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <del>\$2,000</del>   |
| <b>B. Consultant Services</b>  |                      |                     |             |                    |                    |                  |                      |
| 2045 LRTP  | \$293,803            | <del>\$80,000</del> | \$0         | \$0                | \$0                | \$0              | <del>\$373,903</del> |
| <b>Subtotal:</b>   | <b>\$293,803</b>     | <del>\$80,000</del> | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <del>\$373,903</del> |
| <b>Total:</b>  | <del>\$295,803</del> | <del>\$80,000</del> | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <del>\$375,803</del> |

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**TASK 5      SPECIAL PROJECTS AND SYSTEMS  
PLANNING**

## **SPECIAL PROJECTS & SYSTEMS PLANNING**

### **PURPOSE:**

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

### **PREVIOUS WORK:**

- Staff support to the citizen-based Bicycle & Pedestrian Advisory Committee.
- Development of annual Work Program priorities for construction of new sidewalks, pathways and bike lanes.
- Served as liaison to FDOT to communicate the need for bicycle and pedestrian facilities on State roads.
- Completed an update of the Comprehensive Pathways Plan in 2012. Began the Bicycle and Pedestrian Master Plan in 2017. The plan is expected to be completed in the 2<sup>nd</sup> quarter of 2018.
- Coordinated with the City of Naples, Marco Island, Everglades City, and Collier County Staff to complete an inventory of the current bike and pedestrian facilities.
- Incorporated the inventory into the Collier County Bicycle and Pedestrian Facilities Map which will be published in 2018.
- Completed the Naples Manor Walkable Community Study (March 2010), Immokalee Walkable Community Study (December 2011), and the Golden Gate Walkable Community Study (June 2018).
- Participated in the US 41 (Commercial Drive to Guilford Road) and Airport Pulling Road (US 41 to Estey Avenue) Pedestrian/ Bicycle Safety Audit.
- The MPO first adopted CMS priorities in August 2003.
- Developed the CMC Stakeholders Committee which developed the concept for the update of the CMP in 2006.
- Updated CMP in 2008 and in 2017 to better define the CMP performance measures and process for projects.

### **REQUIRED TASKS:**

#### **BICYCLE AND PEDESTRIAN PLANNING SUPPORT:**

- Consultant services to complete the Bicycle and Pedestrian Master Plan .
- Conduct an annual project prioritization process, if needed.
- Participate in special events that promote bicycle/pedestrian activities and safety education.
- Continue outreach to Naples Pathway Coalition, Community Traffic Safety Team and Healthy Community Coalition of Collier County to gain community support of Bicycle and Pedestrian initiatives.
- Coordinate with MPO member governments and School District regarding data collection activities to quantify number of bicyclists and pedestrians at specific locations around Collier County.

- Coordinate with FDOT and local governments to ensure that roadway expansion and retrofit projects work towards meeting the bicycle/pedestrian goals identified in the Bicycle and Pedestrian Master Plan.
- Work with the Technical Advisory Committee (TAC) and School District to identify candidate projects for Safe Routes to Schools Program.
- Analyze bicycle/pedestrian facilities and crashes
- Update the multi-modal components of the LRTP, and LOS analysis as needed.
- Incorporate bicycle and pedestrian facilities plans and programs into multi-modal and mode-shift efforts.
- Coordinate with, and coordinate support for, the transit modal interface.
- Attend and participate in workshops and seminars sponsored by FHWA, FDOT and other professional organizations as appropriate.
- Coordinate with FDOT and member agencies to address integration of MAP-21 and FAST Performance Management Measures into Bicycle and Pedestrian planning in the move towards performance based planning.
- Consultant services may be used on this task.

#### **CONGESTION MANAGEMENT PROCESS SUPPORT:**

- Review CMP 2017 Update with the Congestion Management Committee (CMC) and prioritize CMP projects for funding from Federal, State or local sources.
- Complete a biannual Transportation System Performance Report to provide a thorough system assessment in order to identify where priority investments should be made.
- Staff will continue to coordinate with the Lee County MPO by attending their Traffic Management and Operations Committee (TMOC) and on the Collier/Lee/Charlotte Traffic Incident Management Committee to the extent necessary and feasible.
- Continue to coordinate with Collier Area Transit (CAT) and LeeTran with the LinC system which connects CAT and LeeTran; thereby connecting two counties over an expansive geographical area.
- Coordinate with FDOT and member agencies to address Congestion Management Planning in an effort to move towards performance based planning.
- Consultant and/or MPO staff will continue to review the current CMP and will update or revise the plan to reflect the latest strategies and performance measures as necessary.
- Attend and participate in local, jurisdictional, agency, municipality, FDOT and Lee MPO technical meetings and workshops related to CMC, CMP, and congestion relief strategies.
- Consultant and/or MPO staff to gather traffic volume, traffic signal, and roadway geometry information and crash statistics to facilitate the MPO's assessment of congestion for the Metropolitan Area.
- Facilitate "best practices" approach for incorporating CMP measures into existing plans and programs, including preliminary engineering, traffic simulation modeling, and project prioritization.
- Staff will continue to research alternative transportation choices to include Transportation Demand Management (TDM) strategies in the CMP.
- Consultant and MPO staff will prepare a Countywide Strategic Highway Safety Plan.

**END PRODUCT:****(TARGET DATE)**

- Prioritized Transportation Alternative Program Projects (as needed)
- Prioritized Bicycle and Pedestrian Projects for inclusion in FDOT's Work Program. (as needed)
- Coordinated efforts with member governments. (ongoing)
- Pathways element of the Regional Transportation Network. (annually)
- Community Traffic Safety Team (CTST) meetings and activities (monthly)
- Updated Bike/Ped Users Map (as needed)
- Bicycle and Pedestrian crash data (as needed)
- Bicycle and Pedestrian Master Plan (4<sup>th</sup> quarter)
- Transportation System Performance Report (~~December 2020~~)
- Updated Congestion Management Process (as necessary)
- Updated CMP project identification and prioritization Methodology. (as necessary)
- Updated transportation project information. (ongoing)
- Updated traffic volume, signal and roadway geometry information (as necessary)
- Prioritized Congestion Management projects for funding. (as necessary)
- Strategic Highway Safety Plan (~~December 2020~~)

Deleted: 7<sup>th</sup> quarterDeleted: 8<sup>th</sup> quarter**RESPONSIBLE AGENCY:**

Collier MPO  
Consultant Services

**FY 2018/19**

FHWA (PL) \$132,000

FHWA (~~SU~~) ~~\$135,000~~

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Collier MPO  
Consultant Services

**FY 2019/20**FHWA (PL) ~~\$122,012~~

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## Task 5 - Financial Tables

| Task 5 - Special Projects & Systems Planning<br>Estimated Budget Detail for FY 2018/19 |                  |                             |            |                 |                 |               |                             |
|--|------------------|-----------------------------|------------|-----------------|-----------------|---------------|-----------------------------|
| Budget Category & Description  | FHWA (PL)        | FHWA (SU)                   | FTA 5303   | FTA State Match | FTA Local Match | Trans. Disad. | Total                       |
| <b>A. Personnel Services</b>   |                  |                             |            |                 |                 |               |                             |
| MPO staff salaries, fringe benefits, and other deductions                              | \$65,000         | \$0                         | \$0        | \$0             | \$0             | \$0           | \$65,000                    |
| <b>Subtotal:</b>   | <b>\$65,000</b>  | <b>\$0</b>                  | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$65,000</b>             |
| <b>B. Consultant Services</b>  |                  |                             |            |                 |                 |               |                             |
| Transportation System Performance Report   | \$61,000         | \$0                         | \$0        | \$0             | \$0             | \$0           | \$61,000                    |
| Bicycle and Pedestrian Master Plan   | \$6,000          | \$0                         | \$0        | \$0             | \$0             | \$0           | \$6,000                     |
| Strategic Highway Safety Plan  | \$0              | <del>\$135,000</del>        | \$0        | \$0             | \$0             | \$0           | <del>\$135,000</del>        |
| <b>Subtotal:</b>   | <b>\$67,000</b>  | <b><del>\$135,000</del></b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b><del>\$202,000</del></b> |
| <b>Total:</b>  | <b>\$132,000</b> | <b><del>\$135,000</del></b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b><del>\$267,000</del></b> |

| Task 5 - Special Projects & Systems Planning<br>Estimated Budget Detail for FY 2019/20 |                             |            |            |                 |                 |               |                             |
|--|-----------------------------|------------|------------|-----------------|-----------------|---------------|-----------------------------|
| Budget Category & Description  | FHWA (PL)                   | FHWA (SU)  | FTA 5305   | FTA State Match | FTA Local Match | Trans. Disad. | Total                       |
| <b>A. Personnel Services</b>   |                             |            |            |                 |                 |               |                             |
| MPO staff salaries, fringe benefits, and other deductions                              | <del>\$23,000</del>         | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$23,000</del>         |
| <b>Subtotal:</b>   | <b><del>\$23,000</del></b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b><del>\$23,000</del></b>  |
| <b>B. Consultant Services</b>  |                             |            |            |                 |                 |               |                             |
| Transportation System Performance Report   | <del>\$94,012</del>         | \$0        | \$0        | \$0             | \$0             | \$0           | <del>\$94,012</del>         |
| Strategic Highway Safety Plan  | \$5,000                     | \$0        | \$0        | \$0             | \$0             | \$0           | \$5,000                     |
| <b>Subtotal:</b>   | <b><del>\$99,012</del></b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b><del>\$99,012</del></b>  |
| <b>Total:</b>  | <b><del>\$122,012</del></b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b><del>\$122,012</del></b> |

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**TASK 6      TRANSIT AND TRANSPORTATION  
DISADVANTAGED PLANNING**

## **TRANSIT & TRANSPORTATION DISADVANTAGED PLANNING**

### **PURPOSE:**

To develop the LRTP, TIP and other plans, programs and technical studies relating to public transportation at a system level for Collier County. To oversee and provide planning services for a coordinated Transportation Disadvantaged (TD) Program in Collier County, in accordance with Chapter 427 of the Florida Statutes (FS) and Florida Administrative Code (F.A.C.) Rule 41-2.

### **PREVIOUS WORK:**

- Compilation of transit operations data, including ridership, fare revenues, and other pertinent data to evaluate efficiency and effectiveness of the transit system.
- Major Update and Annual Progress reports for the TDP.
- Coordinated with PTNE to address Transit Asset Management (TAM).
- Long Range Transit Needs section as part of the adopted 2040 LRTP.
- Completed the Comprehensive Operational Analysis (COA) which includes a complete evaluation of programmed services to determine the most effective approach to providing transportation service in Collier County within the current financial and operating constraints.
- Completed the Transit Development Plan (TDP) major update which was adopted in August 2015.
- Completed the American's with Disabilities Act (ADA) Bus Stop Assessment / Study.
- Completed the Transit Fare Analysis Study addressing fixed route and paratransit.
- Participated in the development of Rule 41-2, F.A.C.
- Attended meetings of the TD Commission.
- Provided staff services to the Local Coordinating Board (LCB).
- Managed the TD services and prepared grant applications.
- As the Designated Official Planning Agency (DOPA), completed the Community Transportation Coordinator renewal in 2018.
- Completed the Annual Community Transportation Coordinator (CTC) evaluations.
- Began the TDSP major update in 2018.
- Completed the TDSP Minor Updates.
- Began the Transit Fare Analysis Study (expected to be completed in June 2018)
- Coordinated with PTNE to review a scope of work for the Transit Impact Analysis.

### **REQUIRED TASKS:**

#### **TRANSIT:**

- Conduct and maintain the operations of the MPO including providing administrative support activities such as financial management, contract management, public outreach, personnel matters, procurement of equipment and supplies and general management of Transit Planning at the system level within the MPO. (Technical Code (TC) # 44.21.00)

- MPO staff and Board, and PTNE staff will attend and participate in meetings, seminars, training and workshops related to public transportation service which may include fixed route, ADA and ParaTransit Services. (TC # 44.21.00)
- Coordinate with transportation partners to identify transit projects for various State and Federal funding programs. (TC # 44.27.00)
- Prepare Transit Joint Participation Agreements and Section 5305(d) Grant Applications for submittal with biannual UPWP and during the interim year. (TC # 44.21.00)
- Update of annual Disadvantaged Business Enterprise (DBE) goals (TC #44.21.00).
- Annual preparation of TIPs and TIP Amendments (TC #44.25.00).
- Coordinate with the planning departments of the municipalities to ensure that a multi-modal aspect is included in their plans or projects (TC #44.22.00).
- MPO and PTNE staff will provide project management for consultant work activities associated with the major update and annual reports to the TDP. (TC # 44.24.00)
- MPO staff will coordinate with PTNE staff on the major updates and annual reports to the TDP. (TC # 44.24.00)
- Consultant and staff activities for the 2045 Long Range Transportation Plan. (TC #44.23.01 and 44.23.02)
- Consultant and staff activities for the Minor Annual Updates to the TDSP which also may serve as the Locally Coordinated Human Services Transportation Plan (LCHSTP) as required for FTA §5307, §5310 and §5311 and the programs previously known as Job Access and Reverse Commute (JARC) and New Freedom programs. (TC #44.26.12)
- If the BCC becomes the designated recipient of additional FTA funds, the MPO staff will coordinate as needed with the designated recipient regarding the grants. (TC #44.26.12)
- MPO staff will coordinate with PTNE and consultants regarding any multi-modal safety initiatives. (TC# 44.26.00 and 44.26.16)
- MPO staff will coordinate with PTNE to address transit performance measures as required. (TC #44.26.00)
- Consultant and staff activities to conduct a Transit Impact Analysis Study which will evaluate the demand placed on the community's transit network by development, which is an important dimension of the overall transportation network that is overlooked when assessing the impacts of development. (TC # 44.23.01 and 44.24.00)
- Consultant and staff activities to prepare the Transit Element of the 2045 Long Range Transportation Plan. (TC #44.22.00)
- Consultant and staff activities to prepare a Collier Area Transit Park and Ride Study. (TC # 44.26.15)
- Consultant and staff activities to prepare a major update to the CAT Transit Development Plan. (TC #44.24.00)

**TRANSPORTATION DISADVANTAGED (TC#44.26.12, 44.26.13, 44.26.14 and 44.26.15):**

- Monitor and evaluate performance of the CTC.
- Monitor Unmet Needs as determined by the TDSP Major Update.
- Cooperate with the CTC in developing funding applications.
- Coordinate with TD Commission and the LCB to ensure the maintenance of the Paratransit System.

- Attend and participate in meetings, seminars and workshops sponsored by the CTD and FDOT.
- Provide staff support to the LCB Board. Technical assistance includes preparation of meeting materials, meeting notices including legal advertisements of meetings and meeting advertisements in the Department of State Florida Administrative Register, official minutes, and maintaining permanent meeting records.
- Coordinate TD planning with the Transit Development Plan
- Insure effective coordination of non-emergency transportation services in metropolitan and Immokalee rural areas.
- Review system safety and security considerations.

**END PRODUCT:****(TARGET DATE)**

- |   |   |
|---|---|
| • Various grant applications throughout the year.       | (ongoing)                                     |
| • Annual Transit Performance Report by PTNE.            | (annually)                                    |
| • FTA Section 5305(d) Grant application                 | (annually)                                    |
| • FTA Section 5305(d) Funding Agreement                 | (as needed)                                   |
| • TDP Annual Updates (PTNE and MPO)                     | (2 <sup>nd</sup> and 8 <sup>th</sup> Quarter) |
| • Major TDP Update                                      | <del>(September 2020)</del>                   |
| • Transit Element of the TIP                            | (2 <sup>nd</sup> and 8 <sup>th</sup> Quarter) |
| • Transit Impact Analysis                               | <del>(December 2020)</del>                    |
| • Park and Ride Study                                   | <del>(December 2020)</del>                    |
| • Transit Element of the Long Range Transportation Plan | (8 <sup>th</sup> Quarter)                     |
| • TD Services Program (maintained by CTC).              | (ongoing)                                     |
| • Major Update of the TDSP                              | (2 <sup>nd</sup> Quarter)                     |
| • Minor Update of TDSP                                  | (8 <sup>th</sup> Quarter)                     |
| • Updated Memoranda of Agreements, service contracts.   | (as required)                                 |
| • Agendas and minutes for LCB meetings.                 | (quarterly)                                   |
| • FY 2019/20 annual evaluation of the CTC.              | (8 <sup>th</sup> Quarter)                     |

Deleted: 7<sup>th</sup> quarterDeleted: 8<sup>th</sup> QuarterDeleted: 6<sup>th</sup> Quarter**RESPONSIBLE AGENCY:****FY 2018/19**Public Transit & Neighborhood Enhancement  
Collier MPO

|                                  |           |
|----------------------------------|-----------|
| FHWA (PL)                        | \$ 25,000 |
| *FTA (Sec. 5305) FY 15 and 16/17 |           |
| Carryover                        | \$106,880 |
| State (cash match)               | \$ 13,360 |
| Local match                      | \$ 13,360 |
| FTA (Sec. 5305) FY 17/18         | \$113,655 |
| State (cash match) FY 17/18      | \$ 14,207 |
| Local match (FY 17/18)           | \$ 14,207 |
| FTA (Sec. 5305) FY 18/19         | \$115,900 |
| State (cash match) FY 18/19      | \$ 14,487 |
| Local match FY 18/19             | \$ 14,487 |
| State TD Trust Fund              | \$ 26,962 |

Collier Area Transit  
Consultant Services

\* The amount shown is the remainder of the grant available, not the award.

| <b>FY 2019/20</b>                         |                     |           |
|---|---------------------|-----------|
| Public Transit & Neighborhood Enhancement | FTA (Sec. 5305)     | \$118,587 |
| Collier MPO                               | State (cash match)  | \$ 14,823 |
| Collier Area Transit                      | Local match         | \$ 14,823 |
| Consultant Services                       | State TD Trust Fund | \$ 27,016 |

## Task 6 - Financial Tables

| Task 6 - Transit & TD Planning<br>Estimated Budget Detail for FY 18/19 |                   |                          |                          |                 |                   |                          |                          |                 |                  |
|--|-------------------|--------------------------|--------------------------|-----------------|-------------------|--------------------------|--------------------------|-----------------|------------------|
| Budget Category & Description  | FTA 5305 FY 17/18 | FTA State Match FY 17/18 | FTA Local Match FY 17/18 | FHWA (PL)       | FTA 5305 FY 18/19 | FTA State Match FY 18/19 | FTA Local Match FY 18/19 | Trans. Disad.   | Total            |
| <b>A. Personnel Services</b>   |                   |                          |                          |                 |                   |                          |                          |                 |                  |
| MPO staff salaries, fringe benefits, and other deductions              | \$74,965          | \$9,370                  | \$9,370                  | \$0             | \$19,264          | \$2,408                  | \$2,408                  | \$21,102        | \$138,887        |
| <b>Subtotal:</b>   | <b>\$74,965</b>   | <b>\$9,370</b>           | <b>\$9,370</b>           | <b>\$0</b>      | <b>\$19,264</b>   | <b>\$2,408</b>           | <b>\$2,408</b>           | <b>\$21,102</b> | <b>\$138,887</b> |
| <b>B. Consultant Services</b>  |                   |                          |                          |                 |                   |                          |                          |                 |                  |
| Transit Impact Analysis  | \$32,800          | \$4,100                  | \$4,100                  | \$0             | \$0               | \$0                      | \$0                      | \$0             | \$41,000         |
| Park and Ride Study  | \$0               | \$0                      | \$0                      | \$0             | \$48,000          | \$6,000                  | \$6,000                  | \$0             | \$60,000         |
| TDP Major Update   | \$0               | \$0                      | \$0                      | \$0             | \$45,916          | \$5,739                  | \$5,739                  | \$0             | \$57,394         |
| TDSP Major Update  | \$0               | \$0                      | \$0                      | \$25,000        | \$0               | \$0                      | \$0                      | \$0             | \$25,000         |
| <b>Subtotal:</b>   | <b>\$32,800</b>   | <b>\$4,100</b>           | <b>\$4,100</b>           | <b>\$25,000</b> | <b>\$93,916</b>   | <b>\$11,739</b>          | <b>\$11,739</b>          | <b>\$0</b>      | <b>\$183,394</b> |
| <b>C. Travel</b>   |                   |                          |                          |                 |                   |                          |                          |                 |                  |
| MPO Staff and PTNE staff attendance at training and conferences        | \$3,887           | \$486                    | \$486                    | \$0             | \$1,600           | \$200                    | \$200                    | \$2,000         | \$8,859          |
| <b>Subtotal:</b>   | <b>\$3,887</b>    | <b>\$486</b>             | <b>\$486</b>             | <b>\$0</b>      | <b>\$1,600</b>    | <b>\$200</b>             | <b>\$200</b>             | <b>\$2,000</b>  | <b>\$8,859</b>   |
| <b>D. Other Direct Expenses</b>  |                   |                          |                          |                 |                   |                          |                          |                 |                  |
| Legal Ads  | \$0               | \$0                      | \$0                      | \$0             | \$0               | \$0                      | \$0                      | \$2,760         | \$2,760          |
| Website  | \$240             | \$30                     | \$30                     | \$0             | \$240             | \$30                     | \$30                     | \$0             | \$600            |
| Fed Ex/Postage   | \$120             | \$15                     | \$15                     | \$0             | \$80              | \$10                     | \$10                     | \$1,100         | \$1,350          |
| Office Supplies  | \$1,643           | \$206                    | \$206                    | \$0             | \$800             | \$100                    | \$100                    | \$0             | \$3,055          |
| <b>Subtotal:</b>   | <b>\$2,003</b>    | <b>\$251</b>             | <b>\$251</b>             | <b>\$0</b>      | <b>\$1,120</b>    | <b>\$140</b>             | <b>\$140</b>             | <b>\$3,860</b>  | <b>\$7,765</b>   |
| <b>Total:</b>  | <b>\$113,655</b>  | <b>\$14,207</b>          | <b>\$14,207</b>          | <b>\$25,000</b> | <b>\$115,900</b>  | <b>\$14,487</b>          | <b>\$14,487</b>          | <b>\$26,962</b> | <b>\$338,905</b> |

## Task 6 – Transit &amp; TD Planning

## Estimated Budget Detail for FY 19/20

| Budget Category & Description                                   | FTA 5305 Carryover (15/16 and 16/17) | 5305 Carryover State Match (15/16 and 16/17) | 5305 Carryover Local Match (15/16 and 16/17) | FTA 5305         | FTA State Match | FTA Local Match | Trans. Disad.   | Total            |
|---|--------------------------------------|--|--|------------------|-----------------|-----------------|-----------------|------------------|
| <b>A. Personnel Services</b>                                    |                                      |  |  |                  |                 |                 |                 |                  |
| MPO staff salaries, fringe benefits, and other deductions       | \$0                                  | \$0  | \$0  | \$23,264         | \$2,908         | \$2,908         | \$21,156        | \$50,236         |
| <b>Subtotal:</b>  | <b>\$0</b>                           | <b>\$0</b>                                   | <b>\$0</b>                                   | <b>\$23,264</b>  | <b>\$2,908</b>  | <b>\$2,908</b>  | <b>\$21,156</b> | <b>\$50,236</b>  |
| <b>B. Consultant Services</b>                                   |                                      |  |  |                  |                 |                 |                 |                  |
| Transit Element of 2045 L RTP                                   | \$0                                  | \$0  | \$0  | \$36,000         | \$4,500         | \$4,500         | \$0             | \$45,000         |
| TDP Major Update  | \$43,200                             | \$5,400                                      | \$5,400                                      | \$52,501         | \$6,562         | \$6,562         | \$0             | \$119,625        |
| Park and Ride Study   | \$55,680                             | \$6,960                                      | \$6,960                                      | \$0              | \$0             | \$0             | \$0             | \$69,600         |
| <b>Subtotal:</b>  | <b>\$98,880</b>                      | <b>\$12,360</b>                              | <b>\$12,360</b>                              | <b>\$88,501</b>  | <b>\$11,062</b> | <b>\$11,062</b> | <b>\$0</b>      | <b>\$110,625</b> |
| <b>C. Travel</b>  |                                      |  |  |                  |                 |                 |                 |                  |
| MPO Staff and PTNE staff attendance at training and conferences | \$8,000                              | \$1,000                                      | \$1,000                                      | \$4,819          | \$602           | \$602           | \$2,000         | \$18,023         |
| <b>Subtotal:</b>  | <b>\$8,000</b>                       | <b>\$1,000</b>                               | <b>\$1,000</b>                               | <b>\$4,819</b>   | <b>\$602</b>    | <b>\$602</b>    | <b>\$2,000</b>  | <b>\$18,023</b>  |
| <b>D. Other Direct Expenses</b>                                 |                                      |  |  |                  |                 |                 |                 |                  |
| Legal Ads   | \$0                                  | \$0  | \$0  | \$0              | \$0             | \$0             | \$2,760         | \$2,760          |
| Website   | \$0                                  | \$0  | \$0  | \$240            | \$30            | \$30            | \$0             | \$300            |
| Fed Ex/ Postage   | \$0                                  | \$0  | \$0  | \$120            | \$15            | \$15            | \$1,100         | \$1,250          |
| Office Supplies   | \$0                                  | \$0  | \$0  | \$1,643          | \$206           | \$206           | \$0             | \$2,055          |
| <b>Subtotal:</b>  | <b>\$0</b>                           | <b>\$0</b>                                   | <b>\$0</b>                                   | <b>\$2,003</b>   | <b>\$251</b>    | <b>\$251</b>    | <b>\$3,860</b>  | <b>\$6,365</b>   |
| <b>Total:</b>   | <b>\$106,880</b>                     | <b>\$13,360</b>                              | <b>\$13,360</b>                              | <b>\$118,587</b> | <b>\$14,823</b> | <b>\$14,823</b> | <b>\$27,016</b> | <b>\$308,849</b> |

## **TASK 7      REGIONAL COORDINATION**



## REGIONAL COORDINATION

### PURPOSE:

Provide for the creation of a region-wide multimodal transportation planning process in accordance with Federal and State guidelines to ensure the coordination of transportation planning and policy activities in FDOT District One.

### PREVIOUS WORK:

- Represented the MPO at local, regional, State and Federal meetings.
- Attended quarterly Coordinated Urban Transportation Studies (CUTS) meetings, MPOAC meetings.
- Developed and updated an interlocal agreement between the Collier MPO and the Lee County MPO coordinating regional transportation solutions.
- Development and adoption of Lee-Collier Bi-County Regional Transportation Network that includes Strategic Intermodal System (SIS) and other important cross-county connections and intermodal facilities.
- Developed, adopted, and updated the Regional Transportation Network Priorities for Statewide Discretionary funding.
- Developed the evaluation criteria for and ranking of candidate Transportation Regional Incentive Program (TRIP) projects.
- The 2040 District wide model.

### REQUIRED ACTIVITIES:

- Participation in the Lee County MPO and advisory committee meetings.
- Participation and coordination of Joint MPO Board and Joint Advisory Committee meetings with Lee County.
- Coordinate with FDOT, Lee County MPO, other adjoining MPOs and adjoining jurisdictions, municipalities or agencies to ensure that regional needs are being addressed and planning activities are consistent. Such coordination includes but is not limited to discussion of regional plans, review of the Strategic Intermodal System (SIS) plan, evaluation and ranking of TRIP projects, and update of Joint priorities for regional and statewide funding.

- Develop, adopt and update regional transportation priorities, including the Regional Transportation Network Priorities, the Transportation Regional Incentive Program (TRIP) projects and Regional Enhancement Priorities.
- Manage consultant services as required.
- Participation and membership in, the Association of Metropolitan Planning Organizations (AMPO), MPOAC, District One CUTS, FDOT / FHWA quarterly conference calls and regional quarterly meetings, and Florida's Heartland Regional Economic Development Initiative (FHREDI) meetings. Travel may be required for this activity.
- Analysis of State and Federal laws and regulations for MPOs, committees and local government officials to aid them in the application of regional transportation policy strategies.

**END PRODUCT:****(TARGET DATE)**

- |   |                |
|---|----------------|
| • An enhanced regional transportation planning process.   | (ongoing)      |
| • Participation in the statewide MPOAC, the quarterly MPO Staff Directors' Advisory Committee and MPOAC subcommittees, and FDOT District One CUTS meetings. | (quarterly)    |
| • Participation in the Lee County TAC meetings.   | (monthly)      |
| • Joint meetings with the Lee County MPO advisory committees and MPO Board.   | (annually)     |
| • Participation in SWFRPC planning process.   | (as necessary) |
| • TRIP Priorities.  | (as necessary) |
| • Joint MPO Priorities for Statewide Discretionary Funding  | (as needed)    |
| • Updated regional transportation priorities.   | (as needed)    |
| • FHWA/FTA/FDOT meetings and trainings  | (as needed)    |

**RESPONSIBLE AGENCY:**

|             |                                |                |
|-------------|--------------------------------|----------------|
| Collier MPO | <b>FY 2018/19</b><br>FHWA (PL) | \$35,000       |
| Collier MPO | <b>FY 2019/20</b><br>FHWA (PL) | <u>\$9,000</u> |

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## Task 7 - Financial Tables

| Task 7- Regional Coordination<br>Estimated Budget Detail for FY 2018/19 |                 |            |            |                 |                 |               |                 |
|---|-----------------|------------|------------|-----------------|-----------------|---------------|-----------------|
| Budget Category & Description   | FHWA (PL)       | FHWA (SU)  | FTA 5303   | FTA State Match | FTA Local Match | Trans. Disad. | Total           |
| <b>A. Personnel Services</b>  |                 |            |            |                 |                 |               |                 |
| MPO staff salaries, fringe benefits, and other deductions               | \$28,000        | \$0        | 0          | 0               | 0               | 0             | \$28,000        |
| <b>Subtotal:</b>  | <b>\$28,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$28,000</b> |
| <b>B. Travel</b>  |                 |            |            |                 |                 |               |                 |
| Travel to MPOAC and any other out of county activities as necessary     | \$7,000         | \$0        | \$0        | \$0             | \$0             | \$0           | \$7,000         |
| <b>Subtotal:</b>  | <b>\$7,000</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$7,000</b>  |
| <b>Total:</b>   | <b>\$35,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$35,000</b> |

| Task 7- Regional Coordination<br>Estimated Budget Detail for FY 2019/20 |                    |            |            |                 |                 |               |                    |
|---|--------------------|------------|------------|-----------------|-----------------|---------------|--------------------|
| Budget Category & Description   | FHWA (PL)          | FHWA (SU)  | FTA 5303   | FTA State Match | FTA Local Match | Trans. Disad. | Total              |
| <b>A. Personnel Services</b>  |                    |            |            |                 |                 |               |                    |
| MPO staff salaries, fringe benefits, and other deductions               | <del>\$4,000</del> | \$0        | 0          | 0               | 0               | 0             | <del>\$4,000</del> |
| <b>Subtotal:</b>  | <del>\$4,000</del> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <del>\$4,000</del> |
| <b>B. Travel</b>  |                    |            |            |                 |                 |               |                    |
| Travel to MPOAC and any other out of county activities as necessary     | \$5,000            | \$0        | \$0        | \$0             | \$0             | \$0           | \$5,000            |
| <b>Subtotal:</b>  | <b>\$5,000</b>     | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$5,000</b>     |
| <b>Total:</b>   | <del>\$9,000</del> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <del>\$9,000</del> |

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**TABLE 1  
AGENCY PARTICIPATION**

**FY2018/19**

| Task # | Task Description                               | De-obligation<br>from 17/18 | FHWA (PL)  | FHWA (SU)  | FTA Section<br>5305* | FDOT       |            | Local     | TD Trust  | Total        | Amount to<br>Consultant |
|--------|--|-----------------------------|------------|------------|----------------------|------------|------------|-----------|-----------|--------------|-------------------------|
|        |  |                             |            |            |                      | Soft Match | Cash Match |           |           |              |                         |
| 1      | Administration                                 | \$ 85,000                   | \$ 230,000 |            | \$ -                 | \$ 69,475  | \$ -       | \$ -      | \$ -      | \$ 384,475   | \$ 30,000               |
| 2      | Data Collection/ Development                   | \$ -                        | \$ 20,000  |            | \$ -                 | \$ 4,411   | \$ -       | \$ -      | \$ -      | \$ 24,411    | \$ 10,000               |
| 3      | Transportation Improvement Program (TIP)       | \$ -                        | \$ 20,000  |            | \$ -                 | \$ 4,411   | \$ -       | \$ -      | \$ -      | \$ 24,411    |                         |
| 4      | Long Range Planning                            | \$ -                        | \$ 162,379 |            | \$ -                 | \$ 35,813  | \$ -       | \$ -      | \$ -      | \$ 198,192   | \$ 122,379              |
| 5      | Special Projects and Systems Planning          | \$ 67,000                   | \$ 65,000  | \$ 135,000 | \$ -                 | \$ 29,113  | \$ -       | \$ -      | \$ -      | \$ 296,113   | \$ 267,000              |
| 6      | Transit and Transportation Disadvantaged       | \$ 20,000                   | \$ 5,000   |            | \$ 229,555           | \$ 5,514   | \$ 28,694  | \$ 28,694 | \$ 26,962 | \$ 344,419   | \$ 183,394              |
| 7      | Regional Coordination                          | \$ 5,000                    | \$ 30,000  |            | \$ -                 | \$ 7,719   | \$ -       | \$ -      | \$ -      | \$ 42,719    |                         |
| 8      | Locally Funded Activities                      | \$ -                        | \$ -       |            | \$ -                 | \$ -       | \$ -       | \$ 8,000  | \$ -      | \$ 8,000     |                         |
|        | Total fiscal year 2018/19 funds for all tasks  | \$ 177,000                  | \$ 532,379 |            | \$ 229,555           | \$ 156,456 | \$ 28,694  | \$ 36,694 | \$ 26,962 | \$ 1,187,740 |                         |
|        | Total De-obligation from prior fiscal years    | \$ 177,000                  | \$ -       |            | \$ -                 | \$ -       | \$ -       | \$ -      | \$ -      | \$ 177,000   |                         |
|        | Total cost, including carryover, for all tasks | \$ 177,000                  | \$ 532,379 | \$ 135,000 | \$ 229,555           | \$ 156,456 | \$ 28,694  | \$ 36,694 | \$ 26,962 | \$ 1,322,740 | \$ 612,773              |

|  | FHWA PL    | FHWA SU    | FDOT       | FTA 5305   | TD Trust  | Collier Co. | Naples   | Everglades | Marco Is. | Total        |
|--|------------|------------|------------|------------|-----------|-------------|----------|------------|-----------|--------------|
| State Support/Match for MPO (1)                      | \$ -       |            | \$ 156,456 | \$ -       | \$ -      | \$ -        | \$ -     | \$ -       | \$ -      | \$ 156,456   |
| FY 18/19 State and Local Support for FTA Program (2) | \$ -       |            | \$ 14,487  | \$ -       | \$ -      | \$ 9,054    | \$ 3,622 | \$ -       | \$ 1,811  | \$ 28,974    |
| FY 2018/19 Funding                                   | \$ 532,379 | \$ 135,000 | \$ -       | \$ 115,900 | \$ 26,962 | \$ -        | \$ -     | \$ -       | \$ -      | \$ 810,241   |
| FY 2018/19 Local Funding                             | \$ -       |            | \$ -       | \$ -       | \$ -      | \$ 5,000    | \$ 2,000 | \$ -       | \$ 1,000  | \$ 8,000     |
| 5305 Carryover                                       | \$ -       |            | \$ 14,207  | \$ 113,655 | \$ -      | \$ 8,879    | \$ 3,552 | \$ -       | \$ 1,776  | \$ 142,069   |
| De-Obligation from Prior Fiscal Years                | \$ 177,000 |            | \$ -       | \$ -       | \$ -      | \$ -        | \$ -     | \$ -       | \$ -      | \$ 177,000   |
| Total cost, including carryover, for all tasks       | \$ 709,379 | \$ 135,000 | \$ 185,150 | \$ 229,555 | \$ 26,962 | \$ 22,934   | \$ 9,174 | \$ -       | \$ 4,587  | \$ 1,322,740 |

- (1) For FY 2018/2019, FDOT will "soft match" the MPP/PL Funds using toll revenue expenditures as a credit toward the non-Federal matching share.  
The amount identified on this line represent the amount of "soft match" required (both State and local) for the amount of Federal PL section 112 funds requested in this UPWP.
- (2) This amount identified on this line represents the amount of FTA 5305 funding and the amount of local match (10%) required.
- \* - FTA Section 5305 includes 2017/18 and 18/19 funding

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Red text in tables illustrates changed cells.

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**TABLE 2**  
**FUNDING SOURCE TABLE**  
**FY 2018/19**

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| Task # | Task Description                               | De-obligated<br>Funding from<br>17/18 | FHWA PL<br>Federal | FHWA SA<br>Federal | FDOT<br>Soft Match | Total<br>Federal<br>Funding | FTA 5305 2017-18 (Carry<br>Forward) |           |           | FTA 5305 2018-19 |           |           | State TD<br>Trust | Local<br>Funding | Total        |
|--------|--|---------------------------------------|--------------------|--------------------|--------------------|-----------------------------|-------------------------------------|-----------|-----------|------------------|-----------|-----------|-------------------|------------------|--------------|
|        |  |                                       |                    |                    |                    |                             | Federal                             | State     | Local     | Federal          | State     | Local     |                   |                  |              |
| 1      | Administration                                 | \$ 85,000                             | \$ 230,000         |                    | \$ 69,475          | \$ 315,000                  |                                     | \$ -      | \$ -      | \$ -             | \$ -      | \$ -      | \$ -              | \$ -             | \$ 384,475   |
| 2      | Data Collection/Development                    |                                       | \$ 20,000          |                    | \$ 4,411           | \$ 20,000                   |                                     | \$ -      | \$ -      | \$ -             | \$ -      | \$ -      | \$ -              | \$ -             | \$ 24,411    |
| 3      | Transportation Improvement Program (TIP)       |                                       | \$ 20,000          |                    | \$ 4,411           | \$ 20,000                   |                                     | \$ -      | \$ -      | \$ -             | \$ -      | \$ -      | \$ -              | \$ -             | \$ 24,411    |
| 4      | Long Range Planning                            |                                       | \$ 162,379         |                    | \$ 35,813          | \$ 162,379                  |                                     | \$ -      | \$ -      | \$ -             | \$ -      | \$ -      | \$ -              | \$ -             | \$ 198,192   |
| 5      | Special Projects and Systems Planning          | \$ 67,000                             | \$ 65,000          | \$ 135,000         | \$ 29,113          | \$ 267,000                  |                                     | \$ -      | \$ -      | \$ -             | \$ -      | \$ -      | \$ -              | \$ -             | \$ 296,113   |
| 6      | Transit and Transportation Disadvantaged       | \$ 20,000                             | \$ 5,000           |                    | \$ 5,514           | \$ 25,000                   | \$113,655                           | \$ 14,207 | \$ 14,207 | \$115,900        | \$ 14,487 | \$ 14,487 | \$ 26,962         | \$ 8,000         | \$ 352,419   |
| 7      | Regional Coordination                          | \$ 5,000                              | \$ 30,000          |                    | \$ 7,719           | \$ 35,000                   |                                     | \$ -      | \$ -      | \$ -             | \$ -      | \$ -      | \$ -              | \$ -             | \$ 42,719    |
| 8      | Locally Funded Activities                      | \$ -                                  | \$ -               |                    | \$ -               | \$ -                        |                                     | \$ -      | \$ -      | \$ -             | \$ -      | \$ -      | \$ -              | \$ -             | \$ -         |
|        | Total fiscal year 2018/19 funds for all tasks  | \$ 177,000                            | \$ 532,379         | \$ 135,000         | \$ 156,456         | \$ 844,379                  | \$113,655                           | \$ 14,207 | \$ 14,207 | \$115,900        | \$ 14,487 | \$ 14,487 | \$ 26,962         | \$ 8,000         | \$ 1,322,740 |
|        | State Support/Match for MPO (1)                | \$ -                                  | \$ -               | \$ -               | \$ 156,456         | \$ -                        | \$ -                                | \$ -      | \$ -      | \$ -             | \$ -      | \$ -      | \$ -              |                  | \$ 156,456   |
|        | State and Local Support for FTA Program (2)    | \$ -                                  | \$ -               | \$ -               | \$ -               | \$ -                        | \$ -                                | \$ -      | \$ -      |                  | \$ 14,487 | \$ 14,487 | \$ -              |                  | \$ 28,974    |
|        | FY 2018/19 Funding                             | \$ -                                  | \$ 532,379         | \$ 135,000         | \$ -               | \$ -                        | \$ -                                | \$ -      |           | \$115,900        | \$ -      |           | \$ -              |                  | \$ 783,279   |
|        | FY 2018/19 Local Funding                       | \$ -                                  | \$ -               | \$ -               | \$ -               | \$ -                        | \$ -                                | \$ -      | \$ -      | \$ -             | \$ -      | \$ -      | \$ 26,962         | \$ 8,000         | \$ 34,962    |
|        | Roll Forward from Prior Fiscal Year            | \$ 177,000                            |                    |                    | \$ -               | \$ -                        | \$113,655                           | \$ 14,207 | \$ 14,207 | \$ -             | \$ -      | \$ -      | \$ -              |                  | \$ 319,069   |
|        | Total cost, including carryover, for all tasks | \$ 177,000                            | \$ 532,379         | \$ 135,000         | \$ 156,456         | \$ 844,379                  | \$113,655                           | \$ 14,207 | \$ 14,207 | \$115,900        | \$ 14,487 | \$ 14,487 | \$ 26,962         | \$ 8,000         | \$ 1,322,740 |

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**TABLE 3  
AGENCY PARTICIPATION  
FY 2019/20**

| Task # | Task Description                               | FHWA (PL)  | FHWA (SU) | FTA Section 5305* | FDOT       |            | Local     | TD Trust  | Total        | Amount to Consultant |
|--------|--|------------|-----------|-------------------|------------|------------|-----------|-----------|--------------|----------------------|
|        |  |            |           |                   | Soft Match | Cash Match |           |           |              |                      |
| 1      | Administration                                 | \$ 328,085 |           | \$ -              | \$ 72,361  | \$ -       | \$ -      | \$ -      | \$ 400,446   | \$ 1,000             |
| 2      | Data Collection/ Development                   | \$ 1,000   |           | \$ -              | \$ 221     | \$ -       | \$ -      | \$ -      | \$ 1,221     | \$ 500               |
| 3      | Transportation Improvement Program (TIP)       | \$ 500     |           | \$ -              | \$ 110     | \$ -       | \$ -      | \$ -      | \$ 610       |                      |
| 4      | Long Range Planning                            | \$ 295,803 | \$ 80,000 | \$ -              | \$ 65,241  | \$ -       | \$ -      | \$ -      | \$ 441,044   | \$ 373,903           |
| 5      | Special Projects and Systems Planning          | \$ 122,012 |           | \$ -              | \$ 26,910  | \$ -       | \$ -      | \$ -      | \$ 148,922   | \$ 99,012            |
| 6      | Transit and Transportation Disadvantaged       |            |           | \$ 225,467        |            | \$ 28,183  | \$ 28,183 | \$ 27,016 | \$ 308,849   | \$ 110,625           |
| 7      | Regional Coordination                          | \$ 9,000   |           | \$ -              | \$ 1,985   | \$ -       | \$ -      | \$ -      | \$ 10,985    |                      |
| 8      | Locally Funded Activities                      | \$ -       |           | \$ -              | \$ -       | \$ -       | \$ 8,000  | \$ -      | \$ 8,000     |                      |
|        | Total fiscal year 2019/20 funds for all tasks  | \$ 756,400 | \$ 80,000 | \$ 225,467        | \$ 166,828 | \$ 28,183  | \$ 36,183 | \$ 27,016 | \$ 1,320,077 |                      |
|        | Total De-obligation from prior fiscal years    | \$ -       |           | \$ -              | \$ -       | \$ -       | \$ -      | \$ -      | \$ -         |                      |
|        | Total cost, including carryover, for all tasks | \$ 756,400 | \$ 80,000 | \$ 225,467        | \$ 166,828 | \$ 28,183  | \$ 36,183 | \$ 27,016 | \$ 1,320,077 | \$ 585,040           |

|  | FHWA PL    | FHWA SU   | FDOT       | FTA 5305   | TD Trust  | Collier Co. | Naples   | Everglades | Marco Is. | Total        |
|--|------------|-----------|------------|------------|-----------|-------------|----------|------------|-----------|--------------|
| State Support/Match for MPO (1)                      | \$ -       |           | \$ 166,828 | \$ -       | \$ -      | \$ -        | \$ -     | \$ -       | \$ -      | \$ 166,828   |
| FY 19/20 State and Local Support for FTA Program (2) | \$ -       |           | \$ 14,823  | \$ -       | \$ -      | \$ 9,264    | \$ 3,706 | \$ -       | \$ 1,853  | \$ 29,646    |
| FY 2019/20 Funding                                   | \$ 756,400 | \$ 80,000 | \$ -       | \$ 118,587 | \$ 27,016 | \$ -        | \$ -     | \$ -       | \$ -      | \$ 982,003   |
| FY 2019/20 Local Funding                             | \$ -       |           | \$ -       | \$ -       | \$ -      | \$ 5,000    | \$ 2,000 | \$ -       | \$ 1,000  | \$ 8,000     |
| 5305 Carryover                                       | \$ -       |           | \$ 13,360  | \$ 106,880 | \$ -      | \$ 8,350    | \$ 3,340 | \$ -       | \$ 1,670  | \$ 133,600   |
| Total cost, including carryover, for all tasks       | \$ 756,400 | \$ 80,000 | \$ 195,011 | \$ 225,467 | \$ 27,016 | \$ 22,614   | \$ 9,046 | \$ -       | \$ 4,523  | \$ 1,320,077 |

(1) For FY 2019/2020, FDOT will "soft match" the MPP/PL Funds using toll revenue expenditures as a credit toward the non-Federal matching share.  
The amount identified on this line represent the amount of "soft match" required (both State and local) for the amount of Federal PL section 112 funds requested in this UPWP.

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

\* - FTA Section 5305 includes the current allocation from 2019/20 and carryforward funding from the FY 15/16 & 16/17 grant.

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**TABLE 4  
FUNDING SOURCE TABLE  
FY 2019/20**

| Task # | Task Description                               | FHWA PL<br>Federal | FHWA SU<br>Federal | FDOT<br>Soft Match | Total<br>Federal<br>Funding | FTA 5305 15/16 & 16/17 (Carry<br>Forward) |           |           | FTA 5305 19/20 |           |           | State TD<br>Trust | Local<br>Funding | Total        |
|--------|--|--------------------|--------------------|--------------------|-----------------------------|---|-----------|-----------|----------------|-----------|-----------|-------------------|------------------|--------------|
|        |  |                    |                    |                    |                             | Federal                                   | State     | Local     | Federal        | State     | Local     |                   |                  |              |
| 1      | Administration                                 | \$ 328,085         |                    | \$ 72,361          | \$ 328,085                  |   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 400,446   |
| 2      | Data Collection/Development                    | \$ 1,000           |                    | \$ 221             | \$ 1,000                    |   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 1,221     |
| 3      | Transportation Improvement Program (TIP)       | \$ 500             |                    | \$ 110             | \$ 500                      |   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 610       |
| 4      | Long Range Planning                            | \$ 295,803         | \$ 80,000          | \$ 65,241          | \$ 295,803                  |   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 441,044   |
| 5      | Special Projects and Systems Planning          | \$ 122,012         |                    | \$ 26,910          | \$ 122,012                  |   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 148,922   |
| 6      | Transit and Transportation Disadvantaged       |                    |                    |                    | \$ -                        | \$106,880                                 | \$ 13,360 | \$ 13,360 | \$118,587      | \$ 14,823 | \$ 14,823 | \$ 27,016         |                  | \$ 308,849   |
| 7      | Regional Coordination                          | \$ 9,000           |                    | \$ 1,985           | \$ 9,000                    |   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 10,985    |
| 8      | Locally Funded Activities                      | \$ -               |                    | \$ -               | \$ -                        |   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ 8,000         | \$ 8,000     |
|        | Total fiscal year 2018/19 funds for all tasks  | \$ 756,400         | \$ 80,000          | \$ 166,828         | \$ 756,400                  | \$106,880                                 | \$ 13,360 | \$ 13,360 | \$118,587      | \$ 14,823 | \$ 14,823 | \$ 27,016         | \$ 8,000         | \$ 1,320,077 |
|        | State Support/Match for MPO (1)                | \$ -               |                    | \$ 166,828         | \$ -                        | \$ -                                      | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              |                  | \$ 166,828   |
|        | State and Local Support for FTA Program (2)    | \$ -               |                    | \$ -               | \$ -                        | \$ -                                      | \$ -      | \$ -      |                | \$ 14,823 | \$ 14,823 | \$ -              |                  | \$ 29,646    |
|        | FY 2019/20 Funding                             | \$ 756,400         | \$ 80,000          | \$ -               | \$ -                        | \$ -                                      | \$ -      |           | \$118,587      | \$ -      |           | \$ -              |                  | \$ 954,987   |
|        | FY 2019/20 Local Funding                       | \$ -               |                    | \$ -               | \$ -                        | \$ -                                      | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ 27,016         | \$ 8,000         | \$ 35,016    |
|        | 5305 Carryforward                              |                    |                    | \$ -               | \$ -                        | \$106,880                                 | \$ 13,360 | \$ 13,360 | \$ -           | \$ -      | \$ -      | \$ -              |                  | \$ 133,600   |
|        | Total cost, including carryover, for all tasks | \$ 756,400         |                    | \$ 166,828         | \$ 756,400                  | \$106,880                                 | \$ 13,360 | \$ 13,360 | \$118,587      | \$ 14,823 | \$ 14,823 | \$ 27,016         | \$ 8,000         | \$ 1,320,077 |

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TABLE 5

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

|   | Administration | Data Collection | TIP Maintenance & Development | Long Range Planning | Special Projects & Systems Planning | Transit & Transportation Disadvantaged Planning | Regional Coordination | Locally Funded Activities |
|---|----------------|-----------------|-------------------------------|---------------------|-------------------------------------|---|-----------------------|---------------------------|
| <b>MAP -21 Federal Planning Factors</b>   |                |                 |                               |                     |                                     |   |                       |                           |
| 1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.   |                |                 | ✓                             | ✓                   | ✓                                   |   | ✓                     |                           |
| 2. Increase the safety of the transportation system for motorized and non-motorized users.  |                | ✓               | ✓                             | ✓                   | ✓                                   |   | ✓                     |                           |
| 3. Increase the security of the transportation system for motorized and non-motorized users.  |                | ✓               |                               | ✓                   | ✓                                   |   | ✓                     |                           |
| 4. Increase the accessibility and mobility of people and for freight.   |                | ✓               |                               | ✓                   | ✓                                   | ✓   | ✓                     |                           |
| 5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns. | ✓              | ✓               | ✓                             | ✓                   | ✓                                   | ✓   | ✓                     | ✓                         |
| 6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.   |                | ✓               |                               | ✓                   | ✓                                   | ✓   | ✓                     |                           |
| 7. Promote efficient system management and operation.   |                | ✓               |                               | ✓                   | ✓                                   | ✓   | ✓                     |                           |
| 8. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.   |                | ✓               | ✓                             | ✓                   | ✓                                   |   | ✓                     |                           |
| <b>FAST Planning Factors</b>  |                |                 |                               |                     |                                     |   |                       |                           |
| 9. Enhance travel and tourism.  |                |                 | ✓                             | ✓                   | ✓                                   | ✓   | ✓                     | ✓                         |
| 10. Emphasize the preservation of the existing transportation system.   |                | ✓               | ✓                             | ✓                   |                                     |   |                       | ✓                         |
| <b>FDOT Planning Emphasis Areas</b>   |                |                 |                               |                     |                                     |   |                       |                           |
| 11. Rural Transportation Planning   |                | ✓               | ✓                             | ✓                   | ✓                                   | ✓   | ✓                     |                           |
| 12. Transportation Performance Measures   |                | ✓               | ✓                             | ✓                   | ✓                                   | ✓   | ✓                     |                           |
| 13. ACES (Automated/Connected/Electric/Shared-use) Vehicles   |                | ✓               |                               | ✓                   |                                     |   |                       |                           |

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STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**AMENDMENT TO THE  
 METROPOLITAN PLANNING ORGANIZATION AGREEMENT**

525-010-02  
 POLICY PLANNING  
 OGC – 1/18  
 Page 1 of 2

|   |  |                                  |
|---|--|----------------------------------|
| Financial Project No.:<br><u>439314-2-14-01</u><br><u>439314-2-14-04</u><br>(item-segment-phase-sequence) | Fund: <u>PL and SU</u>                                   | FLAIR Approp.: <u>088854</u>     |
| Contract No.: <u>G0Y70</u>  | Function: <u>215</u>                                     | FLAIR Obj.: <u>780000</u>        |
| CFDA Number & Title: <u>20.205 Highway Planning and Construction</u>                                      | Federal Award Project No.: <u>PL0313</u><br><u>(056)</u> | Org. Code: <u>55012010130</u>    |
|   | MPO DUNS No.: <u>076997790</u>                           | Vendor No.: <u>F596000558057</u> |

THIS AMENDMENT TO THE METROPOLITAN PLANNING ORGANIZATION AGREEMENT (Amendment) is made and entered into on this \_\_\_\_\_ day of \_\_\_\_\_ 2020, by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION (Department), an agency of the State of Florida, whose address is Office of the District Secretary, 801 North Broadway Avenue, Bartow FL 33831 and the Collier Metropolitan Planning Organization (MPO), whose address is 2885 South Horseshoe Drive, Naples FL 34104, and whose Data Universal Numbering System (DUNS) Number is: 076997790 (collectively the "parties").

#### RECITALS

WHEREAS, the Department and the MPO on June 19, 2018 entered into a Metropolitan Planning Organization Agreement (Agreement), whereby the Department passed through Federal funds to the MPO to assist the MPO in performing transportation planning activities set forth in its Unified Planning Work Program (UPWP).

WHEREAS, the Parties have agreed to modify the Agreement on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the mutual covenants in this Amendment, the Agreement is amended as follows:

- Paragraph 4 of the Agreement is amended to reflect:

**Project Cost:** The total budgetary ceiling for the Project is \$1,680,779.00. The budget, including tasks, is summarized below and detailed in the UPWP, Exhibit "A". The budget may be modified by mutual agreement as provided for in paragraph 7, Amendments.

The Department's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. No work shall begin before the Agreement is fully executed and a "Letter of Authorization" is issued by the Department. The total of all authorizations shall not exceed the budgetary ceiling established for this agreement and shall be completed within the term of this Agreement:

| FINANCIAL PROJECT NO. |          | AMOUNT          |
|-----------------------|----------|-----------------|
| 439314-2-14-01        | PL Funds | \$ 1,465,779.00 |
| 439314-2-14-04        | SU Funds | \$ 215,000.00   |

Exhibit A (Scope of Work) of the Agreement is amended as follows: Deobligate \$83,588.00 of PL funds from FY19/20, reducing total PL funds down to \$1,465,779.00 and also deobligate a total of \$185,000 of SU funds from 18/19 and 19/20 reducing them down to \$215,000 - as noted in the above table. Then re-obligate/authorize these deobligated PL and SU funds into the first year of the new Unified Planning Work Program for FY20/21. This amendment is more fully described in the attached UPWP Revision Form #6.

Except as modified, amended, or changed by this Amendment, all of the terms and conditions of the Agreement and any amendments thereto shall remain in full force and effect.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**AMENDMENT TO THE  
METROPOLITAN PLANNING ORGANIZATION AGREEMENT**

525-010-02  
POLICY PLANNING  
OGC - 3/18  
Page 2 of 2

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement on the day, month and year set forth above.

MPO

Florida Department of Transportation

Collier County Metropolitan Planning Organization.

MPO Name

Councilwoman Elaine Middelstaedt

Signatory (Printed or Typed)

*Elaine Middelstaedt*

Signature

Collier MPO Chair

Title

Department of Transportation

Signature

Title

DocuSigned by:

*Secretary Lt Na*

79DE6E84B17F461...

Legal Review

MPO

*Scott R. Teach / by Jessica Hayes*

Legal Review

Department of Transportation

DocuSigned by:

*Atty. Don Conway*

937D1D5420A84D9...

Attachment: Amendment to the MPO Agreement (12547 : Amendment to the FY 18/19-19/20 Unified Planning Work Program (UPWP) including



# RESOLUTION 2020-03

**RESOLUTION OF THE COLLIER METROPOLITAN PLANNING ORGANIZATION AUTHORIZING THE MPO CHAIR TO EXECUTE AN AMENDMENT TO THE 2018/2019-2019/20 UNIFIED PLANNING WORK PROGRAM APPROVED ON APRIL 10, 2020, AND TO AMEND THE EXISTING MPO AGREEMENT AND EXHIBIT "A" TO THE MPO AGREEMENT BY INCORPORATING THE AMENDED UPWP.**

**WHEREAS**, the Collier Metropolitan Planning Organization (MPO) has the authority to execute the 2018/2019-2019/20 Unified Planning Work Program (the "UPWP") (per 23 CFR § 450.308(b) and F.S. § 339.175(9), which was approved at the MPO's May 11, 2018, meeting; and

**WHEREAS**, the FY 2018/19-2019/20 UPWP may be amended throughout the life of the document to revise the scope and/or budget; and

**WHEREAS**, the FY 2018/19-2019/20 UPWP is included as "Exhibit A" to the Collier MPO Agreement (the "Agreement"); and

**WHEREAS**, this amendment to the UPWP decreases the funding allocated in FY 2019/20 by \$268,588 as of the MPO's date of approval on this 10<sup>th</sup> day of April 2020; and

**WHEREAS**, the MPO reviewed the relevant revised pages of the UPWP and approved the amendment.

**WHEREAS**, the total amount shown in the MPO Agreement decreased by \$268,588 the Agreement is hereby amended to reflect the change in funding; and

**NOW, THEREFORE, BE IT RESOLVED BY THE COLLIER METROPOLITAN PLANNING ORGANIZATION THAT:**

1. The Collier MPO has the authority to amend the attached: (a) 2018/2019-2019/20 Unified Planning Work Program, which was previously approved by resolution on May 11, 2018, and as amended on April 12, 2019, May 10, 2019, October 11, 2019, and November 8, 2019, and (b) the Metropolitan Planning Organization Agreement to reflect the change in funding, and (c) the foregoing referenced amendment to the UPWP as memorialized in "Exhibit A" of that agreement.
2. The Collier MPO authorizes it's the MPO Executive Director to submit the documents as revised to the Florida Department of Transportation.
3. Further, the Collier MPO authorizes its Chair to sign any other related documents that may be required in connection with the processing of the documents.

This Resolution is PASSED and DULY ADOPTED by the Collier Metropolitan Planning Organization Board on April 10, 2020.

Attest:

By: 

Anne McLaughlin  
Collier MPO Executive Director

COLLIER COUNTY METROPOLITAN  
PLANNING ORGANIZATION

By: 

Councilwoman Elaine Middelstaedt  
MPO Chair

Approved as to form and legality:

 / by   
Scott R. Teach, Deputy County Attorney

## **EXECUTIVE SUMMARY**

### **Ratification of the Chair's approval of a zero-dollar Change Order to PO 4500195107 for the Transit Impact Analysis (Contract #16-6562, Tindale-Oliver & Associates, Inc.)**

**OBJECTIVE:** For the MPO Board to ratify the Chair's approval of a zero-dollar change order to allow additional time for its consultant to complete the Transit Impact Analysis and to modify the scope.

**CONSIDERATIONS:** The Collier MPO has adopted and procures goods and services under the policy set forth in the Collier County Procurement Ordinance (Ordinance No. 2017-08, as amended). Under Section 19.3.a, Contract Administration, of that Ordinance, change orders issued under a purchase order or contract that exceed ten percent (10%) of a current Board approved aggregate amount, or twenty percent (20%) of the current Board approved number of days must be approved by the Board. In this instance, the attached Change Order seeks approval to add a period of additional days more than 20% of the original MPO Board approved contract.

Because the Collier MPO Board approves all its own contracts with vendors, all future proposed change orders that exceed those threshold amounts will be brought to the MPO Board for approval. Those under the threshold amount will be administratively processed and made part of the contractual record.

Due to Covid-19, there was not a MPO Board meeting in April. The MPO Board gave the Chair the authority to approve the change order and sign contractual documents in the Board's absence. The Chair approved this item on April 3, 2020 and signed all associated documents.

**COMMITTEE RECOMMENDATIONS:** This item is administrative in nature and does not require committee action.

**STAFF RECOMMENDATION:** That the Board ratify the Chair's approval of the change order.

Prepared By: Brandy Otero, Principal Planner

### **ATTACHMENT(S)**

1. Change Order (PDF)
2. Revised Scope of Work (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 4.C**Doc ID:** 12548

**Item Summary:** Ratification of the Chair's approval of a zero-dollar Change Order to PO 4500195107 for the Transit (Contract #16-6562, Tindale-Oliver & Associates, Inc.)

**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 10:32 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 10:32 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 10:53 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/03/2020 12:31 PM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |





## Procurement Services

☐ Contract Modification ☒ Work Order Modification ☐ Amendment

Contract #: 16-6562 Change #: 2 Purchase Order #: 4500195107 Project #: 33449.4

Contractor/Firm Name: Tindale Oliver and Associates Contract/Project: Transit Impact Analysis

Project Manager Name: Brandy Otero Division Name: Collier MPO

|                                     |               |            |   |
|-------------------------------------|---------------|------------|---|
| Original Contract/Work Order Amount | \$ 123,040.00 | 10/5/19    | Original BCC Approval Date; Agenda Item # |
| Current BCC Approved Amount         | \$ 123,040.00 | 9/3/19, 4B | Last BCC Approval Date; Agenda Item #     |
| Current Contract/Work Order Amount  | \$ 123,040.00 | 4/30/2020  | SAP Contract Expiration Date (Master)     |
| Dollar Amount of this Change        | \$ 0.00       | 0.00%      | Total Change from Original Amount         |
| Revised Contract/Work Order Total   | \$ 123,040.00 | 0.00%      | Change from Current BCC Approved Amount   |
| Cumulative Changes                  | \$ 0.00       | 0.00%      | Change from Current Amount                |

## Completion Date, Description of the Task(s) Change, and Rationale for the Change

Notice to Proceed Date: 4/8/19 Original Completion Date: 10/5/19 Last Approved Date: 4/30/20 Revised Date (Includes this change): 12/31/20

# of Days Added: 245 Select Tasks ☒ Add new task(s) ☒ Delete task(s) ☐ Change task(s) ☒ Other (see below)

Provide a response to the following: 1.) detailed and specific explanation/rationale of the requested change(s) to the task(s) and / or the additional days added (if requested); 2.) why this change was not included in the original contract; and, 3.) describe the impact if this change is not processed. Attach additional information from the Design Professional and/or Contractor if needed.

1. Remove funding in the amount of \$25,280 and scope from task 4 as illustrated in attachment. Add funding in the amount of \$25,280 to new task 6 "Implementation Support". Add time to project to complete new task. Add time to allow for presentations after completion of new task.
2. During the development of the study, it became apparent that additional support was needed for Implementation activities. In addition, out of an abundance of caution, the MPO Board cancelled all advisory committee meetings and the upcoming MPO Board meeting for the foreseeable future, due to COVID-19. This outbreak and limiting of meetings was not anticipated in the contract.
3. The consultant will not be able to assist with implementing recommendations, such as drafting policy language updates. Due to advisory committee meetings being cancelled, the consultant will not be able to complete the presentation portion of the scope if the contract time is not extended.

Prepared by: Brandy Otero, Principal Planner Collier MPO OteroBrandy  
(Project Manager Name and Division)

Digitally signed by  
OteroBrandy  
Date: 2020.03.30  
16:36:18 -04'00'

Date: 3/30/20

Acceptance of this Change Order shall constitute a modification to contract / work order identified above and will be subject to all the same terms and conditions as contained in the contract / work order indicated above, as fully as if the same were stated in this acceptance. The adjustment, if any, to the Contract shall constitute a full and final settlement of any and all claims of the Contractor / Vendor / Consultant / Design Professional arising out of or related to the change set forth herein, including claims for impact and delay costs.

Accepted by: Elisabeth Schuck  
(Contractor / Vendor / Consultant / Design Professional and Name of Firm, if project applicable)

Date: 3/31/2020

Approved by: McLaughlinAnne  
(Design Professional and Name of Firm, if project applicable)

Date:

Approved by: McLaughlinAnne  
(Design Professional and Name of Firm, if project applicable)

Date:

Revised: 10/28/2014

(Divisions who may require additional signatures may include on separate sheet.)

| PROCUREMENT USE ONLY |         |        |
|----------------------|---------|--------|
| Admin                | BCC Rpt | BCC ES |



Approved by: Elaine Middelstaedt  
Councilwoman Elaine Middelstaedt  
Collier MPO Chair

Attest:

By: [Signature]  
Anne McLaughlin  
Collier MPO Executive Director

Approved as to Form and Legality:

Scott R. Teach / by Jossie Hayes  
Scott R. Teach  
Deputy County Attorney

Attachment: Change Order (12548 : Ratification of the Chair's approval of a zero-dollar Change Order for the Transit Impact Analysis)

5/17/17  
CAO



# Collier Area Transit & Collier Area Paratransit Transit Impact Analysis & Funding Strategies Scope of Work

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Updated March 16, 2020

## Background

The Public Transit & Neighborhood Enhancement Division (PTNE) is responsible for the management of the Collier Area Transit (CAT) System. CAT provides Fixed Route and Paratransit transportation services to the residents of Collier County. The Fixed Route system provides public transit service to the urbanized areas of the County, including Naples, Marco Island and Immokalee. Limited Fixed Route service is also provided in the Golden Gate Estates area. CAT also partners with Lee County Transit (LeeTran) to provide an express route between the two counties. The Collier Area Paratransit (CAP) system provides passenger door to door trips funded by two different programs; Transportation Disadvantaged (TD) and Americans with Disabilities Act (ADA).

Through the years the service to the community has grown in response to the development that has occurred in the area. The transit system has been responding to development rather than being a part of the planning process so that the service can be provided as an alternative mode when the development is completed. For Transit to be included as part of the development process it is necessary to understand the demand placed on the community's transit network by development when assessing the effects of development.

All development generates traffic, and some may generate enough traffic to create congestion on the existing roadways system requiring the community to invest more capital in the form of new roads, added lanes, traffic signals or turn lanes. Currently as new development or redevelopment is proposed, there are traffic impact studies that are required of the petitioner to analyze the impacts on the roadway network but not the transit system as a component of the overall transportation network. Understanding traffic impacts becomes even more important as budgets for public facility and infrastructure improvements become increasingly strained. It is important to ensure that the evaluation of the traffic impacts includes a multi-modal aspect to help expand the capacity of the existing roadway system.

In a community like Collier County, there are considerable numbers of elderly and young residents that do not have access to a vehicle and may be willing to use public transportation. The community has a very seasonal population that are used to public transportation as an option in the communities that they are visiting from or would like the option of a transit system to take them to destinations they are not familiar with. The Collier County, Cities of Marco Island, Naples & Everglades Growth Management Plans and land development regulations do not contemplate transit impacts during the typical transportation impact statement review. Without this alternative mode being considered as an option during the development process, the transit agency is faced with finding a way to accommodate the demand after the fact and without the necessary resources.

The PTNE Division would like to have a study which assesses the effects that a development's traffic will have on the transit network in the community and provide criteria for determining the capital or operating improvements required to the transit system in the form of stop improvements, route modifications or additions based on the defined impacts. By preparing this study the transit system will be provided the nexus required to include measurable Goals, Objectives and policies in the Growth Management Plan and applicable land development codes to support the need to conduct a Transit Impact Analysis prior to approving future developments inclusive of the incorporated and unincorporated areas of Collier County. The study will help answer the questions of the implications of land use decisions on the transit system.

The responsibility to upgrade transit network and associated amenities in conjunction with new development is currently the sole responsibility of the Transit agency. Yet Transit agencies often lack funding for improvements necessary to keep pace with development.

This study should provide information and analysis that can be used to develop funding strategies for the benefit of enhancing transit to meet the development demands. These funding strategies may include the development of parameters that can be applied to developments based on the land use being developed (residential units; commercial use; # of jobs generated; etc.) to determine the improvement that would be needed to support the impact (bus route; bus stop/shelter; park-n-ride lot; etc.). The funding strategies could also include the establishment of funding sources that could support improving the "backlog" of operational improvements and infrastructure as well as new improvements/infrastructure. The research for the development of funding strategies should include an evaluation of what other Counties/Transit Agencies are doing within this realm.

## SCOPE OF SERVICES

The following tasks are requested as part of this scope and will correspond with the project schedule and budget:

1. ***A kick-off meeting will be held via conference call.*** The kick-off meeting will confirm project objectives, schedule, and deliverables. The meeting will also provide an opportunity to introduce staff and identify roles and responsibilities for this project.
2. ***Data Collection and analysis.*** Data shall be collected of the transit service (system coverage, hours of operations; headways; etc.) and cost; existing development and associated transit uses; analysis of enhanced transit service and anticipated cost increase; anticipated components of capital cost increase based on added service (buses/bus stops/shelters, transfer stations, park-n-ride facilities, fleet maintenance etc.); and any other data and analysis needed to develop transit planning parameters to be utilized during the development review to identify the impact on transit. The data collected should also be usable to develop a nexus for the potential establishment of funding strategies for transit. If a fee structure is contemplated the nexus could be structured in a way that for the desired development pattern being proposed, the amount of Transportation impact fee would be lower and/or transferred to promote transit development rather than adding another fee. Conversely, if the proposed development is low density urban sprawl or in a rural area where it would be more expensive to provide transit service, the fee would be higher.

The Consultant should develop a standard where trip generation rates and trip reduction factors include calculations whereby if Transit is introduced along a corridor adjacent to the proposed

development what impacts that would have on their traffic impact statement and what contributions to the service the development would be required to make; and determine how to obtain funding from existing developments that already impact transit and as a result, require implementation of enhanced service to improve the service delivery to that area.

3. ***Prepare draft findings and analysis.*** A draft report of the findings, analysis and recommendation for the Transit parameters, impact assessment and mobility nexus should be prepared and presented to staff for their review and comments. The document shall be modified to incorporate staff comments and input where applicable.

4. ~~***Conduct two public involvement workshops and two charrette type sessions.***~~ Workshop notices will be prepared along with e-mail communications for CAT and the Collier Metropolitan Planning Organization (MPO) to distribute and advertise as appropriate. The consultant will prepare information for dissemination and present the proposed Transit impact analysis and funding strategies to the public. The Consultant will work with CAT to ensure that workshop materials are multi-lingual and persons at the workshop have access to multi-lingual staff for information dissemination and questions in accordance with the Collier MPO Limited English Proficiency (LEP) Plan.

~~Two Charrette style sessions shall be conducted with invitations to developers; major employers; and others that might be impacted by new regulations to incorporate transit in the development process in an effort to receive their feedback. The input received from these sessions should be considered and incorporated into the report.~~

5. ***Prepare documentation and present to committees/boards.*** A final draft report will be prepared to include ~~all analysis; public, developer and employers' comments; and a~~ to document recommendations for how Transit should be included in the development review process, including discussion of potential the implementation of any funding strategies proposed, as appropriate. Staff will be allotted a minimum of two weeks to review the final draft and provide comments back to the Consultant for incorporation into a final report. Presentations will be given based on direction from CAT. It is anticipated that these presentations will be given to the Development Services Advisory Committee, the Collier County Planning Commission, the Public Transit Advisory Committee (PTAC), the MPO Technical Advisory Committee (TAC), the Collier MPO Board, and the Collier County Board of County Commissioners.
6. ***Provide implementation support for recommendations.*** Support will be provided to implement the recommendations documented in the report and based on direction received from the presentations conducted under the prior task. Implementation support includes activities such as drafting updated Comprehensive Plan policy language, modifying development review procedures, or similar efforts.

The consultant should be prepared to include County stakeholders throughout the process, including Comprehensive Planning and Transportation Planning. Any other tasks respondents to this scope of services believe are necessary to produce the best quality report and analysis should be included in the proposal. This scope of work will be completed ~~within 6 months~~ by December 31, 2020 and a schedule identifying individual tasks ~~is~~ will be provided.

# Collier Area Transit & Collier Area Paratransit Transit Impact Analysis & Funding Strategies Scope of Work

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**Updated March 16, 2020**

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The consultant should be prepared to include County stakeholders throughout the process, including Comprehensive Planning and Transportation Planning. Any other tasks respondents to this scope of services believe are necessary to produce the best quality report and analysis should be included in the proposal. This scope of work will be completed ~~within 6 months~~ by December 31, 2020 and a schedule identifying individual tasks ~~is~~ will to be provided.

### **EXECUTIVE SUMMARY**

#### **Ratification of the Chair's approval of a zero-dollar Change Order to PO 4500193325 for the Transportation System Performance Report (Contract #16-6562, Tindale-Oliver & Associates, Inc.)**

**OBJECTIVE:** For the MPO Board to ratify the Chair's approval of a zero-dollar change order to allow additional time for its consultant to complete the Transportation System Performance Report.

**CONSIDERATIONS:** The Collier MPO has adopted and procures goods and services under the policy set forth in the Collier County Procurement Ordinance (Ordinance No. 2017-08, as amended). Under Section 19.3.a, Contract Administration, of that Ordinance, change orders issued under a purchase order or contract that exceed ten percent (10%) of a current Board approved aggregate amount, or twenty percent (20%) of the current Board approved number of days must be approved by the Board. In this instance, the attached Change Order seeks approval to add a period of additional days less than 20% of the original MPO Board approved contract.

Because the Collier MPO Board approves all its own contracts with vendors, all future proposed change orders that exceed those threshold amounts will be brought to the MPO Board for approval. Those under the threshold amount will be administratively processed and made part of the contractual record.

Due to Covid-19, there was not a MPO Board meeting in April. The MPO Board gave the Chair the authority to approve the change order and sign contractual documents in the Board's absence. The Chair approved this item on April 3, 2020 and signed all associated documents.

**COMMITTEE RECOMMENDATIONS:** This item is administrative in nature and does not require committee action.

**STAFF RECOMMENDATION:** That the Board ratify the Chair's approval of the change order.

Prepared By: Brandy Otero, Principal Planner

#### **ATTACHMENT(S)**

1. Change Order (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 4.D**Doc ID:** 12549

**Item Summary:** Ratification of the Chair's approval of a zero-dollar Change Order to PO 4500193325 for the Transportation System Performance Report (Contract #16-6562, Tindale-Oliver & Associates, Inc.)

**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 10:39 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 10:39 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 10:50 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 10:00 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |





## Procurement Services

☐ Contract Modification    ☒ Work Order Modification    ☐ Amendment

Contract #: 16-8562-6    Change #: 1    Purchase Order #: 4500193325    Project #: 33557.5.2.1

Contractor/Firm Name: Tindale Oliver    Contract/Project: Transportation System Performance Report

Project Manager Name: Brandy Otero    Division Name: Collier MPO

|                                    |               |           |   |
|------------------------------------|---------------|-----------|---|
| Current BCC Approved Amount        | \$ 157,485.00 | 11/9/2018 | Last BCC Approval Date; Agenda Item #   |
| Current Contract/Work Order Amount | \$ 157,485.00 | 6/6/2020  | SAP Contract Expiration Date (Master)   |
| Dollar Amount of this Change       | \$ 0.00       | 0.00%     | Total Change from Original Amount       |
| Revised Contract/Work Order Total  | \$ 157,485.00 | 0.00%     | Change from Current BCC Approved Amount |
| Cumulative Changes                 | \$ 0.00       | 0.00%     | Change from Current Amount              |

## Completion Date, Description of the Task(s) Change, and Rationale for the Change

Notice to Proceed Date: 1/7/2019    Original Completion Date: 6/30/2020    Last Approved Date: 6/30/2020    Revised Date: 9/30/2020  
(Includes this change)

# of Days Added: 92    Select Tasks    ☐ Add new task(s)    ☐ Delete task(s)    ☐ Change task(s)    ☒ Other (see below)

Provide a response to the following: 1.) detailed and specific explanation/rationale of the requested change(s) to the task(s) and / or the additional days added (if requested); 2.) why this change was not included in the original contract; and, 3.) describe the impact if this change is not processed. Attach additional information from the Design Professional and/or Contractor if needed.

1. Add 92 days to allow additional time for consultant to present draft and final study to MPO Advisory Committees and MPO Board.
2. In an abundance of caution, the MPO Board cancelled all advisory committee meetings and the upcoming MPO Board meeting for the foreseeable future, due to COVID-19. This outbreak and limiting of meetings was not anticipated in the contract.
3. The consultant will not be able to present to advisory committees or the MPO Board as required by the scope if the change is not processed and the contract will not be able to be completed.

Prepared by: Brandy Otero, Collier MPO  
(Project Manager Name and Division)

Digitally signed by  
OteroBrandy  
Date: 2020.03.24  
09:37:05 -04'00'

Date: 3/23/2020

Acceptance of this Change Order shall constitute a modification to contract / work order identified above and will be subject to all the same terms and conditions as contained in the contract / work order indicated above, as fully as if the same were stated in this acceptance. The adjustment, if any, to the Contract shall constitute a full and final settlement of any and all claims of the Contractor / Vendor / Consultant / Design Professional arising out of or related to the change set forth herein, including claims for impact and delay costs.

Accepted by: William L. Ball    Digitally signed by William L. Ball  
(Contractor / Vendor / Consultant / Design Professional and Name of Firm, if project applicable)    Date: \_\_\_\_\_

Approved by: \_\_\_\_\_    Date: \_\_\_\_\_  
(Design Professional and Name of Firm, if project applicable)

Approved by: \_\_\_\_\_    Date: \_\_\_\_\_  
McLaughlin Anne    Digitally signed by McLaughlin Anne  
Date: 2020.03.31 09:00:58  
-04'00'

Revised: 10/28/2014

(Divisions who may require additional signatures may include on separate sheet.)

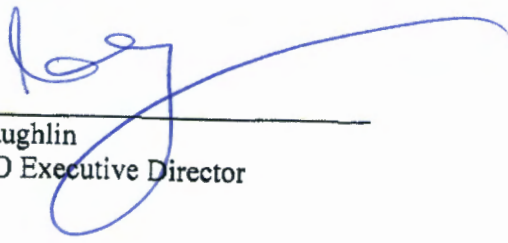
| PROCUREMENT USE ONLY |         |        |
|----------------------|---------|--------|
| Admin                | BCC Rpt | BCC ES |

Approved by:

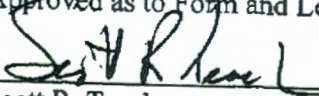
Councilwoman Elaine Middelstaedt  
Collier MPO Chair

Attest:

By:

  
Anne McLaughlin  
Collier MPO Executive Director

Approved as to Form and Legality:

Scott R. Teach  
Deputy County Attorney

Attachment: Change Order (12549 : Ratification of the Chair's approval of a zero-dollar Change Order to the TSPR)







## Procurement Services

☐ Contract Modification ☒ Work Order Modification ☐ Amendment

Contract #: 16-6562 Change #: 2 Purchase Order #: 4500195107 Project #: 33449.4

Contractor/Firm Name: Tindale Oliver and Associates Contract/Project: Transit Impact Analysis

Project Manager Name: Brandy Otero Division Name: Collier MPO

|                                     |               |            |   |
|-------------------------------------|---------------|------------|---|
| Original Contract/Work Order Amount | \$ 123,040.00 | 10/5/19    | Original BCC Approval Date; Agenda Item # |
| Current BCC Approved Amount         | \$ 123,040.00 | 9/3/19, 4B | Last BCC Approval Date; Agenda Item #     |
| Current Contract/Work Order Amount  | \$ 123,040.00 | 4/30/2020  | SAP Contract Expiration Date (Master)     |
| Dollar Amount of this Change        | \$ 0.00       | 0.00%      | Total Change from Original Amount         |
| Revised Contract/Work Order Total   | \$ 123,040.00 | 0.00%      | Change from Current BCC Approved Amount   |
| Cumulative Changes                  | \$ 0.00       | 0.00%      | Change from Current Amount                |

## Completion Date, Description of the Task(s) Change, and Rationale for the Change

Notice to Proceed Date: 4/8/19 Original Completion Date: 10/5/19 Last Approved Date: 4/30/20 Revised Date (Includes this change): 12/31/20

# of Days Added: 245 Select Tasks ☒ Add new task(s) ☒ Delete task(s) ☐ Change task(s) ☒ Other (see below)

Provide a response to the following: 1.) detailed and specific explanation/rationale of the requested change(s) to the task(s) and / or the additional days added (if requested); 2.) why this change was not included in the original contract; and, 3.) describe the impact if this change is not processed. Attach additional information from the Design Professional and/or Contractor if needed.

1. Remove funding in the amount of \$25,280 and scope from task 4 as illustrated in attachment. Add funding in the amount of \$25,280 to new task 6 "Implementation Support". Add time to project to complete new task. Add time to allow for presentations after completion of new task.
2. During the development of the study, it became apparent that additional support was needed for Implementation activities. In addition, out of an abundance of caution, the MPO Board cancelled all advisory committee meetings and the upcoming MPO Board meeting for the foreseeable future, due to COVID-19. This outbreak and limiting of meetings was not anticipated in the contract.
3. The consultant will not be able to assist with implementing recommendations, such as drafting policy language updates. Due to advisory committee meetings being cancelled, the consultant will not be able to complete the presentation portion of the scope if the contract time is not extended.

Prepared by: Brandy Otero, Principal Planner Collier MPO OteroBrandy  
(Project Manager Name and Division)

Digitally signed by  
OteroBrandy  
Date: 2020.03.30  
16:36:18 -04'00'

Date: 3/30/20

Acceptance of this Change Order shall constitute a modification to contract / work order identified above and will be subject to all the same terms and conditions as contained in the contract / work order indicated above, as fully as if the same were stated in this acceptance. The adjustment, if any, to the Contract shall constitute a full and final settlement of any and all claims of the Contractor / Vendor / Consultant / Design Professional arising out of or related to the change set forth herein, including claims for impact and delay costs.

Accepted by: Elisabeth Schuck  
(Contractor / Vendor / Consultant / Design Professional and Name of Firm, if project applicable)

Date: 3/31/2020

Approved by: McLaughlinAnne  
(Design Professional and Name of Firm, if project applicable)

Date:

Approved by: McLaughlinAnne

Date:

Revised: 10/28/2014

(Divisions who may require additional signatures may include on separate sheet.)

| PROCUREMENT USE ONLY |         |        |
|----------------------|---------|--------|
| Admin                | BCC Rpt | BCC ES |



Approved by: Elaine Middelstaedt  
Councilwoman Elaine Middelstaedt  
Collier MPO Chair

Attest:

By: [Signature]  
Anne McLaughlin  
Collier MPO Executive Director

Approved as to Form and Legality:

Scott R. Teach / by Jossie Hayes  
Scott R. Teach  
Deputy County Attorney

Attachment: Change Order (12549 : Ratification of the Chair's approval of a zero-dollar Change Order to the TSPR)

5/17/17  
CAO

## **EXECUTIVE SUMMARY**

### **Ratify the Chair's Approval of the FY 2020/21-2021/22 Unified Planning Work Program (UPWP) and MPO Agreement**

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**OBJECTIVE:** For the Board to ratify the Chair's approval of the FY 2020/21-2021/22 UPWP, the MPO Agreement and a resolution memorializing the Board's approval.

**CONSIDERATIONS:** The MPO is required to develop and submit to the Federal Highway Administration (FHWA) a two-year Unified Planning Work Program (UPWP). The UPWP serves as the resource and budgeting document for the MPO for the coming fiscal years beginning July 1<sup>st</sup>.

The MPO will receive \$548,485 in new Federal Planning (PL) funds and \$185,000 in Surface Transportation Program - Urban Area (SU) funds which are a carryforward from 2019/20 in FY 2020/21. In addition, there is a \$83,588 carryover from de-obligation of the FY 2018/19-FY19/20 UPWP; a Transportation Disadvantaged Grant (TD Grant) allocation of \$27,016; a FTA Section 5305(d) Grant allocation and carry-forward of \$309,974; a FTA Section 5307 grant of \$ 93,559; and a State and local contribution of \$85,492. The total FY 2020/21 funding for all UPWP tasks is \$1,333,114 (amount does not include FDOT's soft match). Funding begins July 1, 2020. The State's fiscal year does not coincide with the County's budget cycle.

The second year does not include any carry-forward or de-obligation amounts. The total FY 2021/22 funding for all UPWP tasks is \$731,734.

Since the document was presented in March, the following changes have been made:

- ☐ Updated Table of Contents
- ☐ Corrected formatting throughout the document
- ☐ Revised budget to include De-obligated funding from FY 19/20 in the amount of \$83,588
- ☐ Revised funding allocated in Task 1 to include transcriptionist
- ☐ Corrected errors in Task 6 FY 20/21 Budget Detail Table
- ☐ Updated Summary tables
- ☐ Revised soft match amount and language
- ☐ Revised document to address comments as noted in the Appendices

MPO staff has incorporated all changes and comments received from FHWA, the Florida Department of Transportation (FDOT) and the advisory committees related to UPWP. The comments have been included in the appendices. The final 2020/21-2021/22 UPWP is included as **Attachment 1**.

Pursuant to the MPO's Public Involvement/Public Participation Plan, the final UPWP was announced on the MPO's website and was sent to the MPO's Adviser network. One public comment was received and has been addressed in Appendix D of Attachment 1.

The MPO Agreement for PL Funding establishes the cooperative relationship between the Collier MPO

06/12/2020

and FDOT to accomplish the transportation planning requirements of State and federal law. The agreement runs concurrently with the new FY 2020/21 - 2021/22 Unified Planning Work Program (UPWP). The MPO Agreement will become effective July 1, 2020 and will terminate on June 30, 2022. The Agreement is included as **Attachment 2**.

FDOT requires a resolution memorializing the approval of the UPWP and the MPO Agreement. The resolution is included as **Attachment 3**.

The MPO Board delegated authority to the MPO Chair to sign time-sensitive documents during the COVID-19 pandemic. The MPO Chair approved and signed the UPWP and all associated documents on May 8, 2020.

**COMMITTEE RECOMMENDATIONS:** The Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC) voted to endorse the draft UPWP on February 24<sup>th</sup>. Due to COVID-19, all advisory meetings were cancelled. The final document was sent via email to advisory committee members for review and comment. No comments were received.

**STAFF RECOMMENDATION:** That the Board ratify the Chair's approval of the FY 2020/21- 2021/22 UPWP, the MPO Agreement and the attached resolution memorializing the Board's approval.

Prepared By: Brandy Otero, Collier MPO Principal Planner

**ATTACHMENT(S)**

1. FY 2020/21-2021/22 UPWP (PDF)
2. MPO Agreement for PL funding(PDF)
3. Resolution 2020-04 (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 4.E**Doc ID:** 12550**Item Summary:** Ratify the Chair's Approval of the FY 2020/21-2021/22 Unified Planning Work Program (UPWP) and MPO Agreement**Meeting Date:** 06/12/2020

---

**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 10:54 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 10:54 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 10:58 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/03/2020 12:29 PM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |





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

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

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

May 8, 2020

*Elaine Middelstaedt*

Councilwoman Elaine Middelstaedt, MPO Chair

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Naples, FL 34104  
(239) 252-5814 Fax: (239) 252-5815  
Collier.mpo@colliercountyfl.gov  
<http://www.colliermpo.com>

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

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

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



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# COST ANALYSIS CERTIFICATION



525-010-06  
POLICY PLANNING  
02/19

## Florida Department of Transportation

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.  
SECRETARY

### Cost Analysis Certification

Collier MPO

Unified Planning Work Program - FY 20/21-21/22

Adopted 5/8/2020

Revision Number: Initial Adoption

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

Name: Victoria G Peters

District One Liaison

Title and District

DocuSigned by:

Victoria Peters

BBDEB55AB69A48A...

5/8/2020

Signature

[www.fdot.gov](http://www.fdot.gov)

## INTRODUCTION

### DEFINITION OF THE UPWP

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

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

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

### OVERVIEW AND STATUS OF CURRENT PLANNING ACTIVITIES

#### Long Range Transportation Plan

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

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

## INTRODUCTION (cont.)

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

### **Congestion Management Process (CMP)**

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

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

### **Transit Planning**

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

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

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

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

### **Local Road Safety Plan**

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

## CURRENT LOCAL AND REGIONAL PLANNING PRIORITIES

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

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

### Regional Transportation Planning Activities

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

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

## AIR QUALITY PLANNING ACTIVITIES

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

## SOFT MATCH

Section 120 of Title 23, U.S.C, permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the federal share to be increased up to 100% to the extent credits are available. The "soft match" amount being utilized to match the FHWA funding in this UPWP is 18.07% of FHWA program funds for a total of \$180,209 in FY 2020/21 and \$120,971 in FY 2021/22 for a total of \$301,180.

### FDOT District One Planning Activities

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

- GIS Application Development and System Maintenance

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

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

## **PUBLIC INVOLVEMENT PROCESS**

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

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

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

## **FEDERAL AND STATE PLANNING EMPHASIS AREAS**

### **STATE PLANNING EMPHASIS AREAS – 2020**

The Florida Department of Transportation Office of Policy Planning develops Planning Emphasis Areas on a two-year cycle in coordination with the development of Metropolitan Planning



Organizations' respective unified planning work programs. Emphasis areas set planning priorities, support the Florida Transportation Plan, and give importance to topic areas which MPOs are encouraged to address as they develop their planning programs. Implementation of the seven goals of the Florida Transportation Plan requires embracing innovation; extensive collaboration across jurisdictions, modes and disciplines; an emphasis on customer service; data and performance feedback; and strategic investments for the efficient and effective allocation of resources.

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

### **Safety**

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

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

### **System Connectivity**

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

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

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

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



freight. A connected network supports users traveling by a variety of modes, including first and last mile linkages.

### **Resilience**

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

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

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

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

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

### **Federal Planning Factors**

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

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation;
9. Enhance travel and tourism; and,
10. Emphasize the preservation of the existing transportation system

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

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

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

## **ORGANIZATION AND MANAGEMENT OF THE METROPOLITAN PLANNING ORGANIZATION**

### **IDENTIFICATION OF MPO PARTICIPANTS**

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

#### **COLLIER COUNTY**

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

#### **CITY OF NAPLES**

Councilman Mike McCabe  
 Councilman Paul Perry

#### **CITY OF MARCO ISLAND**

Councilman Erik Brechnitz

#### **CITY OF EVERGLADES CITY**

Councilwoman Elaine Middelstaedt

#### **FLORIDA DEPARTMENT OF TRANSPORTATION**

L.K. Nandam, District Secretary, District One

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

#### **Technical Advisory Committee (TAC)**

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

### **Citizens Advisory Committee (CAC)**

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

### **Bicycle & Pedestrian Advisory Committee (BPAC)**

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

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

### **Congestion Management Committee (CMC)**

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

### **Local Coordinating Board for the Transportation Disadvantaged (LCB)**

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

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

## **OPERATIONAL PROCEDURES AND BYLAWS**

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

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

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

## **EXECUTED AGREEMENTS**

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

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

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

## **CERTIFICATIONS AND ASSURANCES**

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

## **STATE/FEDERAL PLANNING EMPHASIS AREA MATRIX**

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

## UPWP TASK OVERVIEW

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

### 1. **Administration**

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

### 2. **Data Collection / Development**

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

### 3. **Transportation Improvement Program Maintenance and Development**

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

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

### 4. **Long Range Planning**

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

## UPWP TASK OVERVIEW (cont.)

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

### 5. **Special Projects and Systems Planning**

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

### 6. **Transit & Transportation Disadvantaged Planning**

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

### 7. **Regional Coordination**

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

### 8. **Locally Funded Activities**

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



# TASK 1 ADMINISTRATION

## PURPOSE:

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

## PREVIOUS WORK:

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

## REQUIRED ACTIVITIES:

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



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

**RESPONSIBLE AGENCY:** Collier MPO, Consultant Services

# Task 1 - Financial Tables

| Task 1 - Administration                |  |           |           |          |                 |                 |               |           |
|--|--|-----------|-----------|----------|-----------------|-----------------|---------------|-----------|
| Estimated Budget Detail for FY 2020/21 |  |           |           |          |                 |                 |               |           |
| Budget Category                        | Budget Category Description  | FHWA (PL) | FHWA (SU) | FTA 5303 | FTA State Match | FTA Local Match | Trans. Disad. | Total     |
| A. Personnel Services                  |  |           |           |          |                 |                 |               |           |
|  | MPO staff salaries, fringe benefits, and other deductions  | \$294,888 | \$0       | \$0      | \$0             | \$0             | \$0           | \$294,888 |
|  | Subtotal:  | \$294,888 | \$0       | \$0      | \$0             | \$0             | \$0           | \$294,888 |
| B. Consultant Services                 |  |           |           |          |                 |                 |               |           |
|  | Website maintenance, hosting fees, transcriptionist, etc.  | \$8,000   | \$0       | \$0      | \$0             | \$0             | \$0           | \$8,000   |
|  | PSA or Safety Campaign   | \$100,000 | \$0       | \$0      | \$0             | \$0             | \$0           | \$100,000 |
|  | Subtotal:  | \$108,000 | \$0       | \$0      | \$0             | \$0             | \$0           | \$108,000 |
| C. Travel                              |  |           |           |          |                 |                 |               |           |
|  | Travel and Professional Development  | \$4,000   | \$0       | \$0      | \$0             | \$0             | \$0           | \$4,000   |
|  | Subtotal:  | \$4,000   | \$0       | \$0      | \$0             | \$0             | \$0           | \$4,000   |
| D. Other Direct Expenses               |  |           |           |          |                 |                 |               |           |
|  | Building or room Rental/lease  | \$14,000  | \$0       | \$0      | \$0             | \$0             | \$0           | \$14,000  |
|  | Insurance  | \$4,000   | \$0       | \$0      | \$0             | \$0             | \$0           | \$4,000   |
|  | Cellular Telephone Access and expenses   | \$1,200   | \$0       | \$0      | \$0             | \$0             | \$0           | \$1,200   |
|  | General Copying Expenses, equipment lease, printing charges, computer purchase, software purchase, repairs and maintenance | \$10,000  | \$0       | \$0      | \$0             | \$0             | \$0           | \$10,000  |
|  | General Office Supplies  | \$3,000   | \$0       | \$0      | \$0             | \$0             | \$0           | \$3,000   |
|  | Legal Advertising  | \$2,000   | \$0       | \$0      | \$0             | \$0             | \$0           | \$2,000   |
|  | Motor Pool Rental and Car Maintenance /expenses  | \$5,000   | \$0       | \$0      | \$0             | \$0             | \$0           | \$5,000   |
|  | Postage, business reply permit, freight expenses, etc.   | \$1,200   | \$0       | \$0      | \$0             | \$0             | \$0           | \$1,200   |
|  | Telephone Access, expenses and system maintenance  | \$500     | \$0       | \$0      | \$0             | \$0             | \$0           | \$500     |
|  | Subtotal:  | \$40,900  | \$0       | \$0      | \$0             | \$0             | \$0           | \$40,900  |
|  | Total:   | \$447,788 | \$0       | \$0      | \$0             | \$0             | \$0           | \$447,788 |

| Task 1 - Administration   |                  |            |            |                 |                 |               |                  |
|---|------------------|------------|------------|-----------------|-----------------|---------------|------------------|
| Estimated Budget Detail for FY 2021/22  |                  |            |            |                 |                 |               |                  |
| Budget Category & Description   | FHWA (PL)        | FHWA (SU)  | FTA 5303   | FTA State Match | FTA Local Match | Trans. Disad. | Total            |
| <b>A. Personnel Services</b>  |                  |            |            |                 |                 |               |                  |
| MPO staff salaries, fringe benefits, and other deductions   | \$300,000        | \$0        | \$0        | \$0             | \$0             | \$0           | \$300,000        |
| <b>Subtotal:</b>  | <b>\$300,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$300,000</b> |
| <b>B. Consultant Services</b>   |                  |            |            |                 |                 |               |                  |
| Website maintenance, hosting fees, transcriptionist, etc.   | \$2,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$2,000          |
| <b>Subtotal:</b>  | <b>\$2,000</b>   | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$2,000</b>   |
| <b>C. Travel</b>  |                  |            |            |                 |                 |               |                  |
| Travel and Professional Development   | \$3,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$3,000          |
| <b>Subtotal:</b>  | <b>\$3,000</b>   | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$3,000</b>   |
| <b>D. Other Direct Expenses</b>   |                  |            |            |                 |                 |               |                  |
| Building or room Rental/lease   | \$14,000         | \$0        | \$0        | \$0             | \$0             | \$0           | \$14,000         |
| Insurance   | \$4,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$4,000          |
| Cellular Telephone Access and expenses  | \$500            | \$0        | \$0        | \$0             | \$0             | \$0           | \$500            |
| General Copying Expenses, equipment lease, software purchase, printing charges, repairs and maintenance | \$10,000         | \$0        | \$0        | \$0             | \$0             | \$0           | \$10,000         |
| General Office Supplies   | \$3,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$3,000          |
| Legal Advertising   | \$2,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$2,000          |
| Motor Pool Rental and Car Maintenance /expenses   | \$5,000          | \$0        | \$0        | \$0             | \$0             | \$0           | \$5,000          |
| Postage, business reply permit, freight expenses, etc.  | \$1,200          | \$0        | \$0        | \$0             | \$0             | \$0           | \$1,200          |
| Telephone Access, expenses and system maintenance   | \$500            | \$0        | \$0        | \$0             | \$0             | \$0           | \$500            |
| <b>Subtotal:</b>  | <b>\$40,200</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$40,200</b>  |
| <b>Total:</b>   | <b>\$345,200</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$345,200</b> |

## TASK 2 DATA COLLECTION / DEVELOPMENT

### PURPOSE:

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

### PREVIOUS WORK:

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

### REQUIRED ACTIVITIES:

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

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

**RESPONSIBLE AGENCY:** Collier MPO, Consultant Services

## Task 2 - Financial Tables

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

| Task 2 - DATA COLLECTION/DEVELOPMENT<br>Estimated Budget Detail for FY 2021/22 |                 |            |            |                 |                 |               |                 |
|--|-----------------|------------|------------|-----------------|-----------------|---------------|-----------------|
| Budget Category & Description  | FHWA (PL)       | FHWA (SU)  | FTA 5303   | FTA State Match | FTA Local Match | Trans. Disad. | Total           |
| <b>A. Personnel Services</b>   |                 |            |            |                 |                 |               |                 |
| MPO staff salaries, fringe benefits, and other deductions                      | \$10,000        | \$0        | \$0        | \$0             | \$0             | \$0           | \$10,000        |
| <b>Subtotal:</b>   | <b>\$10,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$10,000</b> |
| <b>B. Consultant Services</b>  |                 |            |            |                 |                 |               |                 |
| Contract/Consultant Services   | \$15,000        | \$0        | \$0        | \$0             | \$0             | \$0           | \$15,000        |
| <b>Subtotal</b>  | <b>\$15,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$15,000</b> |
| <b>Total:</b>  | <b>\$25,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$25,000</b> |

## TASK 3 TIP MONITORING AND DEVELOPMENT

### PURPOSE:

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

### PREVIOUS WORK:

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

### REQUIRED ACTIVITIES

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

**RESPONSIBLE AGENCY:** Collier MPO

## Task 3 - Financial Tables

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

| Task 3 - TIP  |                 |              |             |                    |                    |                  |                 |
|---|-----------------|--------------|-------------|--------------------|--------------------|------------------|-----------------|
| Estimated Budget Detail for FY 2021/22                    |                 |              |             |                    |                    |                  |                 |
| Budget Category & Description                             | FHWA<br>(PL)    | FHWA<br>(SU) | FTA<br>5303 | FTA State<br>Match | FTA Local<br>Match | Trans.<br>Disad. | Total           |
| <b>A. Personnel Services</b>                              |                 |              |             |                    |                    |                  |                 |
| MPO staff salaries, fringe benefits, and other deductions | \$10,000        | \$0          | \$0         | \$0                | \$0                | \$0              | \$10,000        |
| <b>Subtotal:</b>  | <b>\$10,000</b> | <b>\$0</b>   | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>\$10,000</b> |
| <b>Total:</b>   | <b>\$10,000</b> | <b>\$0</b>   | <b>\$0</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>\$10,000</b> |



## TASK 4 LONG RANGE PLANNING

### PURPOSE:

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

### PREVIOUS WORK:

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

### REQUIRED TASKS:

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

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

**RESPONSIBLE AGENCY: Collier MPO, Consultant Services**

## Task 4 - Financial Tables

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

| Task 4 - Long Range Planning<br>Estimated Budget Detail for FY 2021/22 |                 |            |            |                 |                 |               |                 |
|--|-----------------|------------|------------|-----------------|-----------------|---------------|-----------------|
| Budget Category & Description  | FHWA (PL)       | FHWA (SU)  | FTA 5305   | FTA State Match | FTA Local Match | Trans. Disad. | Total           |
| <b>A. Personnel Services</b>   |                 |            |            |                 |                 |               |                 |
| MPO staff salaries, fringe benefits, and other deductions              | \$35,000        | \$0        | \$0        | \$0             | \$0             | \$0           | \$35,000        |
| <b>Subtotal:</b>   | <b>\$35,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$35,000</b> |
| <b>B. Consultant Services</b>  |                 |            |            |                 |                 |               |                 |
| 2045 LRTP  | \$5,000         | \$0        | \$0        | \$0             | \$0             | \$0           | \$5,000         |
|  |                 |            |            |                 |                 |               |                 |
| <b>Subtotal:</b>   | <b>\$5,000</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$5,000</b>  |
| <b>Total:</b>  | <b>\$40,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$40,000</b> |

## TASK 5 SPECIAL PROJECTS AND SYSTEMS PLANNING

### PURPOSE:

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

### PREVIOUS WORK:

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

### REQUIRED TASKS:

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

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

**RESPONSIBLE AGENCY:** Collier MPO, Consultant Services

## Task 5 – Financial Tables

| Task 5 – Special Projects & Systems Planning              |                 |                 |            |                 |                 |               |                  |
|---|-----------------|-----------------|------------|-----------------|-----------------|---------------|------------------|
| Estimated Budget Detail for FY 2020/21                    |                 |                 |            |                 |                 |               |                  |
| Budget Category & Description                             | FHWA (PL)       | FHWA (SU)       | FTA 5303   | FTA State Match | FTA Local Match | Trans. Disad. | Total            |
| <b>A. Personnel Services</b>                              |                 |                 |            |                 |                 |               |                  |
| MPO staff salaries, fringe benefits, and other deductions | \$45,000        | \$0             | \$0        | \$0             | \$0             | \$0           | \$45,000         |
| <b>Subtotal:</b>  | <b>\$45,000</b> | <b>\$0</b>      | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$45,000</b>  |
| <b>B. Consultant Services</b>                             |                 |                 |            |                 |                 |               |                  |
| Transportation System Performance Report                  | \$18,285        | \$0             | \$0        | \$0             | \$0             | \$0           | \$18,285         |
| Local Road Safety Plan                                    | \$0             | \$65,000        | \$0        | \$0             | \$0             | \$0           | \$65,000         |
| <b>Subtotal:</b>  | <b>\$18,285</b> | <b>\$65,000</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$83,285</b>  |
| <b>Total:</b>   | <b>\$63,285</b> | <b>\$65,000</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$128,285</b> |

| Task 5 – Special Projects & Systems Planning              |                  |            |            |                 |                 |               |                  |
|---|------------------|------------|------------|-----------------|-----------------|---------------|------------------|
| Estimated Budget Detail for FY 2021/22                    |                  |            |            |                 |                 |               |                  |
| Budget Category & Description                             | FHWA (PL)        | FHWA (SU)  | FTA 5305   | FTA State Match | FTA Local Match | Trans. Disad. | Total            |
| <b>A. Personnel Services</b>                              |                  |            |            |                 |                 |               |                  |
| MPO staff salaries, fringe benefits, and other deductions | \$45,000         | \$0        | \$0        | \$0             | \$0             | \$0           | \$45,000         |
| <b>Subtotal:</b>  | <b>\$45,000</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$45,000</b>  |
| <b>B. Consultant Services</b>                             |                  |            |            |                 |                 |               |                  |
| Transportation System Performance Report                  | \$62,285         | \$0        | \$0        | \$0             | \$0             | \$0           | \$62,285         |
| <b>Subtotal:</b>  | <b>\$62,285</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$62,285</b>  |
| <b>Total:</b>   | <b>\$107,285</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$107,285</b> |

## TASK 6 TRANSIT AND TRANSPORTATION DISADVANTAGED PLANNING

### PURPOSE:

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

### PREVIOUS WORK

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

### REQUIRED TASKS:

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

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

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



## Task 6 - Financial Tables

### Task 6 – Transit & TD Planning Estimated Budget Detail for FY 20/21

| Budget Category<br>& Description                                | FTA 5305<br>Carry-<br>forward | FTA<br>State<br>Match<br>Carry-<br>forward | FTA Local<br>Match<br>Carry-<br>forward | FTA 5307<br>FFY 19 | FTA 5305<br>FY 20/21 | FTA State<br>Match<br>FY 20/21 | FTA Local<br>Match<br>FY 20/21 | Trans.<br>Disad. | Total            |
|---|-------------------------------|--|---|--------------------|----------------------|--------------------------------|--------------------------------|------------------|------------------|
| <b>A. Personnel Services</b>                                    |                               |  |   |                    |                      |                                |                                |                  |                  |
| MPO staff salaries, fringe benefits, and other deductions       | \$23,264                      | \$2,908                                    | \$2,908                                 | \$0                | \$48,000             | \$6,000                        | \$6,000                        | \$21,156         | \$110,236        |
| <b>Subtotal:</b>  | <b>\$23,264</b>               | <b>\$2,908</b>                             | <b>\$2,908</b>                          | <b>\$0</b>         | <b>\$48,000</b>      | <b>\$6,000</b>                 | <b>\$6,000</b>                 | <b>\$21,156</b>  | <b>\$110,236</b> |
| <b>B. Consultant Services</b>                                   |                               |  |   |                    |                      |                                |                                |                  |                  |
| Transit Impact Analysis   | \$32,800                      | \$4,100                                    | \$4,100                                 | \$0                | \$0                  | \$0                            | \$0                            | \$0              | \$41,000         |
| Transit Element of the 2045 LRTP                                | \$36,000                      | \$4,500                                    | \$4,500                                 | \$0                | \$0                  | \$0                            | \$0                            | \$0              | \$45,000         |
| TDP Major Update  | \$52,501                      | \$6,562                                    | \$6,562                                 | \$0                | \$0                  | \$0                            | \$0                            | \$0              | \$65,625         |
| Park and Ride   | \$40,000                      | \$5,000                                    | \$5,000                                 | \$0                | \$0                  | \$0                            | \$0                            | \$0              | \$50,000         |
| Transit Study – TBD after TDP Completion                        | \$0                           | \$0  | \$0                                     | \$0                | \$58,984             | \$7,372                        | \$7,372                        | \$0              | \$73,728         |
| Comprehensive Operational Analysis                              | \$0                           | \$0  | \$0                                     | \$93,559           | \$0                  | \$0                            | \$0                            | \$0              | \$93,559         |
| <b>Subtotal:</b>  | <b>\$161,301</b>              | <b>\$20,162</b>                            | <b>\$20,162</b>                         | <b>\$93,559</b>    | <b>\$58,984</b>      | <b>\$7,372</b>                 | <b>\$7,372</b>                 | <b>\$0</b>       | <b>\$368,912</b> |
| <b>C. Travel</b>  |                               |  |   |                    |                      |                                |                                |                  |                  |
| MPO Staff and PTNE staff attendance at training and conferences | \$4,819                       | \$602                                      | \$602                                   | \$0                | \$9,600              | \$1,200                        | \$1,200                        | \$2,000          | \$20,023         |
| <b>Subtotal:</b>  | <b>\$4,819</b>                | <b>\$602</b>                               | <b>\$602</b>                            | <b>\$0</b>         | <b>\$9,600</b>       | <b>\$1,200</b>                 | <b>\$1,200</b>                 | <b>\$2,000</b>   | <b>\$20,023</b>  |
| <b>D. Other Direct Expenses</b>                                 |                               |  |   |                    |                      |                                |                                |                  |                  |
| Legal Ads   | \$0                           | \$0  | \$0                                     | \$0                | \$0                  | \$0                            | \$0                            | \$2,760          | \$2,760          |
| Website   | \$240                         | \$30                                       | \$30                                    | \$0                | \$240                | \$30                           | \$30                           | \$0              | \$600            |
| Fed Ex/ Postage   | \$120                         | \$15                                       | \$15                                    | \$0                | \$120                | \$15                           | \$15                           | \$1,100          | \$1,400          |
| Office Supplies   | \$1,643                       | \$206                                      | \$206                                   | \$0                | \$1,643              | \$206                          | \$206                          | \$0              | \$4,110          |
| <b>Subtotal:</b>  | <b>\$2,003</b>                | <b>\$251</b>                               | <b>\$251</b>                            | <b>\$0</b>         | <b>\$2,003</b>       | <b>\$251</b>                   | <b>\$251</b>                   | <b>\$3,860</b>   | <b>\$8,870</b>   |
| <b>Total:</b>   | <b>\$191,387</b>              | <b>\$23,923</b>                            | <b>\$23,923</b>                         | <b>\$93,559</b>    | <b>\$118,587</b>     | <b>\$14,823</b>                | <b>\$14,823</b>                | <b>\$27,016</b>  | <b>\$508,041</b> |

## Task 6 – Transit &amp; TD Planning

## Estimated Budget Detail for FY 21/22

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

## TASK 7 REGIONAL COORDINATION

### PURPOSE:

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

### PREVIOUS WORK:

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

### REQUIRED ACTIVITIES:

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

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

**RESPONSIBLE AGENCY: Collier MPO**

## Task 7 - Financial Tables

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

| Task 7- Regional Coordination                                       |                 |            |            |                 |                 |               |                 |
|---|-----------------|------------|------------|-----------------|-----------------|---------------|-----------------|
| Estimated Budget Detail for FY 2021/22                              |                 |            |            |                 |                 |               |                 |
| Budget Category & Description                                       | FHWA (PL)       | FHWA (SU)  | FTA 5303   | FTA State Match | FTA Local Match | Trans. Disad. | Total           |
| <b>A. Personnel Services</b>  |                 |            |            |                 |                 |               |                 |
| MPO staff salaries, fringe benefits, and other deductions           | \$15,000        | \$0        | 0          | 0               | 0               | 0             | \$15,000        |
| <b>Subtotal:</b>  | <b>\$15,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$15,000</b> |
| <b>B. Travel</b>  |                 |            |            |                 |                 |               |                 |
| Travel to MPOAC and any other out of county activities as necessary | \$6,000         | \$0        | \$0        | \$0             | \$0             | \$0           | \$6,000         |
| <b>Subtotal:</b>  | <b>\$6,000</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$6,000</b>  |
| <b>Total:</b>   | <b>\$21,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>    | <b>\$21,000</b> |

## TASK 8      LOCALLY FUNDED ACTIVITIES

### PURPOSE:

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

### PREVIOUS WORK:

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

### REQUIRED TASKS:

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

**RESPONSIBLE AGENCY: Collier MPO**

## Task 8 - Financial Tables

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

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

## SUMMARY TABLES





TABLE 1 – FY 2020/21 AGENCY PARTICIPATION

| Task # | Task Description                               | De-obligation<br>from 19/20 | FHWA (PL)  | FHWA<br>(SU) | FTA 5307* | FTA Section<br>5305** | FDOT       |            | Local     | TD Trust  | Total        | Amount to<br>Consultant |
|--------|--|-----------------------------|------------|--------------|-----------|-----------------------|------------|------------|-----------|-----------|--------------|-------------------------|
|        |  |                             |            |              |           |                       | Soft Match | Cash Match |           |           |              |                         |
| 1      | Administration                                 | \$ 73,588                   | \$ 374,200 |              |           | \$ -                  | \$ 98,761  | \$ -       | \$ -      | \$ -      | \$ 546,549   | \$ 108,000              |
| 2      | Data Collection/ Development                   |                             | \$ 25,000  |              |           | \$ -                  | \$ 5,514   | \$ -       | \$ -      | \$ -      | \$ 30,514    | \$ 15,000               |
| 3      | Transportation Improvement Program (TIP)       |                             | \$ 10,000  |              |           | \$ -                  | \$ 2,206   | \$ -       | \$ -      | \$ -      | \$ 12,206    |                         |
| 4      | Long Range Planning                            |                             | \$ 55,000  | \$ 120,000   |           | \$ -                  | \$ 38,597  | \$ -       | \$ -      | \$ -      | \$ 213,597   | \$ 140,000              |
| 5      | Special Projects and Systems Planning          | \$ 10,000                   | \$ 53,285  | \$ 65,000    |           | \$ -                  | \$ 28,294  | \$ -       | \$ -      | \$ -      | \$ 156,579   | \$ 43,285               |
| 6      | Transit and Transportation Disadvantaged       |                             |            |              | \$ 93,559 | \$ 309,974            |            | \$ 38,746  | \$ 38,746 | \$ 27,016 | \$ 508,041   | \$ 275,353              |
| 7      | Regional Coordination                          |                             | \$ 31,000  |              |           | \$ -                  | \$ 6,837   | \$ -       | \$ -      | \$ -      | \$ 37,837    |                         |
| 8      | Locally Funded Activities                      |                             | \$ -       |              |           | \$ -                  | \$ -       | \$ -       | \$ 8,000  | \$ -      | \$ 8,000     |                         |
|        | Total fiscal year 2020/21 funds for all tasks  |                             | \$ 548,485 |              |           | \$ 309,974            | \$ 180,209 | \$ 38,746  | \$ 46,746 | \$ 27,016 | \$ 1,151,176 |                         |
|        | Total De-obligation from prior fiscal years    | \$ 83,588                   | \$ -       |              |           | \$ -                  | \$ -       | \$ -       | \$ -      | \$ -      | \$ 83,588    |                         |
|        | Total cost, including carryover, for all tasks | \$ 83,588                   | \$ 548,485 | \$ 185,000   | \$ 93,559 | \$ 309,974            | \$ 180,209 | \$ 38,746  | \$ 46,746 | \$ 27,016 | \$ 1,513,323 | \$ 581,638              |

|  | FHWA PL    | FHWA SU    | FDOT       | FTA 5305   | FTA 5307  | TD Trust  | Collier Co. | Naples    | Everglades | Marco Is. | Total        |
|--|------------|------------|------------|------------|-----------|-----------|-------------|-----------|------------|-----------|--------------|
| State Support/Match for MPO (1)                      | \$ -       |            | \$ 180,209 | \$ -       |           | \$ -      | \$ -        | \$ -      | \$ -       | \$ -      | \$ 180,209   |
| FY 20/21 State and Local Support for FTA Program (2) | \$ -       |            | \$ 14,823  | \$ -       |           | \$ -      | \$ 9,264    | \$ 3,706  | \$ -       | \$ 1,853  | \$ 29,646    |
| FY 2020/21 Funding                                   | \$ 548,485 | \$ 185,000 | \$ -       | \$ 118,587 |           | \$ 27,016 | \$ -        | \$ -      | \$ -       | \$ -      | \$ 879,088   |
| FY 2020/21 Local Funding                             | \$ -       |            | \$ -       | \$ -       |           | \$ -      | \$ 5,000    | \$ 2,000  | \$ -       | \$ 1,000  | \$ 8,000     |
| FTA Carryover  | \$ -       |            | \$ 23,923  | \$ 191,387 | \$ 93,559 | \$ -      | \$ 14,952   | \$ 5,981  | \$ -       | \$ 2,990  | \$ 332,792   |
| De-Obligation from Prior Fiscal Years                | \$ 83,588  |            | \$ -       | \$ -       |           | \$ -      | \$ -        | \$ -      | \$ -       | \$ -      | \$ 83,588    |
| Total cost, including carryover, for all tasks       | \$ 632,073 | \$ 185,000 | \$ 218,955 | \$ 309,974 | \$ 93,559 | \$ 27,016 | \$ 29,216   | \$ 11,687 | \$ -       | \$ 5,843  | \$ 1,513,323 |

(1) For FY 2020/2021, FDOT will "soft match" the MPP/PL Funds using toll revenue expenditures as a credit toward the non-Federal matching share.

The amount identified on this line represent the amount of "soft match" required (both State and local) for the amount of Federal PL section 112 funds requested in this UPWP.

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

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

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

TABLE 2 – FY 2020/21 FUNDING SOURCE

| Task # | Task Description                               | De-obligated<br>Funding from<br>19/20 UPWP | FHWA PL<br>Federal | FHWA SU<br>Federal | FDOT<br>Soft Match | Total<br>Federal<br>Funding | FY 19 FTA<br>5307 | FTA 5305 Carry Forward |           |           | FTA 5305 20/21 |           |           | State TD<br>Trust | Local<br>Funding | Total        |
|--------|--|--|--------------------|--------------------|--------------------|-----------------------------|-------------------|------------------------|-----------|-----------|----------------|-----------|-----------|-------------------|------------------|--------------|
|        |  |  |                    |                    |                    |                             |                   | Federal                | State     | Local     | Federal        | State     | Local     |                   |                  |              |
| 1      | Administration                                 | \$ 73,588                                  | \$ 374,200         |                    | \$ 98,761          | \$ 447,788                  |                   | \$ -                   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 546,549   |
| 2      | Data Collection/Development                    |  | \$ 25,000          |                    | \$ 5,514           | \$ 25,000                   |                   | \$ -                   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 30,514    |
| 3      | Transportation Improvement Program (TIP)       |  | \$ 10,000          |                    | \$ 2,206           | \$ 10,000                   |                   | \$ -                   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 12,206    |
| 4      | Long Range Planning                            |  | \$ 55,000          | \$ 120,000         | \$ 38,597          | \$ 175,000                  |                   | \$ -                   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 213,597   |
| 5      | Special Projects and Systems Planning          | \$ 10,000                                  | \$ 53,285          | \$ 65,000          | \$ 28,294          | \$ 128,285                  |                   | \$ -                   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 156,579   |
| 6      | Transit and Transportation Disadvantaged       |  |                    |                    |                    | \$ -                        | \$ 93,559         | \$ 191,387             | \$ 23,923 | \$ 23,923 | \$ 118,587     | \$ 14,823 | \$ 14,823 | \$ 27,016         |                  | \$ 508,041   |
| 7      | Regional Coordination                          |  | \$ 31,000          |                    | \$ 6,837           | \$ 31,000                   |                   | \$ -                   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ -             | \$ 37,837    |
| 8      | Locally Funded Activities                      | \$ -                                       | \$ -               |                    | \$ -               | \$ -                        |                   | \$ -                   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              | \$ 8,000         | \$ 8,000     |
|        | Total fiscal year 2020/21 funds for all tasks  | \$ 83,588                                  | \$ 548,485         | \$ 185,000         | \$ 180,209         | \$ 817,073                  | \$ 93,559         | \$ 191,387             | \$ 23,923 | \$ 23,923 | \$ 118,587     | \$ 14,823 | \$ 14,823 | \$ 27,016         | \$ 8,000         | \$ 1,513,323 |
|        |  |  |                    |                    |                    |                             |                   |                        |           |           |                |           |           |                   |                  |              |
|        | State Support/Match for MPO (1)                | \$ -                                       | \$ -               | \$ -               | \$ 180,209         | \$ -                        |                   | \$ -                   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ -              |                  | \$ 180,209   |
|        | State and Local Support for FTA Program (2)    | \$ -                                       | \$ -               | \$ -               | \$ -               | \$ -                        |                   | \$ -                   | \$ -      | \$ -      |                | \$ 14,823 | \$ 14,823 | \$ -              |                  | \$ 29,646    |
|        | FY 2020/21 Funding                             | \$ -                                       | \$ 548,485         | \$ 185,000         | \$ -               | \$ -                        |                   | \$ -                   | \$ -      |           | \$ 118,587     | \$ -      |           | \$ -              |                  | \$ 852,072   |
|        | FY 2020/21 Local Funding                       | \$ -                                       | \$ -               | \$ -               | \$ -               | \$ -                        |                   | \$ -                   | \$ -      | \$ -      | \$ -           | \$ -      | \$ -      | \$ 27,016         | \$ 8,000         | \$ 35,016    |
|        | Roll Forward from Prior Fiscal Year            | \$ 83,588                                  |                    |                    | \$ -               | \$ -                        | \$ 93,559         | \$ 191,387             | \$ 23,923 | \$ 23,923 | \$ -           | \$ -      | \$ -      | \$ -              |                  | \$ 416,380   |
|        | Total cost, including carryover, for all tasks | \$ 83,588                                  | \$ 548,485         | \$ 185,000         | \$ 180,209         | \$ 817,073                  | \$ 93,559         | \$ 191,387             | \$ 23,923 | \$ 23,923 | \$ 118,587     | \$ 14,823 | \$ 14,823 | \$ 27,016         | \$ 8,000         | \$ 1,513,323 |

TABLE 3 – FY 2021/22 AGENCY PARTICIPATION

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

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

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

TABLE 4 – FY 2021/22 FUNDING SOURCE

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

TABLE 5 – PLANNING FACTOR AND PEA MATRIX

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

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

## APPENDICES

## APPENDIX A – COMMONLY USED ACRONYMS

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



## COMMONLY USED ACRONYMS

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

## COMMONLY USED ACRONYMS

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

## APPENDIX B – PLANNING STUDIES IN THE MPO AREA

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

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

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

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

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

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

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

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

## APPENDIX C – STATEMENTS AND ASSURANCES

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

525-010-08  
 POLICY PLANNING  
 05/18

**DEBARMENT and SUSPENSION CERTIFICATION**

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

- (1) The Collier MPO hereby certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - (b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and
  - (d) Have not, within a three-year period preceding this certification, had one or more public transactions (federal, state or local) terminated for cause or default.
- (2) The Collier MPO also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S.D.O.T.

*Elaine Middelstaedt*

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

5/8/2020

Date

Approved as to form and legality

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



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

525-010-08  
 POLICY PLANNING  
 05/18

**LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS**

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

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Collier MPO, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The Collier MPO shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

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

5/8/2020  
 Date

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





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

525-010-06  
 POLICY PLANNING  
 05/18

**DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION**

It is the policy of the Collier MPO that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

The Collier MPO, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the Collier MPO, in a non-discriminatory environment.

The Collier MPO shall require its consultants to not discriminate on the basis of race, color, national origin and sex in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code

*Elaine Middelstaedt*

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

5/8/2020  
 Date

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

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

525-010-06  
 POLICY PLANNING  
 05/18

**TITLE VI/ NONDISCRIMINATION ASSURANCE**

Pursuant to Section 9 of US DOT Order 1050.2A, the Collier MPO assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

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

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

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

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

5/8/2020 \_\_\_\_\_  
 Date

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





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

525-010-08  
 POLICY PLANNING  
 05/18

### APPENDICES A and E

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

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

FLORIDA DEPARTMENT OF TRANSPORTATION  
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**STATEMENTS AND ASSURANCES**

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

## APPENDIX D – RESPONSE TO COMMENTS

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



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

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

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

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

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



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

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
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|   |   |                                     |
|---|---|-------------------------------------|
| Financial Project No.:<br><br><u>439314-3-14-01 &amp; 439314-3-14-02</u><br><br>(item-segment-phase-sequence)<br><br><br>Contract No.: <u>G1M49</u><br>CFDA Number & Title: <u>20.205 Highway Planning and Construction</u> | Fund: <u>PL and SU</u>  | FLAIR Approp.:<br><u>088854</u>     |
|   | Function:<br><u>215</u>   | FLAIR Obj.:<br><u>780000</u>        |
|   | Federal Award Identification No.<br>(FAIN): <u>PL0313 (058)</u> | Org. Code:<br><u>55012010130</u>    |
|   | MPO DUNS No.:<br><u>023564583</u>                               | Vendor No.:<br><u>F596000558057</u> |

THIS METROPOLITAN PLANNING ORGANIZATION AGREEMENT (Agreement) is made and entered into on this 21 day of May, 2020, by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION (Department), an agency of the State of Florida, whose address is Office of the District Secretary, 801 North Broadway Avenue, Bartow FL 33831 and the Collier Metropolitan Planning Organization (MPO), whose address is 2885 S Horseshoe Dr, Naples, FL 34104, and whose Data Universal Numbering System (DUNS) Number is: 023564583 (collectively the "parties").

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the parties desiring to be legally bound, do agree as follows:

- 1. Authority:** The MPO and the Department have authority to enter into this Agreement pursuant to 23 U.S.C. 134, 23 Code of Federal Regulations (CFR or C.F.R.) §450 and Section 339.175, Florida Statutes (F.S.), which, require the Department and the MPO to enter into an agreement clearly identifying the responsibilities for cooperatively carrying out the Federal Highway Administration (FHWA) portion of the Metropolitan Planning Process and accomplishing the transportation planning requirements of state and federal law.
- 2. Purpose of the Agreement:** The purpose of this Agreement is to pass through financial assistance through the Department in the form of FHWA funds to the MPO for the completion of transportation related planning activities set forth in the Unified Planning Work Program (UPWP) of the MPO (Project), state the terms and conditions upon which FHWA funds will be provided, and set forth the manner in which work tasks and subtasks within the UPWP will be undertaken and completed. The Project is more fully described in the UPWP, which is attached and incorporated into this Agreement as Exhibit "A".
- 3. Scope of Work:** The UPWP, Exhibit "A", constitutes the Scope of Work for this Agreement.
- 4. Project Cost:** The total budgetary ceiling for the Project is \$1,365,558. The budget, including tasks, is summarized below and detailed in the UPWP, Exhibit "A". The budget may be modified by mutual agreement as provided for in paragraph 7, Amendments.

The Department's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. No work shall begin before the Agreement is fully executed and a "Letter of Authorization" is issued by the Department. The total of all authorizations shall not exceed the budgetary ceiling established for this agreement and shall be completed within the term of this Agreement:

| FINANCIAL PROJECT NO. |    | AMOUNT         |
|-----------------------|----|----------------|
| 439314-3-14-01        | PL | \$1,180,558.00 |
| 439314-3-14-04        | SU | \$185,000.00   |

- 5. Term of Agreement:** This Agreement shall have a term of two (2) years. This Agreement shall begin on the later of July 1, 2020 or the date the Agreement is fully executed, whichever is later and expire on June 30, 2022. If the Agreement is fully executed after July 1, 2020, then the term of the Agreement shall be less than two (2) years and the Agreement shall expire on June 30, 2022. Expiration of this Agreement will be considered termination of the



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Project. The cost of any work performed after the expiration date of this Agreement will not be reimbursed by the Department.

- 6. Renewals and Extensions:** This Agreement shall not be renewed or extended.
- 7. Amendments:** Amendments may be made during the term of this Agreement. Any amendment must be in writing and signed by both parties with the same formalities as the original Agreement.

**A. Modifications versus Amendments to the UPWP:** Modifications and amendments to the UPWP budget may occur periodically. Modifications shall not increase the FHWA approved UPWP final total budget or change the scope of the FHWA approved work tasks. If the MPO makes a modification to the UPWP budget, then the MPO shall immediately send any such modifications to the Department. The Department will then forward the modifications to FHWA. Each budget category subtotal and individual line item costs contained in this Agreement are only estimates. The total budgetary ceiling cannot be exceeded, but shifts between budget categories and budget line items are acceptable and shall not require an amendment of the UPWP or this Agreement. Changes in the scope of an approved work task, the addition or deletion of an approved work task, or changes altering the total funding of an FHWA approved UPWP shall be considered amendments to the UPWP. Amendments to the UPWP must be approved by FHWA. Proposed amendments to the UPWP shall be filed with the Department. Within a reasonable amount of time, the Department shall review and transmit the proposed UPWP amendment and supporting documents to the FHWA with a recommendation for approval or denial. Transmittal of the proposed UPWP amendment and supporting documents to FHWA may be delayed by the Department due to the MPO failing to include all documentation required for the UPWP amendment. The Department shall immediately forward to the MPO all correspondence that the Department receives from FHWA with regard to the proposed UPWP amendment. If FHWA approves the amendment to the UPWP then this Agreement and supporting documentation must be amended immediately following such approval.

**8. General Requirements:**

- A.** The MPO shall complete the Project with all practical dispatch in a sound, economical, and efficient manner, and in accordance with the provisions in this Agreement, the Interlocal Agreement establishing the MPO, and all applicable laws.
- B.** Federal-aid funds shall not participate in any cost which is not incurred in conformity with applicable Federal and State laws, the regulations in 23 C.F.R. and 49 C.F.R., and policies and procedures prescribed by the Division Administrator of FHWA. If FHWA or the Department determines that any amount claimed is not eligible, federal participation may be approved in the amount determined to be adequately supported and the Department shall notify the MPO in writing citing the reasons why items and amounts are not eligible for federal participation. Where correctable non-compliance with provisions of law or FHWA requirements exists, Federal funds may be withheld until compliance is obtained. Where non-compliance is not correctable, FHWA or the Department may deny participation in Project costs in part or in total. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 14 of this Agreement.
- C.** The MPO's financial management system must comply with the requirements set forth in 2 CFR §200.302, specifically:
- i. Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received.
  - ii. Accurate, current, and complete disclosure of the financial results of each Federal award or program in accordance with the reporting requirements set forth in §§200.327 Financial reporting and 200.328 Monitoring and reporting program performance.
  - iii. Records that identify adequately the source and application of funds for federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.
  - iv. Effective control over, and accountability for, all funds, property, and other assets.
  - v. Comparison of expenditures with budget amounts for each Federal award.
  - vi. Written procedures to implement the requirements of §200.305 Payment.



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- vii. Written procedures for determining the allowability of costs in accordance with Subpart E—Cost Principles of this part and the terms and conditions of the Federal award.

**9. Compensation and Payment:**

- A. The Department shall reimburse the MPO for costs incurred to perform services satisfactorily during a monthly or quarterly period in accordance with Scope of Work, Exhibit "A". Reimbursement is limited to the maximum amount authorized by the Department. The MPO shall submit a request for reimbursement to the Department on a quarterly or monthly basis. Requests for reimbursement by the MPO shall include an invoice, an itemized expenditure report, and progress report for the period of services being billed that are acceptable to the Department. The MPO shall use the format for the invoice, itemized expenditure report and progress report that is approved by the Department. The MPO shall provide any other data required by FHWA or the Department to justify and support the payment requested.
- B. Pursuant to Section 287.058, Florida Statutes, the MPO shall provide quantifiable, measurable, and verifiable units of deliverables. Each deliverable must specify the required minimum level of service to be performed and the criteria for evaluating successful completion. The Project and the quantifiable, measurable, and verifiable units of deliverables are described in Exhibit "A".
- C. Invoices shall be submitted by the MPO in detail sufficient for a proper pre-audit and post-audit based on the quantifiable, measurable and verifiable units of deliverables as established in Exhibit "A". Deliverables must be received and accepted in writing by the Department's Grant Manager prior to payments.
- D. The Department will honor requests for reimbursement to the MPO for eligible costs in the amount of FHWA funds approved for reimbursement in the UPWP and made available by FHWA. The Department may suspend or terminate payment for that portion of the Project which FHWA, or the Department acting in lieu of FHWA, may designate as ineligible for federal-aid. In regard to eligible costs, whichever requirement is more strict between federal and State of Florida requirements shall control. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 14 of this Agreement.
- E. Supporting documentation must establish that the deliverables were received and accepted in writing by the MPO and must also establish that the required minimum level of service to be performed based on the criteria for evaluating successful completion as specified in the UPWP, Exhibit "A", was met. All costs charged to the Project, including any approved services contributed by the MPO or others, shall be supported by properly executed payrolls, time records, invoices, contracts or vouchers evidencing in proper detail the nature and propriety of the charges.
- F. Bills for travel expenses specifically authorized in this Agreement shall be documented on the Department's Contractor Travel Form No. 300-000-06 or on a form that was previously submitted to the Department's Comptroller and approved by the Department of Financial Services. Bills for travel expenses specifically authorized in this Agreement will be paid in accordance with Section 112.061 Florida Statutes.
- G. Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the Chief Financial Officer of the State of Florida under Chapters 215 and 216, Florida Statutes. If the Department determines that the performance of the MPO fails to meet minimum performance levels, the Department shall notify the MPO of the deficiency to be corrected, which correction shall be made within a time-frame to be specified by the Department. The MPO shall, within sixty (60) days after notice from the Department, provide the Department with a corrective action plan describing how the MPO will address all issues of contract non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverable deficiencies, or contract non-compliance. If the corrective action plan is unacceptable to the Department, the MPO shall be assessed a non-performance retainage equivalent to 10% of the total invoice amount. The retainage shall be applied to the invoice for the then-current billing period. The retainage shall be withheld until the MPO resolves the deficiency. If the deficiency is subsequently resolved, the MPO may bill the Department for the retained amount during the next billing period. If the MPO is unable to resolve the deficiency, the funds retained may be forfeited at the end of the Agreement's term.
- H. An invoice submitted to the Department involving the expenditure of metropolitan planning funds ("PL



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funds") is required by Federal law to be reviewed by the Department and issued a payment by the Department of Financial Services within 15 business days of receipt by the Department for review. If the invoice is not complete or lacks information necessary for processing, it will be returned to the MPO, and the 15 business day timeframe for processing will start over upon receipt of the resubmitted invoice by the Department. If there is a case of a bona fide dispute, the invoice recorded in the financial system of the Department shall contain a statement of the dispute and authorize payment only in the amount not disputed. If an item is disputed and is not paid, a separate invoice could be submitted requesting reimbursement or the disputed item/amount could be included/added to a subsequent invoice.

- I. Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for five years after final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the MPO's general accounting records and the project records, together with supporting documents and records, of the consultant and all subconsultants performing work on the project, and all other records of the Consultants and subconsultants considered necessary by the Department for a proper audit of costs.
- J. The MPO must timely submit invoices and documents necessary for the close out of the Project. Within 90 days of the expiration or termination of the grant of FHWA funds for the UPWP, the MPO shall submit the final invoice and all financial, performance, and related reports consistent with 2 CFR §200.
- K. The Department's performance and obligation to pay under this Agreement is also contingent upon FHWA making funds available and approving the expenditure of such funds.
- L. In the event this Agreement is in excess of \$25,000 and has a term for a period of more than one year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years, and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000 and which have a term for a period of more than 1 year."

- M. **Disallowed Costs:** In determining the amount of the payment, the Department will exclude all Project costs incurred by the MPO prior to the effective date of this Agreement, costs incurred by the MPO which are not provided for in the latest approved budget for the Project, and costs attributable to goods or services received under a contract or other arrangements which have not been approved in writing by the Department. It is agreed by the MPO that where official audits by the federal agencies or monitoring by the Department discloses that the MPO has been reimbursed by the Department for ineligible work, under applicable federal and state regulations, that the value of such ineligible items may be deducted by the Department from subsequent reimbursement requests following determination of ineligibility. Upon receipt of a notice of ineligible items the MPO may present evidence supporting the propriety of the questioned reimbursements. Such evidence will be evaluated by the Department, and the MPO will be given final notification of the amounts, if any, to be deducted from subsequent reimbursement requests.

In addition, the MPO agrees to promptly reimburse the Department for any and all amounts for which the Department has made payment to the MPO if such amounts become ineligible, disqualified, or disallowed for federal reimbursement due to any act, error, omission, or negligence of the MPO. This includes omission or deficient documentation of costs and charges, untimely, incomplete, or insufficient submittals, or any other reason declared by the applicable Federal Agency.



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Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 14 of this Agreement.

- N. If, after Project completion, any claim is made by the Department resulting from an audit or for work or services performed pursuant to this Agreement, the Department may offset such amount from payments due for work or services done under any agreement which it has with the MPO owing such amount if, upon demand, payment of the amount is not made within 60 days to the Department. Offsetting any amount pursuant to this paragraph shall not be considered a breach of contract by the Department. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 14 of this Agreement.
- O. **Indirect Costs:** A state or federally approved indirect cost rate may be applied to the Agreement. If the MPO does not have a federally approved indirect cost rate, a rate up to the de minimis indirect cost rate of 10% of modified total direct costs may be applied. The MPO may opt to request no indirect cost rate, even if it has a federally approved indirect cost rate.

**10. Procurement and Contracts of the MPO**

- A. The procurement, use, and disposition of real property, equipment and supplies shall be consistent with the approved UPWP and in accordance with the requirements of 2 CFR §200.
- B. It is understood and agreed by the parties to this Agreement that participation by the Department in a project with the MPO, where said project involves a consultant contract for engineering, architecture or surveying services, is contingent on the MPO's complying in full with provisions of Section 287.055, Florida Statutes, Consultants' Competitive Negotiation Act, the federal Brooks Act, 23 C.F.R. 172, and 23 U.S.C. 112. At the discretion of the Department, the MPO will involve the Department, to an extent to be determined by the Department, in the consultant selection process for all projects funded under this Agreement. In all cases, the MPO shall certify to the Department that selection has been accomplished in compliance with the Consultants' Competitive Negotiation Act and the federal Brooks Act.
- C. The MPO shall comply with, and require its consultants and contractors to comply with applicable federal law pertaining to the use of federal-aid funds.

**11. Audit Reports:** The administration of resources awarded through the Department to the MPO by this Agreement may be subject to audits and/or monitoring by the Department. The following requirements do not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of Federal awards or limit the authority of any State agency inspector general, the State of Florida Auditor General or any other State official. The MPO shall comply with all audit and audit reporting requirements as specified below.

- A. In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F – Audit Requirements, monitoring procedures may include but not be limited to on-site visits by Department staff and/or other procedures including, reviewing any required performance and financial reports, following up, ensuring corrective action, and issuing management decisions on weaknesses found through audits when those findings pertain to Federal awards provided through the Department by this Agreement. By entering into this Agreement, the MPO agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. The MPO further agrees to comply and cooperate with any inspections, reviews, investigations or audits deemed necessary by the Department, State of Florida Chief Financial Officer (CFO) or State of Florida Auditor General.
- B. The MPO, a non-Federal entity as defined by 2 CFR Part 200, Subpart F – Audit Requirements, as a subrecipient of a Federal award awarded by the Department through this Agreement is subject to the following requirements:
  - i. In the event the MPO expends a total amount of Federal awards equal to or in excess of the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, the MPO must have a Federal single or program-specific audit for such fiscal year conducted in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements. **Exhibit "B", Federal Financial Assistance (Single Audit Act)**, to this Agreement provides the required Federal award identification information needed by the MPO to further comply with the requirements of 2 CFR Part

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200, Subpart F – Audit Requirements. In determining Federal awards expended in a fiscal year, the MPO must consider all sources of Federal awards based on when the activity related to the Federal award occurs, including the Federal award provided through the Department by this Agreement. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by 2 CFR Part 200, Subpart F – Audit Requirements. An audit conducted by the State of Florida Auditor General in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements, will meet the requirements of this part.

- ii. In connection with the audit requirements, the MPO shall fulfill the requirements relative to the auditee responsibilities as provided in 2 CFR Part 200, Subpart F – Audit Requirements.
- iii. In the event the MPO expends less than the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, in Federal awards, the MPO is exempt from Federal audit requirements for that fiscal year. However, the MPO must provide a single audit exemption statement to the Department at [FDOTSingleAudit@dot.state.fl.us](mailto:FDOTSingleAudit@dot.state.fl.us) no later than nine months after the end of the MPO's audit period for each applicable audit year. In the event the MPO expends less than the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, in Federal awards in a fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements, the cost of the audit must be paid from non-Federal resources (*i.e.*, the cost of such an audit must be paid from the MPO's resources obtained from other than Federal entities).
- iv. The MPO must electronically submit to the Federal Audit Clearinghouse (FAC) at <https://harvester.census.gov/facweb/> the audit reporting package as required by 2 CFR Part 200, Subpart F – Audit Requirements, within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period. The FAC is the repository of record for audits required by 2 CFR Part 200, Subpart F – Audit Requirements, and this Agreement. However, the Department requires a copy of the audit reporting package also be submitted to [FDOTSingleAudit@dot.state.fl.us](mailto:FDOTSingleAudit@dot.state.fl.us) within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period as required by 2 CFR Part 200, Subpart F – Audit Requirements.
- v. Within six months of acceptance of the audit report by the FAC, the Department will review the MPO's audit reporting package, including corrective action plans and management letters, to the extent necessary to determine whether timely and appropriate action on all deficiencies has been taken pertaining to the Federal award provided through the Department by this Agreement. If the MPO fails to have an audit conducted in accordance with 2 CFR Part 200, Subpart F – Audit Requirements, the Department may impose additional conditions to remedy noncompliance. If the Department determines that noncompliance cannot be remedied by imposing additional conditions, the Department may take appropriate actions to enforce compliance, which actions may include but not be limited to the following:
  - 1. Temporarily withhold cash payments pending correction of the deficiency by the MPO or more severe enforcement action by the Department;
  - 2. Disallow (deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance;
  - 3. Wholly or partly suspend or terminate the Federal award;
  - 4. Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and Federal awarding agency regulations (or in the case of the Department, recommend such a proceeding be initiated by the Federal awarding agency);
  - 5. Withhold further Federal awards for the Project or program;
  - 6. Take other remedies that may be legally available.
- vi. As a condition of receiving this Federal award, the MPO shall permit the Department, or its designee, the CFO or State of Florida Auditor General access to the MPO's records including financial statements, the independent auditor's working papers and project records as necessary. Records related to unresolved audit findings, appeals or litigation shall be retained until the action is complete or the dispute is resolved.



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vii. The Department's contact information for requirements under this part is as follows:

Office of Comptroller  
 605 Suwannee Street, MS 24  
 Tallahassee, Florida 32399-0450  
[FDOTSingleAudit@dot.state.fl.us](mailto:FDOTSingleAudit@dot.state.fl.us)

C. The MPO shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date the audit report is issued and shall allow the Department, or its designee, the CFO or State of Florida Auditor General access to such records upon request. The MPO shall ensure that the audit working papers are made available to the Department, or its designee, the CFO, or State of Florida Auditor General upon request for a period of five years from the date the audit report is issued unless extended in writing by the Department.

**12. Termination or Suspension:** The Department may, by written notice to the MPO, suspend any or all of the MPO's obligations under this Agreement for the MPO's failure to comply with applicable law or the terms of this Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected. The Department will provide written notice outlining the particulars of suspension.

The Department may terminate this Agreement at any time before the date of completion if the MPO is dissolved or if federal funds cease to be available. In addition, the Department or the MPO may terminate this Agreement if either party fails to comply with the conditions of the Agreement. The Department or the MPO shall give written notice to all parties at least ninety (90) days prior to the effective date of termination and specify the effective date of termination.

The parties to this Agreement may terminate this Agreement when its continuation would not produce beneficial results commensurate with the further expenditure of funds. In this event, the parties shall agree upon the termination conditions.

Upon termination of this Agreement, whether for cause or at the convenience of the parties, all finished or unfinished documents, data, studies, surveys, reports, maps, drawings, models, photographs, etc., prepared by the MPO shall, at the option of the Department, be delivered to the Department.

The Department shall reimburse the MPO for those eligible expenses incurred during the Agreement period that are directly attributable to the completed portion of the work covered by this Agreement, provided that the work has been completed in a manner satisfactory and acceptable to the Department. The MPO shall not incur new obligations for the terminated portion after the effective date of termination.

The Department reserves the right to unilaterally cancel this Agreement for refusal by the MPO or any consultant, sub-consultant or materials vendor to allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received in conjunction with this Agreement unless the records are confidential or exempt.

The conflict and dispute resolution process set forth in Section 14 of this Agreement shall not delay or stop the Parties' rights to terminate the Agreement.

**13. Remedies:** Violation or breach of Agreement terms by the MPO shall be grounds for termination of the Agreement. Any costs incurred by the Department arising from the termination of this Agreement shall be paid by the MPO.

This Agreement shall not be considered as specifying the exclusive remedy for any dispute, but all remedies existing at law and in equity may be availed of by either party and shall be cumulative.

**14. Conflict and Dispute Resolution Process:** This section shall apply to conflicts and disputes relating to matters subject to this Agreement, or conflicts arising from the performance of this Agreement. If possible, the parties shall attempt to resolve any dispute or conflict within thirty (30) days of a determination of a dispute or conflict. This section shall not delay or stop the Parties' rights to terminate the Agreement. In addition, notwithstanding that a conflict or dispute may be pending resolution, this section shall not delay or stop the Department from performing the following actions pursuant to its rights under this Agreement: deny payments; disallow costs; deduct the value of ineligible work from subsequent reimbursement requests, or; offset pursuant to Section 9.N of this Agreement.



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- A. Initial Resolution:** The affected parties to this Agreement shall, at a minimum, ensure the attempted early resolution of conflicts relating to such matters. Early resolution shall be handled by direct discussion between the following officials: for the Department - the Intermodal Systems Development Manager; and for the MPO - the Staff Director.
- B. Resolution by Senior Agency Official:** If the conflict remains unresolved, the conflict shall be resolved by the following officials: for the Department - the District Secretary; and for the Collier Metropolitan Planning Organization - the Chairperson of the MPO.
- C. Resolution of Conflict by the Agency Secretary:** If the conflict is not resolved through conflict resolution pursuant to the provisions, "Initial Resolution" and "Resolution by Senior Agency Official" above, the conflict shall be resolved by the Secretary for the Department of Transportation or their delegate. If the MPO does not agree with the resolution provided by the Secretary for the Department of Transportation, the parties may pursue any other remedies set forth in this Agreement or provided by law.

- 15. Disadvantaged Business Enterprise (DBE) Policy and Obligation:** It is the policy of the Department that DBE's, as defined in 49 C.F.R. Part 26, as amended, shall have the opportunity to participate in the performance of contracts financed in whole or in part with Department funds under this Agreement. The DBE requirements of applicable federal and state laws and regulations apply to this Agreement.

The MPO and its contractors and consultants agree to ensure that DBE's have the opportunity to participate in the performance of this Agreement. In this regard, all recipients and contractors shall take all necessary and reasonable steps in accordance with applicable federal and state laws and regulations to ensure that the DBE's have the opportunity to compete for and perform contracts. The MPO and its contractors, consultants, subcontractors and subconsultants shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts, entered pursuant to this Agreement.

**16. Compliance with Federal Conditions and Laws:**

- A.** The MPO shall comply and require its consultants and subconsultants to comply with all terms and conditions of this Agreement and all federal, state, and local laws and regulations applicable to this Project. Execution of this Agreement constitutes a certification that the MPO is in compliance with, and will require its consultants and subconsultants to comply with, all requirements imposed by applicable federal, state, and local laws and regulations.
- B.** The MPO shall comply with the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions," in 49 C.F.R. Part 29, and 2 C.F.R. Part 200 when applicable and include applicable required provisions in all contracts and subcontracts entered into pursuant to this Agreement.
- C. Title VI Assurances:** The MPO will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, the regulations of the U.S. Department of Transportation issued thereunder, and the assurance by the MPO pursuant thereto, including but not limited to the requirements set forth in Exhibit "C", Title VI Assurances. The MPO shall include the attached Exhibit "C", Title VI Assurances, in all contracts with consultants and contractors performing work on the Project that ensure compliance with Title VI of the Civil Rights Act of 1964, 49 C.F.R. Part 21, and related statutes and regulations.
- D. Restrictions on Lobbying** The MPO agrees that to no federally-appropriated funds have been paid, or will be paid by or on behalf of the MPO, to any person for influencing or attempting to influence any officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement. If any funds other than federally-appropriated funds have been paid by the MPO to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. The MPO shall require that the



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language of this paragraph be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. No funds received pursuant to this Agreement may be expended for lobbying the Legislature, the judicial branch or a state agency.

E. The MPO must comply with FHWA's Conflicts of Interest requirements set forth in 23 CFR §1.33.

**17. Restrictions, Prohibitions, Controls, and Labor Provisions:** During the performance of this Agreement, the MPO agrees as follows, and shall require the following provisions to be included in each contract and subcontract entered into pursuant to this Agreement :

- A. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
- B. In accordance with Section 287.134, Florida Statutes, an entity or affiliate who has been placed on the Discriminatory Vendor List, kept by the Florida Department of Management Services, may not submit a bid on a contract to provide goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity.
- C. An entity or affiliate who has had its Certificate of Qualification suspended, revoked, denied or have further been determined by the Department to be a non-responsible contractor may not submit a bid or perform work for the construction or repair of a public building or public work on a contract with the MPO.
- D. Neither the MPO nor any of its contractors and consultants or their subcontractors and subconsultants shall enter into any contract, subcontract or arrangement in connection with the Project or any property included or planned to be included in the Project in which any member, officer or employee of the MPO or the entities that are part of the MPO during tenure or for 2 years thereafter has any interest, direct or indirect. If any such present or former member, officer or employee involuntarily acquires or had acquired prior to the beginning of tenure any such interest, and if such interest is immediately disclosed to the MPO, the MPO, with prior approval of the Department, may waive the prohibition contained in this paragraph provided that any such present member, officer or employee shall not participate in any action by the MPO or the locality relating to such contract, subcontract or arrangement. The MPO shall insert in all contracts entered into in connection with the Project or any property included or planned to be included in any Project, and shall require its contractors and consultants to insert in each of their subcontracts, the following provision:

"No member, officer or employee of the MPO or of the locality during his or her tenure or for 2 years thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof."

The provisions of this paragraph shall not be applicable to any agreement between the MPO and its fiscal depositories or to any agreement for utility services the rates for which are fixed or controlled by a governmental agency.

- E. No member or delegate to the Congress of the United States shall be admitted to any share or part of this Agreement or any benefit arising therefrom.

**18. Miscellaneous Provisions**

**A. Public Records:**

- i. The MPO shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the MPO in conjunction



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with this Agreement, unless such documents are exempt from public access or are confidential pursuant to state or federal law. Failure by the MPO to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the Department.

ii. In addition, the MPO shall comply with the requirements of section 119.0701, Florida Statutes.

- B. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third party beneficiary hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the provisions of this Agreement.
- C. In no event shall the making by the Department of any payment to the MPO constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the MPO and the making of such payment by the Department, while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.
- D. If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance, the remainder would then continue to conform to the terms and requirements of applicable law.
- E. By execution of the Agreement, the MPO represents that it has not paid and, also agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder.
- F. Nothing in the Agreement shall require the MPO to observe or enforce compliance with any provision or perform any act or do any other thing in contravention of any applicable state law. If any of the provisions of the Agreement violate any applicable state law, the MPO will at once notify the Department in writing in order that appropriate changes and modifications may be made by the Department and the MPO to the end that the MPO may proceed as soon as possible with the Project.
- G. The MPO shall comply with all applicable federal guidelines, procedures, and regulations. If at any time a review conducted by Department and or FHWA reveals that the applicable federal guidelines, procedures, and regulations were not followed by the MPO and FHWA requires reimbursement of the funds, the MPO will be responsible for repayment to the Department of all funds awarded under the terms of this Agreement.
- H. The MPO:
  - i. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by MPO during the term of the contract; and
  - ii. shall expressly require any contractor, consultant, subcontractors and subconsultants performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor or subconsultant during the contract term.
- I. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute the same Agreement. A facsimile or electronic transmission of this Agreement with a signature on behalf of a party will be legal and binding on such party.
- J. The parties agree to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.
- K. This Agreement and any claims arising out of this Agreement shall be governed by the laws of the United States and the State of Florida.

**19. Exhibits:** The following Exhibits are attached and incorporated into this Agreement:

- A. Exhibit "A", UPWP
- B. Exhibit "B", Federal Financial Assistance (Single Audit Act)
- C. Exhibit "C", Title VI Assurances

Attachment: MPO Agreement for PL funding (12550 : Ratify the Chair's Approval of the FY 2020/21-2021/22 Unified Planning Work Program

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IN WITNESS WHEREOF, the undersigned parties have executed this Agreement on the day, month and year set forth above.

MPO

Florida Department of Transportation

Collier Metropolitan Planning Organization  
MPO Name

Elaine Middelstaedt

Signatory (Printed or Typed)

Signature  
*Elaine Middelstaedt*

MPO Chair

Title

Signature  
*S. H. R. Keel*Legal Review  
MPO

L.K. Nandam, P.E.

Department of Transportation

DocuSigned by:

Signature  
*Secretary Lt Nandam*

79DE6E84B17F461...

District Secretary

Title

DocuSigned by:

Signature  
*Atty. Don Conway*

937D1D5420A84D9...

DS

Signature  
*ADC*

Legal Review

Department of Transportation

Attachment: MPO Agreement for PL funding (12550 : Ratify the Chair's Approval of the FY 2020/21-2021/22 Unified Planning Work Program

SP1  
C40



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**METROPOLITAN PLANNING ORGANIZATION AGREEMENT**525-010-02  
POLICY PLANNING  
OGC – 1/18  
Page 12 of 14**EXHIBIT B****FEDERAL FINANCIAL ASSISTANCE (SINGLE AUDIT ACT)****FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:****CFDA No.:** [20.205](#)**CFDA Title:** HIGHWAY PLANNING AND CONSTRUCTION  
Federal-Aid Highway Program, Federal Lands Highway Program**\*Award Amount:** \$1,365,558**Awarding Agency:** Florida Department of Transportation**Indirect Cost Rate:** 0**\*\*Award is for R&D:** No

\*The federal award amount may change with supplemental agreements

\*\*Research and Development as defined at §200.87, 2 CFR Part 200

**FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE SUBJECT TO THE FOLLOWING AUDIT REQUIREMENTS:**2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles & Audit Requirements for Federal Awards  
[www.ecfr.gov](http://www.ecfr.gov)**FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT MAY ALSO BE SUBJECT TO THE FOLLOWING:**Title 23 – Highways, United States Code  
<http://uscode.house.gov/browse.xhtml>Title 49 – Transportation, United States Code  
<http://uscode.house.gov/browse.xhtml>MAP-21 – Moving Ahead for Progress in the 21<sup>st</sup> Century, P.L. 112-141  
[www.dot.gov/map21](http://www.dot.gov/map21)Federal Highway Administration – Florida Division  
[www.fhwa.dot.gov/fldiv](http://www.fhwa.dot.gov/fldiv)Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS)  
[www.fsrs.gov](http://www.fsrs.gov)



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**METROPOLITAN PLANNING ORGANIZATION AGREEMENT**

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**Exhibit "C"**  
**TITLE VI ASSURANCES**

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

- (1.) **Compliance with REGULATIONS:** The contractor shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") **Title 49, Code of Federal Regulations, Part 21**, as they may be amended from time to time, (hereinafter referred to as the **REGULATIONS**), which are herein incorporated by reference and made a part of this contract.
- (2.) **Nondiscrimination:** The Contractor, with regard to the work performed by it during the contract, shall not discriminate on the basis of race, color, national origin, or sex in the selection and retention of sub-contractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by **Section 21.5** of the **REGULATIONS**, including employment practices when the contract covers a program set forth in **Appendix B** of the **REGULATIONS**.
- (3.) **Solicitations for Sub-contractors, including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under sub-contract, including procurements of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the **REGULATIONS** relative to nondiscrimination on the basis of race, color, national origin, or sex.
- (4.) **Information and Reports:** The contractor shall provide all information and reports required by the **REGULATIONS** or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation* or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such **REGULATIONS**, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to the *Florida Department of Transportation*, or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, or Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5.) **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Florida Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, or Federal Motor Carrier Safety Administration may determine to be appropriate, including, but not limited to:
  - a. withholding of payments to the contractor under the contract until the contractor complies, and/or
  - b. cancellation, termination or suspension of the contract, in whole or in part.
- (6.) **Incorporation of Provisions:** The contractor shall include the provisions of paragraphs (1) through (7) in every sub-contract, including procurements of materials and leases of equipment, unless exempt by the **REGULATIONS**, or directives issued pursuant thereto. The contractor shall take such action with respect to any sub-contract or procurement as the *Florida Department of Transportation* or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, or Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance, provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation*, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.
- (7.) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**METROPOLITAN PLANNING ORGANIZATION AGREEMENT**

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on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

Attachment: MPO Agreement for PL funding (12550 : Ratify the Chair's Approval of the FY 2020/21-2021/22 Unified Planning Work Program

# RESOLUTION 2020-04

## RESOLUTION OF THE COLLIER METROPOLITAN PLANNING ORGANIZATION AUTHORIZING THE MPO CHAIR TO EXECUTE THE METROPOLITAN PLANNING ORGANIZATION AGREEMENT AND THE 2020/21-2021/22 UNIFIED PLANNING WORK PROGRAM APPROVED ON MAY 8, 2020.

**WHEREAS**, the Collier Metropolitan Planning Organization (MPO) has the authority to execute the Metropolitan Planning Organization Agreement (the "Agreement") (per 23 U.S.C § 134, 23 CFR § 450 and F.S. § 339.175) and the 2020/21-2021/22 Unified Planning Work Program (the "UPWP") (per 23 CFR § 450.308(b) and F.S. § 339.175(9)); and

**WHEREAS**, on May 8, 2020, the MPO Chair reviewed and approved the FY 2020/21-2021/22 UPWP and the Agreement.

### NOW, THEREFORE, BE IT RESOLVED BY THE COLLIER METROPOLITAN PLANNING ORGANIZATION THAT:

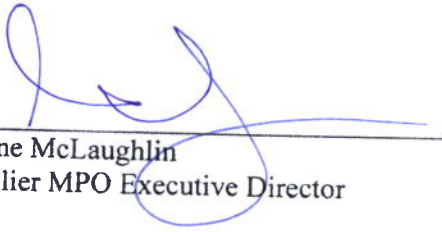
1. The Collier MPO has the authority to execute the attached: (a) Metropolitan Planning Organization Agreement, and (b) the 2020/21-2021/22 Unified Planning Work Program.
2. The Collier MPO authorizes its Chair to execute the UPWP and the Agreement.
3. The Collier MPO authorizes its Chair to sign any other related documents that may be required to process the UPWP and the Agreement.

This Resolution was PASSED and DULY ADOPTED by the Collier Metropolitan Planning Organization Board on May 8, 2020.


Attest:

COLLIER COUNTY METROPOLITAN  
PLANNING ORGANIZATION

By:

  
Anne McLaughlin  
Collier MPO Executive Director

By:

  
Councilwoman Elaine Middelstaedt  
MPO Chairman

Approved as to form and legality:

  
Scott R. Teach, Deputy County Attorney

Attachment: Resolution 2020-04 (12550 : Ratify the Chair's Approval of the FY 2020/21-2021/22 Unified Planning Work Program (UPWP) and

## **EXECUTIVE SUMMARY**

### **Ratify Chair's Approval of 2019 FDOT-MPO Joint Certification Statement**

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**OBJECTIVE:** For the MPO Board to ratify the Chair's approval of the 2019 FDOT-MPO Joint Certification Statement.

**CONSIDERATIONS:** The Florida Department of Transportation (FDOT) conducts an annual review of the metropolitan transportation planning process for the Collier MPO with respect to Federal requirements. Each year, MPO staff and FDOT staff meet to discuss the annual review and jointly compile the required documentation. This year's review is based on calendar year 2019. (**Attachment 1**)

Highlights from this year's Joint Certification Review include:

- FDOT's Risk Assessment Point Total is 0; the MPO's Level of Risk is Low (see Part 1 page 13)
- Noteworthy Practices & Achievements (see Part 2 page 12) include the adoption of the Golden Gate Walkable Community Study, Bicycle and Pedestrian Master Plan and a major revision of the Public Participation Plan; reporting on Transportation Performance measures and Targets in the Annual Report, and expanded public outreach using social media.

Based on the joint review and evaluation and contingent upon MPO Board approval, FDOT and the Collier MPO Chair sign the MPO Joint Certification Statement, which recommends that the Metropolitan Planning Process for the Collier MPO be certified for another year. (**Attachment 2**) The certification package and statement must be submitted to FDOT's Central Office by no later than June 1. The MPO Board delegated authority to the MPO Chair to sign time-sensitive documents during the COVID-19 pandemic. The MPO Chair approved and signed the Joint Certification Statement on May 8, 2020.

**COMMITTEE RECOMMENDATION:** n/a.

**STAFF RECOMMENDATION:** That the MPO Board ratify the Chair's approval of the 2019 FDOT-MPO Joint Certification Statement.

Prepared by: Anne McLaughlin, MPO Director

### **ATTACHMENT(S)**

1. 2019 Joint Certification Review Documentation (PDF)
2. FDOT-MPO Joint Certification Statement 2019 (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 4.F**Doc ID:** 12551**Item Summary:** Ratify Chair's Approval of 2019 FDOT-MPO Joint Certification Statement**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 10:57 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 10:57 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 11:04 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/03/2020 12:26 PM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |



**FINAL**

**Collier MPO**

**Joint Certification – 2019**

**May 2020**

Part 1 – FDOT District

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## Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The Certification Package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

## Certification Process

Please read and answer each question within this document.

Since all of Florida's MPOs adopt a new Transportation Improvement Program (TIP) annually, many of the questions related to the TIP adoption process have been removed from this certification, as these questions have been addressed during review of the draft TIP and after adoption of the final TIP.

As with the TIP, many of the questions related to the Unified Planning Work Program (UPWP) and Long-Range Transportation Plan (LRTP) have been removed from this certification document, as these questions are included in the process of reviewing and adopting the UPWP and LRTP.

Note: This certification has been designed as an entirely electronic document and includes interactive form fields. Part 1 Section 9: Attachments allows you to embed any attachments to the certification, including the MPO [Joint Certification Statements and Assurances](#) document that must accompany the completed certification report. Once all the appropriate parties sign the Statements and Assurances, scan it and attach it to the completed certification in Part 1 Section 9: Attachments.

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

The final Certification Package should include Part 1, Part 2, and any required attachments and be transmitted to Central Office no later than June 1 of each year.

## Risk Assessment Process

Part 1 Section 1: Risk Assessment evaluates the requirements described in [2 CFR §200.331 \(b\)-\(e\)](#), also expressed below. It is important to note that FDOT is the recipient and the MPOs are the subrecipient, meaning that FDOT, as the recipient of Federal-aid funds for the State, is responsible for ensuring that Federal-aid funds are expended in accordance with applicable laws and regulations.

*(b) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:*

- (1) The subrecipient's prior experience with the same or similar subawards;*
- (2) The results of previous audits including whether the subrecipient receives a Single Audit in accordance with Subpart F—Audit Requirements of this part, and the extent to which the same or similar subaward has been audited as a major program;*
- (3) Whether the subrecipient has new personnel or new or substantially changed systems; and*
- (4) The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency).*

*(c) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in §200.207 Specific conditions.*

*(d) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:*

- (1) Reviewing financial and performance reports required by the pass-through entity.*
- (2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and other means.*

(3) Issuing a management decision for audit findings pertaining to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521 Management decision.

(e) Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:

- (1) Providing subrecipients with training and technical assistance on program-related matters; and
- (2) Performing on-site reviews of the subrecipient's program operations;
- (3) Arranging for agreed-upon-procedures engagements as described in §200.425 Audit services.

After coordination with the Office of Policy Planning, any of the considerations in 2 CFR §200.331 (b) may result in an MPO being assigned the High-risk level.

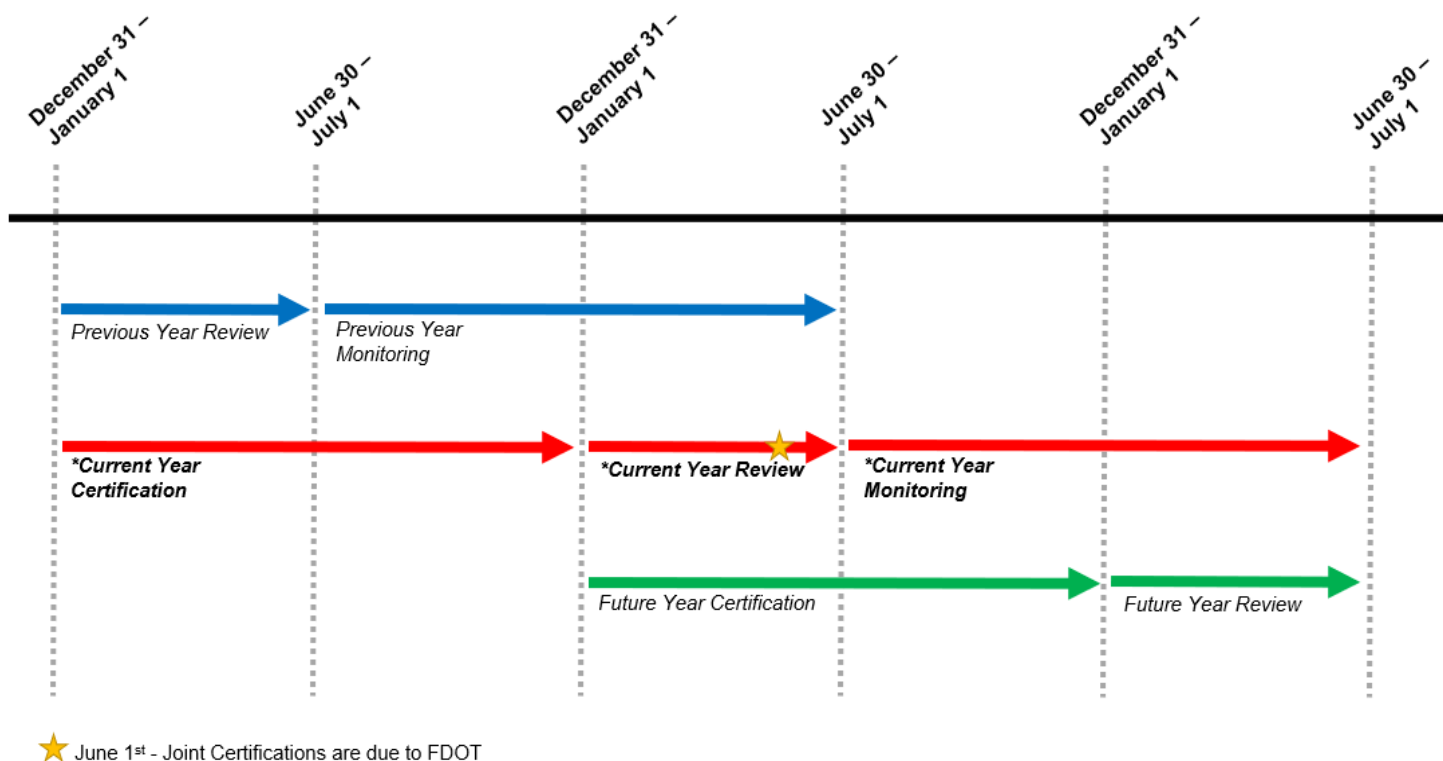
The questions in Part 1 Section 1: Risk Assessment are quantified and scored to assign a level of risk for each MPO, which will be updated annually during the joint certification process. The results of the Risk Assessment determine the minimum frequency by which the MPO's supporting documentation for their invoices is reviewed by FDOT MPO Liaisons for the upcoming year. The frequency of review is based on the level of risk in **Table 1**.

**Table 1. Risk Assessment Scoring**

| Score              | Risk Level | Frequency of Monitoring |
|--------------------|------------|-------------------------|
| > 85 percent       | Low        | Annual                  |
| 68 to < 84 percent | Moderate   | Bi-annual               |
| 52 to < 68 percent | Elevated   | Tri-annual              |
| < 52 percent       | High       | Quarterly               |

The Risk Assessment that is part of this joint certification has two main components – the Certification phase and the Monitoring phase – and involves regular reviewing, checking, and surveillance. The first step is to complete this Risk Assessment during the joint certification for the current year (*The red line in **Figure 1***). The current year runs for a 12-month period from January 1 to December 31 of the same year (**Example: January 1, 2018 through December 31, 2018**). There is a 6-month period when the joint certification for the current year is reviewed before the Risk Assessment enters the Monitoring phase. The joint certification review runs from January 1 to June 30 (**Example: January 1, 2019 through June 30, 2019**). After the review has been completed, the Risk Assessment enters the Monitoring phase, where the MPO is monitored for a 12-month period (**Example: July 1, 2019 to June 30, 2020**). The entire Risk Assessment runs for a total of 30-months. However, there will always be an overlapping of previous year, current year, and future year Risk Assessments. **Figure 1** shows the timeline of Risk Assessment phases and how Risk Assessments can overlap from year to year.

**Figure 1. Risk Assessment: Certification Year vs. Monitoring**



## Part 1

Part 1 of the Joint Certification is to be completed by the FDOT MPO Liaison.



## Part 1 Section 1: Risk Assessment

### MPO Invoice Submittal

List all invoices and the dates that the invoices were submitted for reimbursement during the certification period in **Table 2** below.

**Table 2. MPO Invoice Submittal Summary**

**\*\* Please Note:** The following Invoices listed below are within Collier's Cert Period of 01/2019 – 12/31/19. Collier submits their Invoices Quarterly.

| Invoice #   | Invoice Period      | Date the Invoice was Forwarded to FDOT for Payment | Was the Invoice Submitted More than 90 days After the End of the Invoice Period? (Yes or No) |
|---|---------------------|--|--|
| FHWA-G0Y70-3  | 01/1/2019 – 3/31/19 | 5/2/19   | NO   |
| FHWA-G0Y70-4  | 4/01/19 – 06/30/19  | 8/20/19  | NO   |
| FHWA-G0Y70-5  | 07/01/19 - 9/30/19  | 10/24/19   | NO   |
| FHWA-G0Y70-6  | 10/01/19- 12/31/19  | 01/28/19   | NO   |
|   |                     |  |  |
| <b>MPO Invoice Submittal Total: 4 (Submitted Quarterly)</b> |                     |  |  |
| <b>Total Number of Invoices that were Submitted on Time</b> |                     |  | <b>4</b>   |
| <b>Total Number of Invoices Submitted</b>                   |                     |  | <b>4</b>   |

## MPO Invoice Review Checklist

List all MPO Invoice Review Checklists that were completed in the certification period in

**Table 3** and attach the checklists to this risk assessment. Identify the total number of materially significant finding questions that were correct on each MPO Invoice Review Checklist (i.e. checked yes). The MPO Invoice Review Checklist identifies questions that are considered materially significant with a red asterisk. Examples of materially significant findings include:

- Submitting unallowable, unreasonable or unnecessary expenses or corrections that affect the total amounts for paying out.
- Exceeding allocation or task budget.
- Submitting an invoice that is not reflected in the UPWP.
- Submitting an invoice that is out of the project scope.
- Submitting an invoice that is outside of the agreement period.
- Documenting budget status incorrectly.

Corrections or findings that are not considered materially significant do not warrant elevation of MPO risk. Examples of corrections or findings that are not considered materially significant include:

- Typos.
- Incorrect budgeted amount because an amendment was not recorded.
- Incorrect invoice number.

**Table 3. MPO Invoice Review Checklist Summary**

| MPO Invoice Review Checklist |                     | Number of Correct<br>Materially Significant<br>Finding Questions |
|------------------------------|---------------------|--|
| FHWA-G0Y70-3                 | 01/1/2019 – 3/31/19 | 7  |
| FHWA-G0Y70-4                 | 4/01/19 – 06/30/19  | 7  |
| FHWA-G0Y70-5                 | 07/01/19 -9/30/19   | 7  |
| FHWA-G0Y70-6                 | 10/01/19-12/31/19   | 7  |
|                              |                     |  |
|                              |                     |  |
|                              |                     |  |
|                              |                     |  |
|                              |                     |  |

|   |                        |
|---|------------------------|
| <b>MPO Invoice Review Checklist Total      28 Total Available Points to Achieve (4 Invoices during this certification review period-quarterly invoiced)</b> |                        |
| <b>Total Number of Materially Significant Finding Questions that were Correct</b>   | <b>28 Total = 100%</b> |

*\*Note: There are 7 materially significant questions per MPO Invoice Review Checklist.*

### MPO Supporting Documentation Review Checklist

List all MPO Supporting Documentation Review Checklists that were completed in the certification period in **Table 4** and attach the checklists and supporting documentation to this risk assessment. Identify the total number of materially significant finding questions that were correct on each MPO Supporting Documentation Review Checklist (i.e. checked yes). The MPO Supporting Documentation Review Checklist identifies questions that are considered materially significant with a red asterisk. Examples of materially significant findings include:

- Submitting an invoice with charges that are not on the Itemized Expenditure Detail Report.
- Submitting an invoice with an expense that is not allowable.
- Failing to submit supporting documentation, such as documentation that shows the invoice was paid.
- Submitting travel charges that do not comply with the MPO's travel policy.

**Table 4. MPO Supporting Documentation Review Checklist Summary**

| MPO Supporting Documentation Review Checklist  | Number of Correct Materially Significant Finding Questions |
|--|--|
| <i>Attached also –Collier MPO was a “Low” Risk so we only had 1 Doc Review in 2019</i> | (23 out of 24 Allowable)                                   |
|  |  |
|  |  |
|  |  |

| MPO Supporting Documentation Review Checklist Total 24                     |    |
|--|----|
| Total Number of Materially Significant Finding Questions that were Correct | 23 |

*\*Note: There are 24 materially significant questions per MPO Supporting Documentation Review Checklist.*

#### Technical Memorandum 19-02: Car Allowance or Mileage Reimbursements

Was car allowance or mileage recorded appropriately based on the number of business-related miles an employee drives and the cost associated with operating a personal vehicle?

Please Check: Yes ☒ No ☐

#### Technical Memorandum 19-04: Incurred Cost and Invoicing Practices

Were incurred costs billed appropriately at the end of the contract period?

Please Check: Yes ☒ No ☐

#### Technical Memorandum 19-05Rev: Director's Timesheets and Expenses

Were the Director's timesheets and expenses reviewed at least quarterly by the MPO Board, Executive Committee, Board Chair, or Board Treasurer?

Please Check: Yes ☒ No ☐

#### Risk Assessment Score

Please use the Risk Assessment worksheet to calculate the MPO's risk score. Use

Table 5 as a guide for the selecting the MPO's risk level.

**Table 5. Risk Assessment Scoring**

| Score              | Risk Level | Frequency of Monitoring |
|--------------------|------------|-------------------------|
| > 85 percent       | Low        | Annual                  |
| 68 to < 84 percent | Moderate   | Bi-annual               |
| 52 to < 68 percent | Elevated   | Tri-annual              |
| < 52 percent       | High       | Quarterly               |

**Risk Assessment Percentage:** >85 percent

Level of Risk: **Low**



## Part 1 Section 2: Long-Range Transportation Plan (LRTP)

1. Did the MPO adopt a new LRTP in the year that this certification is addressing?

**Please Check:** Yes ☐ No ☒

If yes, please ensure any correspondence or comments related to the draft or final LRTP and the LRTP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 1 Section 9: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

N/A

## Part 1 Section 3: Transportation Improvement Program (TIP)

1. Did the MPO update their TIP in the year that this certification is addressing?

**Please Check:** Yes ☒ No ☐

If yes, please ensure any correspondence or comments related to the draft or final TIP and the TIP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 1 Section 9: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

Please see Section 9 for all Attachments.

**Part 1 Section 4: Unified Planning Work Program (UPWP)**

1. Did the MPO adopt a new UPWP in the year that this certification is addressing?

**Please Check:** Yes ☐ No ☒

If yes, please ensure any correspondence or comments related to the draft or final UPWP and the UPWP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 1 Section 9: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

FYI: The MPO adopted a new UPWP in FY18 and will adopt another new UPWP in FY20; they did **not** adopt a new UPWP in 2019; the year of this Certification.

## Part 1 Section 5: Clean Air Act

The requirements of [Sections 174](#) and [176 \(c\) and \(d\)](#) of the Clean Air Act.

The Clean Air Act requirements affecting transportation only applies to areas designated nonattainment and maintenance for the National Ambient Air Quality Standards (NAAQS). Florida currently is attaining all NAAQS. No certification questions are required at this time. In the event the Environmental Protection Agency issues revised NAAQS, this section may require revision.

### Title(s) of Attachment(s)

N/A – as Stated Above - No certification questions are required at this time.

## Part 1 Section 6: Technical Memorandum 19-03: Documentation of FHWA PL and Non-PL Funding

Did the MPO program all FHWA Planning Funds (PL and non-PL) into the TIP?

Please Check: Yes ☒ No ☐

Additional PL and Non-PL projects and planning studies are listed in the Appendixes of the TIP

## Part 1 Section 7: District Questions

The District may ask up to five questions at their own discretion based on experience interacting with the MPO that were not included in the sections above. Please fill in the question, and the response in the blanks below. This section is optional and may cover any topic area of which the District would like more information.

1. Question

N/A

2. Question

N/A

3. Question

N/A

4. Question

N/A

5. Question

N/A



## Part 1 Section 8: Recommendations and Corrective Actions

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

### Status of Recommendations and/or Corrective Actions from Prior Certifications

The 2017 Collier Joint Certification successfully addressed the Corrective Action for the Congestion Management Process (CMP) as noted in their September 2016 Federal and State Joint Certification. FHWA's final approval letter showing complete resolution of the corrective action is attached in Section 9 of this document as well as being included as a separate attachment.

### Recommendations

None

### Corrective Actions

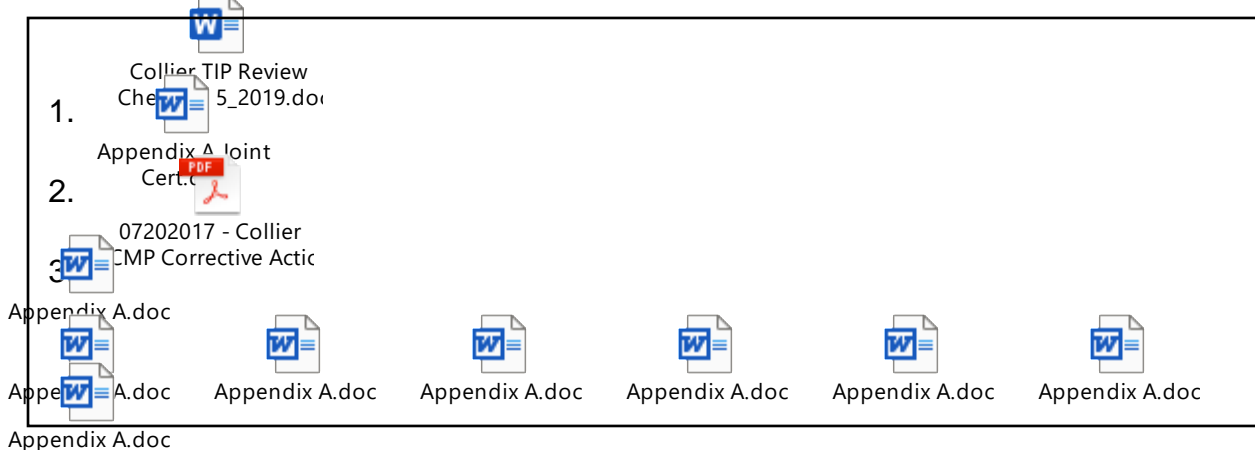
None

## Part 1 Section 9: Attachments

Please attach any documents required from the sections above or other certification related documents here or through the [MPO Document Portal](#). Link to [MPO Joint Certification Statements and Assurances \(year 1\)](#) or [MPO Joint Certification Statement \(year 2\)](#).

### Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

1. Collier TIP Review Checklist 5\_2019 2019 (double left click on “Checklist 5\_2019” in below text box & it takes you directly to the TIP Checklist)
2. TIP Correspondence- double left click on “Cert Doc” below
3. 07202017 Collier CMP Correction Action Approval Letter – double left click “CMP Corrective.” below



FLORIDA DEPARTMENT OF TRANSPORTATION  
**MPO JOINT CERTIFICATION**  
Part 2 – MPO



**FINAL**

**Collier MPO**  
**Joint Certification – 2019**  
**April 2020**

Part 2 - MPO

## Contents

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## Purpose

Each year, the District and the MPO must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The certification package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

## Certification Process

Please read and answer each question using the checkboxes to provide a “yes” or “no.” Below each set of checkboxes is a box where an explanation for each answer is to be inserted. The explanation given must be in adequate detail to explain the question.

FDOT’s [MPO Joint Certification Statements and Assurances](#) document must accompany the completed Certification report. Please use the electronic form fields to fill out the Statements and Assurances document. Once all the appropriate parties sign the Statements and Assurances, scan it and email it with this completed Certification Document to your District MPO Liaison.

Please note that the District shall report the identification of, and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.



## Part 2

Part 2 of the Joint Certification is to be completed by the MPO.

## Part 2 Section 1: MPO Overview

1. Does the MPO have up-to-date agreements such as the interlocal agreement that creates the MPO, the intergovernmental coordination and review agreement; and any other applicable agreements? Please list all agreements and dates that they need to be readopted.

**Please Check:** Yes ☒ No ☐

1) Amended and Restated Interlocal Agreement for Creation of the Collier MPO – requires review every 5 years, next review due 2/2020; 2) Interlocal Agreement for Joint Regional Transportation Planning and Coordination between the Collier and Lee County MPOs – review required every 5 years but automatically renews thus would have been reviewed and renewed in 2014 and again in 2019 through 2024; UPDATE?; 3) Executed Staff Services Agreement and Lease Agreement with Collier County – Both were renewed in May 2019 . 4) MPO Agreement for PL funding with FDOT – expires on 6/30/2020. 5) Intergovernmental Coordination Review and Public Transportation Coordination Joint Participation Agreement – Executed on 11/25/2014, term of 5 years and shall automatically renew at the end of 5 years for another five years thereafter.

2. Does the MPO coordinate the planning of projects that cross MPO boundaries with the other MPO(s)?

**Please Check:** Yes ☒ No ☐

The Lee and Collier MPOs coordinate on development of regional roadway network, regional nonmotorized network, regional transit service connections and regional project priorities in accordance with the Interlocal Agreement between the two MPOs. The Lee/Collier MPOs may enter into regional agreements for project specific undertakings but there are none currently underway.

3. How does the MPOs planning process consider the 10 Planning Factors?

**Please Check:** Yes ☒ No ☐

The UPWP identifies tasks to be addressed over a two-year period. The UPWP identifies the 10 planning factors and illustrates which task addresses each factor. This is done in table format in the UPWP to ensure all 10 factors are being considered. In addition, the Scope for the 2045 LRTP requires that all 10 factors are addressed.

4. How are the transportation plans and programs of the MPO based on a continuing, comprehensive, and cooperative process?

**Please Check:** Yes ☒ No ☐

Continuing: The MPO's planning and programming process is highly cyclical. Core products – the LRTP, TIP, UPWP - must be delivered on an annual, two-year, or five-year rotation meeting state and federal deadlines. The MPO regularly updates another core product – the PPP – on an as-needed basis and is in process of amending it now to address FHWA comments made at the December 2019 FMPP conference. Preparing for

the LRTP update is continuous as well. The MPO has several major studies/plans underway that will inform the 2045 LRTP update – the Transportation System Performance Report (TSPR) assessing the region's congestion management system; the Local Roads Safety Plan addressing vehicular and bike/ped safety; and a Transit Impact Analysis. Comprehensive: The MPO's planning and programming is comprehensive in scope in that all of the aforementioned studies contribute to data gathering and analyses on complex, multifaceted transportation planning issues that build layer-by-layer a comprehensive approach to analysis and policy making by the MPO Board. Cooperative: The MPO's Mission Statement places emphasis on providing transportation planning leadership through a collaborative effort. The MPO's Strategic Plan establishes two goals related to cooperation – Proactive Regional Collaboration and Improved Public Outreach. The MPO strives to maintain a spirit of cooperation and collaboration with all of its planning partners and to engage a broad cross-section of the community in MPO planning

5. When was the MPOs Congestion Management Process last updated?

**Please Check:** Yes ☒ No ☐ N/A ☐

The Congestion Management Process was updated on 10/30/2017. In 2018, the MPO issued its first Call for Projects using the 2017 CMP as a guide. The Congestion Management Committee has completed its process of identifying, rating and ranking projects and submitted a prioritized list to FDOT for review. The MPO Board adopted the prioritized list in June 2019. The MPO has hired a consultant to develop the Transportation System Performance Report which implements a significant component of the CMP. The TSPR is likely to include recommendations for updating and amending the CMP.

6. Has the MPO recently reviewed and/or updated its Public Participation Plan? If so, when?

**Please Check:** Yes ☒ No ☐

The PPP was last amended in 2019 in February 2019. Staff posted a draft amendment in February 2020 to begin the mandatory 45-day public comment period before seeking MPO Board approval. The purpose of the 2020 amendment is to make minor corrections to transit related notification requirements and to address recommendations made by FHWA at the December 2019 FMPP regarding adding specific references to coordinating reviews with State and Federal Land Management Agencies, and including the text of state and federal statutes.

7. Was the Public Participation Plan made available for public review for at least 45 days before adoption?

**Please Check:** Yes ☒ No ☐

The 2019 amendment was adopted by the Board after the mandatory 45-day public review period had expired. The draft 2020 amendment was posted to start the 45-day public review process prior to the advisory committees endorsement and Board adoption.

8. Does the MPO utilize one of the methods of procurement identified in [2 C.F.R. 200.320 \(a-f\)](#)?

Please Check: Yes ☒ No ☐

The Collier County Grants Management Office is highly trained on CFR 200 including section 200.320 methods of procurement, which are rigorously followed by MPO staff and County Procurement Office. Recent document review conducted by FDOT and results of recent and current annual financial audits attest to compliance with CFR 200.

9. Does the MPO maintain sufficient records to detail the history of procurement? These records will include, but are not limited to: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

Note: this documentation is required by 2 C.F.R. 200.324 (a) to be available upon request by the Federal awarding agency, or pass-through entity when deemed necessary.

Please Check: Yes ☒ No ☐

Documentation required and maintained by Collier County Grants Management Office during procurement process includes: rationale for method of procurement, selection of contract type, contractor selection or rejection and basis for the contract price. Forms maintained on each procurement project include Method of Procurement (MOP) and Independent Cost Estimate (ICE) prepared by MPO staff.

10. Does the MPO have any intergovernmental or inter-agency agreements in place for procurement or use of goods or services?

Please Check: Yes ☐ No ☒

N/A

11. What methods or systems does the MPO have in place to maintain oversight to ensure that consultants or contractors are performing work in accordance with the terms, conditions and specifications of their contracts or work orders?

Please Check: Yes ☒ No ☐

Each project manager is responsible for ensuring that consultants are performing work in accordance with the terms, conditions and specifications of their contract. In addition, invoices are routinely reviewed against contracts to ensure consistency. The MPO Director's review adds another checkpoint.

## Part 2 Section 2: Finances and Invoicing

1. How does the MPO ensure that Federal-aid funds are expended in conformity with applicable Federal and State laws, the regulations in 23 C.F.R. and 49 C.F.R., and policies and procedures prescribed by FDOT and the Division Administrator of FHWA?

Collier County's Office of Management and Budget (OMB) has a dedicated staff under the Office of Grant Compliance (GCO) which oversees the administrative compliance of the Federal and State grant funding to support the MPO. GCO works with the MPO to ensure both County policies and procedures and grantors administrative requirements are met. MPO personnel have an understanding of federal rule per the OMB Circulars/UGG, Code of Federal Regulations and grant contract. Division personnel are dedicated to attend grantor trainings, follow established County administrative and coordination procedures.

2. How often does the MPO submit invoices to the District for review and reimbursement?

In accordance with the contract with FDOT, the Collier MPO submits their invoices on a quarterly basis (for the three month period).

3. Is the MPO, as a standalone entity, a direct recipient of federal funds and in turn, subject to an annual single audit?

Yes. The MPO conducts its single audit through use of the same firm as the County.

4. How does the MPO ensure their financial management system complies with the requirements set forth in [2 C.F.R. §200.302?](#)

The MPO uses SAP financial software through a Staff Services Agreement with Collier County. SAP has a grants management module which segregates grant funding by a unique set of identifiers such as Fund, Fund Center and Project number. A single project is used to track each grant agreement and is further broken down into subsets to track the UPWP individual tasks.

5. How does the MPO ensure records of costs incurred under the terms of the MPO Agreement maintained and readily available upon request by FDOT at all times during the period of the MPO Agreement, and for five years after final payment is made?

All County staff and the Clerk of Courts have access to grant agreements, amendments, support documentation, federal circulars, UGG and regulations via Sharepoint and the County's electronic financial system SAP.

6. Is supporting documentation submitted, when required, by the MPO to FDOT in detail sufficient for proper monitoring?

Yes, supporting documentation is submitted in detail when requested by FDOT.

7. How does the MPO comply with, and require its consultants and contractors to comply with applicable Federal law pertaining to the use of Federal-aid funds?

The County's GCO reviews all solicitations and purchases to ensure the inclusion of federal provision and requirements within vendor (consultant and contractor) contracts.



## Part 2 Section 3: Title VI and ADA

1. Has the MPO signed an FDOT Title VI/Nondiscrimination Assurance, identified a person responsible for the Title VI/ADA Program, and posted for public view a nondiscrimination policy and complaint filing procedure?"

**Please Check:** Yes ☒ No ☐

The MPO's Title VI Nondiscrimination Program Policy and Complaint Procedure are included as Appendix D in the 2019 PPP. The PPP is posted on the MPO website for public view and Title VI and ADA are referenced on every agenda the MPO posts for its advisory committee and Board meetings. The MPO Executive Director is responsible for the Title VI/ADA Program.

2. Do the MPO's contracts and bids include the appropriate language, as shown in the appendices of the [Nondiscrimination Agreement](#) with the State?

**Please Check:** Yes ☒ No ☐

The MPO's contracts include the appropriate language as shown in the UPWP Statements and Assurances, specifically the Nondiscrimination Agreement with FDOT.

3. Does the MPO have a procedure in place for the prompt processing and disposition of Title VI and Title VIII complaints, and does this procedure comply with FDOT's procedure?

**Please Check:** Yes ☒ No ☐

MPO has a Discrimination Complaint Procedure in place which was approved by the Board on 5/11/2007. MPO staff incorporated an an updated, combined Policy and Procedure and Complaint Form in the 2019 PPP.

4. Does the MPO collect demographic data to document nondiscrimination and equity in its plans, programs, services, and activities?

**Please Check:** Yes ☒ No ☐

The 2019 PPP includes as Appendix E in the 2019 PPP, the MPO's current update of demographic data to document nondiscrimination and equity in its plans, programs, services and activities. Traditionally Underserved Communities were identified as part of the development of the Bicycle and Pedestrian Master Plan, adopted on March 8, 2019. The Environmental Justice criteria used for this Plan were minority status, poverty, no access to a vehicle, and limited ability to speak English. EJ areas were defined as areas where the criteria were 10% greater than the County average in each of those categories.

5. Has the MPO participated in any recent Title VI training, either offered by the State, organized by the MPO, or some other form of training, in the past three years?

**Please Check:** Yes ☒ No ☐

MPO staff participated in 3-part FHWA Title VI/ADA/nondiscrimination webinar in July 2017. Webinar notes were shared during staff meetings and stored on MPO's shared drive for reference

6. Does the MPO keep on file for five years all complaints of ADA noncompliance received, and for five years a record of all complaints in summary form?

**Please Check:** Yes ☒ No ☐

No formal complaints have been received. The MPO has established a template for recording and tracking actions on complaints and will maintain the detailed log of communications for 5 years.

## Part 2 Section 4: Disadvantaged Business Enterprises

1. Does the MPO have a FDOT-approved Disadvantaged Business Enterprise (DBE) plan?

**Please Check:** Yes ☒ No ☐

The MPO adopted a Disadvantaged Business Enterprise Policy on May 12, 2006. This policy is in accordance with FDOT's DBE Plan.

2. Does the MPO use the Equal Opportunity Compliance (EOC) system or other FDOT process to ensure that consultants are entering bidders opportunity list information, as well as accurately and regularly entering DBE commitments and payments?"

**Please Check:** Yes ☒ No ☐

The MPO tracks all DBE commitments and payments as requested by FDOT. FDOT is in the process of releasing the Grant Application Process (GAP) System which will be utilized to report DBE commitments and payments. The MPO will continue to track all DBE compliance information and will report to FDOT as requested until the new system is operational.

3. Does the MPO include the DBE policy statement in its contract language for consultants and subconsultants?

**Please Check:** Yes ☒ No ☐

Each consultant is required to comply with the MPO's DBE policy. The required DBE language is included in each MPO contract.

## Part 2 Section 5: Noteworthy Practices & Achievements

One purpose of the certification process is to identify improvements in the metropolitan transportation planning process through recognition and sharing of noteworthy practices. Please provide a list of the MPOs noteworthy practices and achievements below.

ACHIEVEMENTS: The MPO Board adopted the Golden Gate Walkable Community Study, the Bicycle and Pedestrian Master Plan and a major revision of the PPP – all in early 2019. Beginning in the Summer of 2019, the MPO kicked off the development of the 2045 LRTP and has completed the following: • Goals, Objectives and Decision-Making Framework•

Public Involvement Plan (and Social Media Outreach Strategy)• Existing + Proposed Roadway Network – Map and Tables – submitted to FDOT in December 2019• 2015 and 2045 Report on Socio-economic Data – submitted to FDOT in January 2020. The MPO became fully staffed for the first time in six years. MPO staff submitted the jurisdiction's first application for SUNTrails funding based on the newly adopted Bike/Ped Master Plan.

NOTEWORTHY PRACTICES: The MPO has greatly enhanced the quality of its project sheets in the TIP by using in-house GIS capabilities and improving on the transfer of data from FDOT directly into TIP spreadsheets. MPO staff has incorporated reporting on Performance Measures and Targets into its Annual Report to the MPO Board for the past two years thereby establishing the basis for monitoring and reporting on trends. The MPO is continuing to expand its public outreach using the internet and social media. MPO staff members have engaged in a variety of technical trainings to expand in-house professional capability and higher level MPO staff are actively participating in regional conferences. The MPO website was revamped to be much more user-friendly. Towards the latter part of 2019, staff developed an electronic format for the newsletter and prepared an edition to be released in 2020 on a monthly basis rather than limited to twice a year.,

## Part 2 Section 6: MPO Comments

The MPO may use this space to make any additional comments, if they desire. This section is not mandatory, and its use is at the discretion of the MPO.

Please Explain



FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF POLICY PLANNING

## MPO FHWA Funds Invoice Supporting Documentation Review Checklist

The MPO's Supporting Documentation Review is to be completed at the frequency required by the MPO's **Risk Assessment**, as a part of the Annual MPO Joint Certification Process. The checklist should be completed and saved with invoice documentation, uploaded to the SharePoint Site for tracking by Central Office, and forwarded to MPO for their records.

**Please note:** Below you will be required to identify any comments, recommendations, or findings. Comments and recommendations are at the discretion of the District, but findings must be supported by documentation, and identify corrections that must be made for the MPO to be reimbursed. Findings factor into the MPOs level of risk, determined by the **Risk Assessment** in the Annual Joint Certification.

**\* Indicates a Materially Significant Finding**

MPO: **Collier MPO**

|                                  |  |                                     |
|----------------------------------|--|-------------------------------------|
| Contract: <b>G0Y70</b>           | Date of Review: <b>06/20/19</b>          | Review #: <b>1</b>                  |
| Invoice No.: <b>FHWA-G0Y70-2</b> | Invoice Period: <b>10/01/18-12/31/18</b> | Reviewed By: <b>Victoria Peters</b> |

### Personnel Service (MPO staff salary & fringe)

Review the payroll register and compare to expenses being reimbursed. Select one staff member and confirm details below.

|  |   |                             |
|--|---|-----------------------------|
| Were personnel service expenses incurred within the <b>Invoice Period</b> ?  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Employee's time sheet selected for review?<br><i>Anne McLaughlin, MPO Executive Director</i>                                     |   |                             |
| Does the payroll register fall within the dates match <b>Invoice Period</b> ?  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| <b>*Do the hours shown on the payroll register match hours match hours requested?</b>  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| <b>*Does the employee's timesheet match the expenses being requested for reimbursement?</b>                                      | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| <b>*Are amounts shown on payroll register and task charges accurately recorded on <b>Itemized Expenditure Detail Report</b>?</b> | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Are fringe charges equitably distributed to all grants?  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Is the timesheet signed by an authorized MPO official?   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

### Comments and Recommendations on Personnel Services Expenses

*None*

### Findings on Personnel Services Expenses

**None**

### Consultant Services

Select one consultant invoice and confirm details below.

|  |   |                             |
|--|---|-----------------------------|
| Were consultant service expenses incurred within the <b>Invoice Period</b> ? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
|--|---|-----------------------------|



**MPO FHWA Funds****Invoice Supporting Documentation Review**

continued...

Consultant invoice selected for review.

USF University of S. Florida, Invoice Date: 11/15/18, Invoice Number GM 00163111

\*Are charges shown on invoice accurately recorded on **Itemized Expenditure Detail Report**?  
Task 6 TDSP Q2 for: \$23,169.91

Yes ☒ No ☐

Are the consultant services invoice dates of service within the **Invoice Period**?  
Services through 10/31/18

Yes ☒ No ☐

\*Are the task services documented in the progress report? See Page 9 of progress report

Yes ☒ No ☐

\*Is there documentation to show that invoice was paid?

Yes ☒ No ☐

**Comments and Recommendations on Consultant Services Expenses**

None

**Findings on Consultant Services Expenses****None****Travel Reimbursement**

If travel reimbursement was requested on this invoice, select one travel reimbursement. Refer to the MPO's travel policies and regulations to answer questions below.

Were travel expenses incurred within the **Invoice Period**? Only their consultant incurred travel expenditures – I did not consider them an "employee per se".

Yes ☐ No ☒

Employee's travel reimbursement selected for review? N/A because there were no travel expenses **by employees** during this period.

\*Are charges shown on the travel form accurately recorded on the task's **Itemized Expenditure Detail Report**? N/A \*\* (Due to the above answer, updated comment as of 2/25/2020: I will count this as a positive in the percentage tally for certification purposes)

Yes ☒ No ☐

Has the MPO established its own travel policy? See Attached Resolution; per FL Statute 112.61(14) (a) (5)

Yes ☒ No ☐

Does the travel reimbursement comply with MPO or State travel policies and regulations?

Yes ☒ No ☐

Are charges recorded on FDOT Contractor Travel Form (300-000-06)? Used older form #300-000-01

Yes ☐ No ☒

Is travel request signed by an MPO authorized official?

Yes ☒ No ☐

\*Are travel charges supported by documentation as required by travel policy?

Yes ☒ No ☐

**Comments and Recommendations on Travel Reimbursement Expenses**

Recommendation for Tindale-Oliver and all contractors to be provided the updated travel form # 300-000-06

**Findings on Travel Reimbursement Expenses**

**1** Everything was in order in this section for Travel Reimbursement with the small exception of them utilizing an older version of the travel form.

**Direct Expenses**

Select and review five direct expense line items.

Were direct expenses incurred within the **Invoice Period**?

Yes ☒ No ☐

## MPO FHWA Funds

## Invoice Supporting Documentation Review

continued...

|  |                                   |   |  |
|--|-----------------------------------|---|--|
| <b>#1</b> Direct expense selected for review   | Verizon Invoice # 9818963687      |   |  |
| Was the cost incurred within the <b>Invoice Period</b> ?   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Is the expense for purchase of equipment over \$5,000? (indicate prior approval in findings/recommendation below) N/A        |                                   | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| *Is the expense allowable?   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| *Is there documentation to show that invoice was paid?   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| *Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ?                     |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| <b>#2</b> Direct expense selected for review   | Verizon Invoice # 981706104       |   |  |
| Was the cost incurred within the <b>Invoice Period</b> ?   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Is the expense for purchase of equipment over \$5,000? (indicate prior proper approval in findings/recommendation below) N/A |                                   | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| *Is the expense allowable?   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| *Is there documentation to show that invoice was paid?   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| *Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ? Task 1.4.3          |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| <b>#3</b> Direct expense selected for review   | Naples news Invoice number 216690 |   |  |
| Was the cost incurred within the <b>Invoice Period</b> ?   | Yes 11/1/18 – 11/30/18            | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Is the expense for purchase of equipment over \$5,000? (indicate prior approval in findings/recommendation below) N/A        |                                   | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| *Is the expense allowable?   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| *Is there documentation to show that invoice was paid?   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| *Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ? Task 1.4.6          |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| <b>#4</b> Direct expense selected for review   | Fed Ex, Invoice # 6-367-43535     |   |  |
| Was the cost incurred within the <b>Invoice Period</b> ?   | 11/09/18                          | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Is the expense for purchase of equipment over \$5,000? (indicate prior approval in findings/recommendation below) N/A        |                                   | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| *Is the expense allowable?   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| *Is there documentation to show that invoice was paid? Yes   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| *Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ? Yes Task 1.4.8      |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| <b>#5</b> Direct expense selected for review   | Staples Invoice # 3392195145      |   |  |
| Was the cost incurred within the <b>Invoice Period</b> ?   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Is the expense for purchase of equipment over \$5,000? (indicate prior approval in findings/recommendation below) N/A        |                                   | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| *Is the expense allowable?   |                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |

**MPO FHWA Funds****Invoice Supporting Documentation Review**

continued...

|  |   |                             |
|--|---|-----------------------------|
| *Is there documentation to show that invoice was paid? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
|--|---|-----------------------------|

|   |   |                             |
|---|---|-----------------------------|
| *Are charges shown on the invoice accurately recorded on the <b>Itemized Expenditure Detail Report</b> ? Yes Task 1.4.5 | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
|---|---|-----------------------------|

**Comments and Recommendations on Direct Expenses**

None

**Findings on Direct Expenses****None****Indirect Rate**

If applicable, review MPO's APPROVED Indirect Rate.

|  |                              |  |
|--|------------------------------|--|
| Does the MPO have an FDOT APPROVED indirect rate? <b>N/A</b> | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
|--|------------------------------|--|

|   |                              |                             |
|---|------------------------------|-----------------------------|
| *If yes, does the indirect rate that is charged on the invoice agree with the approved indirect cost allocation plan documented in the MPO's UPWP? <b>N/A</b> | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
|---|------------------------------|-----------------------------|

**Comments and Recommendations on Indirect Rate Charges**

Does Not Apply to the Collier MPO

**Findings on Indirect Rate Charges****None – N/A****General Comments, Recommendations, and Findings**

|  |   |                             |
|--|---|-----------------------------|
| Was the invoice's supporting documentation found to be in good order? <b>YES</b> | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
|--|---|-----------------------------|

|  |   |                             |
|--|---|-----------------------------|
| Was there evidence that a quality control process or procedure is in place? <b>YES</b> | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
|--|---|-----------------------------|

**General Comments and Recommendations**

*The Collier MPO is fastidious w/their quality control over their invoices and work seamlessly with the Collier County Grant's Office. I recommended to please share the updated Travel Form with all their contractors at the beginning of each contract.*

**General Findings 1** *This was the result of the contractor/consultant utilizing the older version of the travel form.*

*Additionally, the Collier MPO was provided the updated travel form # 300-000-06 to provide to all their contractors.*

**Invoice Supporting Documentation Review Checklist**

Please provide the total number of \*materially significant findings that were correct in **Table 1**. **Table 1** will be used in the **Risk Assessment** that is part of the annual Joint Certification to evaluate the MPO's risk level.

Table 1. Invoice Supporting Documentation Review Checklist Summary

| Description                      | Yes | Total |
|----------------------------------|-----|-------|
| *Materially Significant Findings | 23  | 24    |



FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF POLICY PLANNING

## TRANSPORTATION IMPROVEMENT PROGRAM (TIP) REVIEW CHECKLIST

The following TIP Review Checklist is provided to assist in the review of the TIP. This checklist should be completed and included in the TIP submittal package to OPP. Comments should be categorized as:

**Editorial:** Comments may be addressed by MPO, but would not affect approval of the document, i.e., grammatical, spelling and other related errors.

**Enhancement:** Comments may be addressed by MPO, but would not affect approval of the document, i.e., improve the quality of the document and the understanding for the public (improving graphics, re-packaging of the document, use of plain language, reformatting for clarity, removing redundant language).

**Critical:** Comment MUST be addressed to meet minimum state and federal requirements to obtain approval. The reviewer must clearly identify the applicable state or federal policies, regulations, guidance, procedures or statutes that the document does not conform with.

|           |                    |                        |                        |
|-----------|--------------------|------------------------|------------------------|
| MPO:      | <b>Collier MPO</b> | Fiscal Years included: | <b>FY20 – FY24</b>     |
| Review #: | <b>1</b>           | Date of Review:        | <b>May, 2019</b>       |
|           |                    | Reviewed by:           | <b>Victoria Peters</b> |

### TIP Format & Content

Does the cover include MPO name, correct fiscal years covered, MPO adoption date? Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

Does the Table of Contents show the title of each section with correct page number? Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

Does TIP include an endorsement that it was developed following state and federal requirements and include date of official MPO approval? This would be an MPO resolution or signed signature block on cover. Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

Does TIP include a list of definitions, abbreviations, funding and phase codes and acronyms? Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

### TIP Narrative

Does the TIP begin with a statement of purpose (provide a prioritization of projects covering a five-year period that is consistent with LRTP, contains all transportation projects MPA funded with FHWA & FTA funds and regionally significant projects regardless of funding source)? [23 C.F.R. 450.326(a)]; [49 U.S.C. Chapter 53] Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

Was the TIP developed by MPO in cooperation with the state and public transit operator, who provided the MPO with estimates of available Federal and State funds for the MPO to develop the financial plan? [s. 339.175(8) F.S.]; [23 C.F.R. 450.326(a)] Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

**TRANSPORTATION IMPROVEMENT PROGRAM****Review Checklist**

continued...

|   |   |  |
|---|---|--|
| Does the TIP demonstrate that there are sufficient funds (federal, state, local and private) to implement proposed transportation system improvements, identifies any innovative financing techniques through comparison of revenues and costs for each year? It is recommended that the TIP include a table(s) that compares the funding sources and amounts, by year to the total project costs. [23 C.F.R. 450.326(k)]; [23 C.F.R. 450.326(j)]; [s. 339.175(8)(c)(3) F.S]. | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Choose an item. <a href="#">Click here to enter comments</a>  |   |  |
| Does the TIP describe project selection process and state that it is consistent with the federal requirements in 23 C.F.R 450.322(b) and for non-TMA MPOs 23 C.F.R. 450.322(c)?   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Choose an item.   |   |  |
| Does the TIP identify the MPO's criteria and process for prioritizing implementation of the transportation plan elements (including multimodal tradeoffs) for inclusion in the TIP and explain any changes in priorities from the previous TIP? The MPO's TIP project priorities must be consistent with the LRTP. [23 C.F.R 450.326(n)(1)]   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Choose an item. Collier's TIP Priorities are consistent with their LRTP.  |   |  |
| Does the TIP describe how projects are consistent with MPO's LRTP and to the extent feasible, with port and aviation masterplans, public transit development plans, and approved local government comprehensive plans for those local governments located within the MPO area? [s. 339.175(8)(a) F.S.]  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Choose an item. <a href="#">Click here to enter comments</a>  |   |  |
| Does the TIP cross reference projects with corresponding LRTP projects, when appropriate? [s. 339.175(8)(c)(7) F.S.]  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Choose an item. <a href="#">Click here to enter comments</a>  |   |  |
| Does the TIP include the FDOT Annual List of Obligated Projects of projects or a link? The annual listing is located for download <a href="#">HERE</a> . [23 C.F.R. 450.334]; [s.339.175(8)(h), F.S.]   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Choose an item. <a href="#">Click here to enter comments</a>  |   |  |
| Was the TIP developed with input from the public that is consistent with the MPO's PPP? [23 C.F.R. 450.316]; [23 C.F.R. 450.326(b)]; The document should outline techniques used to reach citizens (flyers, websites, meeting notices, billboards, etc.)  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Choose an item. <a href="#">Click here to enter comments</a>  |   |  |
| Does the TIP discuss the MPO's current FDOT annual certification and past FHWA/FTA quadrennial certification? MPO should include anticipated date of next FHWA/FTA quadrennial certification.   | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| Choose an item. The Collier MPO revised their TIP to include the date of the next FHWA/FTA quadrennial certification after I recommended this at their May 20, 2019 TAC meeting.  |   |  |
| Does the TIP discuss of the congestion management process? All MPOs are required to have a congestion management process that provides for the effective management process that provides for the effective management and operation of new and existing facilities using travel demand reduction and operational management strategies. S 339.175(6)(c)(1), F.S.   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Choose an item. <a href="#">Click here to enter comments</a>  |   |  |
| Does the TIP discuss Transportation Disadvantaged (TD) services developed and a description of costs and revenues from TD services, as well as a list of improvements funded with TD funds? [s.427.015(1) F.S. AND 41-2.009(2) F.A.C.   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Choose an item. <a href="#">Click here to enter comments</a>  |   |  |
| Does the TIP discuss how, once implemented, will make progress toward achieving the performance targets for:<br>✓ Safety performance measures   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |



**TRANSPORTATION IMPROVEMENT PROGRAM****Review Checklist**

continued...

- 
- ✓ System performance measures
  - ✓ Bridge performance measures
  - ✓ Pavement performance measures
  - ✓ State asset management plan
    - Including risk to off-system facilities during emergency events (if applicable)
  - ✓ State freight plan

*If the MPO used the Performance Measures Template, they will have met requirements.*

[23.C.F.R 450.326(c)]

[Choose an item.](#) While the Collier MPO was developing their TIP, the Performance Measures Template was not yet available so they included all of them on their own without the template.

Does the TIP discuss anticipated effect of achieving the performance targets identified in the LRTP, linking investment priorities to those performance targets for:

- ✓ Safety performance measures
- ✓ System performance measures
- ✓ Bridge performance measures
- ✓ Pavement performance measures
- ✓ State asset management plan
- ✓ State freight plan

Yes ☒ No ☐

*If the MPO used the Performance Measures Template, they will have met requirements.*

[23.C.F.R 450.326(d)]

[Choose an item.](#) [Click here to enter comments](#)

**Detail Project Listing for the Five Fiscal Years**

Does each project in the TIP document shall include the following information?

- ✓ Sufficient description of project (type of work, termini, and length)
- ✓ Financial Project Number (FPN)
- ✓ Estimated total project cost and year anticipated funding
- ✓ **Page number or identification number where project can be found in LRTP (spot check)**
- ✓ Category of Federal Funds and source(s) of non-Federal Funds
- ✓ FTA section number included in project title or description
- ✓ Responsible agency

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

**TIP Review**

Did the MPO upload the document into the MPO Document Portal for review by District staff, Office of Policy Planning, Florida Commission for the Transportation Disadvantaged, Bureau of Community Planning, FTA, & FHWA?

Yes ☒ No ☐

[Choose an item.](#) They did not have access so I uploaded it on their behalf which was also suggested by OPP.



*Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.  
SECRETARY

## APPENDIX A

# TIP CORRESPONDENCE

# TIP CORRESPONDENCE

**FDOT:**

1. Coordination with MPO Sr Planner throughout TIP development cycle regarding: Project Prior Cost, Lead Agency, Project Lengths and Work Summary's for Highway Maintenance, Aviation, capacity projects and maps.
2. Additional discussions including placement of Planning projects and others such as the TIGER Grant reflected in the TIP Appendix for consistency with UPWP and transparency purposes.
3. FDOT Transit Related Comments:
  - Projects that are not yet funded at this time for FY 20 because we are waiting not only for them to be programmed but also for Schedule B to come out, which is likely to be in September/October.
  - The TIP includes projects that have programmed funding attached to them. When they are programmed, the MPO will adjust the TIP as per FDOT recommendation.
  - NOGAs to award vehicles and vehicle equipment: New NOGAs will be generated for FY20 but they have not been programmed or funded yet.

**FHWA:**

1. Commented on including TIP documentation regarding coordination efforts with FWS, NPS and Bureau of Indian Affairs of the adjacent federal lands within the MPO's region.
2. Additional coordination regarding forecasted revenues and the fiscal constraint page.

# TIP CHECKLIST



FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF POLICY PLANNING

## IMPROVEMENT PROGRAM (TIP) REVIEW CHECKLIST

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MPO: **Collier MPO**

Fiscal Years **FY20 – FY24**  
included:

Review #: **1**

Date of Review: **May, 2019**

Reviewed by: **Victoria Peters**

### TIP Format & Content

Does the cover include MPO name, correct fiscal years covered, MPO adoption date?

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

Does the Table of Contents show the title of each section with correct page number?

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

Does TIP include a list of definitions, abbreviations, funding and phase codes and acronyms?

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

**TIP Narrative**

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Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

Was the TIP developed by MPO in cooperation with the state and public transit operator, who provided the MPO with estimates of available Federal and State funds for the MPO to develop the financial plan? [s. 339.175(8) F.S.]; [23 C.F.R. 450.326(a)]

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[Choose an item.](#) [Click here to enter comments](#)

Does the TIP demonstrate that there are sufficient funds (federal, state, local and private) to implement proposed transportation system improvements, identifies any innovative financing techniques through comparison of revenues and costs for each year? It is recommended that the TIP include a table(s) that compares the funding sources and amounts, by year to the total project costs. [23 C.F.R. 450.326(k)]; [23 C.F.R. 450.326(j)]; [s. 339.175(8)(c)(3) F.S.].

Yes ☒ No ☐

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Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

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their May 20, 2019 TAC meeting.

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S 339.175(6)(c)(1), F.S.

[Choose an item.](#) [Click here to enter comments](#)

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[Choose an item.](#) [Click here to enter comments](#)

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- ✓ Safety performance measures
  - ✓ System performance measures
  - ✓ Bridge performance measures
  - ✓ Pavement performance measures
  - ✓ State asset management plan
    - Including risk to off-system facilities during emergency events (if applicable)
  - ✓ State freight plan
- Yes ☒ No ☐

*If the MPO used the Performance Measures Template, they will have met requirements.*

[23.C.F.R 450.326(c)]

[Choose an item.](#) While the Collier MPO was developing their TIP, the Performance Measures Template was not yet available so they included all of them on their own without the template.

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  - ✓ Pavement performance measures
  - ✓ State asset management plan
  - ✓ State freight plan
- Yes ☒ No ☐

*If the MPO used the Performance Measures Template, they will have met requirements.*

[23.C.F.R 450.326(d)]

[Choose an item.](#) [Click here to enter comments](#)

### ***Detail Project Listing for the Five Fiscal Years***

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  - ✓ Category of Federal Funds and source(s) of non-Federal Funds
  - ✓ FTA section number included in project title or description
- Yes ☒ No ☐



✓ Responsible agency

[Choose an item.](#)

[Click here to enter comments](#)

### ***TIP Review***

Did the MPO upload the document into the MPO Document Portal for review by District staff, Office of Policy Planning, Florida Commission for the Transportation Disadvantaged, Bureau of Community Planning, FTA, & FHWA?

Yes ☒ No ☐

[Choose an item.](#)

They did not have access, so I uploaded it on their behalf was which also suggested by OPP.



### Federal Highway Administration

Florida Division Office  
3500 Financial Plaza, Suite 400  
Tallahassee, Florida 32312  
(850) 553-2200  
[www.fhwa.dot.gov/fldiv](http://www.fhwa.dot.gov/fldiv)

### Federal Transit Administration

Region 4 Office  
230 Peachtree St, NW, Suite 800  
Atlanta, Georgia 30303  
(404) 562-3500

July 20, 2017

Commissioner Penny Taylor, Chairwoman  
Collier Metropolitan Planning Organization  
2885 South Horseshoe Drive  
Naples, FL 34104

Dear Commissioner Taylor,

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are in receipt of the Collier Metropolitan Planning Organization's (MPO) letter, dated June 26, 2017, which provided a copy of the draft 2017 CMP Update and associated matrices and summarized the actions taken by the MPO to satisfy the Congestion Management Process (CMP) corrective action issued in the 2016 Bonita Springs Transportation Management Area (TMA) Certification Report.

The corrective action as noted in the certification report and the resulting actions taken by the MPO are outlined below:

- **Congestion Management Process (CMP):** As identified by 23 CFR 450.322(d)(6), the CMP needs to contain evaluation measures that must be used to provide feedback to determine the effectiveness of strategies in the CMP. The MPO has not determined the effectiveness of the CMP strategies. **The MPO needs to submit follow-up correspondence and documentation in the CMP that provides an evaluation of the effectiveness of the identified strategies by June 30, 2017. This analysis must clearly reflect the results of the evaluation and how it will guide the selection and use of strategies for future implementation.**

The MPO reviewed the 2008 CMP and compiled a list of Congestion Management System/Intelligent Transportation System (CMS/ITS) Prioritized Projects that were completed during the years applicable to the Certification Review (2012-2016). In May 2017, the MPO asked the project sponsoring agencies to evaluate whether the benefits described in the project applications were achieved and to describe the data and analysis that supported their conclusions. The results of this analysis were compiled into a *CMP Evaluation Matrix* that identifies proposed performance measures as part of the 2017 CMP Update, expected to be adopted in October 2017. The MPO also developed an *Implementation Matrix* that evaluates how current and future CMS/ITS Prioritized Projects are addressing a total of 31 strategies. Additionally, the MPO added narrative text to the 2017 CMP Update committing to the development of a data-driven, biennial Transportation System Performance Report to institutionalize the practice of continual evaluation and monitoring of CMP strategies and performance.

Based on the review of the submitted documentation, FHWA and FTA have determined that the changes made to the CMP satisfy the requirements of this corrective action. The FHWA and FTA jointly certify that the transportation planning process of the Bonita Springs TMA substantially meets the federal planning requirements in 23 CFR 450, Subpart C. The MPO has successfully addressed the only corrective action identified in the December 2016 TMA Certification Report. This certification will remain in effect until **December 2020**.

If you have any questions regarding the review process, please contact Ms. Danielle Blackshear at (850) 553-2221 or by email at [danielle.blackshear@dot.gov](mailto:danielle.blackshear@dot.gov).

Sincerely,



FOR: David Hawk  
Division Administrator (Acting)  
Federal Highway Administration

cc: Ms. Anne McLaughlin, Collier MPO  
Ms. Danielle Blackshear, FHWA  
Ms. Lee Ann Jacobs, FHWA  
Ms. Karen Brunelle, FHWA  
Ms. Elizabeth Orr, FTA, Region 4  
Ms. Victoria Peters, FDOT, District 1  
Ms. Bessie Reina, FDOT, District 1  
Mr. Mark Reichert, FDOT, MS-28  
Mr. Alexander Gramovot, FDOT, MS 28  
Mr. Carl Mikyska, MPOAC

FLORIDA DEPARTMENT OF TRANSPORTATION  
**MPO JOINT CERTIFICATION STATEMENT**

525-010-05c  
 POLICY PLANNING  
 02/18

Pursuant to the requirements of 23 U.S.C. 134(k)(5) and 23 CFR 450.334(a), the Department and the MPO have performed a review of the certification status of the metropolitan transportation planning process for the Collier MPO with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of the FAST Act and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on May 8, 2020.

Based on a joint review and evaluation, the Florida Department of Transportation and the Collier MPO recommend that the Metropolitan Planning Process for the Collier MPO be certified.

\_\_\_\_\_  
 Name: LK Nandam, P.E.  
 Title: District Secretary (or designee)

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Name: Chairwoman Elaine Middelstaedt  
 Title: MPO Chairman (or designee)

\_\_\_\_\_  
 Date

FLORIDA DEPARTMENT OF TRANSPORTATION  
**MPO JOINT CERTIFICATION STATEMENT**

525-010-05c  
 POLICY PLANNING  
 02/18

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Name: LK Nandam, P.E.

Title: District Secretary (or designee)

*Elaine Middelstaedt*

Name: Chairwoman Elaine Middelstaedt

Title: MPO Chairman (or designee)

Date

Date



## **EXECUTIVE SUMMARY**

### **Annual Review and Adoption of the Updated Local Coordinating Board (LCB) for the Transportation Disadvantaged (TD) By-Laws**

---

**OBJECTIVE:** For the MPO Board to adopt the revisions to the Local Coordinating Board (LCB) by-laws.

**CONSIDERATIONS:** In accordance with the TD Planning Grant, the LCB is required to review and approve their bylaws annually. The LCB bylaws have been revised to address scrivener's errors. The proposed changes are shown in ~~striketrough~~/underline format.

**COMMITTEE RECOMMENDATIONS:** The LCB reviewed and endorsed the changes to the by-laws at their March 4, 2020 meeting.

**STAFF RECOMMENDATION:** That the Board adopt the changes to the LCB by-laws.

Prepared By: Josephine Medina, Senior Planner

### **ATTACHMENT(S)**

1. Strikethrough/Underline version of Bylaws (PDF)
2. Bylaws with changes accepted (PDF)



06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 4.G**Doc ID:** 12570

**Item Summary:** Annual Review and Adoption of the Updated Local Coordinating Board (LCB)  
 for the Transportation Disadvantaged (TD) By-Laws

**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/04/2020 7:34 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/04/2020 7:34 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/04/2020 8:51 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 9:10 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |

**BY-LAWS****of the****COLLIER COUNTY  
Transportation Disadvantaged  
Local Coordinating Board**

Endorsed by LCB: ~~March 13, 2019~~  
Adopted by MPO: ~~June 12, 2019~~

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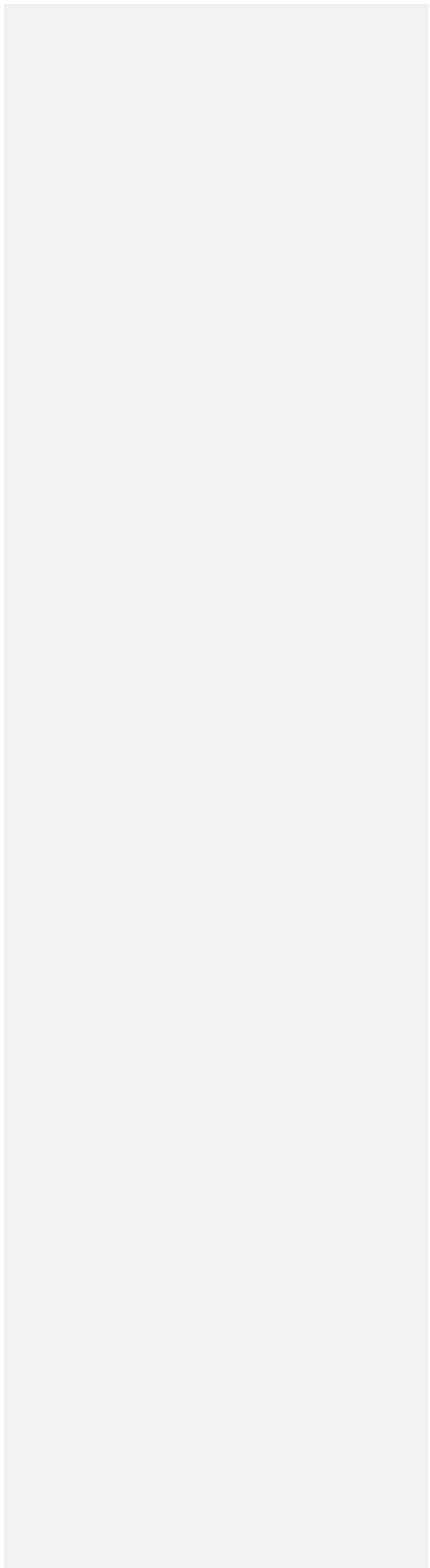
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**BY-LAWS OF THE  
COLLIER COUNTY TRANSPORTATION DISADVANTAGED  
LOCAL COORDINATING BOARD**

**ARTICLE I: PREAMBLE**

**Section 1: Preamble**

The following sets forth the By-Laws, which shall serve to guide the proper functioning of the coordination of transportation services provided to the transportation disadvantaged through the Collier County Transportation Disadvantaged Program. The intent is to provide procedures and policies for fulfilling the requirements of Chapter 427, *Florida Statutes*, Rule 41-2, *Florida Administrative Code (FAC)*, and subsequent laws setting forth requirements for the coordination of transportation services to the transportation disadvantaged.

**ARTICLE II: NAME AND PURPOSE**

**Section 1: Name**

The name of the Local Coordinating Board shall be the Collier County Transportation Disadvantaged Local Coordinating Board (LCB).

**Section 2: Purpose**

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

**ARTICLE III: MEMBERSHIP, APPOINTMENT, TERM OF OFFICE,  
AND TERMINATION OF MEMBERSHIP**

**Section 1: Voting Members**

In accordance with Rule 41-2.012, Florida Administration Code, all members of the Board shall be appointed by the designated official planning agency. The designated official planning agency for Collier County is the Collier Metropolitan Planning Organization (MPO). The following agencies or groups shall be represented on the LCB as voting members:

- A. A Collier County elected official, who has been appointed to serve as chairperson;
- B. A local representative of the Florida Department of Transportation;
- C. A local representative of the Florida Department of Children and Family Services;

- D. A representative of the Public Education Community;
- E. A local representative of the Florida Division of Vocational Rehabilitation or the Division of Blind Services, representing the Department of Education;
- F. A person who is recognized by the local Veterans Service Office representing the veterans in the county;
- G. A person who is recognized by the Florida Association for Community Action (President or Designee) as representing the economically disadvantaged in the county;
- H. A person over sixty years of age representing the elderly in the county;
- I. A person with a disability representing persons with disabilities in the county;
- J. Two citizen advocate representatives in the county, one who must be a person who uses the transportation service(s) of the system as their primary means of transportation;
- K. A local representative of children at risk;
- L. A local representative of the Florida Department of Elder Affairs;
- M. A local representative of the local medical community;
- N. A representative of the Southwest Florida Regional Workforce Development Board;
- O. An experienced representative of the local private for profit transportation industry. If such representative is not available, a local private non-profit representative will be appointed, except where said representative is also the CTC, or a transportation provider under contract to the management company for the CTC; ~~and~~
- P. A representative of the Florida Agency for Health Care Administration; and
- Q. A local representative of the Agency for Persons with Disabilities.

Since Collier Area Transit (CAT) is operated by the Collier County Board of County Commissioners, which is also the CTC, it is not represented on the LCB, pursuant to Rule 41-2.012, Florida Administrative Code.

## **Section 2: Alternate Members**

Alternates are to be appointed in writing to the MPO by an agency representative. Non-agency alternates may be appointed by the MPO, if desired. Each alternate may vote only in the absence of that member on a one-vote-per-member basis. Alternates for a LCB member who cannot



attend a meeting must be a representative of the same interest as the primary member.

### **Section 3: Non-Voting Members**

Upon a majority vote of a quorum of the LCB, technical advisors (non-voting members) may be recommended to the Collier MPO for its approval for the purpose of providing the LCB with technical advice as necessary.

### **Section 4: Terms of Appointment**

Except for the Chairperson and state agency representatives, the non-agency members of the LCB shall be appointed for three (3) year terms. The Chairperson shall serve until being replaced by the Collier MPO. No employee of a CTC, or transportation provider under contract to the management company for the CTC, shall serve as a voting member of the LCB. However, an elected official serving as Chairperson of the LCB, or another governmental employee - who is not employed for the purpose of making provisions for transportation and is not directly supervised by the CTC - may serve as a voting member of the LCB.

### **Section 5: Termination of Membership**

Any member of the LCB may resign at any time by notice in writing to the Chairperson. Unless otherwise specified in such notice, such resignation shall take effect upon receipt thereof by the Chairperson. Each member of the LCB is expected to demonstrate his/her interest in the LCB's activities through attendance of the scheduled meetings, except for reasons of an unavoidable nature. In each instance of an unavoidable absence, the absent member should ensure that his/her alternate will attend. The Collier MPO shall review, and consider rescinding, the appointment of any voting member of the LCB who fails to attend three (3) consecutive regularly meetings or four of the previous six regularly scheduled meetings. If the Collier MPO Board determines that the number of absences incurred by a LCB member (excused or unexcused) is unacceptable, it may remove that member by a majority vote of the MPO Board members present.

Each member of the LCB is expected to conduct himself/herself in a professional and ethical manner. If it is found that a LCB member has engaged in practices that do not comply with Section 112.3143, *Florida Statutes*, or has otherwise conducted himself/herself in an unethical or unprofessional manner, the Collier MPO staff shall recommend to the MPO Board that he/she be removed. The Collier MPO Board may remove such a member by a majority vote of the MPO members present.

## **ARTICLE IV: OFFICERS AND DUTIES**

### **Section 1: Number**

The officers of the LCB shall be a Chairperson and a Vice-Chairperson.

### **Section 2: Chairperson**

The Collier MPO Board shall appoint an elected official from Collier County or one of its municipalities to serve as the official Chairperson for all LCB meetings. The Chairperson shall preside at all meetings, and in the event of his/her absence, or at his/her direction; the Vice-Chairperson shall assume the powers and duties of the Chairperson. The Chairperson shall serve until their elected term of office has expired or replaced by the Collier MPO.

### **Section 3: Vice-Chairperson**

The LCB shall hold a meeting each year for the purpose of electing a Vice-Chairperson. The Vice-Chairperson shall be elected by a majority vote of a quorum of the LCB members. The Vice-Chairperson shall serve a term of one year starting with the next meeting. In the event of the Chairperson's absence, the Vice-Chairperson shall assume the duties of the Chairperson and conduct the meeting. The Vice-Chairperson may serve more than one term.

## **ARTICLE V: LCB MEETINGS**

### **Section 1: Regular Meetings**

The LCB shall meet as often as necessary in order to meet its responsibilities. However, as required by Chapter 427.0157, *Florida Statutes*, the LCB shall meet at least quarterly.

### **Section 2: Notice of Meetings**

Notices and tentative agendas shall be sent to all LCB members, other interested parties, and the news media within a reasonable amount of time prior to the LCB meeting. Such notice shall state the date, time and the place of the meeting.

### **Section 3: Quorum**

A quorum shall consist of seven (7) of the voting LCB members, or their designated alternates, at all meetings of the Board in order to conduct business.

### **Section 4: Voting**

At all meetings of the LCB at which a quorum is present, all matters, except as otherwise expressly required by law or these By-Laws, shall be decided by the vote of a majority of the members of the LCB present.

### **Section 5: By-Laws and Parliamentary Procedures**

The LCB shall develop and adopt a set of by-laws. The by-laws shall state that the LCB will conduct business using parliamentary procedures according to Robert's Rules of Order, except when in conflict with these By-Laws. The by-laws shall be reviewed, updated (if necessary) and adopted annually.

## **Section 6: Public Meetings**

All meetings of the LCB and its committees are open to the public, and all activities of the LCB are subject to the “Sunshine Laws” also known as the Florida Government in the Sunshine regulations, Chapter 286, *Florida Statutes*.

## **ARTICLE VI: STAFF**

### **Section 1: General**

The MPO shall provide the LCB with sufficient staff support and resources to enable the LCB to fulfill its responsibilities as set forth in Chapter 427.0157, *Florida Statutes*. These responsibilities include providing sufficient staff to manage and oversee the operations of the LCB and assist in the scheduling of meetings, preparing meeting agenda packets, and other necessary administrative duties as required by the LCB within the limits of the resources available.

## **ARTICLE VII: LCB DUTIES**

### **Section 1: LCB Duties**

The LCB shall perform the following duties as specified in Rule 41-2, *F.A.C.*

1. Maintain official meeting minutes, including an attendance roster, reflecting official actions and provide a copy of same to the Commission for the Transportation Disadvantaged (TD Commission), and the Chairperson of the Collier MPO.
2. Review and approve the Memorandum of Agreement between the Florida TD Commission and the Collier County CTC and the Transportation Disadvantaged Service Plan (TDSP). The LCB shall ensure that the TDSP has been developed by involving all appropriate parties in the process.
3. On a continuing basis, monitor services provided under the approved service plan. When requested, assist the CTC in establishing eligibility guidelines and trip priorities.
4. Annually, provide the Collier MPO with an evaluation of the CTC's performance in general and relative to Insurance, Safety Requirements and TD Commission standards as referenced in Rule 41-2.006 F.A.C., and the performance results of the most recent TDSP (41-2.012(5)(b) F.A.C.). As part of the CTC's performance, the LCB shall also set an annual percentage goal increase (or establish a percentage) for the number of trips provided within the system to be on public transit. The LCB shall utilize the Commission's Quality Assurance Performance Evaluation Tool to evaluate the performance of the CTC. This evaluation tool and summary will be submitted to the Commission upon approval

by the LCB.

5. In cooperation with the Coordinator CTC, review and provide recommendations to the TD Commission on all applications for local, state, or federal funds relating to transportation of the transportation disadvantaged in the county to ensure that any expenditures within the county are provided in the most cost effective and efficient manner. The LCB shall develop and implement a process by which the LCB and CTC have an opportunity to become aware of any federal, state, or local government funding requests and provide recommendations regarding the expenditure of such funds.
6. Review coordination strategies for service provision to the transportation disadvantaged in the designated service area to seek innovative ways to improve cost effectiveness, efficiency, safety, working hours and types of service in an effort to increase ridership to a broader population. Such strategies should also encourage multi-county and regional transportation service agreements between area CTCs and consolidation of adjacent counties when it is appropriate and cost effective to do so and seek the involvement of the private and public sector, volunteers, public transit, school districts, elected officials and any others in any plan for improved service delivery.
7. Appoint a Grievance committee to serve as a mediator to process, investigate, resolve complaints from agencies, users, potential users of the system and the CTC in the designated service area, and make recommendations to the LCB for improvement of service. The LCB shall establish procedures to provide regular opportunities for issues to be brought before such committee and to address them in a timely manner in accordance with the Commission's Local Grievance Guidelines. Members appointed to the committee shall be voting members of the LCB.
8. In coordinating with the CTC, jointly develop applications for funds that may become available.
9. Review and recommend approval of the Transportation Development Service Plan for consistency with approved minimum guidelines and the goals and objectives of the Board. The Transportation Development Service Plan shall include a vehicle inventory of those vehicles purchased with transportation-disadvantaged funds.
10. Evaluate multi-county or regional transportation opportunities (Fla. Stat. § 427.0157(6), as amended).
11. Annually hold a public hearing for the purpose of receiving input on unmet transportation needs or any other areas that relate to the local transportation services.
12. Work cooperatively with regional workforce boards established in chapter 445 to provide assistance in the development of innovative transportation services for

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participants in the welfare transition program (Fla. Stat. § 427.0157(7), as amended).

#### **ARTICLE VIII: SUBCOMMITTEES**

##### **Section 1: Subcommittees**

Upon a majority vote of a quorum of the LCB, subcommittees shall be designated by the Chair as necessary to investigate and report on specific subject areas of interest to the LCB and to deal with administrative and legislative procedures.

#### **ARTICLE IX: COMMUNICATION WITH OTHER AGENCIES AND ENTITIES**

##### **Section 1: General**

The Collier MPO authorizes the LCB to communicate directly with other agencies and entities as necessary to carry out its duties and responsibilities in accordance with Rule 41-2 F.A.C.

#### **ARTICLE X: CERTIFICATION**

The undersigned hereby certifies that he/she is the Chairperson of the Collier County Transportation Disadvantaged Local Coordinating Board and that the foregoing is a full, true and correct copy of the By-laws of this LCB as endorsed on March ~~13~~ 4, 20~~20~~19 by the Collier County Transportation Disadvantaged Local Coordinating Board and subsequently adopted by the Collier Metropolitan Planning Organization on ~~June~~April 12, 20~~20~~19.

---

Donna Fiala, LCB Chairperson

**METROPOLITAN PLANNING ORGANIZATION**

By: Elaine Middelstaedt, MPO Chairperson

Attested By: Anne McLaughlin, MPO Executive Director

**Approved as to form and legality:**

**COLLIER COUNTY ATTORNEY**

By: Scott R. Teach, Deputy County Attorney

**BY-LAWS****of the****COLLIER COUNTY  
Transportation Disadvantaged  
Local Coordinating Board**

**Endorsed by LCB: March 4, 2020**  
**Adopted by MPO: June 12, 2020**

Attachment: Bylaws with changes accepted (12570 : Annual Review and Adoption of the Updated Local Coordinating Board)



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The LCB shall meet as often as necessary in order to meet its responsibilities. However, as required by Chapter 427.0157, *Florida Statutes*, the LCB shall meet at least quarterly.

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## **ARTICLE VII: LCB DUTIES**

### **Section 1: LCB Duties**

The LCB shall perform the following duties as specified in Rule 41-2, *F.A.C.*

1. Maintain official meeting minutes, including an attendance roster, reflecting official actions and provide a copy of same to the Commission for the Transportation Disadvantaged (TD Commission), and the Chairperson of the Collier MPO.
2. Review and approve the Memorandum of Agreement between the Florida TD Commission and the Collier County CTC and the Transportation Disadvantaged Service Plan (TDSP). The LCB shall ensure that the TDSP has been developed by involving all appropriate parties in the process.
3. On a continuing basis, monitor services provided under the approved service plan. When requested, assist the CTC in establishing eligibility guidelines and trip priorities.
4. Annually, provide the Collier MPO with an evaluation of the CTC's performance in general and relative to Insurance, Safety Requirements and TD Commission standards as referenced in Rule 41-2.006 F.A.C., and the performance results of the most recent TDSP (41-2.012(5)(b) F.A.C.). As part of the CTC's performance, the LCB shall also set an annual percentage goal increase (or establish a percentage) for the number of trips provided within the system to be on public transit. The LCB shall utilize the Commission's Quality Assurance Performance Evaluation Tool to evaluate the performance of the CTC. This evaluation tool and summary will be submitted to the Commission upon approval



by the LCB.

5. In cooperation with the Coordinator CTC, review and provide recommendations to the TD Commission on all applications for local, state, or federal funds relating to transportation of the transportation disadvantaged in the county to ensure that any expenditures within the county are provided in the most cost effective and efficient manner. The LCB shall develop and implement a process by which the LCB and CTC have an opportunity to become aware of any federal, state, or local government funding requests and provide recommendations regarding the expenditure of such funds.
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9. Review and recommend approval of the Transportation Development Service Plan for consistency with approved minimum guidelines and the goals and objectives of the Board. The Transportation Development Service Plan shall include a vehicle inventory of those vehicles purchased with transportation-disadvantaged funds.
10. Evaluate multi-county or regional transportation opportunities (Fla. Stat. § 427.0157(6), as amended).
11. Annually hold a public hearing for the purpose of receiving input on unmet transportation needs or any other areas that relate to the local transportation services.
12. Work cooperatively with regional workforce boards established in chapter 445 to provide assistance in the development of innovative transportation services for

participants in the welfare transition program (Fla. Stat. § 427.0157(7), as amended).

## **ARTICLE VIII: SUBCOMMITTEES**

### **Section 1: Subcommittees**

Upon a majority vote of a quorum of the LCB, subcommittees shall be designated by the Chair as necessary to investigate and report on specific subject areas of interest to the LCB and to deal with administrative and legislative procedures.

## **ARTICLE IX: COMMUNICATION WITH OTHER AGENCIES AND ENTITIES**

### **Section 1: General**

The Collier MPO authorizes the LCB to communicate directly with other agencies and entities as necessary to carry out its duties and responsibilities in accordance with Rule 41-2 *F.A.C.*

## **ARTICLE X: CERTIFICATION**

The undersigned hereby certifies that he/she is the Chairperson of the Collier County Transportation Disadvantaged Local Coordinating Board and that the foregoing is a full, true and correct copy of the By-laws of this LCB as endorsed on March 4, 2020 by the Collier County Transportation Disadvantaged Local Coordinating Board and subsequently adopted by the Collier Metropolitan Planning Organization on June 12, 2020.

\_\_\_\_\_  
Donna Fiala, LCB Chairperson

**METROPOLITAN PLANNING ORGANIZATION**

By: \_\_\_\_\_  
Elaine Middelstaedt, MPO Chairperson

Attested By: \_\_\_\_\_  
Anne McLaughlin, MPO Executive Director

**Approved as to form and legality:**

**COLLIER COUNTY ATTORNEY**

By: \_\_\_\_\_  
Scott R. Teach, Deputy County Attorney

Attachment: Bylaws with changes accepted (12570 : Annual Review and Adoption of the Updated Local Coordinating Board)

## **EXECUTIVE SUMMARY**

### **Ratification of the 2020 Transportation Disadvantaged Service Plan (TDSP) Minor Update**

---

**OBJECTIVE:** For the MPO Board to ratify the 2020 Transportation Disadvantaged Service Plan (TDSP) Minor Update.

**CONSIDERATIONS:** Every year, Collier County is required to submit a minor update to the TDSP to the Florida Commission for the Transportation Disadvantaged (CTD). The TDSP is a multi-year document that looks at development, service and quality assurance components related to the delivery of the Transportation Disadvantaged Program. The 2020 minor update to the TDSP was prepared by MPO Staff and is shown in **Attachment 1**. The document must be submitted to the CTD prior to July 1st.

In accordance with the MPO's Public Participation Plan, the document was advertised for a 14-day public comment period that expired on June 3rd. The Local Coordinating Board (LCB) reviewed and approved the TDSP Minor Update on June 3, 2020. The MPO Board is asked to ratify the 2020 TDSP Minor Update, which will then be submitted to the CTD before the July 1st due date.

**COMMITTEE RECOMMENDATIONS:** The Local Coordinating Board (LCB) for the Transportation Disadvantaged reviewed and approved the 2020 TDSP Minor Update at its June 3, 2020 meeting.

**STAFF RECOMMENDATION:** That the Board ratify the 2020 Transportation Disadvantaged Service Plan (TDSP) Minor Update.

Prepared By: Josephine Medina, Senior Planner

### **ATTACHMENT(S)**

1. TDSP 2020 Minor Update (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 4.H**Doc ID:** 12571

**Item Summary:**       Ratification of the 2020 Transportation Disadvantaged Service Plan (TDSP)  
 Minor Update

**Meeting Date:** 06/12/2020

---

**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/04/2020 7:38 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/04/2020 7:38 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/04/2020 8:55 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 9:07 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |



**DRAFT**

## TRANSPORTATION DISADVANTAGED SERVICE PLAN

ANNUAL UPDATE FY 2020/21- FY 2022/23

ADOPTED  
June 03, 2020





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### TDSP Certification

The Collier County Local Coordinating Board hereby certifies that an annual evaluation of the Community Transportation Coordinator was conducted consistent with the policies of the Commission for the Transportation Disadvantaged and that all recommendations of that CTC Evaluation have been incorporated in this Service Plan.

We further certify that the rates contained herein have been thoroughly reviewed, evaluated and approved. This Transportation Disadvantaged Service Plan was reviewed in its entirety and approved by the Board at an official meeting held on June 03, 2020.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Local Coordinating Board Chairperson

Approved by the Commission for the Transportation Disadvantaged:

\_\_\_\_\_  
Date

\_\_\_\_\_  
David Darm, Executive Director of the  
Commission for the Transportation  
Disadvantaged

**LCB ROLL CALL VOTE**  
for Approval of Collier County's  
Transportation Disadvantaged Service Plan Update  
June 03, 2020

| Name                     | Representing   | Yes | No | Absent |
|--------------------------|--|-----|----|--------|
| Commissioner Donna Fiala | Chairwoman   |     |    |        |
| Harold Kurzman           | Elderly  |     |    |        |
| Birgitta Grasser         | Citizen Advocate /Non User   |     |    |        |
| Dylan Vogel              | Citizen Advocate/User  |     |    |        |
| Nichole Spencer          | Children at Risk   |     |    |        |
| Cheryl Burnham           | Community Action (economically disadvantaged)                              |     |    |        |
| John Kasten              | Public Education   |     |    |        |
| Dale Hanson              | Florida Dept. of Transportation  |     |    |        |
| Vacant                   | Florida Dept. of Children and Families                                     |     |    |        |
| Norma Adorno             | Area Agency on Aging SWFL  |     |    |        |
| Robert Richards          | Florida Dept. of Education -Division of Vocational Rehabilitation Services |     |    |        |
| Signe Jacobson           | Agency for Health Care Administration                                      |     |    |        |
| Susan Corris             | Southwest Florida Regional Workforce Development Board                     |     |    |        |
| Oscar Gomez              | Veteran Services   |     |    |        |
| VACANT                   | Local Medical Community  |     |    |        |
| N/A                      | Local Mass Transit   |     |    |        |
| Sherry Brenner           | Citizens with Disabilities   |     |    |        |
| VACANT                   | Private Transportation Industry  |     |    |        |
| Leah Watson              | Agency for Persons with Disabilities                                       |     |    |        |

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## SECTION 1 INTRODUCTION

Chapter 427 of the Florida Statutes establishes the Florida Commission for the Transportation Disadvantaged (CTD) and directs the CTD to “accomplish the coordination of transportation services provided to the transportation disadvantaged.” In accomplishing this purpose, the CTD approves a Community Transportation Coordinator (CTC) for five years for each county of the state which is charged with arranging cost-effective, efficient, unduplicated services within its respectful service area. The Collier Metropolitan Planning Organization (MPO) is approved by the CTD, charged with creating the Local Coordinating Board (LCB) and providing technical assistance to the LCB. The LCB acts as an advisory board and such provides guidance, monitors, evaluates and supports the transportation activities of the CTC.

The Transportation Disadvantaged Service Plan (TDSP) is an annually updated tactical plan developed by the CTC and the MPO under the guidance and approval of the LCB in accordance with the requirements set out in Rule 4102, F.A.C. Chapter 427, F.S., requires each County to develop a Transportation Disadvantaged Service Plan (TDSP) for the Transportation Disadvantaged program, with a Major Update every five years, at a minimum. This 2020 Minor Update is outlined to meet the requirements established by the State of Florida that require each county to develop a TDSP. The 1979 Florida Legislature passed the Transportation Services Act, Chapter 427, Florida Statutes (F.S.), which called for the coordination at the County level of all Federal and State expenditures for the "transportation disadvantaged."

The CTD Guidelines for TDSP Amendments and Updates mandates that only the following components of the Plan are updated annually:

- 1) Previous TDSP Review Letter
- 2) Needs Assessment
- 3) Goals, Objectives and Strategies
  - a) Ensure that objectives indicate an implementation date/accomplishment date.
  - b) Note deficiencies & corrective actions.
  - c) Note service improvements or expansions.
  - d) Section should be logical and mirror the format from the previous year.
- 4) Implementation Plan

- a) Transportation Disadvantaged Improvement Plan (TDIP) should cite progress, setbacks, adherence to schedules.
- b) Implementation schedule revisions as necessary.
- 5) Cost / Revenue Allocation and Rate Structure Justification
  - a) Review current and updated projected expenses, revenues and levels of service and make adjustments accordingly. A new Service Rates Summary page as well as Rate Model Worksheets must be submitted.

The CTD Guidelines for TDSP Amendments and Updates also provide an option for the update of the following components of the Plan:

#### 1) DEVELOPMENT PLAN

- a) Organization Chart updated as necessary.
- b) LCB certification page (members, agencies, alternates and term) to include any changes as previously submitted in TDSP or updates.
- c) Any significant changes to major trip generators/attractors that have significantly altered service delivery.

#### 2) SERVICE PLAN

- a) Changes in types or hours of service
- b) Significant changes in system policies (priorities, eligibility criteria, etc.)
- c) New service innovations or cancellation of services
- d) Changes in operators/coordination contractors
- e) Changes in vehicle inventory
- f) System Safety Program Plan (SSPP) certification if expired and renewed.
- g) Include new acceptable alternatives
- h) Changes in narrative for adoption of new service standards
- i) Changes to the Grievance and Evaluation process

#### 3) QUALITY ASSURANCE

The TDSP is used by the Community Transportation Coordinator (CTC) and the LCB to maintain and/or improve transportation services for the transportation disadvantaged and to serve as a framework for performance evaluation.

For the purposes of this minor update, the mandatory components will be updated. No additional optional updates are included in this document.

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## SECTION 2

### MANDATORY TDSP REQUIREMENTS

As previously noted, CTD Guidelines for Transportation Disadvantaged Service Plan (TDSP) Amendments and Updates require certain elements be updated annually. This section of the document will address those mandated components and provide applicable updated information.

#### 1. Previous TDSP Review Letter

The CTD Guidelines require that all items cited as deficient or inadequate and needing follow-up as part of the prior TDSP Review should be addressed in the update. To date, there were no TDSP reviews that indicate deficiencies.

#### 2. Needs Assessment

The purpose of this section is to assess the transportation needs and demands for individuals with disabilities, elderly, low income and high risk and at-risk children. This section attempts to identify any gaps in transportation services that are needed in the service area. The section also provides a quantitative transportation needs profile for the applicable TD populations and indicates unmet need for transportation in the Collier County service area.

The Collier County TD population is discussed in Section 4 (Updated Tables and Statistics) of this document. According to the Bureau of Economic and Business Research, the population of Collier County will increase by more than 15 percent between 2017 and 2025 from an estimated population of 357,470 to a projected population of 413,700. As compared to the average of other Florida counties, Collier County also has approximately 10 percent more residents ages 65 years and older (with a corresponding rate of disabilities). These conditions are key indicators of transit/paratransit use, as are automobile availability, income, traffic, urban growth and land use/site planning. All of these factors contribute to the need for public transit in Collier County.

With the population increases and the demographic characteristics of the current population, the potential annual demand for transportation disadvantaged services are estimated to increase by approximately 300,000 annual trips over the next five years (from 3,471,799 in 2020 to 3,789,789 in 2025) as described in the TD population forecasting section.



Historically, public transportation funding in Collier County has remained relatively constant and while there are no firm future commitments from its funding partners CAT anticipates it will be able to maintain existing levels of service with only minor planning and capital improvements possible.

Following input received from public, private, human service and nonprofit transportation providers and general public stakeholders, projects that would directly benefit the transportation disadvantaged have been identified as priorities if additional funding becomes available are shown below. Additional details on estimated project costs and associated initiatives are described in the implementation schedule section of this report.

- 1) Secure funds necessary for vehicle replacement and expansion
- 2) Enhance accessibility to bus stops to meet Americans with Disabilities Act (ADA) requirements.
- 3) Construct bus shelters & amenities (bike rack, bench, trash can, etc.)
- 4) Extend Service Hours on existing routes
- 5) Reduce headways on select routes
- 6) Implement new Collier County Lee/Collier Inter-county Connection

The CTD recommends a tool developed for the CTD in 2015 that utilizes data from a variety of the most currently available sources to predict demand into the future. Data from the U.S. Census Bureau's American Community Survey (ACS) and the Survey of Income and Projection Participation (SIPP), The Bureau of Economic and Business Research (BEBR) County Population Projections, and the National Household Travel Survey and fixed route bus coverage are examples of data utilized. These sources are helpful in capturing economic trends, population growth, and the changing in demographic composition of the population such as aging baby boomers and associated increases in disability. This tool was used for the development of TD population forecasts in the 2018 TDSP Major Update adopted by the LCB on October 24, 2018. The data prepared in the TDSP Major Update indicates that the Collier County forecast of TD population in 2020 is 160,502. This includes all disabled, elderly and low-income persons and children who are "high-risk" or "at-risk". These population groups are further refined to identify the "Critical Need TD" population. This population includes individuals who, due to severe physical limitations or low incomes, are unable to transport themselves or purchase transportation, and are dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life sustaining activities. The Critical Need TD Population for 2020 is forecasted to be 17,675.

## Barriers to Coordination

Similar to other agencies across the state and across the nation, limited resources (both personnel and financial) pose significant challenges to transportation providers. In Collier County, the large size and diversity of the County further exasperates these challenges.

The lack of affordable housing in close proximity to employment opportunities and other essential services results in Collier County results in the need for more geographically dispersed and more costly public transportation services. Transportation providers must strike a careful balance between implementing enhancements to core services which are often more financially productive versus providing life sustaining services for the transportation disadvantaged who often live in different political jurisdictions outside core service areas.

A myriad of stakeholder organizations have a vested interest in ensuring the County's economic vitality of which mobility is a critical element, but these organizations may sometimes have competing interests resulting in stiff competition for scarce resources which have remained relatively constant in recent years. The transportation needs of the agricultural industry, for example, are significantly different than hospitality industry needs to ensure mobility for tourists, but also staff transportation needs, and the needs of social service agencies, and agencies that serve persons with disabilities, are very different than the service needs of those employed in education.

### 3. Goals, Objectives and Strategies

A review of the 2018 TDSP Major Update's goals, objectives, and strategies was conducted and no changes are recommended at this time. They are included in this report for ease of reference and are as follows:

The mission of the Collier County Local Coordinating Board is:

***To carry out a coordinated and comprehensive approach to planning, developing, and providing transportation services that meet the needs of transportation disadvantaged persons.***

CAT's mission is:

***Collier Area Transit is committed to providing safe, accessible, and courteous public transportation services to our customers.***

The mission of the newly rebranded CAT Connect (formerly known as Collier Area Paratransit) is to:

***Identify and safely meet the transportation needs of Collier County, through a courteous, dependable, cost effective and environmentally sound team commitment.***

The following goals and objectives have been adopted to further the missions above.

**GOAL 1: Implement a fully coordinated transportation system.**

**Objective 1.1**

Maximize coordination with public, private, and human service agencies, and other transportation operators.

**Objective 1.2**

Coordinate with other counties and FDOT to evaluate and implement mutually beneficial transportation services such as expansion of cross-county connections.

**Objective 1.3**

Explore efforts to increase effective use of transportation services, including providing alternative transportation sources and public education about those options.

**Strategy 1.1.1**

Continue coordination efforts with City and County departments to ensure inclusion of transit supportive elements in development plans and affordable housing/economic development initiatives.

**Strategy 1.1.2**

Coordinate with FDOT District One Commuter Services to complement CAT outreach efforts to major employers and to identify service expansion needs and ridesharing opportunities.

**Strategy 1.1.3**

Maintain ongoing communication with coordinated providers to assess needs and maximize access to available funding sources.

**Strategy 1.1.4**

---

Identify opportunities to educate and inform parents and school districts about the availability of transportation services, particularly as it relates to the needs of at risk students.

**GOAL 2: Maximize effective transfers of individuals from paratransit to fixed route services.**

**Objective 2.1**

Coordinate with CAT's fixed route section to encourage passengers to use both systems when accessible.

**Strategy 2.1.1**

Continue to offer travel training programs targeting a minimum of three group programs per year.

**Strategy 2.1.2**

Install a minimum of ten covered ADA compliant accessible bus shelters per year.

**Strategy 2.1.3**

Utilize available communication tools and techniques as appropriate to reinforce the safety and security measures/features of the public transit system.

**Strategy 2.1.4**

Ensure the CAT Connect eligibility screening process evaluates potential fixed route opportunities and educate passengers on available options as appropriate for the individual's travel needs.

**Strategy 2.1.5**

Ensure all staff involved in service delivery receive training on customer sensitivity and etiquette techniques.

**GOAL 3: Provide an efficient and effective coordinated transportation service.**

**Objective 3.1**

Consistently provide on-time service.

**Objective 3.2**

Minimize customer service reservation/inquiry call hold times.

**Objective 3.3**

Ensure contract provider's services are well utilized, timely, effective and affordable.

**Objective 3.4**

Increase the number of passenger trips per vehicle hour.

**Objective 3.5**

Maintain or trend downward the cost per passenger trip.

**Objective 3.6**

Maintain or trend downward the cost per mile.

**Objective 3.7**

Adjust fixed route services to allow greater use by paratransit customers.

**Strategy 3.1.1**

Obtain a system to track call hold time.

**Strategy 3.1.2**

Continually measure and analyze performance standards, as a basis for evaluating quality assurance to achieve desired standards.

**Strategy 3.1.3**

Annually review paratransit origin and destination data to determine if fixed routes should be reviewed for service expansions or realignment to allow greater use by current paratransit riders.

**Strategy 3.1.4**

Identify opportunities to coordinate with dialysis centers to schedule patient treatments concurrently to allow for the provision of more efficient paratransit group trips.

**GOAL 4: Educate and market fixed route and paratransit services to current riders, the general public, agency sponsored clients, visitors, and other potential customers.**

**Objective 4.1**

Maximize the accessibility of service information including alternative delivery formats such as Braille, auditory enhanced and alternative languages.

**Objective 4.2**

Utilize the electronic dissemination of marketing and education materials, including, but not limited to the internet, e-mails, listservs, websites, etc.

**Objective 4.3**

Identify opportunities to participate in or sponsor community events to build awareness of available public transportation services.

**Objective 4.4**

Ensure that all websites and other electronic media are compliant with Section 508 of the Rehabilitation Act, as amended in 1998. Under Section 508 of the Rehabilitation Act, 29 U.S.C. 794d, agencies must give persons with disabilities, employees and members of the public access to information that is comparable to the access available to others. This includes access to electronic and information technology applications.

**Strategy 4.1.1**

Continue active involvement in outreach activities, which may include but are not limited to: “Dump the Pump” Day, Mobility Week, the library system’s Mail-a-Book promotion and local job fairs.

**Strategy 4.1.2**

Participate in Lighthouse for the Blind and Immokalee’s travel training programs and other training opportunities identified by CAT.

**Strategy 4.1.3**

Provide a current “Rider’s Guide” to paratransit patrons covering ADA and TD services. Produce the guide in alternative formats and alternative languages that may be needed to comply with “safe harbor” provisions as identified in CAT’s next Title VI update.

**GOAL 5: Operate a safe transportation system.****Objective 5.1**

Ensure that services are provided in a safe and secure manner in accordance with the CTD and FDOT standards and recommendations.

**Objective 5.2**

Ensure consistency and compliance with Chapter 14-90, Florida Administrative Code.



**Objective 5.3**

Ensure consistency and compliance with the 49 CFR Part 655, Federal Transit Administration Prevention of Alcohol Misuse and Prohibited Drug use in Transit Operations including the adopted Substance Abuse Policy and policy statements.

**Objective 5.4**

Ensure consistency and compliance to 49 CFR Part 40, Procedures for Transportation Workplace Drug and Alcohol Testing Programs.

**Objective 5.5**

Ensure consistency and compliance of FTA covered contractors to 49 CFR Part 655, Federal Transit Administration Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations.

**Objective 5.6**

Ensure consistency and compliance with any local drug and alcohol service standards.

**Objective 5.7**

Ensure consistency and compliance with the annually updated System Safety Program Plan and Security Program Plan.

**Objective 5.8**

Ensure consistency and compliance of an accident/incident procedure as part of the bus system safety program.

**Objective 5.9**

Ensure that new bus stops are readily accessible to persons with disabilities and meet ADA Accessibility Guidelines (ADAAG) compliance requirements.

**Strategy 5.1.1**

Continually review accident/incident data to identify trends that may need to be addressed through training or procedural changes.

**Strategy 5.1.2**

Review and monitor Operator training program to ensure inclusion of consistent boarding techniques for passengers.

**Strategy 5.1.3**

Conduct periodic bus stop inventories to ensure accessibility and the availability of sidewalks.

**Strategy 5.1.4**

Coordinate with FDOT and Collier County Transportation Planning to evaluate potential bus stop improvements that can be made in conjunction with roadway improvements.

**GOAL 6: Provide quality transportation services.****Objective 6.1**

Maintain the accountability of transportation service providers through the coordinator Quarterly Reports.

**Objective 6.2**

Adjust or expand service fixed route services to allow greater use by current paratransit riders.

**Objective 6.3**

Evaluate customer input to ensure high quality services are provided.

**Strategy 6.1.1**

Continuously review ridership trends and origin/destination data to determine necessary service enhancements.

**Strategy 6.1.2**

Periodically conduct fixed route and paratransit customer surveys.

**Strategy 6.1.3**

Conduct immediate follow-up on any complaint or concern identified in customer surveys or phone inquiries.

**GOAL 7: Secure funding necessary to meet above stated goals.****Objective 7.1**

Explore all potential funding sources to address capital and operating needs.

**Objective 7.2**

Maximize efficiency of utilization of all current state, federal and local resources.

**Objective 7.3**

Coordinate with all public, quasi-public, and non-profit entities in order to maximize all potential funding opportunities for public transportation services in Collier and Lee Counties.

**Objective 7.4**

Identify and pursue opportunities for establishing and coordinating privately sponsored public transportation services in meeting local transit needs.

**Strategy 7.1.1**

Acquire new and upgraded paratransit vehicles and equipment necessary to maintain existing services and allow for expansion as needed.

**Strategy 7.1.2**

Coordinate with Commuter Services to build awareness of existing services and identify potential new partnership opportunities with major employers.

**4. Implementation Schedule**

CTD Guidelines require that the three-year Transportation Disadvantaged Improvement Plan (TDIP) should cite progress, setbacks, and adherence to schedules noted in the prior year TDSP, including all necessary revisions to the Implementation schedule. **Table 1** reflects the applicable updates/status of the elements in the implementation plan. Table 2 reflects the elements of the implementation plan for future years.

**Table 1**  
**Implementation Schedule FY 2018-2019 Status Update**

| Major Strategies/Activities   | Responsible Parties              | Estimated Cost (If Known)               | Status Update/Comment  |
|---|----------------------------------|---|--|
| Maintain existing service   | CAT                              | \$11,059,543<br>(Capital and Operating) | Ongoing, service has been maintained status quo.   |
| Continue coordination efforts to ensure transit supportive elements in development plans  | CAT, Local Gov, FDOT, Developers | CAT Staff Resources                     | Ongoing  |
| Coordinate with FDOT District 1 Commuter Services   | CAT, FDOT                        | CAT Staff Resources                     | Ongoing, CAT coordinates with commuter services regularly and partners for events periodically.  |
| Maintain ongoing communications with coordinated providers to asses needs and maximize access to funding.   | CAT, Coordinated Providers       | CAT Staff Resources                     | Ongoing  |
| Identify opportunities to inform schools/parents about available CAT services   | CAT                              | CAT Staff Resources                     | Ongoing, Marketing staff member provides informational presentation on the services provided by CAT.   |
| Conduct a minimum of three group travel training programs per year  | CAT                              | CAT Staff Resources                     | Ongoing, Travel Training have been conducted to provide the public with information and know how on utilizing the fixed route system.  |
| Educate CAT Connect passengers about fixed route options as appropriate   | CAT                              | CAT Staff Resources                     | Events that have been conducted for Connect passengers also include information on fixed route services.   |
| Ensure staff involved in service delivery receive training on sensitivity and etiquette   | CAT, Contract Providers          | CAT Staff Resources                     | Operators and Staff members regularly participate in ADA sensitivity and customer service training.  |
| Maintain or improve CAT Connect performance measures from FY 2017 baseline:<br>•Cost per passenger trip \$40.21<br>•Accidents per 100,000 vehicle miles 1.33<br>•On-time performance 90%<br>•Vehicle miles between road calls 79,473<br>•Cost per mile \$3.42 | CAT, Contract Providers          | CAT Staff Resources                     | <ul style="list-style-type: none"> <li>•Cost per passenger trip \$49.48</li> <li>•Accidents per 100,000 vehicle miles 1.03</li> <li>•On-time performance 90%</li> <li>•Vehicle miles between road calls 19,179</li> <li>•Cost per mile \$2.62</li> </ul> |
| Review CAT Connect origin and destination data and adjust fixed route accordingly   | CAT                              | CAT Staff Resources                     | Ongoing  |
| Identify opportunities to coordinate with dialysis centers for potential scheduling efficiencies  | CAT                              | CAT Staff Resources                     | Ongoing, communication with centers are conducted regularly to review efficiencies.  |
| Conduct outreach and participate in community partner initiatives   | CAT, Partner Agencies            | CAT Staff Resources                     | CAT Regularly participates in community initiatives  |

| Major Strategies/Activities  | Responsible Parties              | Estimated Cost (If Known)             | Status Update/Comment   |
|--|----------------------------------|---------------------------------------|---|
| <i>Conduct travel training in cooperation with community partners</i>  | <i>CAT Partner Agencies</i>      | <i>CAT Staff Resources</i>            | <i>Ongoing</i>  |
| <i>Review accident/incident data to identify trends that can be addressed with additional training or procedural changes</i> | <i>CAT, Contracted Providers</i> | <i>CAT Staff Resources</i>            | <i>Accidents and Incidents are reviewed monthly and evaluated for trends.</i>                                     |
| <i>Monitor operator training to ensure consistent boarding techniques</i>  | <i>CAT, Contracted Providers</i> | <i>CAT Staff Resources</i>            | <i>County Staff participates in random training sessions to evaluate the consistent message and techniques.</i>   |
| <i>Conduct bus stop inventories to ensure accessibility</i>  | <i>CAT, Contracted Providers</i> | <i>CAT Staff Resources</i>            | <i>Ongoing</i>  |
| <i>Coordinate with FDOT/Collier County Transportation Planning to evaluate potential bus stop improvements</i>               | <i>CAT, FDOT, Collier County</i> | <i>CAT Staff Resources</i>            | <i>Ongoing</i>  |
| <i>Review ridership trends and O&amp;D information to determine potential service enhancements</i>                           | <i>CAT</i>                       | <i>CAT Staff Resources</i>            | <i>Ongoing</i>  |
| <i>Conduct periodic fixed route and paratransit surveys</i>  | <i>CAT</i>                       | <i>CAT Staff Resources</i>            | <i>Ongoing</i>  |
| <i>Conduct immediate follow up on customer complaints and inquiries</i>  | <i>CAT</i>                       | <i>CAT Staff Resources</i>            | <i>Ongoing</i>  |
| <i>Install a minimum of 10 ADA compliant bus shelters per year and associated amenities</i>                                  | <i>CAT, Funding Partners</i>     | <i>Included in status quo budget</i>  | <i>8 Bus stop improvements were completed in FY18. 2 Bus stop improvements awaiting easements for completion.</i> |
| <i>Develop/Procure new phone system to enhance customer service</i>  | <i>CAT, Funding Partners</i>     |                                       | <i>Collier County is going through a county wide procurement to enhance the phone system.</i>                     |
| <i>Acquire new vehicles and equipment to allow for replacement and expansion as needed based on available resources</i>      | <i>CAT</i>                       |                                       | <i>Ongoing</i>  |
| <b>Unfunded Priorities</b>   |                                  |                                       |   |
| <i>Enhance bus stop accessibility to meet ADA requirements</i>   | <i>CAT, Funding Partners</i>     | <i>\$500,000</i>                      |   |
| <i>Enhance Fixed Route Services (frequency) on Routes 11, 12, 13,15, and 17</i>  | <i>CAT, Funding Partners</i>     | <i>\$2,034,230 (excludes capital)</i> |   |
| <i>Enhance fixed route services (span) to one additional trip Mon-Sun on existing routes</i>                                 | <i>CAT, Funding Partners</i>     | <i>\$780,000</i>                      |   |
| <i>Implement new fixed route (Collier/Lee Inter-county)</i>  | <i>CAT, Funding Partners</i>     | <i>\$370,000 (excludes capital)</i>   |   |

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**Table 2**  
**Implementation Schedule**

| Schedule                        | Major Strategies/Activities   | Responsible Parties              | Estimated Cost (If Known)            |
|---------------------------------|---|----------------------------------|--------------------------------------|
| <b>Maintain Existing System</b> |   |                                  |                                      |
| FY 2019-2020                    | Maintain existing service   | CAT                              | \$11,895,058 (Capital and Operating) |
| Ongoing                         | Continue coordination efforts to ensure transit supportive elements in development plans                              | CAT, Local Gov, FDOT, Developers | CAT Staff Resources                  |
| Ongoing                         | Coordinate with FDOT District 1 Commuter Services   | CAT, FDOT                        | CAT Staff Resources                  |
| Ongoing                         | Maintain ongoing communications with coordinated providers to assess needs and maximize access to funding.            | CAT, Coordinated Providers       | CAT Staff Resources                  |
| Ongoing                         | Identify opportunities to inform schools/parents about available CAT services   | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct a minimum of three group travel training programs per year  | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Educate CAT Connect passengers about fixed route options as appropriate   | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Ensure staff involved in service delivery receive training on sensitivity and etiquette                               | CAT, Contract Providers          | CAT Staff Resources                  |
| Ongoing                         | Maintain or improve CAT Connect performance measures from prior FY  | CAT, Contract Providers          | CAT Staff Resources                  |
| Ongoing                         | Review CAT Connect origin and destination data and adjust fixed route accordingly                                     | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Identify opportunities to coordinate with dialysis centers for potential scheduling efficiencies                      | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct outreach and participate in community partner initiatives   | CAT, Partner Agencies            | CAT Staff Resources                  |
| Ongoing                         | Conduct travel training in cooperation with community partner   | CAT Partner Agencies             | CAT Staff Resources                  |
| Ongoing                         | Review accident/incident data to identify trends that can be addressed with additional training or procedural changes | CAT, Contracted Providers        | CAT Staff Resources                  |
| Ongoing                         | Monitor operator training to ensure consistent boarding techniques  | CAT, Contracted Providers        | CAT Staff Resources                  |
| Ongoing                         | Conduct bus stop inventories to ensure accessibility  | CAT, Contracted Providers        | CAT Staff Resources                  |
| Ongoing                         | Coordinate with FDOT/Collier County Transportation Planning to evaluate potential bus stop improvements               | CAT, FDOT, Collier County        | CAT Staff Resources                  |
| Ongoing                         | Review ridership trends and O&D information to determine potential service enhancements                               | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct periodic fixed route and paratransit surveys  | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct immediate follow up on customer complaints and inquiries  | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Install a minimum of 10 ADA compliant bus shelters per year and associated amenities                                  | CAT, Funding Partners            | Included in status quo budget        |
| Ongoing                         | Acquire new vehicles and equipment to allow for replacement and expansion as needed based on available resources      | CAT                              |                                      |
| <b>Unfunded Priorities</b>      |   |                                  |                                      |
|                                 | Enhance bus stop accessibility to meet ADA requirements   | CAT, Funding Partners            | \$500,000                            |
|                                 | Enhance Fixed Route Services (frequency) on Routes 11, 12, 13,15, and 17  | CAT, Funding Partners            | \$2,034,230 (excludes capital)       |
|                                 | Enhance fixed route services (span) to one additional trip Mon-Sun on existing routes                                 | CAT, Funding Partners            | \$780,000                            |
|                                 | Implement new fixed route (Collier/Lee Inter-county)  | CAT, Funding Partners            | \$370,000 (excludes capital)         |

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| Schedule                        | Major Strategies/Activities   | Responsible Parties              | Estimated Cost (If Known)            |
|---------------------------------|---|----------------------------------|--------------------------------------|
| <b>Maintain Existing System</b> |   |                                  |                                      |
| FY 2020-2021                    | Maintain existing service   | CAT                              | \$10,865,454 (Capital and Operating) |
| Ongoing                         | Continue coordination efforts to ensure transit supportive elements in development plans                              | CAT, Local Gov, FDOT, Developers | CAT Staff Resources                  |
| Ongoing                         | Coordinate with FDOT District 1 Commuter Services   | CAT, FDOT                        | CAT Staff Resources                  |
| Ongoing                         | Maintain ongoing communications with coordinated providers to assess needs and maximize access to funding.            | CAT, Coordinated Providers       | CAT Staff Resources                  |
| Ongoing                         | Identify opportunities to inform schools/parents about available CAT services   | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct a minimum of three group travel training programs per year  | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Educate CAT Connect passengers about fixed route options as appropriate   | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Ensure staff involved in service delivery receive training on sensitivity and etiquette                               | CAT, Contract Providers          | CAT Staff Resources                  |
| Ongoing                         | Maintain or improve CAT Connect performance measures from prior FY  | CAT, Contract Providers          | CAT Staff Resources                  |
| Ongoing                         | Review CAT Connect origin and destination data and adjust fixed route accordingly                                     | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Identify opportunities to coordinate with dialysis centers for potential scheduling efficiencies                      | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct outreach and participate in community partner initiatives   | CAT, Partner Agencies            | CAT Staff Resources                  |
| Ongoing                         | Conduct travel training in cooperation with community partner   | CAT Partner Agencies             | CAT Staff Resources                  |
| Ongoing                         | Review accident/incident data to identify trends that can be addressed with additional training or procedural changes | CAT, Contracted Providers        | CAT Staff Resources                  |
| Ongoing                         | Monitor operator training to ensure consistent boarding techniques  | CAT, Contracted Providers        | CAT Staff Resources                  |
| Ongoing                         | Conduct bus stop inventories to ensure accessibility  | CAT, Contracted Providers        | CAT Staff Resources                  |
| Ongoing                         | Coordinate with FDOT/Collier County Transportation Planning to evaluate potential bus stop improvements               | CAT, FDOT, Collier County        | CAT Staff Resources                  |
| Ongoing                         | Review ridership trends and O&D information to determine potential service enhancements                               | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct periodic fixed route and paratransit surveys  | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct immediate follow up on customer complaints and inquiries  | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Install a minimum of 10 ADA compliant bus shelters per year and associated amenities                                  | CAT, Funding Partners            | Included in status quo budget        |
| Ongoing                         | Acquire new vehicles and equipment to allow for replacement and expansion as needed based on available resources      | CAT                              |                                      |
| <b>Unfunded Priorities</b>      |   |                                  |                                      |
|                                 | Enhance bus stop accessibility to meet ADA requirements   | CAT, Funding Partners            | \$500,000                            |
|                                 | Enhance Fixed Route Services (frequency) on Routes 11, 12, 13,15, and 17  | CAT, Funding Partners            | \$2,034,230 (excludes capital)       |
|                                 | Enhance fixed route services (span) to one additional trip Mon-Sun on existing routes                                 | CAT, Funding Partners            | \$780,000                            |
|                                 | Implement new fixed route (Collier/Lee Inter-county)  | CAT, Funding Partners            | \$370,000 (excludes capital)         |

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| Schedule                        | Major Strategies/Activities   | Responsible Parties              | Estimated Cost (If Known)            |
|---------------------------------|---|----------------------------------|--------------------------------------|
| <b>Maintain Existing System</b> |   |                                  |                                      |
| FY 2022-2023                    | Maintain existing service   | CAT                              | \$14,201,503 (Capital and Operating) |
| Ongoing                         | Continue coordination efforts to ensure transit supportive elements in development plans                              | CAT, Local Gov, FDOT, Developers | CAT Staff Resources                  |
| Ongoing                         | Coordinate with FDOT District 1 Commuter Services   | CAT, FDOT                        | CAT Staff Resources                  |
| Ongoing                         | Maintain ongoing communications with coordinated providers to assess needs and maximize access to funding.            | CAT, Coordinated Providers       | CAT Staff Resources                  |
| Ongoing                         | Identify opportunities to inform schools/parents about available CAT services   | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct a minimum of three group travel training programs per year  | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Educate CAT Connect passengers about fixed route options as appropriate   | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Ensure staff involved in service delivery receive training on sensitivity and etiquette                               | CAT, Contract Providers          | CAT Staff Resources                  |
| Ongoing                         | Maintain or improve CAT Connect performance measures from prior FY  | CAT, Contract Providers          | CAT Staff Resources                  |
| Ongoing                         | Review CAT Connect origin and destination data and adjust fixed route accordingly                                     | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Identify opportunities to coordinate with dialysis centers for potential scheduling efficiencies                      | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct outreach and participate in community partner initiatives   | CAT, Partner Agencies            | CAT Staff Resources                  |
| Ongoing                         | Conduct travel training in cooperation with community partner   | CAT Partner Agencies             | CAT Staff Resources                  |
| Ongoing                         | Review accident/incident data to identify trends that can be addressed with additional training or procedural changes | CAT, Contracted Providers        | CAT Staff Resources                  |
| Ongoing                         | Monitor operator training to ensure consistent boarding techniques  | CAT, Contracted Providers        | CAT Staff Resources                  |
| Ongoing                         | Conduct bus stop inventories to ensure accessibility  | CAT, Contracted Providers        | CAT Staff Resources                  |
| Ongoing                         | Coordinate with FDOT/Collier County Transportation Planning to evaluate potential bus stop improvements               | CAT, FDOT, Collier County        | CAT Staff Resources                  |
| Ongoing                         | Review ridership trends and O&D information to determine potential service enhancements                               | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct periodic fixed route and paratransit surveys  | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Conduct immediate follow up on customer complaints and inquiries  | CAT                              | CAT Staff Resources                  |
| Ongoing                         | Install a minimum of 10 ADA compliant bus shelters per year and associated amenities                                  | CAT, Funding Partners            | Included in status quo budget        |
| Ongoing                         | Acquire new vehicles and equipment to allow for replacement and expansion as needed based on available resources      | CAT                              |                                      |
| <b>Unfunded Priorities</b>      |   |                                  |                                      |
|                                 | Enhance bus stop accessibility to meet ADA requirements   | CAT, Funding Partners            | \$500,000                            |
|                                 | Enhance Fixed Route Services (frequency) on Routes 11, 12, 13,15, and 17  | CAT, Funding Partners            | \$2,142,638 (excludes capital)       |
|                                 | Enhance fixed route services (span) to one additional trip Mon-Sun on existing routes                                 | CAT, Funding Partners            | \$821,568                            |
|                                 | Implement new fixed route (Collier/Lee Inter-county)  | CAT, Funding Partners            | \$389,718 (excludes capital)         |

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## 2) COST / REVENUE ALLOCATION AND RATE STRUCTURE JUSTIFICATION

CTD Guidelines state that TDSP Updates/Amendments should include a complete explanation for any rate changes or new service changes. The explanation should include a discussion of the review process as well as detail of LCB involvement and approval. A new summary rate sheet should be presented if there are any changes.

In March 2020, the Collier MPO's Local Coordinating Board approved the service rates shown in Table 3 below utilizing the Florida Commission for the Transportation Disadvantaged 2019 Rate Calculation Worksheet. The Rate Calculation Model is a tool utilized by the CTD to standardize the comparison and approval of rates paid to coordinators throughout the State of Florida. The detailed Rate Model worksheets are included in Appendix C.

## 3) COST REVENUE ALLOCATION

The rate structure is based on the type of trip (i.e. ambulatory, ambulatory group, wheelchair, etc.) in the service area.

**Table 3: CTD Calculated Rates – FY 2020/2021 CTD Rate Model**

| <b>CTD Calculated Rates – FY 2020/2021 CTD Rate Model</b><br><b>Effective Date: 04/4/2020</b>  |         |
|--|---------|
| Ambulatory Trip  | \$36.24 |
| Wheelchair Trip  | \$62.13 |
| Group Trip- Individual   | \$25.87 |
| Group Trip - Group   | \$36.26 |
| Bus Pass (daily-full fare)   | \$3.00  |
| Bus Pass (daily-reduced fare)  | \$1.50  |
| Bus Pass (15 day-full fare)  | \$20.00 |
| Bus Pass (15 day-reduced fare)   | \$10.00 |
| Bus Pass (monthly-full fare)   | \$40.00 |
| Bus Pass (monthly-reduced fare)  | \$20.00 |
| Marco Express (monthly-full fare)  | \$70.00 |
| Marco Express (monthly-reduced fare)   | \$35.00 |
| <b>Sources: <u>Service Rates, Commission for the Transportation Disadvantaged, TD Rate Model, Adopted March 4, 2020, Public Transit and Neighborhood Enhancement Department, 2020.</u></b> |         |

During 2018, Collier County conducted an extensive fare structure evaluation to analyze potential fixed route and paratransit fare changes, assess potential ridership and revenue impacts, minimize adverse impacts to low income and minority persons and identify fare policy recommendations. The fare study involved a public outreach campaign involving rider intercept surveys, public workshops, and the involvement of the County's Public Transit Advisory Committee. Based on the input received, the majority (77%) of bus riders would support a fare increase if revenue is used to improve service frequency and availability or to access new locations. Fifty percent of ADA riders supported a \$0.50 fare increase and 56% of TD riders supported a fare increase of \$0.25. At the June 12, 2018 Board of County Commissioner's Meeting a resolution was adopted to implement the following fare structure changes effective October 1, 2018. The effective date for student discount programs is June 12, 2018. Table 4 below and Table 5, on the following page, displays CAT's current fare policy.

**Table 4**  
**Current Adopted Collier Area Paratransit Fare Structures**

|  | Fare Structure Approved by the BCC effective 10/1/18 |
|--|--|
| ADA fare – At or above Poverty Level         | \$3.00/\$1.00  |
| ADA & TD fare - Under Poverty Level          | \$1.00   |
| TD fare - 101% to 150% of Poverty Level      | \$3.00   |
| TD fare - 151% or higher above poverty level | \$4.00   |

**Table 5**  
**Current Collier County Adopted Fare Structure**

| Service Category  | Base Fare   | *Reduced Fare      |
|---|---|--------------------|
| CAT full-fare one-way ticket  | \$2.00  | \$1.00             |
| CAT Children 5 Years of Age and Younger   | Free  | Free               |
| CAT Transfers   | Free Up to 90 Min.  | Free Up to 90 Min. |
| CAT Day Pass  | \$3.00  | \$1.50             |
| CAT Marco Express One-way Fare  | \$3.00  | \$1.50             |
| <b>Smart Card Passes</b>  |   |                    |
| 15-Day Pass   | \$20.00   | \$10.00            |
| 30-Day Pass   | \$40.00   | \$20.00            |
| Marco Express 30-Day Pass   | \$70.00   | \$35.00            |
| <b>Smart Card Media Fees</b>  |   |                    |
| Smart Card Replacement Without Registration   | \$2.00  | \$2.00             |
| Smart Card Registration   | \$3.00  | \$3.00             |
| Smart Card Replacement With Registration  | \$1.00  | \$1.00             |
| <b>Discount Passes</b>  |   | <b>Cost</b>        |
| Summer Paw Pass (Valid June 1-August 31) for Students Age 17 and Under<br>(Cost includes Smart Card)  |   | \$30.00            |
| 30-Day Corporate Pass (300+ Employees)  |   | \$29.75/Month      |
| <p>*Reduced fares are for members of Medicare, Disabled community, those 65 years and older and children 17 and under; high school &amp; college students and active/retired military personnel. ID required. This fare would also apply to the subcontracted transportation provider with the Florida Commission for the Transportation Disadvantaged that provides transportation services under the non-emergency transportation Medicaid Contract for Collier County.</p> |   |                    |
| <b>Promotional Fares</b>  |   |                    |
| Events  | Occurrence  | Fare               |
| Try Transit Day   | Annual as designated by the Board   | Free               |
| Transit Anniversary   | As Designated by the PTNE Director  | Free               |
| Special Events  | Up to 5 events annually (Staff may distribute fare media up to specified value) | \$200/Event        |

*Resolution 2018-104 was adopted by the Board of County Commissioners on June 12, 2018, which modified the fixed route fares effective October 1, 2018.*

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## **QUALITY ASSURANCE**

In accordance with the CTD's Guidelines the service standards established in the TDSP were reviewed. The Medicaid Grievance Process was developed and is included here by reference. Additionally, no changes were made to the Evaluation Process or the local Grievance Process.

## **CTC EVALUATION PROCESS**

An annual evaluation of the Collier County CTC was conducted by the LCB, for the period of 07/01/2018 through 06/30/2019, based on the Standards, Goals, and Objectives contained within the local TDSP and using the Evaluation Workbook of the CTD. A desk audit was performed using the Evaluation Workbook of the CTD, conducted site visits, surveys and paratransit rides during the winter season when there is a higher seasonal population and more traffic. The full annual CTC evaluation is provided in Appendix A.

The Collier MPO conducted the process of recommending Collier County as the CTC in 2017. The Collier County Board of County Commissioners approved Resolution 2017-210 requesting that they be re-designated as the CTC for Collier County. The LCB voted unanimously to recommend to the Collier MPO that the Collier County BCC be re-designated and approved as the CTC at their December 6, 2017 meeting. The Collier MPO Board deemed that it is in the best interest of public health, safety and welfare of Collier County that the Collier County BCC be re-designated and approved as the CTC. The MPO Board voted unanimously to approve Resolution 2017-08, recommending that the Collier County BCC be re-designated and approved as the CTC. The recommendation was submitted to the CTD and was approved at their February 13<sup>th</sup> Board meeting.



## SECTION 3

### SERVICE PLAN UPDATE

On June 03, 2020 the LCB adopted an update of the Collier County local grievance policy as follows:

#### INTRODUCTION

The Florida Commission for the Transportation Disadvantaged (CTD) requires all local systems to have written procedures for addressing/resolving complaints and grievances. The Collier County Board of County Commissioners (BCC) is the Community Transportation Coordinator for Collier County. The BCC has directed that the Collier County Public Transit and Neighborhood Enhancement Division (PTNE) oversee Collier Area Transit's Transportation Disadvantaged Program.

This document serves as the formal complaint/grievance procedure for the transportation disadvantaged program as specified by the Commission for the Transportation Disadvantaged (CTD) pursuant to Chapter 427, Florida Statute and Rule 41-2.012, Florida Administrative Code, hereinafter referred to as the Grievance Process. The following rules and procedures shall constitute the grievance process to be utilized in the coordinated community transportation disadvantaged system for Collier County.

#### SECTION 2: DEFINITIONS

2.1 As used in these rules and procedures the following words and terms shall have the meanings assigned therein. Additional program definitions can be found in Chapter 427, Florida Statutes and Rule 41-2, Florida Administrative Code.

(a) Community Transportation Coordinator (CTC): A transportation entity recommended by a Metropolitan Planning Organization (MPO), or by the appropriate designated official planning agency, as provided for in Section 427.015(1), Florida Statutes, and approved by the CTD, to ensure that coordinated transportation services are provided to serve the transportation disadvantaged population in a designated service area. The current CTC for the County is the Collier County Board of County Commissioners (BCC). The Collier MPO serves as the Designated Official Planning Agency (DOPA) in Collier County.

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(b) Transportation Disadvantaged (TD) user: Those persons, who because of physical or mental disability, income status, or age or who for other reasons are unable to transport themselves or to purchase transportation and are, therefore, dependent on others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high-risk or at-risk as defined in Section 411.202, Florida Statutes.

(c) Agency: An official, officer, commission, authority, council, committee, department, division, bureau, board, section, or any other unit or entity of the state or of a city, town, municipality, county, or other local governing body or a private nonprofit entity providing transportation services as all or part of its charter.

(d) Transportation Operator: One or more public, private for profit or private nonprofit entities engaged by the CTC to provide service to TD persons pursuant to a Transportation Disadvantaged Service Plan (TDSP).

(e) Service Complaint: Incidents that may occur on a daily basis and are reported to the CTC involved with the daily operations and are resolved within the course of a reasonable time period suitable to the complainant. Local service complaints are driven by the inability of the CTC to meet local service standards established by the CTC and LCB. All service complaints should be recorded and reported by the CTC to the LCB.

(f) Formal Grievance: A written complaint to document any concerns or an unresolved service complaint regarding the administration of TD services by the CTC, DOPA, or LCB.

(g) Administrative Meeting of the Grievance Committee Process: Chapter 120, Florida Statute.

(h) Ombudsman Program: A toll-free telephone number established and administered by the CTC to enable persons to access information and/or file complaints/grievances regarding transportation services provided under the coordinated effort of the CTC.

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## SECTION 3: OBJECTIVES

3.1 The objective of the grievance process shall be to process, investigate, and make recommendations, in a timely manner on formal written complaints/grievances that are not resolved between individual agencies/entities and the customer. It is not the objective of the grievance process to have “adjudicative” or “determinative” powers.

3.2 The CTC must provide the TD Program’s telephone number in all collateral materials regarding the reporting of complaints.

3.3 All documents pertaining to the grievance process will be made available, upon request, in a format accessible to persons with disabilities.

3.4 A written copy of the grievance procedure shall be available to anyone upon request.

3.5 Apart from this grievance process, aggrieved parties with proper standing may also have recourse through the Chapter 120, Florida Statutes Administrative Hearing Process, or the judicial court system.

## SECTION 4: THE GRIEVANCE COMMITTEE – MEMBERSHIP

4.1 The Grievance Committee shall be composed of a minimum of three Members of the LCB and shall be appointed by a majority vote by the LCB. The Chairperson, or in his/her absence the Vice Chairperson, of the LCB reserves the right to make reappointments should any conflict of interest arise.

4.2 The TD Program Administrator (MPO Staff) or designee shall be an advisory member of the Grievance Committee.

## SECTION 5: TERMS OF MEMBERS

5.1 A member of the Grievance Committee may be added or removed for cause by the LCB Chairperson, or in his /her absence, the Vice Chairperson. Vacancies in the membership of the Grievance Committee shall be filled in the same manner as the original appointments.

5.2 A minimum of three (3) Grievance Committee members shall be present for official action. Meetings shall be held at such times as the Grievance Committee may determine and/or as necessitated by formally filed grievances.

## SECTION 6: GRIEVANCE PROCESS

6.1 Grievance procedures will be those as specified by the LCB, developed from guidelines of the CTD, and approved by the LCB as set forth below. The grievance procedures are for the purpose of fact-finding and not exercising adjudicative powers. Therefore, it should be understood that these procedures are for the purpose of “hearing”, “advising” and “making recommendations” on issues affecting the service delivery and administration of the TD program in the service area.

6.2 Apart from the grievance procedures outlined below, aggrieved parties with proper standing may also have recourse through the Chapter 120, Florida Statutes Administrative Meeting of the Grievance Committee Process, the judicial court system, and the CTD.

6.3 Service Complaints: All service complaints should be recorded and reported by the CTC to the LCB. Service complaints may include but are not limited to:

- Late pick-up and/or late drop-off
- No-show by transportation operator
- No-show by client
- Client behavior
- Driver behavior
- Passenger discomfort
- Service denial (refused service to client without an explanation as to why, i.e. may not qualify, lack of TD funds, etc.)
- Other, as deemed appropriate by the LCB

6.4 Formal Grievance: The customer, in their formal complaint, should demonstrate or establish their concerns as clearly as possible. The formal grievance process shall be open to addressing concerns by any person or agency including but not limited to: users, potential users, the CTC, the DOPA, elected officials, and operators. Formal grievances may include, but are not limited to:

- 
- Chronic or reoccurring or unresolved Service Complaints (Refer to description of service complaints)
  - Violations of specific laws governing the provision of TD services i.e., Chapter 427, F.S., Rule 41-2 FAC and accompanying documents, Sunshine Law, ADA).
  - Contract disputes (Agencies/Operators)
  - Coordination disputes
  - Bidding disputes
  - Agency compliance
  - Conflicts of interest
  - Supplanting of funds
  - Billing and/or accounting procedures
  - Denial of service
  - Suspension of service
  - Unresolved safety issues
  - Other, as deemed appropriate by the LCB

6.5 All formal grievances filed must be written and contain the following:

- Name and address of the complainant
- A statement of the grounds for the grievance and supplemented by supporting documentation made in a clear and concise manner. This shall include a complete description of efforts taken by the customer to resolve the complaint.
- An explanation of the relief desired by the customer.

If the customer does not supply the above information to substantiate the grievance, no further action will be taken.

6.6 Step 1: The customer shall first contact the PTNE Division Director and the entity with which they have the grievance. The PTNE Director will attempt to mediate and resolve the grievance. The PTNE Director will render a decision in writing within 14 days. The customer may also contact the CTD Ombudsman representative through the established Helpline at 1-800-983-2435 or by mail to: Florida Commission for the Transportation Disadvantaged, 605 Suwannee Street MS-49, Tallahassee, FL 32399-0450 or by email at [www.dot.state.fl.us/ctd](http://www.dot.state.fl.us/ctd).

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Public Transit and Neighborhood Enhancement Director  
 8300 Radio Road  
 Naples, FL 34104  
 Phone: 239-252-5840  
 Email: AltTransModes@colliergov.net

6.7 Step Two: If the PTNE Director is unsuccessful at resolving the grievance through the process above, the customer may request, in writing, that their grievance be heard by the Grievance Committee. This request shall be made within ten (10) working days of receipt of the report received from the PTNE Director. The request shall be sent to the Collier MPO TD Program Administrator at:

Collier MPO  
 Attn: Josephine Medina, Senior Planner  
 2885 Horseshoe Drive South  
 Naples, FL 34104  
 (239) 252-5850  
 Josephine.Medina@colliercountyfl.gov

6.8 Step Three: Upon receipt of the written request for the grievance to be heard by the Grievance Committee, the Collier MPO TD Program Administrator shall have fifteen (15) working days to contact Grievance Committee members and set a meeting date and location. The customer and all parties involved shall be notified of the meeting of the Grievance Committee date and location at least ten (10) working days prior to the meeting date by the method requested by the customer.

6.9 Step Four: Upon conclusion of the meeting, the Grievance Committee must submit a written report of the Grievance Committee proceedings to the Chairperson, or the Vice Chairperson in his/her absence, of the LCB within ten (10) working days. The report must outline the grievance and the Grievance Committee's findings/recommendations. If the grievance is resolved through the meeting process, the grievance process will end. The final report will be forwarded to the members of the LCB. The Local Coordinating Board Grievance Committee must review all grievances and report accordingly to the full Local Coordinating Board.

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If the grievance has not been resolved as outlined in these grievance procedures, the customer may exercise their adjudicative rights, use the Administrative Hearing Process outlined in Chapter 120, Florida Statutes, or request that their grievance be heard by the CTD through the Ombudsman program established herein and the CTD's Grievance Process outlined in Section 7.

## SECTION 7: CTD GRIEVANCE PROCESS

7.1 If the LCB Grievance Process does not resolve the grievance, the customer will be informed of his/her right to file a formal grievance with the CTD. The customer may begin this process by contacting the CTD through the established Helpline at 1-800-983-2435 or by mail to: Florida Commission for the Transportation Disadvantaged, 605 Suwannee Street MS-49, Tallahassee, FL 32399-0450 or by email at [CTDOmbudsman@dot.state.fl.us](mailto:CTDOmbudsman@dot.state.fl.us) or [www.dot.state.fl.us/ctd](http://www.dot.state.fl.us/ctd). Upon request of the customer, the CTD will provide the customer with an accessible copy of the CTD's Grievance Procedures. If the CTD is unable to resolve the grievance, the customer will be referred to the Office of Administrative Appeals or other legal venues appropriate to the specific nature of the grievance. All of the steps outlined in Section 6 and Section 7(1) and (2) must be attempted in the listed order before a grievance will move to the next step. The customer should be sure to try and have as many details as possible, when filing a complaint, such as date, times, names, vehicle numbers, etc. There is an Ombudsman Program, provided by the CTD, which is available to anyone who requests assistance in resolving complaints/grievances. The Ombudsman Program may be reached through the toll free Helpline at 1-800-983-2435 or by email at [CTDOmbudsman@dot.state.fl.us](mailto:CTDOmbudsman@dot.state.fl.us) or [www.dot.state.fl.us/ctd](http://www.dot.state.fl.us/ctd). By requesting assistance of the Ombudsman Program in resolving complaints, the complaint will still follow, in order, all of the established steps listed in Sections 6 and 7 above. The Ombudsman will document each complaint and upon the request of the customer, file the complaint with the local CTC on the customer's behalf, to begin the local complaint process. If the customer has already filed the grievance locally and remains unsatisfied, the Ombudsman will assist the customer with the next step in the complaint or grievance process. The customer has the right to file a formal grievance with the Office of Administrative Appeals or other venues appropriate to the specific nature of the complaint.

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## Service Standards

In order to assess quality assurance for the delivery of transportation services, it is necessary to have established service standards and policies. The Commission for the Transportation Disadvantaged and FTA have several requirements of its transportation providers, which forms basis for the following standards and policies. These service standards and policies are the basis for the annual review of the Community Transportation Coordinator by the Local Coordinating Board.

The Program provided to users of the system will be based on the following eligibility criteria.

## Eligibility

Individuals who are interested in using the CAP services must apply through a written application process. The eligibility process can take up to twenty-one (21) calendar days to complete. A functional assessment/interview may be required as part of the eligibility process. After qualifying for service, all approved individuals are subject to recertification every three years or if there is a change in address or health condition, whichever is sooner. To receive an application please visit our website at [www.colliertransit.com](http://www.colliertransit.com), visit or call the center. CAP is intended to serve a limited group of people, specifically those who have no other means of transportation and qualify under the following sponsored programs:

**Americans with Disabilities Act (ADA):** Individuals whose physical or mental impairment prevent use of the CAT bus service (fixed route). In addition, the individual's origin and destination must be within the ADA corridor, which is defined as a service corridor that extends three-quarters ( $\frac{3}{4}$ ) of a mile on either side of CAT bus service (fixed route).

**Visitors** who are unable to utilize CAT bus service (fixed route) may be eligible to utilize paratransit services. Visitors will be required to provide proof of their visitor status, proof of their disability if it is not apparent, and certify that they are unable to use fixed route service. For more information please contact our Customer Service Department at 239-252-7272. For service beyond the 21 days, an application will be required.

**Transportation Disadvantaged (TD):** Individuals who because of a mental or physical disability, income status, or age are unable to transport themselves or to purchase transportation and are, therefore, dependent upon others to obtain access to healthcare, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped, or high risk or at risk (as defined in § 411.202). In addition, the individual's trip origin and/or destination must reside outside the ADA corridor.

**Agencies:** Individuals whose trips are funded under a negotiated agency contract.

The standards listed below are those that are required by Section 41-2.006, Florida Administrative Code and the Code of Federal Regulation.

### **Pick-Up Window**

To accommodate increased trip demand with limited resources the CTC's trip scheduling process was modified. The intent of this change was to more efficiently accommodate service demand while at the same time improve the reliability of the service. Historically, trips had been scheduled depending on the area rider was located regardless of the trip distance. The LCB in their regular December 4, 2020 meeting approved a new trip scheduling procedure that is more mileage based, as described below.

Passengers are offered "negotiated times" or options of pick up times based on vehicle availability, the distance of the trip, and passengers requested pick-up or drop-off time. These scheduling windows are dependent on the trip length of the pick-up and drop-off points. Trips lengths that are less than 9 miles will have a 60-minute scheduling window. Trips lengths that are between 9 miles to 18 miles will have a 75-minute scheduling window and trip lengths of over 18 miles will have a scheduling window of up to 120-minutes. Once the passenger accepts one of the "negotiated times" this will serve as an estimated arrival time with a 30-minute window. Medical appointments and employment must follow the "30 minutes early to zero minutes late" policy. Four (4) or more passengers dropped off and/or picked-up at the same location constitute a group trip. The CTC may negotiate special arrangements with the customer or agency, in advance, for a group trip. These special arrangements will be documented and evaluated separately for on-time performance. Every effort will be made by the CTC to keep the ride times within the service window for these trips.

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All return trips are also scheduled in advance. The pick-up process for return trips is the same as the originating trip.

## SECTION 4

### UPDATED TABLES AND STATISTICS

A number of the tables in the TDSP have been updated in an effort to evaluate the system progress. A summary of the findings is provided when there is a significant change in the activity.

### SERVICE AREA PROFILES AND DEMOGRAPHICS

#### An Overview of Collier County

Collier County is located on the west coast of Florida. It is bordered by Broward and Dade Counties to the east, Lee and Hendry Counties to the north and Monroe County to the south. As measured by land area, Collier County is the largest County in Florida and the fourth largest by total area. Naples, Everglades City and Marco Island are the County's three incorporated areas.

#### Collier County Demographics

**Table 6** below shows population estimates, growth, and density for Collier County as compared to the State of Florida. Between 2010 and 2018, Collier County's population growth was estimated to be 13.19 percent, which was approximately 3.63 percent higher as compared to Florida growth.

**Table 6**  
**Population and Population Density**

| Area   | Population<br>(2010) | Population<br>(2018 ACS 5-year<br>estimate) | Population Growth<br>(2010-18) | Land Area<br>(Sq. Miles) | Density<br>(2018)<br>(persons per<br>square mile) |
|--|----------------------|---|--------------------------------|--------------------------|---|
| Collier  | 321,520              | 363,922                                     | 13.19%                         | 2,026                    | 180   |
| Florida  | 18,801,310           | 20,598,139                                  | 9.56%                          | 53,625                   | 384   |
| <i>Source: US Census Bureau, 2010 Population Data<br/>           U.S Census Bureau, 2014-2018 American Community Survey 5-Year Estimates<br/>           U.S. Census Bureau, Census of Population and Housing. Land area is based on current information in the TIGER® database, calculated for use with Census 2010.</i> |                      |   |                                |                          |   |

## Population Age Characteristics

With one exception, the population age distribution in Collier County is somewhat similar to the State of Florida. The population ages 65 years and older is over 11 percent higher than the same age group statewide. In each of the other age group categories, the difference between the County and the State is no more than 4.7 percent as shown in Table 7.

**Table 7**  
**Population Age Distribution**

|                | Percentages of Age Cohorts (in Years) |       |       |       |       |
|----------------|---------------------------------------|-------|-------|-------|-------|
| Area           | 0-19                                  | 20-34 | 35-54 | 55-64 | 65 +  |
| Collier County | 19.6%                                 | 14.5% | 21.8% | 13.5% | 30.9% |
| Florida        | 22.5%                                 | 19.2% | 25.5% | 13.2% | 19.7% |

*Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates*

## Income Characteristics

Table 8 displays the annual household income distribution for Collier County as compared to Florida in 2018. The most significant difference in household income distribution is in the income category of households earning \$75,000 or more per year. The percentage of households in the highest income category is approximately 9.6 percent higher than the State of Florida. Households earning \$50,000 to \$74,999 is also slightly higher than the statewide average. All other income categories fall below the state average.

**Table 8**  
**Annual Household Income Distribution**

|                | Annual Household Income |                     |                     |                     |                     |           |
|----------------|-------------------------|---------------------|---------------------|---------------------|---------------------|-----------|
| Collier County | \$0 - \$9,999           | \$10,000 - \$24,999 | \$25,000 - \$34,999 | \$35,000 - \$49,999 | \$50,000 - \$74,999 | \$75,000+ |
| Percent        | 4.1%                    | 11.1%               | 9.1%                | 12.8%               | 18.5%               | 44.2%     |
| Florida        | \$0 - \$9,999           | \$10,000 - \$24,999 | \$25,000 - \$34,999 | \$35,000 - \$49,999 | \$50,000 - \$74,999 | \$75,000+ |
| Percent        | 6.8%                    | 15.2%               | 10.7%               | 14.3%               | 18.4%               | 34.6%     |

*\*Population included is 16 years or older.*

*Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates*



## Employment Characteristics

At 3.0 percent, the 2020 unemployment rate in Collier County is slightly higher than the unemployment rate across the State of Florida (2.8%) as shown in Table 9. This more than 50 percent lower than in 2013, when the unemployment rates were 7.5 percent and 8.0 percent, respectively.

**Table 9**  
**Employment Characteristics for Collier County**

| Area    | Percentage of Labor Force Unemployed |
|---------|--------------------------------------|
| Collier | 3.0%                                 |
| Florida | 2.8%                                 |

*Source: Bureau of Labor and Employment Statistics, US Department of Labor, Employment Figures for January 2020, Released March 2020.*

## Vehicle Availability

According to the Census Bureau's 5-year estimates, 5.2 percent of households in Collier County do not own vehicles while 94.8 percent have one or more vehicles available in the household. This is lower than statewide average vehicle ownership of 97.1 percent with only 2.9% of households statewide not having access to a vehicle. See Table 10.

**Table 10**  
**Vehicle Availability Distribution**

| Household Vehicle Availability |                         |  |
|--------------------------------|-------------------------|--|
| Area                           | None (Percent of Total) | One or More (Percent of Total)<br>Percent of Total |
| Collier                        | 5.2%                    | 94.8%  |
| Florida                        | 2.9%                    | 97.1%  |

*Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates*

## Travel to Work

**Table 11** compares the distribution of travel time to work for Collier County and Florida. Overall, Collier County commuters travel a shorter time to work than the average for Florida commuters. Approximately 65.9 percent of the County's commuters travel less than 30 minutes to work as compared to the state estimates of 58.2 percent. Only 11.7 percent have commutes in excess of 45 minutes as compared to 17.2 percent across Florida as shown in Table 11.

**Table 11**  
**Travel to Work – Commute Times**

| Area    | Less than 10 min | 10-19 min | 20-29 min | 30-44 min | 45-59 min | 60 + min |
|---------|------------------|-----------|-----------|-----------|-----------|----------|
| Collier | 11.6%            | 30.5%     | 23.8%     | 22.5%     | 6.4%      | 5.3%     |
| Florida | 8.9%             | 26.6%     | 22.7%     | 24.4%     | 9.1%      | 8.1%     |

*Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates*

## Mode of Travel to Work

Table 12 displays the travel mode utilized by Collier County commuters. As compared to the State of Florida, there are fewer (74.4% versus 79.4%) commuters who drive alone to work, more who carpool or vanpool to work, slightly more (2.2% versus 1.9%) who utilize public transportation for work trips and nearly a little less than 2% more who work at home.

**Table 12**  
**Mode of Travel to Work Distribution**

| Area        | Drive Alone | Carpool or Vanpool | Public Transportation | Walk | Bicycle | Other Means | Work at Home |
|-------------|-------------|--------------------|-----------------------|------|---------|-------------|--------------|
| Collier (%) | 74.4%       | 12.1%              | 2.2%                  | 1.4% | 1.0%    | 1.5%        | 7.4%         |
| Florida (%) | 79.4%       | 9.2%               | 1.9%                  | 1.4% | 0.6%    | 1.6%        | 5.8%         |

*Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates*

## Housing Classifications and Patterns

A large portion of Collier County consists of protected land so housing is generally concentrated in the western portion of the County. Due to the desirability of coastal property, land values and high housing costs pose a challenge to area employers who report difficulty hiring and retaining employees due to a lack of affordable housing in the area. A 2017 study by the Urban Land Institute reported that two out of five households in Collier County are cost burdened (pay more than 30% of income toward housing) and one out of five are severely cost burdened (pay more than 50% of income toward housing). This impacts significant number the County's employees including those in public safety, health care, education, service workers and entry/mid-level professionals. Also, of significant concern are residents who are low to moderate income seniors, and very low income (transportation disadvantaged) residents, many of whom are particularly reliant on public transportation for access to health care and other life sustaining activities.

## Educational Profiles

A number of colleges and universities are located within Collier County and in neighboring communities and are listed in **Table 13**.

**Table 13**  
**Names and Locations of Local Universities**

| Institution Name                   | Location         |
|------------------------------------|------------------|
| Ave Maria University               | Ave Maria        |
| Barry University                   | Ft. Myers        |
| Florida Gulf Coast University      | Ft. Myers        |
| Florida SouthWestern State College | Naples/Ft. Myers |
| Hodges University                  | Naples           |
| Nova Southeastern University       | Bonita Springs   |

In addition to these colleges and universities, the County is also home to a number of technical institutes and training programs. Adult and workforce education is provided through Collier County Public Schools and includes the secondary technical training schools of Lorenzo Walker Institute of Technology (LWIT) and Bethune Education Center (BEC). In addition, Immokalee Technical Institute (iTECH) is a technical training center focusing on technical education programs for high school students and adults. The center

also offers Adult Basic Education (ABE), General Education Development (GED), and adult literacy programs.

**Table 14** below displays the educational attainment of Collier County residents. The percentage of Collier residents that have less than a 9th grade education is a little less than compared to the state average, and approximately 3.3 percent more Collier residents have a bachelors, graduate or professional degree when compared to the state average.

**Table 14**  
**Educational Attainment**

|  | Collier County | Florida |
|--|----------------|---------|
| Less Than High School                  | 10.7%          | 11.5%   |
| High School or Equivalent              | 12.6%          | 14.6%   |
| Some College or Associate's Degree     | 16.8%          | 17.4%   |
| Bachelor's Degree                      | 23.5%          | 24.2%   |
| Graduate or Professional School Degree | 36.3%          | 32.3%   |

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (**Population 25 years and over**)

### TD Population Forecasts

The Paratransit Service Demand Estimation Tool serves as an aid in the development of TD population and travel demand estimates. This tool was used in the 2018 TDSP Major Update, adopted by the LCB on October 24, 2018. The tool defines two categories of TD population in the State of Florida. The first category is the "General TD" population. This includes all disabled, elderly and low-income persons and children who are "high-risk" or "at-risk". These population groups are further refined to identify the "Critical Need TD" population. This population includes individuals who, due to severe physical limitations or low incomes, are unable to transport themselves or purchase transportation, and are dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life sustaining activities. **Table 15** displays the population forecast for Collier County and the General TD Population versus the Critical Need TD Population.

**Table 15**  
**TD Population Forecast**

| Critical Need TD Population Forecast | 2016    | 2017    | 2018    | 2019    | 2020    | 2021    | 2022    | 2023    | 2024    | 2025    | 2026    |
|--------------------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| General TD Population                | 154,150 | 155,714 | 157,294 | 158,890 | 160,502 | 162,131 | 163,776 | 165,437 | 167,116 | 168,812 | 170,524 |
| Critical Need TD Population          | 16,804  | 17,017  | 17,234  | 17,453  | 17,675  | 17,899  | 18,127  | 18,357  | 18,591  | 18,827  | 19,066  |

Source: TD Population Forecast is from the 2018 TDSP Major Update adopted on October 24, 2018. Uses Bureau of Economic and Business Research population forecast and applies changes to the TD population and trip rate estimates to provide the potential demand for critical need transportation in Collier County through 2026.

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## SECTION 5 CONCLUSIONS

The large geographical size of the County in the terms of land area (2,026 square miles) causes the TD population to be spread throughout the county, creating the potential for longer trips. The large land area presents a challenge in meeting on time performance and other local standards.

The CTC must ensure that the vendors are providing the required services in accordance with the local developed standards in addition to those that are required by Section 41-2.006, Florida Administrative Code.

The paratransit system is an essential service that continues to provide mobility options to the customers of Collier County. The CTC should continue to monitor vendor operations and ensure that the vendors are providing the required services in accordance with local developed standards in addition to those that are required by Section 41-2.006, Florida Administrative Code. The CTC should continue to provide information to the Local Coordinating Board regarding performance reports and summaries of customer surveys.

It is recommended that the CTC continue to monitor on time performance, review all TDSP standards with the vendors, and provide the Local Coordinating Board information of measures being implemented to increase on time performance for all TDSP standards. Specific attention should be placed on the medical appointment and employment TDSP “30 minutes early to zero minutes late” policy.

The conclusions and recommendations of this report are intended to improvement the system as it continues to grow, mature and move forward.

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# APPENDIX A

## 2020 CTC Evaluation

### July 2018-June 2019



# ***CTC EVALUATION WORKBOOK***

Florida Commission for the



## **Transportation Disadvantaged**

**CTC BEING REVIEWED:** \_\_\_\_\_

**COUNTY (IES):** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CONTACT:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**REVIEW PERIOD:** \_\_\_\_\_ **REVIEW DATES:** \_\_\_\_\_

**PERSON CONDUCTING THE REVIEW:** \_\_\_\_\_

**CONTACT INFORMATION:** \_\_\_\_\_

**FORMATTED 2011 – 2012**

## EVALUATION INFORMATION

**An LCB review will consist of, but is not limited to the following pages:**

|         |  |
|---------|--|
| 1       | Cover Page   |
| 5 - 6   | Entrance Interview Questions   |
| 12      | Chapter 427.0155 (3) Review the CTC monitoring of contracted operators   |
| 13      | Chapter 427.0155 (4) Review TDSP to determine utilization of school buses and public transportation services   |
| 19      | Insurance  |
| 23      | Rule 41-2.011 (2) Evaluation of cost-effectiveness of Coordination Contractors and Transportation Alternatives |
| 25 - 29 | Commission Standards and Local Standards   |
| 39      | On-Site Observation  |
| 40 – 43 | Surveys  |
| 44      | Level of Cost - Worksheet 1  |
| 45- 46  | Level of Competition – Worksheet 2   |
| 47 - 48 | Level of Coordination – Worksheet 3  |

**Notes to remember:**

- The CTC should not conduct the evaluation or surveys. If the CTC is also the PA, the PA should contract with an outside source to assist the LCB during the review process.
- Attach a copy of the Annual QA Self Certification.

## ENTRANCE INTERVIEW QUESTIONS

### INTRODUCTION AND BRIEFING:

- ☐ Describe the evaluation process (LCB evaluates the CTC and forwards a copy of the evaluation to the CTD).
- ☐ The LCB reviews the CTC once every year to evaluate the operations and the performance of the local coordinator.

The LCB will be reviewing the following areas:

- ☐ Chapter 427, Rules 41-2 and 14-90, CTD Standards, and Local Standards
- ☐ Following up on the Status Report from last year and calls received from the Ombudsman program.
- ☐ Monitoring of contractors.
- ☐ Surveying riders/beneficiaries, purchasers of service, and contractors
- ☐ The LCB will issue a Review Report with the findings and recommendations to the CTC no later than 30 working days after the review has concluded.
- ☐ Once the CTC has received the Review Report, the CTC will submit a Status Report to the LCB within 30 working days.
- ☐ Give an update of Commission level activities (last meeting update and next meeting date), if needed.

### USING THE APR, COMPILE THIS INFORMATION:

#### 1. OPERATING ENVIRONMENT:

- ☐ RURAL      ☐ URBAN

#### 2. ORGANIZATION TYPE:

- ☐ PRIVATE-FOR-PROFIT
- ☐ PRIVATE NON-PROFIT
- ☐ GOVERNMENT
- ☐ TRANSPORTATION AGENCY

## 3. NETWORK TYPE:

- ☐ SOLE PROVIDER
- ☐ PARTIAL BROKERAGE
- ☐ COMPLETE BROKERAGE

## 4. NAME THE OPERATORS THAT YOUR COMPANY HAS CONTRACTS WITH:

## 5. NAME THE GROUPS THAT YOUR COMPANY HAS COORDINATION CONTRACTS WITH:

| <b>Coordination Contract Agencies</b>    |                                     |                              |                         |                         |
|--|-------------------------------------|------------------------------|-------------------------|-------------------------|
| <b>Name of Agency</b>                    | <b>Address</b>                      | <b>City, State, Zip</b>      | <b>Telephone Number</b> | <b>Contact</b>          |
| <b>Good Wheels, Inc.</b>                 | <b>10075 Bavaria Rd</b>             | <b>Fort Myers, FL, 33913</b> | <b>(239) 768-2900</b>   | <b>Alan M. Mandel</b>   |
| <b>Easter Seals Florida, Inc.</b>        | <b>8793 Tamiami Trl E Suite 111</b> | <b>Naples, FL, 34113</b>     | <b>(239) 403-0366</b>   | <b>Susan Ventura</b>    |
| <b>Sunrise Community of S.W. Florida</b> | <b>4227 Exchange Avenue</b>         | <b>Naples, FL, 34104</b>     | <b>(239) 643-5338</b>   | <b>Cassandra Beaver</b> |
|  |                                     |                              |                         |                         |
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|  |                                     |                              |                         |                         |
|  |                                     |                              |                         |                         |

6. NAME THE ORGANIZATIONS AND AGENCIES THAT PURCHASE SERVICE FROM THE CTC AND THE PERCENTAGE OF TRIPS EACH REPRESENTS?  
(Recent APR information may be used)

| Name of Agency | % of Trips | Name of Contact | Telephone Number |
|----------------|------------|-----------------|------------------|
|                |            |                 |                  |
|                |            |                 |                  |
|                |            |                 |                  |
|                |            |                 |                  |
|                |            |                 |                  |

7. REVIEW AND DISCUSS TD HELPLINE CALLS:

|                      | Number of calls | Closed Cases | Unsolved Cases |
|----------------------|-----------------|--------------|----------------|
| Cost                 |                 |              |                |
| Medicaid             |                 |              |                |
| Quality of Service   |                 |              |                |
| Service Availability |                 |              |                |
| Toll Permit          |                 |              |                |
| Other                |                 |              |                |

## COMPLIANCE WITH CHAPTER 427, F.S.

**Review the CTC contracts for compliance with 427.0155(1), F.S.**

***“Execute uniform contracts for service using a standard contract, which includes performance standards for operators.”***

ARE YOUR CONTRACTS UNIFORM? ☐ Yes ☐ No

IS THE CTD’S STANDARD CONTRACT UTILIZED? ☐ Yes ☐ No

DO THE CONTRACTS INCLUDE PERFORMANCE STANDARDS FOR THE TRANSPORTATION OPERATORS AND COORDINATION CONTRACTORS?

☐ Yes ☐ No

DO THE CONTRACTS INCLUDE THE PROPER LANGUAGE CONCERNING PAYMENT TO SUBCONTRACTORS? (Section 21.20: Payment to Subcontractors, T&E Grant, and FY)

☐ Yes ☐ No

IS THE CTC IN COMPLIANCE WITH THIS SECTION? ☐ Yes ☐ No

| Operator Name | Exp. Date | SSPP | AOR Reporting | Insurance |
|---------------|-----------|------|---------------|-----------|
|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |
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|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |

## COMPLIANCE WITH CHAPTER 427, F.S.

**Review the CTC last AOR submittal for compliance with 427. 0155(2)**  
***“Collect Annual Operating Data for submittal to the Commission.”***

### REPORTING TIMELINESS

Were the following items submitted on time?

a. Annual Operating Report ☐ Yes ☐ No

Any issues that need clarification? ☐ Yes ☐ No

Any problem areas on AOR that have been re-occurring?

List:

b. Memorandum of Agreement ☐ Yes ☐ No

c. Transportation Disadvantaged Service Plan ☐ Yes ☐ No

d. Grant Applications to TD Trust Fund ☐ Yes ☐ No

e. All other grant application (\_\_\_\_%) ☐ Yes ☐ No

IS THE CTC IN COMPLIANCE WITH THIS SECTION? ☐ Yes ☐ No

Comments:



## COMPLIANCE WITH CHAPTER 427, F.S.

**Review the CTC monitoring of its transportation operator contracts to ensure compliance with 427.0155(3), F.S.**

***“Review all transportation operator contracts annually.”***

**WHAT TYPE OF MONITORING DOES THE CTC PERFORM ON ITS OPERATOR(S) AND HOW OFTEN IS IT CONDUCTED?**

PTNE monitors the operations contractor for compliance with FTA requirements and contract compliance in the following ways: conduct bi-weekly operational meetings that include staff from Fleet Maintenance, CAT fixed route and paratransit operations, and County staff. Agendas for those meetings include topics such as safety, maintenance, ADA, customer service, operations, etc. to ensure operational efficiency. Reports are provided by the vendor as specified by the contract and reviewed by the Public Transit Manager. These reports include accident/incidents, customer service, farebox validation, drug and alcohol testing, ridership, performance measures and on-time performance. Internal Controls have been established to review driver training and pre-trip inspections. Operator inspections are conducted periodically.

Is a written report issued to the operator? ☐ Yes ☐ No

If **NO**, how are the contractors notified of the results of the monitoring?

**WHAT TYPE OF MONITORING DOES THE CTC PERFORM ON ITS COORDINATION CONTRACTORS AND HOW OFTEN IS IT CONDUCTED?**

The coordination contractors are required to provide quarterly reports of the service being performed for CTC monitoring.

If a vehicle purchased with 5310 grant funds is used to provide the service by the Coordination contractor then vehicle records are provided to the CTC to ensure appropriate maintenance. Monthly reports are provided to the CTC.

Is a written report issued? ☐ Yes ☐ No

If **NO**, how are the contractors notified of the results of the monitoring?

**WHAT ACTION IS TAKEN IF A CONTRACTOR RECEIVES AN UNFAVORABLE REPORT?**

IS THE CTC IN COMPLIANCE WITH THIS SECTION? ☐ Yes ☐ No

**ASK TO SEE DOCUMENTATION OF MONITORING REPORTS.**

## COMPLIANCE WITH CHAPTER 427, F.S.

**Review the TDSP to determine the utilization of school buses and public transportation services [Chapter 427.0155(4)]**

***“Approve and coordinate the utilization of school bus and public transportation services in accordance with the TDSP.”***

HOW IS THE CTC USING SCHOOL BUSES IN THE COORDINATED SYSTEM?

**Rule 41-2.012(5)(b):** *"As part of the Coordinator's performance, the local Coordinating Board shall also set an annual percentage goal increase for the number of trips provided within the system for ridership on public transit, where applicable. In areas where the public transit is not being utilized, the local Coordinating Board shall set an annual percentage of the number of trips to be provided on public transit."*

HOW IS THE CTC USING PUBLIC TRANSPORTATION SERVICES IN THE COORDINATED SYSTEM?

☐ N/A

IS THERE A GOAL FOR TRANSFERRING PASSENGERS FROM PARATRANSIT TO TRANSIT?

☐ Yes ☐ No

If YES, what is the goal?

Is the CTC accomplishing the goal? ☐ Yes ☐ No

IS THE CTC IN COMPLIANCE WITH THIS REQUIREMENT? ☐ Yes ☐ No

Comments:

**CHAPTER 427**

Findings:

Recommendations:

## COMPLIANCE WITH 41-2, F.A.C.

### Compliance with 41-2.006(1), Minimum Insurance Compliance

*“...ensure compliance with the minimum liability insurance requirement of \$100,000 per person and \$200,000 per incident...”*

WHAT ARE THE MINIMUM LIABILITY INSURANCE REQUIREMENTS?

WHAT ARE THE MINIMUM LIABILITY INSURANCE REQUIREMENTS IN THE OPERATOR AND COORDINATION CONTRACTS?

HOW MUCH DOES THE INSURANCE COST (per operator)?

| Operator | Insurance Cost |
|----------|----------------|
|          |                |
|          |                |
|          |                |
|          |                |

DOES THE MINIMUM LIABILITY INSURANCE REQUIREMENTS EXCEED \$1 MILLION PER INCIDENT?

☐ Yes   ☐ No

If yes, was this approved by the Commission?   ☐ Yes   ☐ No

IS THE CTC IN COMPLIANCE WITH THIS SECTION?   ☐ Yes   ☐ No

Comments:

## COMPLIANCE WITH 41-2, F.A.C.

### Compliance with 41-2.011(2), Evaluating Cost-Effectiveness of Coordination Contractors and Transportation Alternatives.

*“...contracts shall be reviewed annually by the Community Transportation Coordinator and the Coordinating Board as to the effectiveness and efficiency of the Transportation Operator or the renewal of any Coordination Contracts.”*

1. IF THE CTC HAS COORDINATION CONTRACTORS, DETERMINE THE COST-EFFECTIVENESS OF THESE CONTRACTORS.

Cost [CTC and Coordination Contractor (CC)]

|  | CTC | CC #1 | CC #2 | CC #3 | CC #4 |
|--|-----|-------|-------|-------|-------|
| Flat contract rate (s) (\$ amount / unit)  |     |       |       |       |       |
| Detail other rates as needed: (e.g. ambulatory, wheelchair, stretcher, out-of-county, group)   |     |       |       |       |       |
|  |     |       |       |       |       |
|  |     |       |       |       |       |
| Special or unique considerations that influence costs?   |     |       |       |       |       |
| Explanation:<br>CC#1=Sunrise; CC#2=Easter Seals; CC#3=Goodwheels, David Lawrence and Hope Hospice did not provide service last year. |     |       |       |       |       |

2. DO YOU HAVE TRANSPORTATION ALTERNATIVES? ☐ Yes ☐ No  
 (Those specific transportation services approved by rule or the Commission as a service not normally arranged by the Community Transportation Coordinator, but provided by the purchasing agency. Example: a neighbor providing the trip)

Cost [CTC and Transportation Alternative (Alt.)] N/A

|  | CTC | Alt. #1 | Alt. #2 | Alt. #3 | Alt. #4 |
|--|-----|---------|---------|---------|---------|
| Flat contract rate (s) (\$ amount / unit)  |     |         |         |         |         |
| Detail other rates as needed: (e.g. ambulatory, wheelchair, stretcher, out-of-county, group) |     |         |         |         |         |
|  |     |         |         |         |         |
|  |     |         |         |         |         |
| Special or unique considerations that influence costs?                                       |     |         |         |         |         |
| Explanation:   |     |         |         |         |         |

IS THE CTC IN COMPLIANCE WITH THIS SECTION? ☐ Yes ☐ No

**RULE 41-2**

Findings:

Recommendations:



## COMPLIANCE WITH 41-2, F.A.C.

### Compliance with Commission Standards

*“...shall adhere to Commission approved standards...”*

Review the TDSP for the Commission standards.

| Commission Standards   | Comments |
|--|----------|
| Local toll free phone number must be posted in all vehicles. |          |
| Vehicle Cleanliness  |          |
| Passenger/Trip Database                                      |          |

|                              |  |
|------------------------------|--|
| Adequate seating             |  |
| Driver Identification        |  |
| Passenger Assistance         |  |
| Smoking, Eating and Drinking |  |

|                          |  |
|--------------------------|--|
| Two-way Communications   |  |
| Air Conditioning/Heating |  |
| Billing Requirements     |  |

## COMMISSION STANDARDS

Findings:

Recommendations:

## COMPLIANCE WITH 41-2, F.A.C.

### Compliance with Local Standards

*“...shall adhere to Commission approved standards...”*

Review the TDSP for the Local standards.

| Local Standards  | Comments   |
|--|--|
| Transport of Escorts and dependent children policy       | The TDSP addresses this standard. Personal care attendants must be approved on initial customer application with medical documentation for reason attendant is needed. If an escort/ personal care attendant is requested, they will be transported at no additional charge.   |
| Use, Responsibility, and cost of child restraint devices |  |
| Out-of-Service Area trips                                |  |
| CPR/1st Aid  |  |
| Driver Criminal Background Screening                     | The TDSP addresses this standard. All drivers in the coordinated system must have a “favorable” background check from the Florida Department of Law Enforcement (“favorable” as defined by the Department of Children and Families policies and procedures).   |
| Rider Personal Property                                  |  |
| Advance reservation requirements                         | The TDSP addresses this standard. Reservations are taken a day in advance up to 5 p.m. the business day prior to the trip request. Passengers with an urgent need to travel should call the CTC. Unless other regulations are applicable, same day trip requests cannot be guaranteed. However, the CTC will attempt to accommodate the request. |
| Pick-up Window   | TDSP addresses this standard. For the focus of this evaluation the 30 minute early to zero minute late medical and employment policy was reviewed for trips. Effective 12-04-2019 the LCB approved a negotiated methodology for trips based on a mileage based scheduling. The TDSP will be amended to include the updated window policy.        |

| <i>Measurable Standards/Goals</i> | <i>Standard/Goal</i>   | <i>Latest Figures</i> | <i>Is the CTC/Operator meeting the Standard?</i> |
|-----------------------------------|--|-----------------------|--|
| Public Transit Ridership          | CTC  | CTC                   |  |
|                                   | Operator A   | Operator A            |  |
|                                   | Operator B   | Operator B            |  |
|                                   | Operator C   | Operator C            |  |
| On-time performance               | CTC  | CTC                   |  |
|                                   | Operator A   | Operator A            |  |
|                                   | Operator B   | Operator B            |  |
|                                   | Operator C   | Operator C            |  |
| Passenger No-shows                | CTC  | CTC                   |  |
|                                   | Operator A   | Operator A            |  |
|                                   | Operator B   | Operator B            |  |
|                                   | Operator C   | Operator C            |  |
| Accidents                         | CTC  | CTC                   |  |
|                                   | Operator A <small>No more than 1.2 per 100,000 miles</small> | Operator A            |  |
|                                   | Operator B   | Operator B            |  |
|                                   | Operator C   | Operator C            |  |
| Roadcalls                         | CTC  | CTC                   |  |
|                                   | Operator A <small>No less than 10,000 miles</small>          | Operator A            |  |
|                                   | Operator B   | Operator B            |  |
|                                   | Operator C   | Operator C            |  |
| <i>Average age of fleet:</i>      |  |                       |  |
| Complaints                        | CTC  | CTC                   |  |
|                                   | Operator A   | Operator A            |  |
|                                   | Operator B   | Operator B            |  |
|                                   | Operator C   | Operator C            |  |
| <i>Number filed:</i>              |  |                       |  |
| Call-Hold Time                    | CTC  | CTC                   |  |
|                                   | Operator A   | Operator A            |  |
|                                   | Operator B   | Operator B            |  |
|                                   | Operator C   | Operator C            |  |

## LOCAL STANDARDS

### Findings:

### Recommendations:

The on-time performance for medical and employment continues to be an issue. During the annual public workshop meeting the STARability Foundation indicated various of its participants at various locations are being picked up or dropped off late sometimes by hours at a time and requested a better method of communicating with families when buses will be late. Comments from rider surveys also mention late drop off and pick up times for medical and employment as being issues. Three respondents indicated a heightened level of stress of not knowing whether they would get to their destinations on time. One of these three respondents is no longer using the service for this reason and another respondent indicated that they are paying Uber or a friend to get them to their destination and only using the service for trips that are not time sensitive. Other comments included that they are not being notified of tardiness, and vehicle issues or being notified hours after an issue has occurred which does not allow them to find an alternative way home. Comments also indicated they are having issues with the incorrect scheduling of their trips.

The CTC is encouraged to provide in their quarterly report to the LCB the on-time performance for medical and employment trips individually not just as part of the overall on time performance for all trips. It is also encouraged that they provide a quarterly report to the LCB on measures that are being done to help address these issues with on time performance.

The CTC is encouraged to devise a system to inform passengers of when their driver would be arriving and to confirm scheduling information for their trips. The CTC is encouraged to pursue the phone system to enhance customer service.

In the next TDSP update service standard changes due to new trip assignment methodology should be reflected in Pick-Up Window, and return trip scheduling.



BUS:1117 RUN:101

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/23/2020

Please list any special guests that were present:

Location: UCP-ADT 4227 EXCHANGE AVENUE

Number of Passengers picked up/dropped off: 6

Ambulatory 3

Non-Ambulatory 3

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ NoWas the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

☒ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☒ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B30-Glaval Run: 101 [ 4:35AM - 4:06PM]  
1117

Driver Name: Andy Ramtahal [ 4:35AM - 4:06PM] For: 1/23/2020

4.H.1

| Stop Time     | Customer Name | Stop Address   | Conf. # | Request Time | Validation Information   |
|---------------|---------------|--|---------|--------------|--|
| 8:29AM        |               | 7905 Preserve Cir APT -111 GATECODE 1395<br>Naples, FL 34119 | 894861  | 9:20AM D     | Stop Time 8:29AM<br>Odometer 222878<br>Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/> |
| Pick Up       |               |  |         |              |  |
| Customer Pay: |               |  |         |              |  |
| \$1.00        |               |  |         |              |  |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|               |  |  |        |          |  |
|---------------|--|--|--------|----------|--|
| 8:43AM        |  | gate code #2952<br>6900 Huntington Lakes Cir. APT202 Gate code #6595<br>Naples, FL 34119 | 867942 | 9:20AM D | Stop Time 8:43AM<br>Odometer 222881<br>Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/> |
| Pick Up       |  |  |        |          |  |
| Customer Pay: |  |  |        |          |  |
| \$1.00        |  |  |        |          |  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Comments: #6595

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |  |        |          |                                     |
|----------|--|--|--------|----------|-------------------------------------|
| 9:13AM   |  | UCP-ADT<br>4227 Exchange Ave<br>Naples, FL 34104 | 824885 | 9:20AM D | Stop Time 9:13AM<br>Odometer 222891 |
| Drop Off |  |  |        |          |                                     |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Comments: one way

Daily Pass Sold

|          |  |  |        |          |                                     |
|----------|--|--|--------|----------|-------------------------------------|
| 9:13AM   |  | UCP-ADT<br>4227 Exchange Ave<br>Naples, FL 34104 | 867942 | 9:20AM D | Stop Time 9:13AM<br>Odometer 222891 |
| Drop Off |  |  |        |          |                                     |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Comments: #6595

Daily Pass Sold



Run By Vehicle

Driver Initial: \_\_\_\_\_



RouteMatch

Packet Pg. 320

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged

Vehicle: B30-Glaval Run: 101 [ 4:35AM - 4:06PM]  
1117

Driver Name: Andy Ramtahal [ 4:35AM - 4:06PM] For: 1/23/2020

4.H.1

| Stop Time | Customer Name | Stop Address                          | Conf. # | Request Time | Validation Information |
|-----------|---------------|---------------------------------------|---------|--------------|------------------------|
| 9:13AM    |               | UCP-ADT                               | 829822  | 9:20AM D     | Stop Time 9:13AM       |
| Drop Off  |               | 4227 Exchange Ave<br>Naples, FL 34104 |         |              | Odometer 222891        |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Daily Pass Sold

|          |  |                                       |        |          |                  |
|----------|--|---------------------------------------|--------|----------|------------------|
| 9:13AM   |  | UCP-ADT                               | 894861 | 9:20AM D | Stop Time 9:13AM |
| Drop Off |  | 4227 Exchange Ave<br>Naples, FL 34104 |        |          | Odometer 222891  |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Daily Pass Sold

|          |  |                                       |        |          |                  |
|----------|--|---------------------------------------|--------|----------|------------------|
| 9:13AM   |  | UCP-ADT                               | 671431 | 9:20AM D | Stop Time 9:13AM |
| Drop Off |  | 4227 Exchange Ave<br>Naples, FL 34104 |        |          | Odometer 222891  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Daily Pass Sold

|          |  |                                       |        |          |                  |
|----------|--|---------------------------------------|--------|----------|------------------|
| 9:13AM   |  | UCP-ADT                               | 878089 | 9:20AM D | Stop Time 9:13AM |
| Drop Off |  | 4227 Exchange Ave<br>Naples, FL 34104 |        |          | Odometer 222891  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Daily Pass Sold



Run By Vehicle

Driver Initial: \_\_\_\_\_



RouteMatch



BUS: 1117 RUN: 101

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/23/2020

Please list any special guests that were present:

Location: 4559 Boabadiilla Street

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

N/A

☐ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B30-Glaval Run: 101 [ 4:35AM - 4:06PM]  
1117

Driver Name: Andy Ramtahal [ 4:35AM - 4:06PM] For: 1/23/2020

4.H.1

| Stop Time     | Customer Name | Stop Address                           | Conf. # | Request Time | Validation Information |  |
|---------------|---------------|--|---------|--------------|------------------------|--|
| 9:32AM        |               | 4559 Boabadilla St<br>Naples, FL 34103 | 898895  | 10:00AM D    | Stop Time              | 9:32AM                                       |
| Pick Up       |               |  |         |              | Odometer               | 222897                                       |
| Customer Pay: |               |  |         |              |                        | Cancellation <input type="checkbox"/>        |
| \$1.00        |               |  |         |              |                        | No Show <input type="checkbox"/>             |
|               |               |  |         |              |                        | Complete <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |   |        |           |           |        |
|----------|--|---|--------|-----------|-----------|--------|
| 9:47AM   |  | Pavillion Plaza   | 898895 | 10:00AM D | Stop Time | 9:47AM |
| Drop Off |  | 833 Vanderbilt Beach Rd THEATER/ MOVIES<br>Naples, FL 34108 |        |           | Odometer  | 222901 |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Daily Pass Sold

|               |  |                                     |        |           |           |  |
|---------------|--|-------------------------------------|--------|-----------|-----------|--|
| 10:17AM       |  | 2334 Queens Way<br>Naples, FL 34112 | 859606 | 10:30AM D | Stop Time | 10:17AM                                      |
| Pick Up       |  |                                     |        |           | Odometer  | 222913                                       |
| Customer Pay: |  |                                     |        |           |           | Cancellation <input type="checkbox"/>        |
| \$1.00        |  |                                     |        |           |           | No Show <input type="checkbox"/>             |
|               |  |                                     |        |           |           | Complete <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |   |        |           |           |         |
|----------|--|---|--------|-----------|-----------|---------|
| 10:35AM  |  | ARBY'S RESTAURANT                               | 859606 | 10:30AM D | Stop Time | 10:35AM |
| Drop Off |  | 2436 Pine Ridge Rd 434-2264<br>Naples, FL 34109 |        |           | Odometer  | 222921  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Daily Pass Sold



Run By Vehicle

Driver Initial: \_\_\_\_\_



RouteMatch

Packet Pg. 324

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged



BUS: CC2-2197 RUN: 102

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation:

11/23/2020

Please list any special guests that were present:

Location:

2978 Poplar Street

Number of Passengers picked up/dropped off:

1

Ambulatory

1

Non-Ambulatory

Was the driver on time?

☐

Yes

☐

No - How many minutes late/early?

Did the driver provide any passenger assistance?

☒

Yes

☐

No

Was the driver wearing any identification?

☒

Yes:

☒

Uniform

☐

Name Tag

☐

ID Badge

☐

No

Did the driver render an appropriate greeting?

☒

Yes

☐

No

☐

Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒

Yes

☐

No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒

Yes

☐

No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒

Yes

☐

No

Does the vehicle have working heat and air conditioning?

☒

Yes

☐

No

Does the vehicle have two-way communications in good working order?

☒

Yes

☐

No

If used, was the lift in good working order? N/A

☐

Yes

☐

No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

| Stop Time     | Customer Name | Stop Address                       | Conf. # | Request Time | Validation Information |        |  |
|---------------|---------------|------------------------------------|---------|--------------|------------------------|--------|--|
| 2:45PM        |               | 2978 Poplar St<br>Naples, FL 34112 | 900363  | 3:18PM D     | Stop Time              | 2:45PM | Cancellation <input type="checkbox"/>        |
| Pick Up       |               |                                    |         |              | Odometer               | 23424  | No Show <input type="checkbox"/>             |
| Customer Pay: |               |                                    |         |              |                        |        | Complete <input checked="" type="checkbox"/> |
| \$4.00        |               |                                    |         |              |                        |        |  |

Attendants: 0

Guests: 0

Mobility: AMB

Assistance Need:

Funding Source: TDC

Comments: one way

Fare Type :    Assorted    **Cash**    Paid Ahead    Return Pay    Tickets

Daily Pass Sold

|          |  |  |        |          |           |        |  |
|----------|--|--|--------|----------|-----------|--------|--|
| 3:41PM   |  | PUBLIX   | 900363 | 3:18PM D | Stop Time | 3:41PM |  |
| Drop Off |  | 3304 Bonita Beach Rd<br>Bonita Springs, FL 34134 |        |          | Odometer  | 23441  |  |

Attendants: 0

Guests: 0

Mobility: AMB

Assistance Need:

Funding Source: TDC

Comments: one way

Daily Pass Sold

Total Customer Pay: \$31.00

BUS: CC2-2197 RUN: 102

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 01/23/2020

Please list any special guests that were present:

Location: Collier Area Paratransit 8300 Radio Road

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ NoWas the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: CC2-2197

Run: 102 [ 3:00AM - 5:10PM]

Driver Name: Eugenio . Rodriguez [ 3:00AM - 5:10PM]

For: 1/23/20

4.H.1

| Stop Time  | Customer Name | Stop Address  | Conf. # | Request Time | Validation Information              |        |
|--|---------------|---|---------|--------------|-------------------------------------|--------|
| 1:17PM   |               | LORENZO WALKER INSTITUTE<br>3702 ESTEY AVE. MAIN ENTRANCE<br>NAPLES, FL 34104       | 860556  | 1:10PM P     | Stop Time                           | 1:17PM |
| Pick Up  |               |   |         |              | Odometer                            | 23394  |
| Customer Pay:<br>\$1.00  |               |   |         |              | Cancellation<br>No Show<br>Complete |        |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br>Fare Type :   Assorted   Cash   Paid Ahead   Return Pay   Tickets<br>Daily Pass Sold <input type="text"/>  |               |   |         |              |                                     |        |
| 1:37PM   |               | BOCA PALMS<br>10292 Boca Cir.<br>Naples, FL 34109                                   | 860556  | 1:10PM P     | Stop Time                           | 1:37PM |
| Drop Off   |               |   |         |              | Odometer                            | 23403  |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br>Daily Pass Sold <input type="text"/>   |               |   |         |              |                                     |        |
| 2:15PM   |               | COLLIER AREA PARA TRANSIT<br>8300 Radio Rd UNLOAD AT FRONT DOOR<br>Naples, FL 34104 | 898549  | 1:40PM P     | Stop Time                           | 2:15PM |
| Pick Up  |               |   |         |              | Odometer                            | 23415  |
| Customer Pay:<br>\$0.00  |               |   |         |              | Cancellation<br>No Show<br>Complete |        |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br>Fare Type :   Assorted   Cash   Paid Ahead   Return Pay   Tickets   Prepaid - 10 Punch h   Paid Ahead   Return Pay   Tickets<br>Daily Pass Sold <input type="text"/> |               |   |         |              |                                     |        |
| 2:30PM   |               | 4123 Thomasson Ln #B<br>Naples, FL 34112  | 898549  | 1:40PM P     | Stop Time                           | 2:30PM |
| Drop Off   |               |   |         |              | Odometer                            | 23421  |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br>Daily Pass Sold <input type="text"/>   |               |   |         |              |                                     |        |

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged



BUS: CC2-1049 RUN 200

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 01/24/2020

Please list any special guests that were present:

Location: GOLDEN GATE SENIOR CENTER, 4898 Coronado Parkway

Number of Passengers picked up/dropped off: 1

Ambulatory 1

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects? ☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations? ☒ Yes ☐ No

Does the vehicle have working heat and air conditioning? ☒ Yes ☐ NoDoes the vehicle have two-way communications in good working order? ☒ Yes ☐ NoIf used, was the lift in good working order? N/A ☐ Yes ☐ No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☐ Yes ☐ No

N/A Passenger walked on to bus

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B25-Glaval Run: 200 [ 7:41AM - 6:46PM]  
1049

Driver Name: Douglas Anderson [ 7:41AM - 6:46PM]

For: 1/24/2020

| Stop Time | Customer Name | Stop Address | Conf. # | Request Time | Validation Information |
|-----------|---------------|--------------|---------|--------------|------------------------|
|-----------|---------------|--------------|---------|--------------|------------------------|

|          |  |   |        |          |                                     |
|----------|--|---|--------|----------|-------------------------------------|
| 4:30PM   |  | 3295 Twilight Ln APT 5301 GATECODE- #8993<br>Naples, FL 34109 | 898477 | 3:10PM P | Stop Time 4:30PM<br>Odometer 255399 |
| Drop Off |  |   |        |          |                                     |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: TDC

Daily Pass Sold

|          |  |   |        |          |                                     |
|----------|--|---|--------|----------|-------------------------------------|
| 4:40PM   |  | VILLAGE AT EMERALD LAKES 4<br>7743 Jewel Ln APT 101<br>Naples, FL 34109 | 766591 | 3:15PM P | Stop Time 4:40PM<br>Odometer 255401 |
| Drop Off |  |   |        |          |                                     |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need: Funding Source: ADA

Daily Pass Sold

|         |  |   |        |          |                                     |   |
|---------|--|---|--------|----------|-------------------------------------|---|
| 5:12PM  |  | Golden Gate Senior Center<br>4898 Coronado Pkwy<br>Naples, FL 34116 | 900730 | 4:30PM P | Stop Time 5:12PM<br>Odometer 255411 | Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/> |
| Pick Up |  |   |        |          |                                     |   |

Customer Pay:  
\$1.00

Attendants: 0 Guests: 0 Mobility: CANE Assistance Need: Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |  |        |          |                                     |
|----------|--|--|--------|----------|-------------------------------------|
| 5:41PM   |  | HENDERSON CREEK<br>1032 DOCKSIDE DR #102<br>Naples, FL 34114 | 900730 | 4:30PM P | Stop Time 5:41PM<br>Odometer 255421 |
| Drop Off |  |  |        |          |                                     |

Attendants: 0 Guests: 0 Mobility: CANE Assistance Need: Funding Source: ADA

Daily Pass Sold

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged



BUS: MV-607 RUN III

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation:

1/24/2020

Please list any special guests that were present:

Location:

GOLDEN GATE SENIOR CENTER, 4898 Coronado Parkway

Number of Passengers picked up/dropped off:

4

Ambulatory

4

Non-Ambulatory

Was the driver on time?



Yes



No - How many minutes late/early?

Did the driver provide any passenger assistance?



Yes



No

Was the driver wearing any identification?



Yes:



Uniform



Name Tag



ID Badge



No

Did the driver render an appropriate greeting?

☒ Yes☐ No☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?



Yes



No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?



Yes



No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?



Yes



No

Does the vehicle have working heat and air conditioning?



Yes



No

Does the vehicle have two-way communications in good working order?



Yes



No

If used, was the lift in good working order? N/A



Yes



No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? *N/A*

☐ Yes ☐ No

*Passengers walked onto bus*

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

| Stop Time     | Customer Name | Stop Address          | Conf. # | Request Time | Validation Information |        |  |
|---------------|---------------|-----------------------|---------|--------------|------------------------|--------|--|
| 3:09PM        |               | Jewish Federation     | 885115  | 2:30PM P     | Stop Time              | 3:09PM | Cancellation <input type="checkbox"/>        |
| Pick Up       |               | 5025 Castello Dr #102 |         |              | Odometer               | 171573 | No Show <input type="checkbox"/>             |
| Customer Pay: |               | Naples, FL 34103      |         |              |                        |        | Complete <input checked="" type="checkbox"/> |
| \$3.00        |               |                       |         |              |                        |        |  |

Attendants: 0Guests: 0Mobility: AMBAssistance Need: Funding Source: ADA

Fare Type : AssortedCashPaid AheadReturn PayTickets

Daily Pass Sold

|          |  |                  |        |          |           |        |  |
|----------|--|------------------|--------|----------|-----------|--------|--|
| 3:38PM   |  | 1148 Foxfire Ln  | 885115 | 2:30PM P | Stop Time | 3:38PM |  |
| Drop Off |  | Naples, FL 34104 |        |          | Odometer  | 171581 |  |

Attendants: 0Guests: 0Mobility: AMBAssistance Need: Funding Source: ADA

Daily Pass Sold

|               |  |                           |        |          |           |        |  |
|---------------|--|---------------------------|--------|----------|-----------|--------|--|
| 4:01PM        |  | Golden Gate Senior Center | 886375 | 3:30PM P | Stop Time | 4:01PM | Cancellation <input type="checkbox"/>        |
| Pick Up       |  | 4898 Coronado Pkwy        |        |          | Odometer  | 171587 | No Show <input type="checkbox"/>             |
| Customer Pay: |  | Naples, FL 34116          |        |          |           |        | Complete <input checked="" type="checkbox"/> |
| \$1.00        |  |                           |        |          |           |        |  |

Attendants: 0Guests: 0Mobility: AMBAssistance Need: Funding Source: TDC

Fare Type : AssortedCashPaid AheadReturn PayTickets

Daily Pass Sold

|               |  |                           |        |          |           |        |  |
|---------------|--|---------------------------|--------|----------|-----------|--------|--|
| 4:01PM        |  | Golden Gate Senior Center | 891110 | 3:30PM P | Stop Time | 4:01PM | Cancellation <input type="checkbox"/>        |
| Pick Up       |  | 4898 Coronado Pkwy        |        |          | Odometer  | 171587 | No Show <input type="checkbox"/>             |
| Customer Pay: |  | Naples, FL 34116          |        |          |           |        | Complete <input checked="" type="checkbox"/> |
| \$4.00        |  |                           |        |          |           |        |  |

Attendants: 0Guests: 0Mobility: CANEAssistance Need: Funding Source: TDC

Fare Type : AssortedCashPaid AheadReturn PayTickets

Daily Pass Sold

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged

**Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged**

BUS CC2-2196 RUN 103

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/24/2020

Please list any special guests that were present:

Location: GOLDEN GATE SENIOR CENTER, 4898 Coronado Parkway

Number of Passengers picked up/dropped off: 2

Ambulatory 2

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? *N/A*

☐ Yes ☐ No

*Passengers walked on bus*

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: CC2-2196

Run: 103 [ 4:49AM - 5:03PM]

Driver Name: Cole . Fischer [ 4:49AM - 5:03PM] For: 1/24/2020

| Stop Time   | Customer Name | Stop Address  | Conf. # | Request Time | Validation Information  |
|---|---------------|---|---------|--------------|---|
| 1:53PM  |               | 530 18th St Se<br>Naples, FL 34117                                  | 882349  | 1:30PM P     | Stop Time <input type="text" value="1:53PM"/><br>Odometer <input type="text" value="13703"/>                              |
| Drop Off  |               |   |         |              |   |
| Attendants: 0   Guests: 0   Mobility: AMBULATORY   Assistance Need:   Funding Source: TDC<br>Daily Pass Sold <input type="text"/>   |               |   |         |              |   |
| 2:05PM  |               | 3560 Randall Blvd<br>Naples, FL 34120                               | 899988  | 1:00PM P     | Stop Time <input type="text" value="2:05PM"/><br>Odometer <input type="text" value="13709"/>                              |
| Drop Off  |               |   |         |              |   |
| Attendants: 1   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: TDC<br>Daily Pass Sold <input type="text"/>  |               |   |         |              |   |
| 2:20PM  |               | Palmetto Ridge Lane<br>1655 Victory Lane Rd<br>Naples, FL 34120     | 900763  | 2:05PM P     | Stop Time <input type="text" value="2:20PM"/><br>Odometer <input type="text" value="13716"/>                              |
| Pick Up   |               |   |         |              | Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/> |
| <b>Customer Pay:</b><br><b>\$3.00</b>   |               |   |         |              |   |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br>Comments: ONE - she will be in the FROM of the school by the water towers<br><b>Fare Type :</b> Assorted   Cash   Paid Ahead   Return Pay   Tickets<br>Daily Pass Sold <input type="text"/> |               |   |         |              |   |
| 3:28PM  |               | Golden Gate Senior Center<br>4898 Coronado Pkwy<br>Naples, FL 34116 | 900038  | 3:30PM P     | Stop Time <input type="text" value="3:28PM"/><br>Odometer <input type="text" value="13750"/>                              |
| Pick Up   |               |   |         |              | Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/> |
| <b>Customer Pay:</b><br><b>\$1.00</b>   |               |   |         |              |   |
| Attendants: 0   Guests: 0   Mobility: WALKER   Assistance Need:   Funding Source: ADA<br><b>Fare Type :</b> Assorted   Cash   Paid Ahead   Return Pay   Tickets<br>Daily Pass Sold <input type="text"/>   |               |   |         |              |   |

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged



Vehicle: -CC2-2196

Run: 103 [ 4:49AM - 5:03PM]

Driver Name: Cole . Fischer [ 4:49AM - 5:03PM] For: 1/24/2020

| Stop Time   | Customer Name | Stop Address                     | Conf. # | Request Time | Validation Information  |
|---|---------------|----------------------------------|---------|--------------|---|
| 3:28PM  |               | Golden Gate Senior Center        | 898103  | 3:00PM P     | Stop Time <input type="text" value="3:28PM"/> Cancellation <input type="checkbox"/> |
| Pick Up   |               | 4898 Coronado Pkwy               |         |              | Odometer <input type="text" value="13750"/> No Show <input type="checkbox"/>        |
| Customer Pay:   |               | Naples, FL 34116                 |         |              | Complete <input checked="" type="checkbox"/>  |
| \$1.00  |               |                                  |         |              |   |
| Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA<br>Fare Type : Assorted <b>Cash</b> Paid Ahead Return Pay Tickets<br>Daily Pass Sold <input type="text"/>            |               |                                  |         |              |   |
| 3:45PM  |               | 12039 Sitterley St               | 900763  | 2:05PM P     | Stop Time <input type="text" value="3:45PM"/>                                       |
| Drop Off  |               | Naples, FL 34113                 |         |              | Odometer <input type="text" value="0"/>   |
| Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA<br>Comments: ONE - she will be in the FROM of the school by the water towers<br>Daily Pass Sold <input type="text"/> |               |                                  |         |              |   |
| 3:47PM  |               | 954 Goodlette Rd N APT 211B      | 898103  | 3:00PM P     | Stop Time <input type="text" value="3:47PM"/>                                       |
| Drop Off  |               | Naples, FL 34102                 |         |              | Odometer <input type="text" value="13757"/>   |
| Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA<br>Daily Pass Sold <input type="text"/>  |               |                                  |         |              |   |
| 4:20PM  |               | 11450 Whistlers Cove Cir Apt 421 | 900038  | 3:30PM P     | Stop Time <input type="text" value="4:20PM"/>                                       |
| Drop Off  |               | Naples, FL 34113                 |         |              | Odometer <input type="text" value="13765"/>   |
| Attendants: 0 Guests: 0 Mobility: WALKER Assistance Need: Funding Source: ADA<br>Daily Pass Sold <input type="text"/>   |               |                                  |         |              |   |

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged





BUS CC2-1410 RUN 108

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/24/2020

Please list any special guests that were present:

Location: ARA-NAPLES DIALYSIS CENTER, 4529 EXECUTIVE DRIVE

Number of Passengers picked up/dropped off:

1

Ambulatory

Non-Ambulatory

1

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☒ Name Tag  
☐ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

☒ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☒ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B31-Glaval  
1410

Run: 108 [ 5:34AM - 5:24PM]

Driver Name: Francisco . Lopez [ 5:34AM -  
5:24PM]

For: 1/24/2020

| Stop Time     | Customer Name | Stop Address  | Conf. # | Request Time | Validation Information |                                     |
|---------------|---------------|---|---------|--------------|------------------------|-------------------------------------|
| 11:10AM       |               | 8507 Laurel Lakes Cv Gate code 1934<br>Naples, FL 34119 | 795203  | 12:00PM D    | Stop Time              | 11:10AM                             |
| Pick Up       |               |   |         |              | Odometer               | 182335                              |
| Customer Pay: |               |   |         |              | Cancellation           | <input type="checkbox"/>            |
| \$3.00        |               |   |         |              | No Show                | <input type="checkbox"/>            |
|               |               |   |         |              | Complete               | <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: ELECTRIC WC Assistance Need:

Funding Source: ADA

Comments: at the gym

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold 

|          |  |   |        |           |           |         |
|----------|--|---|--------|-----------|-----------|---------|
| 11:33AM  |  | YMCA  | 795203 | 12:00PM D | Stop Time | 11:33AM |
| Drop Off |  | 5450 YMCA RD 597-3148 EXT.375<br>NAPLES, FL 34109 |        |           | Odometer  | 182344  |

Attendants: 0 Guests: 0 Mobility: ELECTRIC WC Assistance Need:

Funding Source: ADA

Comments: at the gym

Daily Pass Sold 

|               |  |   |        |           |              |                                     |
|---------------|--|---|--------|-----------|--------------|-------------------------------------|
| 11:54AM       |  | ARA-NAPLES DIALYSIS CENTER                                | 888252 | 11:45AM P | Stop Time    | 11:54AM                             |
| Pick Up       |  | 4529 Executive Dr 566-7180-(+30 minutes, machine<br>time) |        |           | Odometer     | 182351                              |
| Customer Pay: |  |   |        |           | Cancellation | <input type="checkbox"/>            |
| \$3.00        |  |   |        |           | No Show      | <input type="checkbox"/>            |
|               |  |   |        |           | Complete     | <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold 

|          |  |   |        |           |           |         |
|----------|--|---|--------|-----------|-----------|---------|
| 12:23PM  |  | The Arlington of Naples                             | 888252 | 11:45AM P | Stop Time | 12:23PM |
| Drop Off |  | 8000 Arlington Circle Romm 3119<br>Naples, FL 34113 |        |           | Odometer  | 182366  |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Daily Pass Sold 

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged



BUS CC2-2197 RUN 102

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/24/2020

Please list any special guests that were present:

Location: 2700 Immakalee Road unit 22

Number of Passengers picked up/dropped off:

1

Ambulatory

Non-Ambulatory

1

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

☒ Yes ☐ No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☒ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: Collier

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

| Stop Time                       | Customer Name | Stop Address                        | Conf. # | Request Time | Validation Information   |
|---------------------------------|---------------|-------------------------------------|---------|--------------|--|
| 8:57AM                          |               | 2167 43rd Ln Sw<br>Naples, FL 34116 | 760900  | 9:40AM D     | <div>Stop Time <span style="border: 1px solid black; padding: 2px;">8:57AM</span></div> <div>Odometer <span style="border: 1px solid black; padding: 2px;">23537</span></div> <div> Cancellation <input type="checkbox"/> No Show <input type="checkbox"/> Complete <input checked="" type="checkbox"/> </div> |
| Pick Up<br>Customer Pay: \$3.00 |               |                                     |         |              |  |

|   |           |                      |                  |                     |
|---|-----------|----------------------|------------------|---------------------|
| Attendants: 0   | Guests: 0 | Mobility: WHEELCHAIR | Assistance Need: | Funding Source: ADA |
| Fare Type :   Assorted   Cash   Paid Ahead   Return Pay   Tickets<br>Daily Pass Sold <span style="border: 1px solid black; display: inline-block; width: 80px; height: 20px; vertical-align: middle;"></span> |           |                      |                  |                     |

|          |  |  |        |          |   |
|----------|--|--|--------|----------|---|
| 9:24AM   |  | North Naples Dialysis<br>1750 Sw Health Pkwy<br>Naples, FL 34109 | 760900 | 9:40AM D | <div>Stop Time <span style="border: 1px solid black; padding: 2px;">9:24AM</span></div> <div>Odometer <span style="border: 1px solid black; padding: 2px;">23549</span></div> |
| Drop Off |  |  |        |          |   |

|  |           |                      |                  |                     |
|--|-----------|----------------------|------------------|---------------------|
| Attendants: 0  | Guests: 0 | Mobility: WHEELCHAIR | Assistance Need: | Funding Source: ADA |
| Daily Pass Sold <span style="border: 1px solid black; display: inline-block; width: 80px; height: 20px; vertical-align: middle;"></span> |           |                      |                  |                     |

|                      |  |                                       |        |           |  |
|----------------------|--|---------------------------------------|--------|-----------|--|
| 9:49AM               |  | 68 9th St<br>Bonita Springs, FL 34134 | 800824 | 10:15AM D | <div>Stop Time <span style="border: 1px solid black; padding: 2px;">9:49AM</span></div> <div>Odometer <span style="border: 1px solid black; padding: 2px;">23556</span></div> <div> Cancellation <input type="checkbox"/> No Show <input type="checkbox"/> Complete <input checked="" type="checkbox"/> </div> |
| Pick Up              |  |                                       |        |           |  |
| Customer Pay: \$4.00 |  |                                       |        |           |  |

|  |           |                      |                  |                     |
|--|-----------|----------------------|------------------|---------------------|
| Attendants: 0  | Guests: 0 | Mobility: WHEELCHAIR | Assistance Need: | Funding Source: TDC |
| Fare Type :   Assorted   Cash   Paid Ahead   Return Pay   Tickets  |           |                      |                  |                     |
| Daily Pass Sold <span style="border: 1px solid black; display: inline-block; width: 80px; height: 20px; vertical-align: middle;"></span> |           |                      |                  |                     |

|          |  |  |        |           |  |
|----------|--|--|--------|-----------|--|
| 10:09AM  |  | next to lab corp unit -22<br>2700 Immokalee Rd unit -22 592-0111<br>Naples, FL 34109 | 800824 | 10:15AM D | <div>Stop Time <span style="border: 1px solid black; padding: 2px;">10:09AM</span></div> <div>Odometer <span style="border: 1px solid black; padding: 2px;">23563</span></div> |
| Drop Off |  |  |        |           |  |

|  |           |                      |                  |                     |
|--|-----------|----------------------|------------------|---------------------|
| Attendants: 0  | Guests: 0 | Mobility: WHEELCHAIR | Assistance Need: | Funding Source: TDC |
| Daily Pass Sold <span style="border: 1px solid black; display: inline-block; width: 80px; height: 20px; vertical-align: middle;"></span> |           |                      |                  |                     |

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged

BUS CC2-1410 RUN 108

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation:

1/24/2020

Please list any special guests that were present:

Location:

WOODSIDE LANES, 8525 Radio Road

Number of Passengers picked up/dropped off:

1

Ambulatory

1

Non-Ambulatory

Was the driver on time?



Yes



No - How many minutes late/early?

Did the driver provide any passenger assistance?



Yes



No

Was the driver wearing any identification?



Yes:



Uniform



Name Tag



ID Badge



No

Did the driver render an appropriate greeting?



Yes



No



Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?



Yes



No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?



Yes



No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?



Yes



No

Does the vehicle have working heat and air conditioning?



Yes



No

Does the vehicle have two-way communications in good working order?



Yes



No

If used, was the lift in good working order?



Yes



No

☒ Yes    ☐ No☒ Yes ☐ No

**If No, please explain:**

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride:

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| <b>Number of Round Trips</b> | <b>Number of Riders/Beneficiaries to Survey</b> |
|------------------------------|---|
| 0 – 200                      | 30%   |
| 201 – 1200                   | 10%   |
| 1201 +                       | 5%  |

**Note: Attach the manifest**

| Stop Time     | Customer Name | Stop Address                          | Conf. # | Request Time | Validation Information |              |
|---------------|---------------|---------------------------------------|---------|--------------|------------------------|--------------|
| 12:46PM       |               | 14731 NAUTILUS PL<br>Naples, FL 34114 | 900662  | 12:15PM P    | Stop Time              | 12:46PM      |
|               |               |                                       |         |              | Odometer               | 182373       |
| Pick Up       |               |                                       |         |              |                        | Cancellation |
|               |               |                                       |         |              |                        | No Show      |
| Customer Pay: |               |                                       |         |              |                        | Complete     |
| \$3.00        |               |                                       |         |              |                        |              |

Attendants: 0

Guests: 0

Mobility: ELECTRIC WC

Assistance Need:

Funding Source: ADA

Fare Type :

Assorted

Cash

Paid Ahead

Return Pay

Tickets

Daily Pass Sold

|          |  |  |        |           |           |        |
|----------|--|--|--------|-----------|-----------|--------|
| 1:14PM   |  | WOODSIDE LANES<br>8525 Radio Rd 455-3755<br>Naples, FL 34104 | 900662 | 12:15PM P | Stop Time | 1:14PM |
|          |  |  |        |           | Odometer  | 182384 |
| Drop Off |  |  |        |           |           |        |

Attendants: 0

Guests: 0

Mobility: ELECTRIC WC

Assistance Need:

Funding Source: ADA

Daily Pass Sold

|               |  |   |        |          |           |              |
|---------------|--|---|--------|----------|-----------|--------------|
| 1:57PM        |  | ARA-Naples South Dialysis<br>4270 Tamiami Trail E Naples of AVALON DR. near<br>Thomasson.<br>Naples, FL 34112 | 896025 | 1:30PM P | Stop Time | 1:57PM       |
|               |  |   |        |          | Odometer  | 182393       |
| Pick Up       |  |   |        |          |           | Cancellation |
|               |  |   |        |          |           | No Show      |
| Customer Pay: |  |   |        |          |           | Complete     |
| \$3.00        |  |   |        |          |           |              |

Attendants: 0

Guests: 0

Mobility: AMB

Assistance Need:

Funding Source: ADA

Fare Type :

Assorted

Cash

Paid Ahead

Return Pay

Tickets

Daily Pass Sold

|          |  |                                     |        |          |           |        |
|----------|--|-------------------------------------|--------|----------|-----------|--------|
| 2:19PM   |  | 3382 Dorado Way<br>Naples, FL 34105 | 896025 | 1:30PM P | Stop Time | 2:19PM |
|          |  |                                     |        |          | Odometer  | 182399 |
| Drop Off |  |                                     |        |          |           |        |

Attendants: 0

Guests: 0

Mobility: AMB

Assistance Need:

Funding Source: ADA

Daily Pass Sold

BUS CC2-1844

RUN 138

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/24/2020

Please list any special guests that were present:

Location: ARA-NAPLES DIALYSIS CENTER, 4529 EXECUTIVE DRIVE

Number of Passengers picked up/dropped off: 2

Ambulatory 2

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

☒ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☒ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**



Vehicle: B36-Glaval  
1844

Run: 138 [ 7:13AM - 6:45PM]

Driver Name: Yvonne . Rivera [ 7:13AM - 6:45PM] For: 1/24/2020

| Stop Time | Customer Name | Stop Address | Conf. # | Request Time | Validation Information |
|-----------|---------------|--------------|---------|--------------|------------------------|
|-----------|---------------|--------------|---------|--------------|------------------------|

|          |  |                                       |        |          |                   |
|----------|--|---------------------------------------|--------|----------|-------------------|
| 10:17AM  |  | PUBLIX                                | 900776 | 9:59AM P | Stop Time 10:17AM |
| Drop Off |  | 4370 Thomasson Dr<br>Naples, FL 34112 |        |          | Odometer 108094   |

Attendants: 0 Guests: 0 Mobility: AMBULATORY Assistance Need: Funding Source: ADA

Daily Pass Sold

|          |  |   |        |           |                   |
|----------|--|---|--------|-----------|-------------------|
| 10:38AM  |  | ARBY'S RESTAURANT                               | 859606 | 10:30AM D | Stop Time 10:38AM |
| Drop Off |  | 2436 Pine Ridge Rd 434-2264<br>Naples, FL 34109 |        |           | Odometer 108102   |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: TDC

Daily Pass Sold

|                                |  |   |        |           |                   |  |
|--------------------------------|--|---|--------|-----------|-------------------|--|
| 10:54AM                        |  | next to lab corp unit -22                               | 841189 | 10:15AM P | Stop Time 10:54AM | Cancellation <input type="checkbox"/>        |
| Pick Up                        |  | 2700 Immokalee Rd unit -22 592-0111<br>Naples, FL 34109 |        |           | Odometer 108107   | No Show <input type="checkbox"/>             |
| <b>Customer Pay:</b><br>\$3.00 |  |   |        |           |                   | Complete <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA

**Fare Type :** Assorted **Cash** Paid Ahead Return Pay Tickets

Daily Pass Sold

|                                |  |   |        |           |                   |  |
|--------------------------------|--|---|--------|-----------|-------------------|--|
| 11:10AM                        |  | ARA-NAPLES DIALYSIS CENTER  | 743152 | 10:00AM P | Stop Time 11:10AM | Cancellation <input type="checkbox"/>        |
| Pick Up                        |  | 4529 Executive Dr 566-7180-(+30 minutes, machine<br>time)<br>Naples, FL 34119 |        |           | Odometer 108109   | No Show <input type="checkbox"/>             |
| <b>Customer Pay:</b><br>\$1.00 |  |   |        |           |                   | Complete <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: CANE Assistance Need: Funding Source: ADA

**Fare Type :** Assorted **Cash** Paid Ahead Return Pay Tickets

Daily Pass Sold

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged



Vehicle: B36-Glaval  
1844

Run: 138 [ 7:13AM - 6:45PM]

Driver Name: Yvonne . Rivera [ 7:13AM - 6:45PM] For: 1/24/2020

| Stop Time     | Customer Name | Stop Address   | Conf. # | Request Time | Validation Information |                                     |
|---------------|---------------|--|---------|--------------|------------------------|-------------------------------------|
| 11:12AM       |               | ARA-NAPLES DIALYSIS CENTER                             | 781226  | 10:00AM P    | Stop Time              | 11:12AM                             |
| Pick Up       |               | 4529 Executive Dr 566-7180-(+30 minutes, machine time) |         |              | Odometer               | 108109                              |
| Customer Pay: |               | Naples, FL 34119                                       |         |              | Cancellation           | <input type="checkbox"/>            |
| \$1.00        |               |  |         |              | No Show                | <input type="checkbox"/>            |
|               |               |  |         |              | Complete               | <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |                     |        |           |           |         |
|----------|--|---------------------|--------|-----------|-----------|---------|
| 11:39AM  |  | 1320 Sanctuary Rd W | 841189 | 10:15AM P | Stop Time | 11:39AM |
| Drop Off |  | Naples, FL 34120    |        |           | Odometer  | 108125  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Daily Pass Sold

|          |  |                     |        |           |           |         |
|----------|--|---------------------|--------|-----------|-----------|---------|
| 12:01PM  |  | 550 Hope Cir #101   | 781226 | 10:00AM P | Stop Time | 12:01PM |
| Drop Off |  | Immokalee, FL 34142 |        |           | Odometer  | 108139  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Daily Pass Sold

|          |  |                     |        |           |           |         |
|----------|--|---------------------|--------|-----------|-----------|---------|
| 12:10PM  |  | 136 Anhinga Cir #3  | 743152 | 10:00AM P | Stop Time | 12:10PM |
| Drop Off |  | Immokalee, FL 34142 |        |           | Odometer  | 108142  |

Attendants: 0 Guests: 0 Mobility: CANE Assistance Need:

Funding Source: ADA

Daily Pass Sold

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged



BUS: CC2-2345 RUN: 116

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation:

1/31/2020

Please list any special guests that were present:

Location:

Davis Kidney Center, 6625 Hillway Circle

Number of Passengers picked up/dropped off:

1

Ambulatory

1

Non-Ambulatory

Was the driver on time?



Yes



No - How many minutes late/early?

Did the driver provide any passenger assistance?



Yes



No

Was the driver wearing any identification?



Yes:



Uniform



Name Tag



ID Badge



No

Did the driver render an appropriate greeting?



Yes



No



Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?



Yes



No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?



Yes



No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?



Yes



No

Does the vehicle have working heat and air conditioning?



Yes



No

Does the vehicle have two-way communications in good working order?



Yes



No

If used, was the lift in good working order?

N/A



Yes



No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

| Stop Time | Customer Name | Stop Address                                  | Conf. # | Request Time | Validation Information  |
|-----------|---------------|---|---------|--------------|---|
| 9:45AM    |               | 2650 Airport Pulling Rd S<br>Naples, FL 34112 | 884307  | 9:30AM D     | Stop Time <input type="text" value="9:45AM"/><br>Odometer <input type="text" value="6706"/> |
| Drop Off  |               |   |         |              |   |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Daily Pass Sold

|               |  |  |        |          |   |                                     |
|---------------|--|--|--------|----------|---|-------------------------------------|
| 9:58AM        |  | Lakewood Manor Care<br>3601 lakewood blvd Pin 0315<br>Naples, FL 34112 | 902275 | 9:30AM P | Stop Time <input type="text" value="9:58AM"/><br>Odometer <input type="text" value="6707"/> | Cancellation<br>No Show<br>Complete |
| Pick Up       |  |  |        |          |   |                                     |
| Customer Pay: |  |  |        |          |   |                                     |
| \$3.00        |  |  |        |          |   |                                     |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |  |        |          |  |  |
|----------|--|--|--------|----------|--|--|
| 10:05AM  |  | bank of America<br>4898 Davis Blvd<br>Naples, FL 34104 | 902275 | 9:30AM P | Stop Time <input type="text" value="10:05AM"/><br>Odometer <input type="text" value="6709"/> |  |
| Drop Off |  |  |        |          |  |  |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Daily Pass Sold

|               |  |  |        |           |  |                                     |
|---------------|--|--|--------|-----------|--|-------------------------------------|
| 10:17AM       |  | DAVIS KIDNEY CENTER-code#05<br>6625 HILLWAY CIR. 775-9454-(+30 minutes, machine<br>time)<br>Naples, FL 34112 | 858653 | 10:00AM P | Stop Time <input type="text" value="10:17AM"/><br>Odometer <input type="text" value="6710"/> | Cancellation<br>No Show<br>Complete |
| Pick Up       |  |  |        |           |  |                                     |
| Customer Pay: |  |  |        |           |  |                                     |
| \$3.00        |  |  |        |           |  |                                     |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need: Visually Impaired [LEGALLY  
BLIND,NEEDS ASSISTANCE.]

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

Vehicle: CC2-2345

Run: 116 [ 5:45AM - 6:00PM]

Driver Name: Fredrick . Lyons [ 5:45AM - 6:00PM] For: 1/31/2020

4.H.1

| Stop Time | Customer Name | Stop Address                      | Conf. # | Request Time | Validation Information |         |
|-----------|---------------|-----------------------------------|---------|--------------|------------------------|---------|
| 10:28AM   |               | 200 Henley Dr<br>Naples, FL 34104 | 858653  | 10:00AM P    | Stop Time              | 10:28AM |
| Drop Off  |               |                                   |         |              | Odometer               | 6713    |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need: Visually Impaired [LEGALLY  
BLIND,NEEDS ASSISTANCE.]

Funding Source: ADA

Daily Pass Sold

|               |  |   |        |          |           |        |              |                                     |
|---------------|--|---|--------|----------|-----------|--------|--------------|-------------------------------------|
| 1:03PM        |  | 5518 Greenwood Cir. Lot-5 Gate code #1922<br>Naples, FL 34112 | 902002 | 1:49PM D | Stop Time | 1:03PM | Cancellation | <input type="checkbox"/>            |
| Pick Up       |  |   |        |          | Odometer  | 6729   | No Show      | <input type="checkbox"/>            |
| Customer Pay: |  |   |        |          |           |        | Complete     | <input checked="" type="checkbox"/> |
| \$1.00        |  |   |        |          |           |        |              |                                     |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Comments: SUITE 101

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |  |        |          |           |        |  |  |
|----------|--|--|--------|----------|-----------|--------|--|--|
| 1:31PM   |  | Dr. Wayne<br>1735 Sw Health Pkwy<br>Naples, FL 34109 | 902002 | 1:49PM D | Stop Time | 1:31PM |  |  |
| Drop Off |  |  |        |          | Odometer  | 6743   |  |  |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Comments: SUITE 101

Daily Pass Sold

|               |  |   |        |          |           |        |              |                                     |
|---------------|--|---|--------|----------|-----------|--------|--------------|-------------------------------------|
| 2:10PM        |  | PUBLIX PEBBLE BROOK<br>15265 COLLIER BLVD. 348-2931<br>Naples, FL 34119 | 860822 | 2:00PM P | Stop Time | 2:10PM | Cancellation | <input type="checkbox"/>            |
| Pick Up       |  |   |        |          | Odometer  | 6749   | No Show      | <input type="checkbox"/>            |
| Customer Pay: |  |   |        |          |           |        | Complete     | <input checked="" type="checkbox"/> |
| \$4.00        |  |   |        |          |           |        |              |                                     |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: TDC

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold





BUS: CC2-2345 RUN: 116

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/31/2020

Please list any special guests that were present:

Location: LAKEWOOD MANOR CARE, 3601 Lakewood Blvd

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

N/A

☐ Yes ☐ No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
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|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

| Stop Time | Customer Name | Stop Address                                  | Conf. # | Request Time | Validation Information |        |
|-----------|---------------|---|---------|--------------|------------------------|--------|
| 9:45AM    |               | 2650 Airport Pulling Rd S<br>Naples, FL 34112 | 884307  | 9:30AM D     | Stop Time              | 9:45AM |
| Drop Off  |               |   |         |              | Odometer               | 6706   |

Attendants: 0

Guests: 0

Mobility: AMB

Assistance Need:

Funding Source: ADA

Daily Pass Sold

|               |  |  |        |          |           |        |              |
|---------------|--|--|--------|----------|-----------|--------|--------------|
| 9:58AM        |  | Lakewood Manor Care<br>3601 lakewood blvd Pin 0315<br>Naples, FL 34112 | 902275 | 9:30AM P | Stop Time | 9:58AM | Cancellation |
| Pick Up       |  |  |        |          | Odometer  | 6707   | No Show      |
| Customer Pay: |  |  |        |          |           |        | Complete     |
| \$3.00        |  |  |        |          |           |        |              |

Attendants: 0

Guests: 0

Mobility: AMB

Assistance Need:

Funding Source: ADA

Fare Type :

Assorted

Cash

Paid Ahead

Return Pay

Tickets

Daily Pass Sold

|          |  |  |        |          |           |         |  |
|----------|--|--|--------|----------|-----------|---------|--|
| 10:05AM  |  | bank of America<br>4898 Davis Blvd<br>Naples, FL 34104 | 902275 | 9:30AM P | Stop Time | 10:05AM |  |
| Drop Off |  |  |        |          | Odometer  | 6709    |  |

Attendants: 0

Guests: 0

Mobility: AMB

Assistance Need:

Funding Source: ADA

Daily Pass Sold

|               |  |  |        |           |           |         |              |
|---------------|--|--|--------|-----------|-----------|---------|--------------|
| 10:17AM       |  | DAVIS KIDNEY CENTER-code#05<br>6625 HILLWAY CIR. 775-9454-(+30 minutes, machine<br>time)<br>Naples, FL 34112 | 858653 | 10:00AM P | Stop Time | 10:17AM | Cancellation |
| Pick Up       |  |  |        |           | Odometer  | 6710    | No Show      |
| Customer Pay: |  |  |        |           |           |         | Complete     |
| \$3.00        |  |  |        |           |           |         |              |

Attendants: 0

Guests: 0

Mobility: AMB

Assistance Need: Visually Impaired [LEGALLY  
BLIND,NEEDS ASSISTANCE.]

Funding Source: ADA

Fare Type :

Assorted

Cash

Paid Ahead

Return Pay

Tickets

Daily Pass Sold

BUS: CC2-2345 RUN: 116

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation:

1/31/2020

Please list any special guests that were present:

Location:

8615 Barot Drive

Number of Passengers picked up/dropped off:

1

Ambulatory

1

Non-Ambulatory

Was the driver on time?

☐

Yes

☒

No - How many minutes late/early?

15 Minutes late

Did the driver provide any passenger assistance?

☒

Yes

☐

No

Was the driver wearing any identification?

☒

Yes:

☒

Uniform

☐

Name Tag

☒

ID Badge

☐

No

Did the driver render an appropriate greeting?

☒

Yes

☐

No

☐

Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒

Yes

☐

No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒

Yes

☐

No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒

Yes

☐

No

Does the vehicle have working heat and air conditioning?

☒

Yes

☐

No

Does the vehicle have two-way communications in good working order?

☒

Yes

☐

No

If used, was the lift in good working order?

N/A

☐

Yes

☐

No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☐ Yes ☐ No

N/A  
If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**



Vehicle: CC2-2345

Run: 116 [ 5:45AM - 6:00PM]

Driver Name: Fredrick . Lyons [ 5:45AM - 6:00PM] For: 1/31/2020

4.H.1

| Stop Time | Customer Name | Stop Address                                      | Conf. # | Request Time | Validation Information                        |
|-----------|---------------|---|---------|--------------|---|
| 8:17AM    |               | WINN DIXIE GOLDEN GATE                            | 902306  | 8:04AM P     | Stop Time <input type="text" value="8:17AM"/> |
| Drop Off  |               | 4849 Golden Gate Pkwy Unknown<br>Naples, FL 34116 |         |              | Odometer <input type="text" value="6693"/>    |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Daily Pass Sold 

|          |  |        |          |   |
|----------|--|--------|----------|---|
| 8:23AM   | DAVID LAWRENCE   | 902291 | 8:23AM D | Stop Time <input type="text" value="8:23AM"/> |
| Drop Off | 6075 BATHEY LN. BUILDING C(455-8500)<br>Naples, FL 34116 |        |          | Odometer <input type="text" value="6695"/>    |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Daily Pass Sold 

|             |                                   |  |  |                                |
|-------------|-----------------------------------|--|--|--------------------------------|
| 8:40AM      | COLLIER AREA PARA TRANSIT         |  |  | Stop Time <input type="text"/> |
| Break Start | 8300 Radio Rd<br>Naples, FL 34104 |  |  | Odometer <input type="text"/>  |

Daily Pass Sold 

|           |                                   |  |  |                                |
|-----------|-----------------------------------|--|--|--------------------------------|
| 9:05AM    | COLLIER AREA PARA TRANSIT         |  |  | Stop Time <input type="text"/> |
| Break End | 8300 Radio Rd<br>Naples, FL 34104 |  |  | Odometer <input type="text"/>  |

Daily Pass Sold 

|               |                    |        |          |   |  |
|---------------|--------------------|--------|----------|---|--|
| 9:26AM        | 8615 Barot Dr #104 | 884307 | 9:30AM D | Stop Time <input type="text" value="9:26AM"/> | Cancellation <input type="checkbox"/>        |
| Pick Up       | Naples, FL 34104   |        |          | Odometer <input type="text" value="6699"/>    | No Show <input type="checkbox"/>             |
| Customer Pay: |                    |        |          |   | Complete <input checked="" type="checkbox"/> |
| \$1.00        |                    |        |          |   |  |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold 

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged



Run By Vehicle

Page 3 of 9  
108

Driver Initial: \_\_\_\_\_



RouteMatch

Packet Pg. 364

Vehicle: CC2-2345

Run: 116 [ 5:45AM - 6:00PM]

Driver Name: Fredrick . Lyons [ 5:45AM - 6:00PM] For: 1/31/2020

4.H.1

| Stop Time   | Customer Name | Stop Address   | Conf. # | Request Time | Validation Information |         |
|---|---------------|--|---------|--------------|------------------------|---------|
| 9:45AM  |               | 2650 Airport Pulling Rd S<br>Naples, FL 34112  | 884307  | 9:30AM D     | Stop Time              | 9:45AM  |
| Drop Off  |               |  |         |              | Odometer               | 6706    |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br>Daily Pass Sold <input type="text"/>  |               |  |         |              |                        |         |
| 9:58AM  |               | Lakewood Manor Care<br>3601 lakewood blvd Pin 0315<br>Naples, FL 34112                                       | 902275  | 9:30AM P     | Stop Time              | 9:58AM  |
| Pick Up   |               |  |         |              | Odometer               | 6707    |
| <b>Customer Pay:</b><br><b>\$3.00</b>   |               |  |         |              |                        |         |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br><b>Fare Type :</b> Assorted <b>Cash</b> Paid Ahead   Return Pay   Tickets<br>Daily Pass Sold <input type="text"/>   |               |  |         |              |                        |         |
| 10:05AM   |               | bank of America<br>4898 Davis Blvd<br>Naples, FL 34104   | 902275  | 9:30AM P     | Stop Time              | 10:05AM |
| Drop Off  |               |  |         |              | Odometer               | 6709    |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br>Daily Pass Sold <input type="text"/>  |               |  |         |              |                        |         |
| 10:17AM   |               | DAVIS KIDNEY CENTER-code#05<br>6625 HILLWAY CIR. 775-9454-(+30 minutes, machine<br>time)<br>Naples, FL 34112 | 858653  | 10:00AM P    | Stop Time              | 10:17AM |
| Pick Up   |               |  |         |              | Odometer               | 6710    |
| <b>Customer Pay:</b><br><b>\$3.00</b>   |               |  |         |              |                        |         |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need: Visually Impaired [LEGALLY<br>BLIND,NEEDS ASSISTANCE.]   Funding Source: ADA<br><b>Fare Type :</b> Assorted <b>Cash</b> Paid Ahead   Return Pay <b>Tickets</b><br>Daily Pass Sold <input type="text"/> |               |  |         |              |                        |         |

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged



BUS: 1845 RUN: 101

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/31/2020

Please list any special guests that were present:

Location: BRAVO 2668 Tamiami Trail East

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B37-Glaval Run: 101 [ 3:00AM - 4:45PM] Driver Name: Andy Ramtahal [ 3:00AM - 4:45PM] For: 1/31/2018

4.H.1

| Stop Time     | Customer Name | Stop Address       | Conf. # | Request Time | Validation Information        |
|---------------|---------------|--------------------|---------|--------------|-------------------------------|
| 2:12PM        |               | BRAVO              | 901269  | 2:00PM P     | Stop Time 2:12PM Cancellation |
| Pick Up       |               | 2668 Tamiami Trl E |         |              | Odometer 101735 No Show       |
| Customer Pay: |               | Naples, FL 34112   |         |              | Complete                      |
| \$1.00        |               |                    |         |              |                               |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA  
Comments: SUITE 310

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |                        |        |          |                  |
|----------|--|------------------------|--------|----------|------------------|
| 2:52PM   |  | 448 Golden Gate Blvd W | 901269 | 2:00PM P | Stop Time 2:52PM |
| Drop Off |  | Naples, FL 34117       |        |          | Odometer 101752  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA  
Comments: SUITE 310

Daily Pass Sold

|               |  |  |        |          |                               |
|---------------|--|--|--------|----------|-------------------------------|
| 3:11PM        |  | Goodwill   | 900052 | 3:10PM P | Stop Time 3:11PM Cancellation |
| Pick Up       |  | 8915 Sage Ave Off Immokalee Rd and Collier Blvd. |        |          | Odometer 101757 No Show       |
| Customer Pay: |  | Naples, FL 34120                                 |        |          | Complete                      |
| \$1.00        |  |  |        |          |                               |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: TDC  
Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |   |        |          |                  |
|----------|--|---|--------|----------|------------------|
| 3:32PM   |  | 3295 Twilight Ln APT 5301 GATECODE- #8993 | 900052 | 3:10PM P | Stop Time 3:32PM |
| Drop Off |  | Naples, FL 34109                          |        |          | Odometer 101764  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: TDC  
Daily Pass Sold



BUS: 1845 RUN: 101

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation:

1/31/2020

Please list any special guests that were present:

Location:

GOODWILL, 8915 Sage Avenue

Number of Passengers picked up/dropped off:

1

Ambulatory

1

Non-Ambulatory

Was the driver on time?



Yes



No - How many minutes late/early?

Did the driver provide any passenger assistance?



Yes



No

Was the driver wearing any identification?



Yes:



Uniform



Name Tag



ID Badge



No

Did the driver render an appropriate greeting?

☒ Yes☐ No

Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?



Yes



No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?



Yes



No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?



Yes



No

Does the vehicle have working heat and air conditioning?



Yes



No

Does the vehicle have two-way communications in good working order?



Yes



No

If used, was the lift in good working order? N/A



Yes



No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**



Vehicle: B37-Glaval Run: 101 [ 3:00AM - 4:45PM]  
1845

Driver Name: Andy Ramtahal [ 3:00AM - 4:45PM] For: 1/31/202

4.H.1

| Stop Time     | Customer Name | Stop Address       | Conf. # | Request Time | Validation Information |                |
|---------------|---------------|--------------------|---------|--------------|------------------------|----------------|
| 2:12PM        |               | BRAVO              | 901269  | 2:00PM P     | Stop Time              | 2:12PM         |
| Pick Up       |               | 2668 Tamiami Trl E |         |              | Odometer               | 101735         |
| Customer Pay: |               | Naples, FL 34112   |         |              |                        | Cancellation [ |
| \$1.00        |               |                    |         |              |                        | No Show [      |
|               |               |                    |         |              |                        | Complete [     |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Comments: SUITE 310

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |                        |        |          |           |        |
|----------|--|------------------------|--------|----------|-----------|--------|
| 2:52PM   |  | 448 Golden Gate Blvd W | 901269 | 2:00PM P | Stop Time | 2:52PM |
| Drop Off |  | Naples, FL 34117       |        |          | Odometer  | 101752 |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Comments: SUITE 310

Daily Pass Sold

|               |  |  |        |          |           |                |
|---------------|--|--|--------|----------|-----------|----------------|
| 3:11PM        |  | Goodwill   | 900052 | 3:10PM P | Stop Time | 3:11PM         |
| Pick Up       |  | 8915 Sage Ave Off Immokalee Rd and Collier Blvd. |        |          | Odometer  | 101757         |
| Customer Pay: |  | Naples, FL 34120                                 |        |          |           | Cancellation [ |
| \$1.00        |  |  |        |          |           | No Show [      |
|               |  |  |        |          |           | Complete [     |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: TDC

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |   |        |          |           |        |
|----------|--|---|--------|----------|-----------|--------|
| 3:32PM   |  | 3295 Twilight Ln APT 5301 GATECODE- #8993 | 900052 | 3:10PM P | Stop Time | 3:32PM |
| Drop Off |  | Naples, FL 34109                          |        |          | Odometer  | 101764 |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: TDC

Daily Pass Sold



Run By Vehicle

Driver Initial: \_\_\_\_\_



RouteMatch

Packet Pg. 371

### ON-SITE OBSERVATION OF THE SYSTEM

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation:

1/23/2020

Please list any special guests that were present:

Location:

2334 QUEENS WAY

Number of Passengers picked up/dropped off:

1

Ambulatory

1

Non-Ambulatory

Was the driver on time? ☐ Yes ☒ No - How many minutes late/early?

5 minutes late

Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification?

☒ Yes: ☒ Uniform ☐ Name Tag

☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes

☐ No

☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No



☒ Yes ☐ No

☐ Yes ☐ No

**If No, please explain:**

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B30-Glaval Run: 101 [ 4:35AM - 4:06PM]  
1117

Driver Name: Andy Ramtahal [ 4:35AM - 4:06PM] For: 1/23/2020

4.H.1

| Stop Time     | Customer Name | Stop Address                           | Conf. # | Request Time | Validation Information |        |                                       |
|---------------|---------------|--|---------|--------------|------------------------|--------|---------------------------------------|
| 9:32AM        |               | 4559 Boabadilla St<br>Naples, FL 34103 | 898895  | 10:00AM D    | Stop Time              | 9:32AM | Cancellation <input type="checkbox"/> |
| Pick Up       |               |  |         |              | Odometer               | 222897 | No Show <input type="checkbox"/>      |
| Customer Pay: |               |  |         |              |                        |        | Complete <input type="checkbox"/>     |
| \$1.00        |               |  |         |              |                        |        |                                       |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |   |        |           |           |        |
|----------|--|---|--------|-----------|-----------|--------|
| 9:47AM   |  | Pavillion Plaza   | 898895 | 10:00AM D | Stop Time | 9:47AM |
| Drop Off |  | 833 Vanderbilt Beach Rd THEATER/ MOVIES<br>Naples, FL 34108 |        |           | Odometer  | 222901 |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Daily Pass Sold

|               |  |                                     |        |           |           |         |                                       |
|---------------|--|-------------------------------------|--------|-----------|-----------|---------|---------------------------------------|
| 10:17AM       |  | 2334 Queens Way<br>Naples, FL 34112 | 859606 | 10:30AM D | Stop Time | 10:17AM | Cancellation <input type="checkbox"/> |
| Pick Up       |  |                                     |        |           | Odometer  | 222913  | No Show <input type="checkbox"/>      |
| Customer Pay: |  |                                     |        |           |           |         | Complete <input type="checkbox"/>     |
| \$1.00        |  |                                     |        |           |           |         |                                       |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |   |        |           |           |         |
|----------|--|---|--------|-----------|-----------|---------|
| 10:35AM  |  | ARBY'S RESTAURANT                               | 859606 | 10:30AM D | Stop Time | 10:35AM |
| Drop Off |  | 2436 Pine Ridge Rd 434-2264<br>Naples, FL 34109 |        |           | Odometer  | 222921  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Daily Pass Sold



Run By Vehicle

Driver Initial: \_\_\_\_\_



RouteMatch

Packet Pg. 374

BUS: 1845 RUN: 101

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/31/2020

Please list any special guests that were present:

Location: HOMEWOOD RESIDENCE, 770 Goodlette Road N.

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ NoWas the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

☒ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☒ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B37-Giaval  
1845

Run: 101 [ 3:00AM - 4:45PM]

Driver Name: Andy Ramtahal [ 3:00AM - 4:45PM] For: 1/31/202

4.H.1

| Stop Time | Customer Name | Stop Address | Conf. # | Request Time | Validation Information |
|-----------|---------------|--------------|---------|--------------|------------------------|
|-----------|---------------|--------------|---------|--------------|------------------------|

|             |  |                                   |  |  |                                |
|-------------|--|-----------------------------------|--|--|--------------------------------|
| 12:15PM     |  | COLLIER AREA PARA TRANSIT         |  |  | Stop Time <input type="text"/> |
| Break Start |  | 8300 Radio Rd<br>Naples, FL 34104 |  |  | Odometer <input type="text"/>  |

Daily Pass Sold

|           |  |                                   |  |  |                                |
|-----------|--|-----------------------------------|--|--|--------------------------------|
| 12:45PM   |  | COLLIER AREA PARA TRANSIT         |  |  | Stop Time <input type="text"/> |
| Break End |  | 8300 Radio Rd<br>Naples, FL 34104 |  |  | Odometer <input type="text"/>  |

Daily Pass Sold

|               |  |  |        |          |   |                |
|---------------|--|--|--------|----------|---|----------------|
| 1:40PM        |  | HOMEWOOD RESIDENCE                     | 901644 | 1:00PM P | Stop Time <input type="text" value="1:40PM"/> | Cancellation [ |
| Pick Up       |  | 770 Goodlette Rd N<br>Naples, FL 34102 |        |          | Odometer <input type="text" value="101729"/>  | No Show [      |
| Customer Pay: |  |  |        |          |   | Complete [     |
| \$3.00        |  |  |        |          |   |                |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |                                     |        |          |   |
|----------|--|-------------------------------------|--------|----------|---|
| 2:01PM   |  | 1007 Roseate Dr<br>Naples, FL 34104 | 901644 | 1:00PM P | Stop Time <input type="text" value="2:01PM"/> |
| Drop Off |  |                                     |        |          | Odometer <input type="text" value="101733"/>  |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Daily Pass Sold

Attachment: TDSP 2020 Minor Update (12571 : Ratification of the 2020 Transportation Disadvantaged



Run By Vehicle

Page 9 of 11

Driver Initial: \_\_\_\_\_



RouteMatch

Packet Pg. 377

## Rider/Beneficiary Survey

**Number of trips 01/24/2020: 396**

**Number of rider/beneficiary surveys obtained: 40**

### **Funding**

ADA: 30

TDC: 10

### **1. Where you charged an amount in addition to the co-payment?**

No: 40

Note: 3 respondents did indicate they had to make driver check again when they were being charged more than their co-payment should be.

### **2. How often do you normally obtain transportation?**

1-2 Times/Week: 7      3-5 Times/Week: 30      Daily 7 Days/Week: 3

Other: 1 Don't use anymore

### **3. Have you ever been denied transportation?**

Yes: 4 (1-2 Times, Space not available)      No: 36

### **4. What do you normally use the service for?**

| Type of use                 | Number of respondent's answers |
|-----------------------------|--------------------------------|
| Medical                     | <u>14</u>                      |
| Employment                  | <u>5</u>                       |
| Nutritional                 | <u>5</u>                       |
| Education/Training/Day Care | <u>10</u>                      |
| Life-Sustaining/Other       | <u>8</u>                       |



## 5. Did you have a problem with your trip

No: 10

Yes: 30 comments summarized below comments that were similar in nature were united and some respondents had multiple problems with the trip.

11 Late pick-up (60 Minutes, new driver, gets person into a panic when have not been picked up and know will be late to appointment).

12 Late return pick-up 1 hour or more (One respondent indicated it had been 2 hours wait sometimes but has gotten better recently).

6 Pick-up times not convenient, late specifically with newer drivers too early or too late.

1 Driver went to wrong place to pick me up.

1 Getting call returned after leaving several messages.

1 I did miss medical appointment once.

1 Trip scheduled in error.

1 Late to an appointment/Failed to be picked-up.

1 Reservation had time incorrect.

1 A driver who was mad that he had to help my husband with his seat belt again. Provided complaint to operator. I imagine this was resolved has not happened again.

1 Rude reservationist.

**6. On a scale of 1 to 10 (10 bring most satisfied) rate the transportation you have been receiving.**

Average of all 40 respondents: Rating of 8.5

Table below shows the number of respondents that chose each specific rating number used to calculate the average rating of 8.5.

| Rating | Number of respondents chose specific rating |
|--------|---|
| 1      | 1   |
| 4      | 2   |
| 5      | 1   |
| 6      | 3   |
| 7      | 1   |
| 8      | 9   |
| 8.5    | 3   |
| 9      | 3   |
| 9.5    | 2   |
| 10     | 10  |

**7. What does transportation mean to you?**

- Enables daughter to get where she needs to go when I can't drive her.
- Independence. Satisfies all needs.
- Very Important.
- Means a lot. Can't drive if I didn't have this service I would not do anything or be able to go anywhere I need to go. Glad to have it.
- Very Important can't drive would not be able to go anywhere without it.
- Everything. With so many people I have to take care of this allows my son to go to school.
- Means so much to have independence when my household only has one car.

- Could not get around without it. Can't drive so would have no other way to get to doctor's appointment without it.
- My life can't get around without it. My lifeline.
- Everything. I have no idea where I would get anywhere without it. Could not live without it. Hope it can continue forever.
- Only way to go to doctor. Glad to have it. Improves quality of life.
- Lifeline. No other way to get around.
- Grateful to have it.
- Whether or not I can get out of my community beyond the weekend when my daughter can take me. Freedom, independence, and saves me money having a fixed income and improves quality of financials.
- A battle to go to treatment if I did not have this service.
- Great help freeing up family members.
- Independence. Could not get to store or afford to pay any other form of transportation. Depend on it 100% and have no other back up.
- Great help. Benefits to move around county.
- Provides independence to my daughter.
- Very valuable with very polite drivers that are skilled and ready to help.
- Disabled driver licensed gets me from point A to point B.
- Love the paratransit bus after my accident.
- Allows me to go out and have a better quality of life. I cannot take the city bus.
- Guaranteed mobility.
- Means a lot. Am in no condition to drive after medical appointment. Takes a lot out of me.
- Tremendous help. A way to get around without my wife having to change her schedule.

- Life can't move anywhere without it.
- Very important can't stand at the bus stop due to my condition or stand under full sun.
- So helpful for people after dialysis.
- Great help.
- Independence.
- Quality of life.
- Use for getting to work and back.
- Enjoy getting home in a timely manner.
- I would not be able to drive my husband to get the care he requires for his Alzheimer's.
- Means a lot couldn't get around without it. Best thing to happen to Naples.
- Can go where I need to go for a reasonable price.

**Additional Comments:**

- All great drivers
- Receptionists are doing a wonderful job.
- Have been late for school twice
- Have experienced reservation errors once and a while. Have had to wait more than 2 hours for a pickup and sometimes informed that buses will only be going to my area after 6:00 PM.
- I work so this is very helpful. They are respectful with my son and his condition and when he forgets and when he gets down.
- Reservation error has occurred
- For return pick up the bus had not come called and was told that the bus was on the way should be there in about 10 minutes. Seems like the person did not actually check because after waiting some more called and was informed

the driver did not have me in their route scheduled. So, had to wait some more for a bus to pick me up. Better communication between person on phone and driver needed.

- Get a call when they are falling behind
- Like to be called when bus will be late
- Great if there is a way to go through email or app to be able to schedule, cancel or see schedule to confirm to reduce phone calls.
- Improve system call and information on pickup window. Think they are late but then they say they are within their pickup window.
- No notice of early pick up is given has happened twice already and am told if I am not ready at that time then I will not be able to go at all.
- My trust has gone down on the service. Lately have not been getting me to where I need to go on time. Not being able to get to a place on time was making me feel worse so lately I have been relying on having to pay Uber or neighbors for certain time sensitive trips. In the past had newer drivers asking me where we are going when I am not really able to guide them, waited forever so I am glad they started using GPS more, as newer drivers that get lost take up more time each trip. Last month had a class that was over by the time I got there.
- Sometimes late picking up.
- Information on how to give drivers permission to assist riders in situations where more than a step up is involved should be provided as part of the application or interview process.
- Very polite, nice and sweet drivers. Great and try to do the best they can
- Frustration from side pick-ups where a person does not cancel ahead of time and it delays the trip to get to the destination. Not fair to does who are responsible and cancel their trips within the given period of time.

- Do have some issues with waiting long 2-3 hours and no one answers or obtain a notification of how long I will be waiting.
- Pick up times can be better.
- Bus drivers great. Very gentle take my bag up and down to my door. I really appreciate their help.
- One of the drivers goes fast in my condominium. The speed limit is 15 mph and there are speed bumps but still goes faster than should.
- It would be of great help if transport chairs would be allowed on the bus would be easier for my wife once I get off the bus are smaller and not as heavy to carry.
- Excellent drivers very courteous
- Love all the drivers.
- When I call no one answers and have no idea if they even listen to my message.
- Communication with drivers and dispatchers needs to be better
- Am picked up at 5:30 AM for a 7:00 AM scheduled pick up.
- Better communication calls me to tell me they are here. Driver came to pick me up and didn't ask my name and then left. Pickup late sometimes and one time I called after 1 o'clock asking about my bus I was told they were looking for a bus for me. Waited for hours and didn't have a way home. Don't use it for anything else because never know when they are going to come so have someone take me.
- Very polite drivers.
- Runs late once and a while. Sometimes they pick us up as a group and then sometimes one by one might be more efficient to pick us up all at the same time.



- Stopped using the service would make me too nervous that I would never make it to my medical appointments on time and this would make my pain even worse. On one trip I got picked up the 5 minutes after my meeting was supposed to start even when booking an hour prior to the meeting. Poor scheduling and the scheduling agent was rude to me. Spoke with management to see if things would improve but never did. When I called the number, I could never get anyone on the phone felt like they were avoiding my calls. Buses said they would come but never did.

## Level of Cost Worksheet 1

**Insert Cost page from the AOR.**

County: Collier  
 CTC: Collier County Board of County Commissioners  
 Contact: Michelle E. Arnold  
 3299 TAMiami TRAIL E #103  
 NAPLES, FL 34112  
 239-252-5841  
 Email: michellearnold@colliergov.net

| Demographics            | Number  |
|-------------------------|---------|
| Total County Population | 372,880 |
| Unduplicated Head Count | 4,139   |



| <b>Trips By Type of Service</b>          | <b>2017</b>    | <b>2018</b>    | <b>2019</b>    | <b>Vehicle Data</b>               | <b>2017</b> | <b>2018</b> | <b>2019</b> |
|--|----------------|----------------|----------------|-----------------------------------|-------------|-------------|-------------|
| Fixed Route (FR)                         | 0              | 0              | 0              | Vehicle Miles                     | 1,351,040   | 1,407,704   | 2,224,740   |
| Deviated FR                              | 0              | 0              | 0              | Roadcalls                         | 17          | 20          | 116         |
| Complementary ADA                        | 0              | 0              | 77,945         | Accidents                         | 11          | 9           | 23          |
| Paratransit                              | 114,744        | 109,623        | 39,640         | Vehicles                          | 29          | 29          | 70          |
| TNC                                      | 0              | 0              | 0              | Drivers                           | 44          | 66          | 67          |
| Taxi                                     | 0              | 0              | 0              |                                   |             |             |             |
| School Board (School Bus)                | 0              | 0              | 0              |                                   |             |             |             |
| Volunteers                               | 0              | 0              | 0              |                                   |             |             |             |
| <b>TOTAL TRIPS</b>                       | <b>114,744</b> | <b>109,623</b> | <b>117,585</b> |                                   |             |             |             |
| <b>Passenger Trips By Trip Purpose</b>   |                |                |                | <b>Financial and General Data</b> |             |             |             |
| Medical                                  | 51,839         | 50,069         | 43,133         | Expenses                          | \$4,614,372 | \$5,433,226 | \$5,818,222 |
| Employment                               | 13,043         | 12,874         | 14,256         | Revenues                          | \$4,828,842 | \$4,931,076 | \$5,211,529 |
| Ed/Train/DayCare                         | 3,445          | 4,097          | 16,982         | Commendations                     | 1           | 6           | 2           |
| Nutritional                              | 13,700         | 13,868         | 14,907         | Complaints                        | 27          | 65          | 43          |
| Life-Sustaining/Other                    | 32,717         | 28,715         | 28,307         | Passenger No-Shows                | 499         | 2,821       | 4,135       |
| <b>TOTAL TRIPS</b>                       | <b>114,744</b> | <b>109,623</b> | <b>117,585</b> | Unmet Trip Requests               | 23          | 199         | 16          |
| <b>Passenger Trips By Revenue Source</b> |                |                |                | <b>Performance Measures</b>       |             |             |             |
| CTD                                      | 24,408         | 18,917         | 27,232         | Accidents per 100,000 Miles       | 0.81        | 0.64        | 1.03        |
| AHCA                                     | 0              | 0              | 3,626          | Miles between Roadcalls           | 79,473      | 70,385      | 19,179      |
| APD                                      | 0              | 0              | 0              | Avg. Trips per Passenger          | 97.74       | 83.30       | 28.41       |
| DOEA                                     | 332            | 319            | 96             | Cost per Trip                     | \$40.21     | \$49.56     | \$49.48     |
| DOE                                      | 0              | 0              | 0              | Cost per Paratransit Trip         | \$40.21     | \$49.56     | \$49.48     |
| Other                                    | 90,004         | 90,387         | 86,631         | Cost per Total Mile               | \$3.42      | \$3.86      | \$2.62      |
| <b>TOTAL TRIPS</b>                       | <b>114,744</b> | <b>109,623</b> | <b>117,585</b> | Cost per Paratransit Mile         | \$3.42      | \$3.86      | \$2.62      |
| <b>Trips by Provider Type</b>            |                |                |                |                                   |             |             |             |
| CTC                                      | 0              | 0              | 0              |                                   |             |             |             |
| Transportation Operator                  | 102,424        | 103,178        | 105,273        |                                   |             |             |             |
| Coordination Contractor                  | 12,320         | 6,445          | 12,312         |                                   |             |             |             |
| <b>TOTAL TRIPS</b>                       | <b>114,744</b> | <b>109,623</b> | <b>117,585</b> |                                   |             |             |             |

## Level of Competition Worksheet 2

### 1. Inventory of Transportation Operators in the Service Area

|                          | Column A<br>Operators<br>Available | Column B<br>Operators<br>Contracted in the<br>System. | Column C<br>Include Trips | Column D<br>% of all Trips |
|--------------------------|------------------------------------|---|---------------------------|----------------------------|
| Private Non-Profit       |                                    |   |                           |                            |
| Private For-Profit       |                                    |   |                           |                            |
| Government               |                                    |   |                           |                            |
| Public Transit<br>Agency |                                    |   |                           |                            |
| <b>Total</b>             |                                    |   |                           |                            |

2. How many of the operators are coordination contractors? \_\_\_\_\_
3. Of the operators included in the local coordinated system, how many have the capability of expanding capacity? \_\_\_\_\_
- Does the CTC have the ability to expand? \_\_\_\_\_
4. Indicate the date the latest transportation operator was brought into the system. \_\_\_\_\_
5. Does the CTC have a competitive procurement process? \_\_\_\_\_
6. In the past five (5) years, how many times have the following methods been used in selection of the transportation operators?

|  |                             |
|--|-----------------------------|
|  | Low bid                     |
|  | Requests for qualifications |
|  | Negotiation only            |

|  |                                 |
|--|---------------------------------|
|  | Requests for proposals          |
|  | Requests for interested parties |
|  |                                 |

Which of the methods listed on the previous page was used to select the current operators?

7. Which of the following items are incorporated in the review and selection of transportation operators for inclusion in the coordinated system?

|  |                                |
|--|--------------------------------|
|  | Capabilities of operator       |
|  | Age of company                 |
|  | Previous experience            |
|  | Management                     |
|  | Qualifications of staff        |
|  | Resources                      |
|  | Economies of Scale             |
|  | Contract Monitoring            |
|  | Reporting Capabilities         |
|  | Financial Strength             |
|  | Performance Bond               |
|  | Responsiveness to Solicitation |

|  |                                 |
|--|---------------------------------|
|  | Scope of Work                   |
|  | Safety Program                  |
|  | Capacity                        |
|  | Training Program                |
|  | Insurance                       |
|  | Accident History                |
|  | Quality                         |
|  | Community Knowledge             |
|  | Cost of the Contracting Process |
|  | Price                           |
|  | Distribution of Costs           |
|  | Other: (list)                   |

8. If a competitive bid or request for proposals has been used to select the transportation operators, to how many potential operators was the request distributed in the most recently completed process? \_\_\_\_\_

How many responded? \_\_\_\_\_

The request for bids/proposals was distributed:

\_\_\_\_\_ Locally \_\_\_\_\_ Statewide \_\_\_\_\_ Nationally

9. Has the CTC reviewed the possibilities of competitively contracting any services other than transportation provision (such as fuel, maintenance, etc...)? \_\_\_\_\_

## Level of Availability (Coordination)

### Worksheet 3

Planning – What are the coordinated plans for transporting the TD population?

Public Information – How is public information distributed about transportation services in the community?

Certification – How are individual certifications and registrations coordinated for local TD transportation services?

Eligibility Records – What system is used to coordinate which individuals are eligible for special transportation services in the community?



**Call Intake** – To what extent is transportation coordinated to ensure that a user can reach a Reservationist on the first call?

**Reservations** – What is the reservation process? How is the duplication of a reservation prevented?

**Trip Allocation** – How is the allocation of trip requests to providers coordinated?

**Scheduling** – How is the trip assignment to vehicles coordinated?

Transport – How are the actual transportation services and modes of transportation coordinated?

Dispatching – How is the real time communication and direction of drivers coordinated?

General Service Monitoring – How is the overseeing of transportation operators coordinated?

Daily Service Monitoring – How are real-time resolutions to trip problems coordinated?

**Trip Reconciliation** – How is the confirmation of official trips coordinated?

**Billing** – How is the process for requesting and processing fares, payments, and reimbursements coordinated?

**Reporting** – How is operating information reported, compiled, and examined?

**Cost Resources** – How are costs shared between the coordinator and the operators (s) in order to reduce the overall costs of the coordinated program?

**Information Resources** – How is information shared with other organizations to ensure smooth service provision and increased service provision?

**Overall** – What type of formal agreement does the CTC have with organizations, which provide transportation in the community?

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# APPENDIX B

## PTNE Response to 2020 CTC Evaluation

# Memorandum

To: Brandy Otero, Collier MPO Principal Planner  
Josephine Medina, MPO Senior Planner

From: Omar Deleon, Transit Manager

Date: March 17, 2020

Subject: Response to 2020 CTC Evaluation

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The Public Transit & Neighborhood Enhancement (PTNE) Division is in receipt of the CTC Evaluation Workbook for the review period of July 1, 2018 through June 30, 2019. We have reviewed the report and corresponding comments and recommendations and have the following response for your consideration.

**Review the CTC contracts for compliance with 427.0155(1), F.S. - "Execute uniform contracts for service using a standard contract, which includes performance standards for operators."**

**Comments:**

The CTC is in compliance with this section.

**Review the CTC last AOR submittal for compliance with 427. 0155(2) - "Collect Annual Operating Data for submittal to the Commission."**

**Comments:**

The CTC is in compliance with this section. The CTC submits all reports and agreements on time. No recommendation for improvements is needed in this area.

Review the CTC monitoring of its transportation operator contracts to ensure compliance with 427.0155(3), F.S. - "Review all transportation operator contracts annually."

**Comments:**

The CTC is in compliance with this section.

**Review the TDSP to determine the utilization of school buses and public transportation services [Chapter 427.0155(4)] - "Approve and coordinate the utilization of school bus and public transportation services in accordance with the TDSP."**

**Comments:**

School buses are not utilized in the coordinated system.

**Rule 41-2.012(5)(b): "As part of the Coordinator's performance, the local Coordinating Board shall also set an annual percentage goal increase for the number of trips provided within the system for ridership on public transit, where applicable. In areas where the public transit is not being utilized, the local Coordinating Board shall set an annual percentage of the number of trips to be provided on public transit."**



**Comments:**

Although Goal 2 of the TDSP is to "Maximize effective transfer of individuals from paratransit to fixed route services." This does not provide a specific annual percentage increase to be obtained. This item should be addressed during the next major TDSP update to ensure compliance.

**Findings:**

There are no compliance issues found with Chapter 427.

**Recommendations:**

A mobility manager conducts eligibility reviews to determine if the fixed route system can be utilized. The CTC is encouraged to continue the transfer of individuals to the fixed route system whenever possible to minimize paratransit costs. The TDSP should be revised during the next major update to include a specific annual percentage goal to transfer passengers from paratransit to transit.

**CTC Response:**

The transportation disadvantaged individuals that are utilizing paratransit that might be able to use Fixed Route are doing so because Fixed Route is not available in the area of their origin or destination. Although the CTC agrees that all effort should be made to transfer individuals to the fixed route system to minimize costs, setting an annual percentage goal may not be achievable without the expansion of fixed route service into other areas of the County.

The CTC will work with the LCB to determine a reasonable performance measure that is consistent with Rule 41-2.012(5)(b) which is intended to increase the usage of public transit not necessarily transferring trips from paratransit to fixed route.

**Compliance with 41-2.006(1), Minimum Insurance Compliance - "...ensure compliance with the minimum liability insurance requirement of \$100,000 per person and \$200,000 per incident..."**

**Comments:**

The CTC maintains compliance with the minimum liability insurance requirements as directed by, F.A.C 41-2.006.

**Compliance with 41-2.011(2), Evaluating Cost-Effectiveness of Coordination Contractors and Transportation Alternatives. - "...contracts shall be reviewed annually by the Community Transportation Coordinator and the Coordinating Board as to the effectiveness and efficiency of the Transportation Operator or the renewal of any Coordination Contracts."**

**Findings:**

The CTC is in compliance with this rule.

**Recommendations:**

None noted

**Compliance with Commission Standards - "...shall adhere to Commission approved standards..."**

**TDSP Commission Standards**

| <b>Commission Standards</b>                                  | <b>Comments</b>   | <b>Response</b>      |
|--|---|----------------------|
| Local toll-free phone number must be posted in all vehicles. | The TDSP addresses this standard. All vehicles inspected as part of this evaluation were found in compliance. It is however suggested that the number should be posted in larger font for greater visibility to the service users.  | No response required |
| Vehicle Cleanliness  | The TDSP addresses this standard. All vehicles as part of this evaluation inspected were clean and free of damaged or broken seats.   | No response required |
| Passenger/Trip Database                                      | The TDSP addresses this standard. The CTC management entity will collect and store in a database the name, phone number, address, funding source, eligibility, and special requirements of each passenger.  | No response required |
| Adequate seating   | The TDSP addresses this standard. Vehicle seating will not exceed the manufacturer's recommended capacity. All vehicles as part of this evaluation maintained adequate seating.   | No response required |
| Driver Identification  | The TDSP addresses this standard. All observed during this evaluation had uniforms on, announced themselves and greeted the passengers at their door. Although the TDSP states that all drivers are to have a name badge displayed at all times, it was noted that during one of the evaluations there was a driver that did not have their identification badge visible. | No response required |
| Passenger Assistance   | The TDSP addresses this standard. All drivers observed during this evaluation provided assistance as needed.  | No response required |

|                              |  |  |
|------------------------------|--|--|
| Smoking, Eating and Drinking | The TDSP addresses this standard. There will be no smoking on any vehicles in the coordinated system. Eating and drinking on board the vehicle is prohibited. Exceptions are permitted when required due to an existing medical condition.   | No response required   |
| Two-way Communications       | The TDSP addresses this standard. All vehicles observed as part of this evaluation were equipped with two-way communication in good working order.   | No response required   |
| Air Conditioning/Heating     | The TDSP addresses this standard. Air conditioning was working in all vehicles observed. Due to the temperature, the heat was not tested.  | No response required   |
| Billing Requirements         | The TDSP requires that all payments to transportation subcontractors will be made in a timely manner pursuant to Florida Statutes. All bills shall be paid within 7 working days to subcontractors, after receipt of said payment by the Community Transportation Coordinator, in accordance with Section 287.0585, F.S. | CAT currently does not have a subcontractor providing service for CAT Connect. |

**Findings:**

The TDSP complies with all Commission standards.

**Recommendations:**

The CTC is encouraged to post the local toll-free number in all vehicles in larger font for greater visibility to the service users.

The CTC is encouraged to review and ensure that drivers have ID badges displayed at all times.

**CTC Response:**

A standard font size of 72 has been established for the posting of the toll-free number in all vehicles. Signs have been obtained for those vehicles with signs that did not meet that standard and they have been replaced.

The Vendor contract requires all drivers to be in full uniform when providing transportation service, which includes displaying his/her ID. We will require the General Manager and Training Manager to review the policy with all drivers at their safety meeting and require proof of driver attendance. CAT will conduct

period inspections to ensure vendor is adhering to this policy. The vendor will be assessed Liquidated Damages each time a driver is found to be out of uniform.

**Compliance with Local Standards - “...shall adhere to Commission approved standards...”**

**TDSP Local Standards**

| Local Standards  | Comments   | Response  |
|--|--|---|
| Transport of Escorts and dependent children policy       | The TDSP addresses this standard. Personal care attendants must be approved on initial customer application with medical documentation for reason attendant is needed. If an escort/ personal care attendant is requested, they will be transported at no additional charge. | The CAT Connect Rider’s Guide reinforces this standard. |
| Use, Responsibility, and cost of child restraint devices | The TDSP addresses this standard. Restraints are required for children under 5 and/or under 50 lbs.  | The CAT Connect Rider’s Guide reinforces this standard. |
| Out-of-Service Area trips                                | The CTC does not provide any trips outside of Collier County.  | No response required                                    |
| CPR/1st Aid  | The TDSP addresses this standard. Drivers are certified in CPR every two years (biennial).   | The Vendor Contract reinforces this standard.           |
| Driver Criminal Background Screening                     | The TDSP addresses this standard. All drivers in the coordinated system must have a “favorable” background check from the Florida Department of Law Enforcement (“favorable” as defined by the Department of Children and Families policies and procedures).                 | The Vendor Contract reinforces this standard.           |
| Rider Personal Property                                  | The TDSP addresses this standard. Passengers are allowed to bring up to four shopping bags that fit under the passenger’s seat and/or on their lap.  | The CAT Connect Rider’s Guide reinforces this standard. |
| Advance reservation requirements                         | The TDSP addresses this standard. Reservations are taken a day in advance up to 5 p.m. the business day prior to the trip request. Passengers with an urgent need to travel should call the CTC. Unless other regulations are applicable, same day trip requests cannot be   | The CAT Connect Rider’s Guide reinforces this standard. |

|                |  |   |
|----------------|--|---|
|                | guaranteed. However, the CTC will attempt to accommodate the request.  |   |
| Pick-up Window | TDSP addresses this standard. For the focus of this evaluation the 30 minutes early to zero minute late medical and employment policy was reviewed for trips. Effective 12-04-2019 the LCB approved a negotiated methodology for trips based on a mileage-based scheduling. The TDSP will be amended to include the updated window policy. | The CAT Connect Rider's Guide reinforces this standard. |

### Findings:

As mentioned above, the scheduling methodology of assigning trips changed from zoned based trip assignments with 1-hour and 2-hour windows to negotiated mileage-based trip assignments.

A complete review of manifests for the day of 01/24/2020 was completed as part of this evaluation. Due to recent changes to how trips are assigned only the pick-up window standard that states that medical appointments and employment must follow the "30 minute early to zero minute late" policy was used to evaluate. Based on this standard on time performance for all the trips this day was calculated to be 92%, the on time performance for trips categorized as work and medical drop off trips that day was calculated to be 61%, the on time performance for trips categorized only as medical drop off trips that day was calculated to be 57%, and the on time performance for trips categorized as employment that day was calculated to be 76%. The manifest identified one patient as being dropped off 44 minutes after their requested drop off time and another two patients being dropped off 72 minutes early from their requested drop off time.

### Recommendations:

The on-time performance for medical and employment continues to be an issue. During the annual public workshop meeting the STARability Foundation indicated various of its participants at various locations are being picked up or dropped off late sometimes by hours at a time and requested a better method of communicating with families when buses will be late. Comments from rider surveys also mention late drop off and pick up times for medical and employment as being issues. Three respondents indicated a heightened level of stress of not knowing whether they would get to their destinations on time. One of these three respondents is no longer using the service for this reason and another respondent indicated that they are paying Uber or a friend to get them to their destination and only using the service for trips that are not time sensitive. Other comments included that they are not being notified of tardiness, and vehicle issues or being notified hours after an issue has occurred which does not allow them to find an alternative way home. Comments also indicated they are having issues with the incorrect scheduling of their trips.

The CTC is encouraged to provide in their quarterly report to the LCB the on-time performance for medical and employment trips individually not just as part of the overall on time performance for all trips. It is also

encouraged that they provide a quarterly report to the LCB on measures that are being done to help address these issues with on time performance.

The CTC is encouraged to devise a system to inform passengers of when their driver would be arriving and to confirm scheduling information for their trips. The CTC is encouraged to pursue the phone system to enhance customer service.

In the next TDSP update service standard changes due to new trip assignment methodology should be reflected in Pick-Up Window and return trip scheduling.

**CTC Response:**

CAT made contact with the individuals that attended the Annual Public Workshop in an effort to schedule an appointment to discuss the issues raised. However, due to the COVID-19 Pandemic the meeting was not scheduled. Attempts to schedule a meeting will be done when business is back to normal.

The PTNE Division is evaluating the acquisition of a system to remind passengers of their trips as well as alert them when the driver has arrived. An improved phone system is also being explored.

**Summary Remarks**

The PTNE Division appreciates the feedback provided and will make every effort to comply with the recommendations in the future.



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# APPENDIX C CTD RATE MODEL WORKSHEET FY 2020-2021

## Worksheet for Multiple Service Rates

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the **DARK RED** prompts directing you to skip or go to certain questions and sections based on previous answers

CTC: Collier County B Version 1.4  
County: Collier County

### SECTION I: Services Provided

1. Will the CTC be providing any of these Services to transportation disadvantaged passengers in the upcoming budget year?.....

| Ambulatory                              | Wheelchair                              | Stretcher   | Group                                |
|---|---|---|--------------------------------------|
| <input checked="" type="radio"/> Yes    | <input checked="" type="radio"/> Yes    | <input type="radio"/> Yes                                   | <input checked="" type="radio"/> Yes |
| <input type="radio"/> No                | <input type="radio"/> No                | <input checked="" type="radio"/> No                         | <input type="radio"/> No             |
| Go to Section II for Ambulatory Service | Go to Section II for Wheelchair Service | STOP! Do NOT Complete Sections II - V for Stretcher Service | Go to Section II for Group Service   |

### SECTION II: Contracted Services

1. Will the CTC be contracting out any of these Services TOTALLY in the upcoming budget year?....

| Ambulatory                           | Wheelchair                           | Stretcher  | Group                                |
|--------------------------------------|--------------------------------------|--|--------------------------------------|
| <input checked="" type="radio"/> Yes | <input checked="" type="radio"/> Yes | <input type="radio"/> Yes                        | <input checked="" type="radio"/> Yes |
| <input type="radio"/> No             | <input type="radio"/> No             | <input checked="" type="radio"/> No              | <input type="radio"/> No             |
| Answer # 2 for Ambulatory Service    | Answer # 2 for Wheelchair Service    | Do Not Complete Section II for Stretcher Service | Answer # 2 for Group Service         |

2. If you answered YES to #1 above, do you want to arrive at the billing rate by simply dividing the proposed contract amount by the projected Passenger Miles / passenger trips?.....

| Ambulatory                          | Wheelchair                          | Stretcher                           | Group                               |
|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| <input type="radio"/> Yes           | <input type="radio"/> Yes           | <input type="radio"/> Yes           | <input type="radio"/> Yes           |
| <input checked="" type="radio"/> No | <input checked="" type="radio"/> No | <input checked="" type="radio"/> No | <input checked="" type="radio"/> No |

3. If you answered YES to #1 & #2 above, how much is the proposed contract amount for the service?  
How many of the total projected Passenger Miles relate to the contracted service?  
How many of the total projected passenger trips relate to the contracted service?

| Ambulatory  | Wheelchair  | Stretcher  | Group       |
|-------------|-------------|--|-------------|
| Leave Blank | Leave Blank | Do NOT Complete Section II for Stretcher Service | Leave Blank |
|             |             |  |             |
|             |             |  |             |

Effective Rate for **Contracted Services**:  
per Passenger Mile =  
per Passenger Trip =

| Ambulatory                               | Wheelchair                               | Stretcher  | Group                               |
|--|--|--|-------------------------------------|
|  |  |  |                                     |
| Go to Section III for Ambulatory Service | Go to Section III for Wheelchair Service | Do NOT Complete Section II for Stretcher Service | Go to Section III for Group Service |

4. If you answered # 3 & want a Combined Rate per Trip **PLUS** a per Mile add-on for 1 or more services, INPUT the Desired per Trip Rate (but must be less than per trip rate in #3 above =  
Rate per Passenger Mile for Balance =

| Combination Trip and Mile Rate                           |  |  |   |
|--|--|--|---|
|  |  |  |   |
| Leave Blank and Go to Section III for Ambulatory Service | Leave Blank and Go to Section III for Wheelchair Service | Do NOT Complete Section II for Stretcher Service | Leave Blank and Go to Section III for Group Service |

## Worksheet for Multiple Service Rates

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the **DARK RED** prompts directing you to skip or go to certain questions and sections based on previous answers

CTC: Collier County B Version 1.4  
County: Collier County

### SECTION III: Escort Service

1. Do you want to charge all escorts a fee?.....

☒ Yes  
☐ No

Answer # 2, 3 &  
4

2. If you answered Yes to #1, do you want to charge the fee per passenger trip OR .....  
per passenger mile?.....

☒ Pass. Trip  
☐ Pass. Mile

3. If you answered Yes to # 1 and completed # 2, for how many of the projected  
Passenger Trips / Passenger Miles will a passenger be accompanied by an escort?

944 Passenger Trips

4. How much will you charge each escort?.....

\$ 5.00 per Passenger Trip

### SECTION IV: Group Service Loading

1. If the message "**You Must Complete This Section**" appears to the right, what is the projected total  
number of Group Service Passenger Miles? (otherwise leave blank).....

82,699

You Must  
Complete This  
Section!

..... And what is the projected total number of Group Vehicle Revenue Miles?

59,011

Loading Rate  
1.40 to 1.00

### SECTION V: Rate Calculations for Multiple Services:

1. Input Projected Passenger Miles and Passenger Trips for each Service in the GREEN cells and the Rates for each Service will be calculated automatically

\* Miles and Trips you input must sum to the total for all Services entered on the "Program-wide Rates" Worksheet, MINUS miles

and trips for contracted services IF the rates were calculated in the Section II above

\* Be sure to leave the service BLANK if you answered NO in Section I or YES to question #2 in Section II

|   |           | RATES FOR FY: 2020 - 2021      |             |                          |                 |
|---|-----------|--------------------------------|-------------|--------------------------|-----------------|
|   |           | Ambul                          | Wheel Chair | Stretcher<br>Leave Blank | Group           |
| Projected Passenger Miles (excluding totally contracted services addressed in Section II) = | 1,353,642 | = 1,055,155                    | + 215,788   | +                        | 82,699          |
| Rate per Passenger Mile =   |           | \$2.96                         | \$5.08      | \$0.00                   | \$2.12 \$2.96   |
|   |           | per passenger per group        |             |                          |                 |
|   |           | Ambul                          | Wheel Chair | Stretcher<br>Leave Blank | Group           |
| Projected Passenger Trips (excluding totally contracted services addressed in Section II) = | 108,000   | = 85,520                       | + 19,746    | +                        | 2,734           |
| Rate per Passenger Trip =   |           | \$36.24                        | \$62.13     | \$0.00                   | \$25.87 \$36.26 |
|   |           | per passenger per group        |             |                          |                 |
|   |           | Combination Trip and Mile Rate |             |                          |                 |
|   |           | Ambul                          | Wheel Chair | Stretcher<br>Leave Blank | Group           |
| ...INPUT the Desired Rate per Trip (but must be less than per trip rate above) =            |           |                                |             |                          | \$0.00          |
| Rate per Passenger Mile for Balance =   |           | \$2.96                         | \$5.08      | \$0.00                   | \$2.12 \$2.96   |
|   |           | per passenger per group        |             |                          |                 |

## Worksheet for Multiple Service Rates

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the **DARK RED** prompts directing you to skip or go to certain questions and sections based on previous answers

CTC: **Collier County B** Version 1.4  
County: **Collier County**

Rate per Passenger Mile =

Rate per Passenger Trip =

### Rates If No Revenue Funds Were Identified As Subsidy Funds

| Ambul  | Wheel Chair | Stretcher | Group         |           |
|--------|-------------|-----------|---------------|-----------|
| \$3.75 | \$6.44      | \$0.00    | \$2.68        | \$3.76    |
|        |             |           | per passenger | per group |

| Ambul   | Wheel Chair | Stretcher | Group         |           |
|---------|-------------|-----------|---------------|-----------|
| \$45.93 | \$78.74     | \$0.00    | \$32.79       | \$45.95   |
|         |             |           | per passenger | per group |

Program These Rates Into Your Medicaid Encounter Data

## **EXECUTIVE SUMMARY**

### **Approval of the Fiscal Year 2020/21 Transportation Disadvantage (TD) Planning Grant**

**OBJECTIVE:** For the MPO Board to approve the FY 2020/21 TD Planning Grant Application and supporting resolution.

**CONSIDERATIONS:** The MPO has the authority to file a TD Planning Grant Application for Collier County and to undertake a TD service project as authorized by Section 427.0159, Florida Statutes, and Rule 41-2, Florida Administrative Code. As part of the annual process, the TD Grant Application must be filed by July 1st. The amount requested in the TD Grant application for FY 2020/21 is \$27,016. These funds will be used as described in the FY 2020/21-2021/22 Unified Planning Work Program (UPWP), Task 6 - Transit and Transportation Disadvantaged and the TD Planning Grant Agreement. The planning tasks include:

- Conducting the annual Transportation Disadvantaged Service Plan Update;
- Annual Community Transportation Coordinator (CTC) Evaluation;
- Staff support at LCB meetings;
- Legal advertisement of LCB meetings;
- Conducting the annual Public Hearing;
- Conducting LCB training
- Review of LCB bylaws, grievance procedures, reports; and
- Staff attending TD Training Events and TD Commission meetings.

The FY 2020/21 planning grant allocation is included as **Attachment 1**. The completed application (**Attachment 2**) and resolution (**Attachment 3**) must be submitted to the TD Commission to receive funding. The planning grant agreement for FY 2020/21 is included as **Attachment 4**.

**COMMITTEE RECOMMENDATIONS:** The Local Coordinating Board (LCB) for the Transportation Disadvantaged reviewed and endorsed the TD planning grant application and Resolution 2020-08 at its June 3, 2020 meeting.

**STAFF RECOMMENDATION:** That the Board approve the grant application and Resolution.

Prepared By: Brandy Otero, Principal Planner

### **ATTACHMENT(S)**

1. 2020/21 Planning Grant Allocations (PDF)
2. TD Planning Grant Application (PDF)
3. Resolution 2020-08 (PDF)
4. FY 2020/21 Planning Grant Agreement (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 4.I**Doc ID:** 12578**Item Summary:** Approval of the Fiscal Year 2020/21 Transportation Disadvantage (TD) Planning Grant**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/04/2020 10:13 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/04/2020 10:13 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/04/2020 11:07 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 11:10 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |



**Commission for the Transportation Disadvantaged  
Planning Grant Allocations  
FY 2020-2021**

| County       | Planning Funds |
|--------------|----------------|
| Alachua      | \$24,946       |
| Baker        | \$19,983       |
| Bay          | \$23,242       |
| Bradford     | \$19,967       |
| Brevard      | \$31,532       |
| Broward      | \$59,775       |
| Calhoun      | \$19,704       |
| Charlotte    | \$23,095       |
| Citrus       | \$22,415       |
| Clay         | \$23,737       |
| Collier      | \$27,016       |
| Columbia     | \$20,858       |
| DeSoto       | \$20,157       |
| Dixie        | \$19,744       |
| Duval        | \$38,877       |
| Escambia     | \$26,015       |
| Flagler      | \$21,638       |
| Franklin     | \$19,644       |
| Gadsden      | \$20,380       |
| Gilchrist    | \$19,762       |
| Glades       | \$19,677       |
| Gulf         | \$19,737       |
| Hamilton     | \$19,699       |
| Hardee       | \$19,979       |
| Hendry       | \$20,229       |
| Hernando     | \$23,222       |
| Highlands    | \$21,535       |
| Hillsborough | \$48,255       |
| Holmes       | \$19,811       |
| Indian River | \$22,556       |
| Jackson      | \$20,432       |
| Jefferson    | \$19,696       |
| Lafayette    | \$19,580       |
| Lake         | \$26,363       |
| Lee          | \$34,351       |

| County        | Planning Funds     |
|---------------|--------------------|
| Leon          | \$25,502           |
| Levy          | \$20,243           |
| Liberty       | \$19,573           |
| Madison       | \$19,791           |
| Manatee       | \$27,160           |
| Marion        | \$26,738           |
| Martin        | \$22,721           |
| Miami-Dade    | \$77,124           |
| Monroe        | \$21,034           |
| Nassau        | \$21,070           |
| Okaloosa      | \$23,616           |
| Okeechobee    | \$20,254           |
| Orange        | \$46,954           |
| Osceola       | \$26,341           |
| Palm Beach    | \$49,871           |
| Pasco         | \$30,035           |
| Pinellas      | \$39,684           |
| Polk          | \$33,327           |
| Putnam        | \$20,942           |
| Saint Johns   | \$24,235           |
| Saint Lucie   | \$25,777           |
| Santa Rosa    | \$22,957           |
| Sarasota      | \$28,043           |
| Seminole      | \$28,991           |
| Sumter        | \$21,889           |
| Suwannee      | \$20,331           |
| Taylor        | \$19,872           |
| Union         | \$19,722           |
| Volusia       | \$30,474           |
| Wakulla       | \$20,070           |
| Walton        | \$20,750           |
| Washington    | \$19,918           |
| <b>TOTALS</b> | <b>\$1,732,620</b> |

4/6/2020



# Transportation Disadvantaged Planning Grant Application Form

|  |  |                                     |              |
|--|--|-------------------------------------|--------------|
| Legal Name                             | Collier Metropolitan Planning Organization |                                     |              |
| Federal Employer Identification Number | 59-6000558                                 |                                     |              |
| Registered Address                     | 2885 South Horseshoe Drive                 |                                     |              |
| City and State                         | Naples, FL                                 | Zip Code                            | 34104        |
| Contact Person for this Grant          | Anne McLaughlin                            | Phone Number<br>Format 111-111-1111 | 239-252-5884 |
| E-Mail Address [Required]              | Anne. McLaughlin@colliercountyfl.gov       |                                     |              |
| Project Location [County(ies)]         | Collier                                    | Proposed Project Start Date         | 07/01/2020   |
| <b>Budget Allocation</b>               |  |                                     |              |
| Grant Amount Requested                 |  |                                     | \$27,016     |
| Total Project Amount                   |  |                                     | \$ 0.00      |

I, the authorized Grant Recipient Representative, hereby certify that the information contained in this form is true and accurate and is submitted in accordance with the 2020-21 Program Manual and Application for the Planning Grant.

  
**Signature of Grant Recipient Representative**

5/21/20  
**Date**

**Name:** Anne McLaughlin

**Title:** MPO Executive Director



## RESOLUTION 2020 - 8

### RESOLUTION OF THE COLLIER METROPOLITAN PLANNING ORGANIZATION AUTHORIZING THE MPO CHAIR TO EXECUTE A TRANSPORTATION DISADVANTAGED TRUST FUND GRANT AGREEMENT WITH THE FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED.

**WHEREAS**, the Collier Metropolitan Planning Organization ("Collier MPO") has the authority to execute a Transportation Disadvantaged Trust Fund Grant Agreement and to undertake a transportation disadvantaged service project as authorized by Florida Statutes, section 427.0159 and Florida Administrative Code, Rule 41-2; and

**WHEREAS**, on June 12, 2020, the Collier MPO voted in favor of authorizing its Chair to execute a Transportation Disadvantaged Trust Fund Grant Agreement with the Florida Commission for the Transportation Disadvantaged.

### NOW, THEREFORE, BE IT RESOLVED BY THE COLLIER METROPOLITAN PLANNING ORGANIZATION THAT:

1. The Collier MPO has the authority to execute a Transportation Disadvantaged Trust Fund Grant Agreement.
2. The Collier MPO authorizes its Chair to execute the Transportation Disadvantaged Trust Fund Grant Agreement on behalf of the Collier MPO and to file it with the Florida Commission for the Transportation Disadvantaged in the total amount of \$27,016.
3. The Collier MPO authorizes its Chair to sign any agreements, assurances, warranties, certifications, and any other related documents that may be required in connection with the grant submission or subsequent agreements.

This Resolution was **PASSED and DULY ADOPTED** by the Collier Metropolitan Planning Organization Board on June 12, 2020.


Attest:

COLLIER COUNTY METROPOLITAN  
PLANNING ORGANIZATION

By: \_\_\_\_\_  
Anne McLaughlin  
Collier MPO Executive Director

By: \_\_\_\_\_  
Councilwoman Elaine Middelstaedt  
MPO Chair

Approved as to form and legality:

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

Attachment: Resolution 2020-08 (12578 : Approval of the Fiscal Year 2020/21 Transportation Disadvantage (TD) Planning Grant)



|              |             |             |      |              |             |
|--------------|-------------|-------------|------|--------------|-------------|
| SAMAS Approp | 108846      | Fund        | TDTF | FM/Job No(s) | 43202911401 |
| SAMAS Obj    | 751000      | Function    | 615  | CSFA No.     | 55.002      |
| Org. Code    | 55120000952 | Contract No |      | Vendor No.   | 59-6000558  |

## FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED PLANNING GRANT AGREEMENT

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2020 by and between the STATE OF FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED, created pursuant to Chapter 427, Florida Statutes, hereinafter called the Commission, and Collier Metropolitan Planning Organization, 2885 S Horseshoe Drive, Naples, Florida, 34104, hereinafter called the Grantee.

### W I T N E S S E T H:

WHEREAS, the Grantee has the authority to enter into this Agreement and to undertake the Project hereinafter described, and the Commission has been granted the authority to carry out responsibilities of the Commission which includes the function of the Designated Official Planning Agency and other responsibilities identified in Chapter 427, Florida Statutes, or rules thereof;

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations herein, the parties agree as follows:

**1.00 Purpose of Agreement:** The purpose of this Agreement is to provide financial assistance to accomplish the duties and responsibilities of the Official Planning Agency as set forth in Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code, Commission policies, and the Fiscal Year 2020-21 Program Manual and Application for the Planning Grant, and as further described in this Agreement and in Exhibit(s) A, B, C, D attached hereto and by this reference made a part hereof, hereinafter called the Project; and, for the Commission to provide financial assistance to the Grantee and state the terms and conditions upon which such assistance will be provided and the understandings as to the manner in which the Project will be undertaken and completed.

**2.00 Accomplishment of the Project:** The Grantee shall commence, and complete the Project as described in Exhibit "A" with all practical dispatch, in a sound, economical, and efficient manner, and in accordance with the provisions herein, and all applicable laws.

**2.10 Pursuant to Federal, State, and Local Law:** In the event that any election, referendum, approval, permit, notice, or other proceeding or authorization is requisite under applicable law to enable the Grantee to enter into this Agreement or to undertake the Project hereunder, or to observe, assume or carry out any of the provisions of the Agreement, the Grantee will initiate and consummate, as provided by law, all actions necessary with respect to any such matters so requisite.

**2.20 Funds of the Grantee:** The Grantee will provide the initial funds necessary for the completion of the project. The Grantee shall pay and not be reimbursed for funds exceeding the estimated project cost.



**2.30 Funds of the Commission:** The Commission will compensate the Grantee upon receipt and approval of said deliverables, not to exceed the estimated project cost as further defined herein.

**2.40 Submission of Proceedings, Contracts and Other Documents and Products:** The Grantee shall submit to the Commission such data, reports, records, contracts, certifications and other financial and operational documents or products relating to the Project as the Commission may require as provided by law, rule or under this agreement. Failure by the Grantee to provide such documents, or provide documents or products required by previous agreements between the Commission and the Grantee, may, at the Commission's discretion, result in refusal to reimburse project funds or other permissible sanctions against the Grantee, including termination.

**2.50 Incorporation by Reference:** The Grantee and Commission agree that by entering into this Agreement, the parties explicitly incorporate by reference into this Agreement the applicable law and provisions of Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code, and the Fiscal Year 2020-21 Program Manual and Application for the Planning Grant.

**3.00 Total Project Cost:** The total estimated cost of the Project is \$ 27,016.00. This amount is based upon the budget summarized in Exhibit "B" and by this reference made a part hereof. The Grantee agrees to bear all expenses in excess of the total estimated cost of the Project and any deficits involved, including any deficits revealed by an audit performed in accordance with Section 6.00 hereof after completion of the project.

**4.00 Commission Participation:** The Commission agrees to maximum participation, including contingencies, in the Project in the amount of \$ 27,016.00 as detailed in Exhibit "B", or in an amount equal to the percentage(s) of total actual project cost shown in Exhibit "B", whichever is less.

**4.10 Eligible Costs:** Planning Grant Funds, derived exclusively from the Transportation Disadvantaged Trust Fund, may only be used by the Commission and the Grantee to undertake planning activities.

**4.20 Eligible Project Expenditures:** Project expenditures eligible for State participation will be allowed only from the date of this Agreement. It is understood that State participation in eligible project costs is subject to:

- a) The understanding that disbursement of funds will be made in accordance with the Commission's cash forecast;
- b) Availability of funds as stated in Section 13.00 of this Agreement;
- c) Commission approval of the project scope and budget (Exhibits A & B) at the time appropriation authority becomes available; and
- d) Submission of all certifications, invoices, detailed supporting documents or other obligating documents and all other terms of this agreement.

**4.30 Front End Funding and Retainage:** Front end funding and retainage are not applicable.



## 5.00 Project Budget and Disbursement Schedule:

**5.10 The Project Budget:** The Grantee shall maintain the Commission approved Project Budget, as set forth in Exhibit "B", carry out the Project, and shall incur obligations against and make disbursements of Project funds only in conformity with the latest approved budget for the Project. The budget may be revised periodically, but no budget revision shall be effective unless it complies with fund participation requirements established in Section 4.00 of this Agreement and is approved in writing by the Commission. Any budget revision which changes the fund participation requirements established in Section 4.00 of this agreement shall not be effective unless approved in writing by the Commission and the Florida Department of Transportation Comptroller.

**5.20 Schedule of Disbursements:** The Grantee shall be paid on a quarterly basis based on the satisfactory performance of each task detailed in Exhibit A.

## 6.00 Accounting Records and Audits:

**6.10 Establishment and Maintenance of Accounting Records:** The Grantee shall establish for the Project, in conformity with the latest current uniform requirements established by the Commission to facilitate the administration of the financing program, either separate accounts to be maintained within its existing accounting system, or establish independent accounts. Such financing accounts are referred to herein collectively as the "Project Account". The Project Account, and detailed documentation supporting the Project Account, must be made available upon request, without cost, to the Commission any time during the period of the Agreement and for five years after final payment is made or if any audit has been initiated and audit findings have not been resolved at the end of five years, the records shall be retained until resolution of the audit findings.

**6.20 Funds Received or Made Available for The Project:** The Grantee shall appropriately record in the Project Account, and deposit in a bank or trust company which is a member of the Federal Deposit Insurance Corporation, all payments received by it from the Commission pursuant to this Agreement and all other funds provided for, accruing to, or otherwise received on account of the Project, which Commission payments and other funds are herein collectively referred to as "Project Funds". The Grantee shall require depositories of Project Funds to secure continuously and fully all Project Funds in excess of the amounts insured under Federal plans, or under State plans which have been approved for the deposit of Project funds by the Commission, by the deposit or setting aside of collateral of the types and in the manner as prescribed by State law for the security of public funds, or as approved by the Commission.

**6.30 Costs Incurred for the Project:** The Grantee shall charge to the Project Account all eligible costs of the Project. Costs in excess of the latest approved budget, costs which are not within the statutory criteria for the Transportation Disadvantaged Trust Fund, or attributable to actions which have not met the other requirements of this Agreement, shall not be considered eligible costs.



**6.40 Documentation of Project Costs and Claims for Reimbursement:** All costs charged to the Project shall be supported by detailed supporting documentation evidencing in proper detail the nature and propriety of the charges. The Grantee shall provide sufficient detailed documentation for each cost or claim for reimbursement to allow an audit trail to ensure that the tasks accomplished or deliverables completed in acceptable form to the Commission were those which were promised. The documentation must be sufficiently detailed to comply with the laws and policies of the Department of Financial Services.

**6.50 Checks, Orders, and Vouchers:** Any check or order drawn by the Grantee with respect to any item which is or will be chargeable against the Project Account will be drawn only in accordance with a properly signed voucher then on file in the office of the Grantee stating in proper detail the purpose for which such check or order is drawn. All checks, payrolls, invoices, contracts, vouchers, orders, or other accounting documents pertaining in whole or in part to the Project shall be clearly identified, readily accessible, within the Grantees existing accounting system, and, to the extent feasible, kept separate and apart from all other such documents.

### **6.60 Audits:**

1. The administration of resources awarded through the Commission to the Grantee by this Agreement may be subject to audits and/or monitoring by the Commission and the Department of Transportation (Department). The following requirements do not limit the authority of the Commission or the Department to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any state agency inspector general, the Auditor General, or any other state official. The Grantee shall comply with all audit and audit reporting requirements as specified below.
  - a. In addition to reviews of audits conducted in accordance with Section 215.97, Florida Statutes, monitoring procedures to monitor the Grantee's use of state financial assistance may include but not be limited to on-site visits by Commission and/or Department staff and/or other procedures including, reviewing any required performance and financial reports, following up, ensuring corrective action, and issuing management decisions on weaknesses found through audits when those findings pertain to state financial assistance awarded through the Commission by this Agreement. By entering into this Agreement, the Grantee agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Commission and/or the Department. The Grantee further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Commission, the Department, the Chief Financial Officer (CFO) of the Department of Financial Services the State Auditor General and, the State Inspector General.
  - b. The Grantee a nonstate entity as defined by Section 215.97, Florida Statutes, as a recipient of state financial assistance awarded by the Commission through this Agreement is subject to the following requirements:
    - i. In the event the Grantee meets the audit threshold requirements established by Section 215.97, Florida Statutes, the Grantee must have a State single or project-specific audit conducted for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local



governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. Exhibit D to this Agreement indicates state financial assistance awarded through the Commission by this Agreement needed by the Grantee to further comply with the requirements of Section 215.97, Florida Statutes. In determining the state financial assistance expended in a fiscal year, the Grantee shall consider all sources of state financial assistance, including state financial assistance received from the Commission by this Agreement, other state agencies and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.

- ii. In connection with the audit requirements, the Grantee shall ensure that the audit complies with the requirements of Section 215.97, Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97, Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
- iii. In the event the Grantee does not meet the audit threshold requirements established by Section 215.97, Florida Statutes, the Grantee is exempt for such fiscal year from the state single audit requirements of Section 215.97, Florida Statutes. However, the Grantee must provide a single audit exemption statement to the Department at [FDOTSingleAudit@dot.state.fl.us](mailto:FDOTSingleAudit@dot.state.fl.us) no later than nine months after the end of the Grantee's audit period for each applicable audit year. In the event the Grantee does not meet the audit threshold requirements established by Section 215.97, Florida Statutes, in a fiscal year and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the Grantee's resources (i.e., the cost of such an audit must be paid from the Grantee's resources obtained from other than State entities).
- iv. In accordance with Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, copies of financial reporting packages required by this Agreement shall be submitted to both:

Florida Department of Transportation  
Office of Comptroller, MS 24  
605 Suwannee Street  
Tallahassee, FL 32399-0405  
Email: [FDOTSingleAudit@dot.state.fl.us](mailto:FDOTSingleAudit@dot.state.fl.us)

State of Florida Auditor General  
Local Government Audits/342  
111 West Madison Street, Room 401  
Tallahassee, FL 32399-1450  
Email: [flaudgen\\_localgovt@aud.state.fl.us](mailto:flaudgen_localgovt@aud.state.fl.us)

- v. Any copies of financial reporting packages, reports or other information required to be submitted to the Department shall be submitted timely in accordance with Section 215.97, Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.



- vi. The Grantee, when submitting financial reporting packages to the Department for audits done in accordance with Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date the reporting package was delivered to the Grantee in correspondence accompanying the reporting package.
- vii. Upon receipt, and within six months, the Department will review the Grantee's financial reporting package, including corrective action plans and management letters, to the extent necessary to determine whether timely and appropriate corrective action on all deficiencies has been taken pertaining to the state financial assistance provided through the Commission by this Agreement. If the Grantee fails to have an audit conducted consistent with Section 215.97, Florida Statutes, the Commission and/or the Department may take appropriate corrective action to enforce compliance.
- viii. As a condition of receiving state financial assistance, the Grantee shall permit the Commission, the Department, or its designee, the State's Chief Financial Officer (CFO) or the Auditor General access to the Grantee's records including financial statements, the independent auditor's working papers and project records as necessary. Records related to unresolved audit findings, appeals or litigation shall be retained until the action is complete or the dispute is resolved.
- c. The Grantee shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date the audit report is issued and shall allow the Commission, the Department, or its designee, the State's CFO, or the Auditor General access to such records upon request. The Grantee shall ensure that the audit working papers are made available to the Commission, the Department, or its designee, the State's CFO or the Auditor General upon request for a period of five years from the date the audit report is issued unless extended in writing by the Commission and/or the Department.

**6.70 Inspection:** The Grantee shall permit, and shall require its contractors to permit, the Commission's authorized representatives to inspect all work, materials, deliverables, records; and to audit the books, records and accounts pertaining to the financing and development of the Project at all reasonable times including upon completion of the Project, and without notice.

**7.00 Compensation and Payments:** In order to obtain any Commission funds, the Grantee shall:

**7.10 File with the Commission for the Transportation Disadvantaged,** 605 Suwannee Street, Mail Station 49, Tallahassee, Florida, 32399-0450 its invoice on form or forms prescribed by the Commission, and such other data and deliverables pertaining to the Project as listed in Exhibit "A" hereof, as the Commission may require, to justify and support the invoices as specified in the Commission's Grant Agreement/Contract Invoicing Procedures.

**7.11** Grantee certifies, under penalty of perjury, that the Agency will comply with the provisions of the Agreement and that all invoices and support documentation will be true and correct.



**7.12 Financial Consequence:** Payment shall not be made to the Grantee unless tasks have been completed and back up documentation as requested is provided to the Commission. The project must be completed no later than June 30, 2021.

**7.20 The Commission's Obligations:** Subject to other provisions hereof, the Commission will honor such invoices in amounts and at times deemed by the Commission to be proper and in accordance with this agreement to ensure the completion of the Project and payment of the eligible costs. However, notwithstanding any other provision of this Agreement, the Commission may give written notice to the Grantee that it will refuse to make a payment to the Grantee on the Project if:

**7.21 Misrepresentation:** The Grantee has made misrepresentation of a material nature in its application, or any supplement thereto or amendment thereof, with respect to any document of data or certification furnished therewith or pursuant hereto;

**7.22 Litigation:** There is pending litigation with respect to the performance by the Grantee of any of its duties or obligations which may jeopardize or adversely affect the Project, the Agreement, or payments to the Project;

**7.23 Required Submittals/Certifications:** The Grantee has failed or refused to provide to the Commission detailed documentation of requisitions or certifications of actions taken;

**7.24 Conflict of Interests:** There has been any violation of the conflict of interest provisions, prohibited interests, or lobbying restrictions, contained herein;

**7.25 Default:** The Grantee has been determined by the Commission to be in default under any of the provisions of this Agreement and has been unable to resolve compliance issues once notified by the Commission; or

**7.26 Supplanting of Funds:** The Grantee has used Transportation Disadvantaged Trust Funds to replace or supplant available and appropriate funds for the same purposes, in violation of Chapter 427, Florida Statutes.

**7.30 Invoices for Deliverables:** Invoices for deliverables pursuant to this Agreement shall be submitted in detail sufficient for a proper preaudit and postaudit thereof. Failure to submit to the Commission detailed supporting documentation with the invoice or request for project funds will be cause for the Commission to refuse to pay the amount claimed by the Grantee until the Commission is satisfied that the criteria set out in Chapters 287 and 427, Florida Statutes, Rules 3A-24, 41-2, and 60A-1, Florida Administrative Code, and the Fiscal Year 2020-21 Program Manual and Application for the Planning Grant is met. The Commission shall pay the Grantee for the satisfactory performance of each task as outlined in Exhibit "A" on a quarterly basis.

**7.40 Commission Claims:** If, after project completion, any claim is made by the Commission resulting from an audit or for work or services performed pursuant to this agreement, the Commission may offset such amount from payments due for work or services done under any grant agreement which it has with the Grantee owing such amount if, upon demand, payment of



the amount is not made within sixty (60) days to the Commission. Offsetting any amount pursuant to this section shall not be considered a breach of contract by the Commission.

## 8.00 Termination or Suspension of Project:

**8.10 Termination or Suspension Generally:** If the Grantee abandons or, before completion, finally discontinues the Project; or if, by reason of any of the events or conditions set forth in Section 7.20 hereof, or for any other reason, the commencement, prosecution, or timely completion of the Project by the Grantee is rendered improbable, infeasible, impossible, or illegal, the Commission may, by written notice to the Grantee, suspend any or all of its obligations under this Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected, or the Commission may terminate any or all of its obligations under this Agreement.

**8.20 Action Subsequent to Notice of Termination or Suspension.** Upon receipt of any final termination or suspension notice under this Section, the Grantee shall proceed promptly to carry out the actions required therein which may include any or all of the following: (1) necessary action to terminate or suspend, as the case may be, Project activities and contracts and such other action as may be required or desirable to keep to the minimum the costs upon the basis of which the financing is to be computed; (2) furnish a statement of the project activities and contracts, and other undertakings the cost of which are otherwise includable as Project costs; and (3) remit to the Commission such portion of the financing and any advance payment previously received as is determined by the Commission to be due under the provisions of the Agreement. The termination or suspension shall be carried out in conformity with the latest schedule, plan, and budget as approved by the Commission or upon the basis of terms and conditions imposed by the Commission upon the failure of the Grantee to furnish the schedule, plan, and budget within a reasonable time. The acceptance of a remittance by the Grantee shall not constitute a waiver of any claim which the Commission may otherwise have arising out of this Agreement.

## 8.30 Public Records:

IF THE GRANTEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE GRANTEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

850/410-5700  
CTDOmbudsman@dot.state.fl.us  
605 Suwannee Street, MS 49  
Tallahassee, Florida 32399

The Grantee shall keep and maintain public records required by the Commission to perform the service of this agreement.

Upon request from the Commission's custodian of public records, provide the Commission with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.



Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the agreement term and following completion of the agreement if the Grantee does not transfer the records to the Commission.

Upon completion of the agreement, transfer, at no cost, to the Commission all public records in possession of the Grantee or keep and maintain public records required by the Commission to perform the service. If the Grantee transfers all public records to the Commission upon completion of the contract, the Grantee shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Grantee keeps and maintains public records upon completion of the contract, the Grantee shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Commission, upon request from the Commission's custodian of public records, in a format that is compatible with the information technology systems of the Commission.

Failure by the Grantee to comply with Chapter 119, Florida Statutes, shall be grounds for immediate unilateral cancellation of this Agreement by the Commission.

## 9.00 Contracts of the Grantee:

**9.10 Third Party Agreements:** The Grantee shall not execute any contract or obligate itself in any manner requiring the disbursement of Transportation Disadvantaged Trust Fund moneys, including contracts or amendments thereto, with any third party with respect to the Project without being able to provide a written certification by the Grantee that the contract or obligation was executed in accordance with the competitive procurement requirements of Chapter 287, Florida Statutes, Chapter 427, Florida Statutes, and the rules promulgated by the Department of Management Services. Failure to provide such certification, upon the Commission's request, shall be sufficient cause for nonpayment by the Commission as provided in Section 7.23. The Grantee agrees, that by entering into this Agreement, it explicitly certifies that all its third-party contracts will be executed in compliance with this section.

**9.20 Compliance with Consultants' Competitive Negotiation Act:** It is understood and agreed by the parties hereto that participation by the Commission in a project with the Grantee, where said project involves a consultant contract for any services, is contingent on the Grantee complying in full with the provisions of Section 287.055, Florida Statutes, Consultants' Competitive Negotiation Act. The Grantee shall certify compliance with this law to the Commission for each consultant contract it enters.

**9.30 Competitive Procurement:** Procurement of all services or other commodities shall comply with the provisions of Section 287.057, Florida Statutes.

## 10.00 Restrictions, Prohibitions, Controls, and Labor Provisions:

**10.10 Equal Employment Opportunity:** In connection with the carrying out of any Project, the Grantee shall not discriminate against any employee or applicant for employment because of race, age, disability, creed, color, sex or national origin. The Grantee will take affirmative action



to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, age, disability, creed, color, sex, or national origin. Such action shall include, but not be limited to, the following: Employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Grantee shall insert the foregoing provision modified only to show the particular contractual relationship in all its contracts in connection with the development of operation of the Project, except contracts for the standard commercial supplies or raw materials, and shall require all such contractors to insert a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials. The Grantee shall post, in conspicuous places available to employees and applicants for employment for Project work, notices setting forth the provisions of the nondiscrimination clause.

**10.20 Title VI - Civil Rights Act of 1964:** The Grantee will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (78 Statute 252), the Regulations of the Federal Department of Transportation, the Regulations of the Federal Department of Justice, and the assurance by the Agency pursuant thereto.

### **10.30 Prohibited Interests:**

**10.31 Contracts or Purchases:** Unless authorized in writing by the Commission, no officer of the Grantee, or employee acting in his or her official capacity as a purchasing agent, shall either directly or indirectly purchase, rent, or lease any realty, goods, or services for the Grantee from any business entity of which the officer or employee or the officer's or employee's business associate or spouse or child is an officer, partner, director, or proprietor or in which such officer or employee or the officer's or employee's spouse or child, or any combination of them, has a material interest.

**10.32 Business Conflicts:** Unless authorized in writing by the Commission, it is unlawful for an officer or employee of the Grantee, or for any company, corporation, or firm in which an officer or employee of the Grantee has a financial interest, to bid on, enter into, or be personally interested in the purchase or the furnishing of any materials, services or supplies to be used in the work of this agreement or in the performance of any other work for which the Grantee is responsible.

**10.33 Solicitations:** No officer or employee of the Grantee shall directly or indirectly solicit or accept funds from any person who has, maintains, or seeks business relations with the Grantee.

**10.34 Former Employees - Contractual Services:** Unless authorized in writing by the Commission, no employee of the Grantee shall, within 1 year after retirement or termination, have or hold any employment or contractual relationship with any business entity about any contract for contractual services which was within his or her responsibility while an employee.



**10.35 Former Employees - Consulting Services:** The sum of money paid to a former employee of the Grantee during the first year after the cessation of his or her responsibilities, by the Grantee, for contractual services provided to the Grantee, shall not exceed the annual salary received on the date of cessation of his or her responsibilities. The provisions of this section may be waived by the Grantee for a particular contract if the Grantee determines, and the Commission approves, that such waiver will result in significant time or cost savings for the Grantee and the project.

The Grantee shall insert in all contracts entered into in connection with this Agreement and shall require its contractors to insert in each of their subcontracts, the following provision:

"No member, officer, or employee of the Grantee during his tenure or for one year thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof."

The provisions of this section shall not be applicable to any agreement between the Grantee and its fiscal depositories, or to any agreement for utility services the rates for which are fixed or controlled by a Governmental agency.

**10.40 Non-discrimination of Persons With Disabilities:** The Grantee and any of its contractors or their sub-contractors shall not discriminate against anyone on the basis of a disability (physical, mental or emotional impairment). The Grantee agrees that no funds shall be used to rent, lease or barter any real property that is not accessible to persons with disabilities nor shall any meeting be held in any facility unless the facility is accessible to persons with disabilities. The Grantee shall also assure compliance with The Americans with Disabilities Act, as it may be amended from time to time.

**10.50 Lobbying Prohibition:** No Grantee may use any funds received pursuant to this Agreement for the purpose of lobbying the Legislature, the judicial branch, or a state agency. No Grantee may employ any person or organization with funds received pursuant to this Agreement for the purpose of lobbying the Legislature, the judicial branch, or a state agency. The "purpose of lobbying" includes, but is not limited to, salaries, travel expenses and per diem, the cost for publication and distribution of each publication used in lobbying; other printing; media; advertising, including production costs; postage; entertainment; telephone; and association dues. The provisions of this paragraph supplement the provisions of Section 11.062, Florida Statutes, which is incorporated by reference into this Agreement.

**10.60 Public Entity Crimes:** No Grantee shall accept any bid from, award any contract to, or transact any business with any person or affiliate on the convicted vendor list for a period of 36 months from the date that person or affiliate was placed on the convicted vendor list unless that person or affiliate has been removed from the list pursuant to Section 287.133, Florida Statutes. The Grantee may not allow such a person or affiliate to perform work as a contractor, supplier, subcontractor, or consultant under a contract with the Grantee. If the Grantee was transacting business with a person at the time of the commission of a public entity crime which resulted in that person being placed on the convicted vendor list, the Grantee may also not accept any bid from, award any contract to, or transact any business with any other person who is under the



same, or substantially the same, control as the person whose name appears on the convicted vendor list so long as that person's name appears on the convicted vendor list.

**10.70 Homeland Security:** Grantee shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:

1. all new persons employed by the grantee during the term of the grant agreement to perform employment duties within Florida; and
2. all new persons, including subcontractors, assigned by the grantee to perform work pursuant to the contract with the Commission.

The Commission shall consider the employment by any vendor of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. If the vendor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this agreement. Refer to the U.S. Department of Homeland Security's website at [www.dhs.gov](http://www.dhs.gov) to learn more about E-Verify.

## **11.00 Miscellaneous Provisions:**

**11.10 Environmental Pollution:** Not applicable.

**11.20 Commission Not Obligated to Third Parties:** The Commission shall not be obligated or liable hereunder to any party other than the Grantee.

**11.30 When Rights and Remedies Not Waived:** In no event shall the making by the Commission of any payment to the Grantee constitute or be construed as a waiver by the Commission of any breach of covenant or any default which may then exist, on the part of the Grantee, and the making of such payment by the Commission while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Commission for such breach or default.

**11.40 How Contract Affected by Provisions Being Held Invalid:** If any provision of this Agreement is held invalid, the provision shall be severable and the remainder of this Agreement shall not be affected. In such an instance, the remainder would then continue to conform to the terms and requirements of applicable law.

**11.50 Bonus and Commissions:** By execution of the Grant, the Grantee represents that it has not paid and, also, agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its financing hereunder.

**11.60 State or Territorial Law:** Nothing in the Agreement shall require the Grantee to observe or enforce compliance with any provision thereof, perform any other act or do any other thing in contravention of any applicable State law: Provided, that if any of the provisions of the Agreement violate any applicable State law, the Grantee will at once notify the Commission in writing in order that appropriate changes and modifications may be made by the Commission and the Agency to the end that the Grantee may proceed as soon as possible with the Project.



**11.70 Venue:** This agreement shall be governed by and construed in accordance with the law of the State of Florida. In the event of a conflict between any portion of the contract and the Florida law, the laws of Florida shall prevail. The Grantee agrees to waive forum and venue and that the Commission shall determine the forum and venue in which any dispute under this Agreement is decided.

**12.00 Contractual Indemnity:** It is not intended by any of the provision of this Agreement to create in the public or any member thereof, a third-party beneficiary under this Agreement, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement. The Grantee guaranties the payment of all just claims for materials, supplies, tools, or labor and other just claims against the Grantee or any subcontractor, in connection with this Agreement. Additionally, to the extent permitted by law and as limited by and pursuant to the provisions of Section 768.28, Florida Statutes, the Grantee agreements to indemnify, and hold harmless the Commission, including the Commission's officers and employees, from liabilities, damages, losses, and costs, including but not limited to, reasonable attorney's fees, to the extent caused by negligence, recklessness, or intentional wrongful misconduct of the Grantee and persons employed or utilized by the Grantee in the performance of this Agreement. This indemnification shall survive the termination of this agreement. Nothing contained in this paragraph is intended to nor shall it constitute a waiver of the State of Florida and the Grantee's sovereign immunity. Additionally, the Grantee agrees to include the following indemnification in all contracts with contractors/subcontractors and consultants/subconsultants who perform work in connection with this agreement.

"To the fullest extent permitted by law, the Grantee's contractor/consultant shall indemnify, and hold harmless the Commission for the Transportation Disadvantaged, including the Commission's officers and employees, from liabilities, damages, losses, and costs, including but not limited to, reasonable attorney's fees, to the extent caused by negligence, recklessness, or intentional wrongful misconduct of the Contractor/consultant and persons employed or utilized by the contractor/consultant in the performance of this Agreement.

This indemnification shall survive the termination of this agreement. Nothing contained in this paragraph is intended to nor shall it constitute a waiver of the State of Florida and the Grantee's sovereign immunity."

**13.00 Appropriation of Funds:** The State of Florida's performance and obligation to pay under this agreement is contingent upon an annual appropriation by the Legislature. If applicable, Grantee's performance of its obligations under this Agreement is subject to an appropriation by the Grantee's Board of County Commissioners for the purposes set forth hereunder. The Commission acknowledges where the Grantee is a political subdivision of the State of Florida it is authorized to act in accordance with the Grantee's purchasing ordinance(s), laws, rules and regulations.

**14.00 Expiration of Agreement:** The Grantee agrees to complete the Project on or before June 30, 2021. If the Grantee does not complete the Project within this time period, this agreement will expire. Expiration of this agreement will be considered termination of the Project and the procedure established in Section 8.00 of this agreement shall be initiated. For the purpose of this Section, completion of project is defined as the latest date by which all required tasks have been completed, as provided in



the project description (Exhibit "A"). Unless otherwise extended by the Commission, all reimbursement invoices must be received by the Commission no later than August 15, 2021.

**15.00 Agreement Format:** All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

**16.00 Execution of Agreement:** This agreement may be simultaneously executed in a minimum of two counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one in the same instrument.

**17.00 Vendors and Subcontractors Rights:** Vendors (in this document identified as Grantee) providing goods and services to the Commission will receive payments in accordance with Section 215.422, Florida Statutes. The parties hereto acknowledge Section 215.422, Florida Statutes, and hereby agree that the time in which the Commission is required to approve and inspect goods and services shall be for a period not to exceed eleven (11) working days upon receipt of a proper invoice. The Florida Department of Transportation has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The twenty (20) days are measured from the latter of the date the invoice is received or the goods or services are received, inspected, and approved.

If a payment is not available within forty (40) days after receipt of the invoice and receipt, inspection and approval of goods and services, a separate interest penalty at a rate as established pursuant to Section 55.03(1), Florida Statutes will be due and payable, in addition to the invoice amount to the Grantee. Interest penalties of less than one (1) dollar will not be enforced unless the Grantee requests payment. Invoices that have to be returned to a Grantee because of Grantee preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Commission.

A Vendor Ombudsman has been established within the Department of Management Services. The duties of this individual include acting as an advocate for vendors who may be experiencing problems in obtaining timely payment(s) from the Commission. The Vendor Ombudsman may be contacted at (850) 413-5516.

**18.00 Payment to Subcontractors:** Payment by the Grantee to all subcontractors with approved third-party contracts shall be in compliance with Section 287.0585, Florida Statutes. Each third-party contract from the Grantee to a subcontractor for goods or services to be performed in whole or in part with Transportation Disadvantaged Trust Fund moneys, must contain the following statement:

When a contractor receives from a state agency any payment for contractual services, commodities, supplies, or construction contracts, except those construction contracts subject to the provisions of chapter 339, the contractor shall pay such moneys received to each subcontractor and supplier in proportion to the percentage of work completed by each subcontractor and supplier at the time of receipt of the payment. If the contractor receives less than full payment, then the contractor shall be required to disburse only the funds received on a pro rata basis with the contractor, subcontractors, and suppliers, each receiving a prorated portion based on the amount due on the payment. If the contractor without reasonable cause fails to make payments required by this section to



subcontractors and suppliers within 7 working days after the receipt by the contractor of full or partial payment, the contractor shall pay to the subcontractors and suppliers a penalty in the amount of one-half of 1 percent of the amount due, per day, from the expiration of the period allowed herein for payment. Such penalty shall be in addition to actual payments owed and shall not exceed 15 percent of the outstanding balance due. In addition to other fines or penalties, a person found not in compliance with any provision of this subsection may be ordered by the court to make restitution for attorney's fees and all related costs to the aggrieved party or the Department of Legal Affairs when it provides legal assistance pursuant to this section. The Department of Legal Affairs may provide legal assistance to subcontractors or vendors in proceedings brought against contractors under the provisions of this section.

**19.00 Modification:** This Agreement may not be changed or modified unless authorized in writing by both parties.

IN WITNESS WHEREOF, the parties hereto have caused these presents be executed, the day and year first above written.

**GRANTEE: COLLIER METROPOLITAN  
PLANNING ORGANIZATION**

**COMMISSION FOR THE TRANSPORTATION  
DISADVANTAGED**

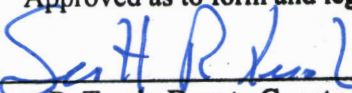
**BY:** \_\_\_\_\_

**BY:** \_\_\_\_\_

**TITLE:** MPO Chair

**TITLE:** Executive Director (Commission Designee)

Approved as to form and legality

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



FM/JOB No(s). 43202911401

CONTRACT NO.

AGREEMENT DATE

## EXHIBIT "A"

### PROJECT DESCRIPTION AND RESPONSIBILITIES: PLANNING

This exhibit forms an integral part of that Grant Agreement, between the State of Florida, Commission for the Transportation Disadvantaged and Collier Metropolitan Planning Organization, 2885 S Horseshoe Drive, Naples, Florida, 34104.

**I. PROJECT LOCATION:** Collier County(ies)

**II. PROJECT DESCRIPTION:** This project provides for the accomplishment of the duties and responsibilities of the Designated Official Planning Agency as set forth in Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code, Commission policies and the Fiscal Year 2020-21 Program Manual and Application for the Planning Grant. The project period will begin on the date of this agreement and will end on the date indicated in Section 14.00 hereof. Specific required tasks are as follows:

**TASK 1:**

**Weighted value = 17%**

Jointly develop and annually update the Transportation Disadvantaged Service Plan (TDSP) with the community transportation coordinator (CTC) and the Local Coordinating Board (LCB).

**Deliverable:** Complete initial TDSP or annual updates. Must be approved by the LCB no later than June 30<sup>th</sup> of the current grant cycle.

**TASK 2 A:**

**Weighted value = 15%**

When necessary and in cooperation with the LCB, solicit and recommend a CTC. The selection will be accomplished, to the maximum extent feasible, through public competitive bidding or proposals in accordance with applicable laws and rules. Such recommendation shall be presented to the Commission by planning agency staff or their designee as needed.

**Deliverable:**

Planning agency's letter of recommendation and signed resolution.

## OR

**TASK 2 B:**

Provide staff support to the LCB in conducting an annual evaluation of the CTC, including local developed standards as delineated in the adopted TDSP. Assist the Commission in joint reviews of the CTC.

**Deliverable:**

LCB and planning agency selected CTC evaluation worksheets pursuant to the most recent version of the Commission's CTC Evaluation Workbook.

**TASK 3:****Weighted value = 40%**

Organize and provide staff support and related resources for at least four (4) LCB meetings per year, holding one meeting during each quarter. Exceptions to reschedule meeting(s) outside of a quarter due to the imminent threat of a natural disaster may be granted by the Commission.

Provide staff support for committees of the LCB.

Provide program orientation and training for newly appointed LCB members.

Provide public notice of LCB meetings in accordance with the most recent LCB and Planning Agency Operating Guidelines.

LCB meetings will be held in accordance with the Commission's most recent LCB and Planning Agency Operating Guidelines and will include at least the following:

1. Agendas for LCB meetings. Agenda should include action items, informational items and an opportunity for public comment.
2. Official minutes of LCB meetings and committee meetings (regardless of a quorum). A copy will be submitted along with the quarterly report to the Commission. Minutes will at least be in the form of a brief summary of basic points, discussions, decisions, and recommendations. Records of all meetings shall be kept for at least five years.
3. A current full and active membership of voting and non-voting members to the LCB. Any time there is a change in the membership, provide the Commission with a current membership roster and mailing list of LCB members.
4. A report of the LCB membership's attendance at the LCB meeting held during this grant period. This would not include committee meetings.

**Deliverable:** LCB Meeting agendas; minutes; membership roster; attendance report; copy of public notice of meetings; training notification.

**TASK 4:****Weighted value = 4%**

Provide at least one public workshop annually by each LCB, and assist the Commission, as requested, in co-sponsoring public workshops. This public workshop must be held separately from the LCB meeting. It may, however, be held on the same day as the scheduled LCB meeting. It could be held immediately following or prior to the LCB meeting.

**Deliverable:** Public workshop agenda and minutes of related workshop only. The agenda and minutes must be separate documents and cannot be included in the LCB meeting agenda and minutes, if held on the same day. Minutes may reflect "no comments received" if none were made.

**TASK 5:****Weighted value = 4%**

Develop and annually update by-laws for LCB approval.

**Deliverable:** Copy of LCB approved by-laws with date of update noted on cover page and signature of LCB Chair or designee.



**TASK 6:****Weighted value = 4%**

Develop, annually update, and implement LCB grievance procedures in accordance with the Commission's most recent LCB and Planning Agency Operating Guidelines. Procedures shall include a step within the local complaint and/or grievance procedure that advises a dissatisfied person about the Commission's Ombudsman Program.

**Deliverable:** Copy of LCB approved Grievance Procedures with date of update noted on cover page.

**TASK 7:****Weighted value = 4%**

Review and comment on the Annual Operating Report (AOR) for submittal to the LCB, and forward comments/concerns to the Commission.

**Deliverable:** Cover Page of AOR, signed by CTC representative and LCB Chair.

**TASK 8:****Weighted value = 4%**

Research and complete the Actual Expenditures Report (AER) for direct federal and local government transportation funds to the Commission no later than September 15th. Complete the AER, using the Commission approved form.

**Deliverable:** Completed AER in accordance with the most recent Commission's AER instructions.

**TASK 9:****Weighted value = 4%**

Complete quarterly progress reports addressing planning accomplishments for the local transportation disadvantaged program as well as planning grant deliverables; including but not limited to, consultant contracts, special studies, and marketing efforts.

**Deliverable:** Complete Quarterly Progress Reports submitted with invoices. Quarterly Report must be signed by planning agency representative. Electronic signatures are acceptable.

**TASK 10:****Weighted value = 4%**

Planning agency staff shall attend at least one Commission sponsored training, including but not limited to, the Commission's regional meetings or annual training workshop.

**Deliverable:** Documentation related to attendance at such event(s); including but not limited to sign in sheets.

**III. Special Considerations by Planning Agency:**

Not Applicable

**IV. Special Considerations by Commission:**

Not Applicable

FM/JOB No(s). 43202911401  
 CONTRACT NO.  
 AGREEMENT  
 DATE

## EXHIBIT "B" PROJECT BUDGET AND CASHFLOW

This exhibit forms an integral part of that certain Grant Agreement between the Florida Commission for the Transportation Disadvantaged and Collier Metropolitan Planning Organization, 2885 S Horseshoe Drive, Naples, Florida, 34104.

### I. PROJECT COST:

Estimated Project Cost shall conform to those eligible Costs as indicated by Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code, Commission policies, and the Fiscal Year 2020-21 Program Manual and Application for the Planning Grant. For the required services, compensation shall be the total maximum limiting amount of \$27,016.00 for related planning services in Collier County(ies)

|               |             |                    |
|---------------|-------------|--------------------|
| Task 1        | 17%         | \$4,592.72         |
| Task 2        | 15%         | \$4,052.40         |
| Task 3        | 40%         | \$10,806.40        |
| Task 4        | 4%          | \$1,080.64         |
| Task 5        | 4%          | \$1,080.64         |
| Task 6        | 4%          | \$1,080.64         |
| Task 7        | 4%          | \$1,080.64         |
| Task 8        | 4%          | \$1,080.64         |
| Task 9        | 4%          | \$1,080.64         |
| Task 10       | 4%          | \$1,080.64         |
| <b>TOTAL:</b> | <b>100%</b> | <b>\$27,016.00</b> |

### II. SOURCE OF FUNDS

Commission for the Transportation Disadvantaged  
 State Funds (100%)

\$27,016.00

**Total Project Cost**

\$27,016.00

**III. CASH FLOW – Not applicable. Grantee will be paid based on satisfactory performance of each task detailed in Exhibit A.**

FY 20/21      Jul    Aug    Sep    Oct    Nov    Dec    Jan    Feb    Mar    Apr    May    June



FM/JOB No(s). 43202911401

CONTRACT NO.

AGREEMENT DATE

### EXHIBIT "C" PLANNING

This exhibit forms an integral part of that certain Grant Agreement between the Florida Commission for the Transportation Disadvantaged and Collier Metropolitan Planning Organization, 2885 S Horseshoe Drive, Naples, Florida, 34104.

THE GRANTEE SHALL SUBMIT THE FOLLOWING REQUIRED DOCUMENTS AND CERTIFICATIONS:

#### DOCUMENTS:

1. Submit progress reports to the Commission quarterly. Finished products such as, but not limited to, the Coordinating Board minutes, by-laws, grievance procedures, and the Transportation Disadvantaged Service Plan, shall be submitted to the Commission. Progress reports and finished products are required to accompany all reimbursement invoices. Invoices and deliverables shall be submitted electronically to:

Florida Commission for the Transportation Disadvantaged  
[FLCTDInvoice@dot.state.fl.us](mailto:FLCTDInvoice@dot.state.fl.us)

THIRD PARTY CONTRACTS: The Grantee must certify to all third party contracts pursuant to Section 9.10 except that written approval is hereby granted for:

1. Contracts furnishing contractual services or commodities from a valid State or inter-governmental contract as set forth in Section 287.042(2), Florida Statutes.
2. Contracts furnishing contractual services or commodities for an amount less than Category II as set forth in Section 287.107(1)(b), Florida Statutes.
3. Contracts for consultant services for an amount less than Category I as set forth in Section 287.017(1)(a), Florida Statutes.

FM/JOB No(s). 43202911401  
 CONTRACT NO.  
 AGREEMENT DATE

## EXHIBIT "D"

### STATE FINANCIAL ASSISTANCE (FLORIDA SINGLE AUDIT ACT)

#### THE STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

#### SUBJECT TO SECTION 215.97, FLORIDA STATUTES:

**Awarding Agency:** Commission for the Transportation Disadvantaged/Florida Department of Transportation  
**State Project Title:** COMMISSION FOR THE TRANSPORTATION DISADVANTAGED (CTD) PLANNING GRANT PROGRAM  
**CSFA Number:** 55.002  
**\*Award Amount:** \$27,016.00

\*The state award amount may change with supplemental agreements

Specific project information for CSFA Number 55.002 is provided at: <https://apps.fldfs.com/fsaa/searchCatalog.aspx>

#### COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT:

State Project Compliance Requirements for CSFA Number 55.002 are provided at: <https://apps.fldfs.com/fsaa/searchCompliance.aspx>

The State Projects Compliance Supplement is provided at: <https://apps.fldfs.com/fsaa/compliance.aspx>



## **EXECUTIVE SUMMARY**

### **Ratification of the Community Transportation Coordinator (CTC) Local Coordinating Board (LCB) Evaluation**

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**OBJECTIVE:** For the MPO Board to ratify the annual Community Transportation Coordinator (CTC) Local Coordinating Board (LCB) Evaluation.

**CONSIDERATIONS:** As a requirement of the Florida Commission for Transportation Disadvantaged (CTD) Planning Grant, the LCB must conduct an annual an evaluation of the CTC. This evaluation must be completed and submitted to the CTD prior to the end of the fiscal year (June 30, 2020). The CTC evaluation is included as an appendix in the Transportation Disadvantaged Service Plan (TDSP) annual report. The MPO staff, along with LCB members, completed the annual evaluation of the CTC, shown as **Attachment 1**.

The Public Transit and Neighborhood Enhancement (PTNE) Division is designated to act as the CTC for Collier County. The PTNE Division has provided a response to the CTC evaluation, shown as **Attachment 2**.

**COMMITTEE RECOMMENDATIONS:** The Local Coordinating Board (LCB) for the Transportation Disadvantaged reviewed and approved the CTC-LCB Evaluation at its meeting on June 3<sup>rd</sup>.

**STAFF RECOMMENDATION:** To ratify the FY 2018-19 CTC evaluation.

Prepared By: Josephine Medina, Senior Planner

### **ATTACHMENT(S)**

1. FY 2018-19 CTC Evaluation (PDF)
2. PTNE Division's response to the CTC Evaluation (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 4.J**Doc ID:** 12575**Item Summary:** Ratification of the Community Transportation Coordinator (CTC) Local Coordinating Board (LCB) Evaluation**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/04/2020 9:15 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/04/2020 9:15 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/04/2020 9:25 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 9:28 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |

# ***CTC EVALUATION WORKBOOK***

Florida Commission for the



## **Transportation Disadvantaged**

**CTC BEING REVIEWED:** \_\_\_\_\_

**COUNTY (IES):** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CONTACT:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**REVIEW PERIOD:** \_\_\_\_\_ **REVIEW DATES:** \_\_\_\_\_

**PERSON CONDUCTING THE REVIEW:** \_\_\_\_\_

**CONTACT INFORMATION:** \_\_\_\_\_

FORMATTED 2011 – 2012

## EVALUATION INFORMATION

**An LCB review will consist of, but is not limited to the following pages:**

|         |  |
|---------|--|
| 1       | Cover Page   |
| 5 - 6   | Entrance Interview Questions   |
| 12      | Chapter 427.0155 (3) Review the CTC monitoring of contracted operators   |
| 13      | Chapter 427.0155 (4) Review TDSP to determine utilization of school buses and public transportation services   |
| 19      | Insurance  |
| 23      | Rule 41-2.011 (2) Evaluation of cost-effectiveness of Coordination Contractors and Transportation Alternatives |
| 25 - 29 | Commission Standards and Local Standards   |
| 39      | On-Site Observation  |
| 40 – 43 | Surveys  |
| 44      | Level of Cost - Worksheet 1  |
| 45- 46  | Level of Competition – Worksheet 2   |
| 47 - 48 | Level of Coordination – Worksheet 3  |

**Notes to remember:**

- The CTC should not conduct the evaluation or surveys. If the CTC is also the PA, the PA should contract with an outside source to assist the LCB during the review process.
- Attach a copy of the Annual QA Self Certification.

## ENTRANCE INTERVIEW QUESTIONS

### INTRODUCTION AND BRIEFING:

- ☐ Describe the evaluation process (LCB evaluates the CTC and forwards a copy of the evaluation to the CTD).
- ☐ The LCB reviews the CTC once every year to evaluate the operations and the performance of the local coordinator.

The LCB will be reviewing the following areas:

- ☐ Chapter 427, Rules 41-2 and 14-90, CTD Standards, and Local Standards
- ☐ Following up on the Status Report from last year and calls received from the Ombudsman program.
- ☐ Monitoring of contractors.
- ☐ Surveying riders/beneficiaries, purchasers of service, and contractors
- ☐ The LCB will issue a Review Report with the findings and recommendations to the CTC no later than 30 working days after the review has concluded.
- ☐ Once the CTC has received the Review Report, the CTC will submit a Status Report to the LCB within 30 working days.
- ☐ Give an update of Commission level activities (last meeting update and next meeting date), if needed.

### USING THE APR, COMPILE THIS INFORMATION:

#### 1. OPERATING ENVIRONMENT:

☐ RURAL      ☐ URBAN

#### 2. ORGANIZATION TYPE:

☐ PRIVATE-FOR-PROFIT  
☐ PRIVATE NON-PROFIT  
☐ GOVERNMENT  
☐ TRANSPORTATION AGENCY

## 3. NETWORK TYPE:

- ☐ SOLE PROVIDER
- ☐ PARTIAL BROKERAGE
- ☐ COMPLETE BROKERAGE

## 4. NAME THE OPERATORS THAT YOUR COMPANY HAS CONTRACTS WITH:

## 5. NAME THE GROUPS THAT YOUR COMPANY HAS COORDINATION CONTRACTS WITH:

| <b>Coordination Contract Agencies</b> |                              |                         |                         |                  |
|---------------------------------------|------------------------------|-------------------------|-------------------------|------------------|
| <b>Name of Agency</b>                 | <b>Address</b>               | <b>City, State, Zip</b> | <b>Telephone Number</b> | <b>Contact</b>   |
| Good Wheels, Inc.                     | 10075 Bavaria Rd             | Fort Myers, FL, 33913   | (239) 768-2900          | Alan M. Mandel   |
| Easter Seals Florida, Inc.            | 8793 Tamiami Trl E Suite 111 | Naples, FL, 34113       | (239) 403-0366          | Susan Ventura    |
| Sunrise Community of S.W. Florida     | 4227 Exchange Avenue         | Naples, FL, 34104       | (239) 643-5338          | Cassandra Beaver |
|                                       |                              |                         |                         |                  |
|                                       |                              |                         |                         |                  |
|                                       |                              |                         |                         |                  |
|                                       |                              |                         |                         |                  |
|                                       |                              |                         |                         |                  |
|                                       |                              |                         |                         |                  |
|                                       |                              |                         |                         |                  |
|                                       |                              |                         |                         |                  |
|                                       |                              |                         |                         |                  |
|                                       |                              |                         |                         |                  |



6. NAME THE ORGANIZATIONS AND AGENCIES THAT PURCHASE SERVICE FROM THE CTC AND THE PERCENTAGE OF TRIPS EACH REPRESENTS?  
(Recent APR information may be used)

| Name of Agency | % of Trips | Name of Contact | Telephone Number |
|----------------|------------|-----------------|------------------|
|                |            |                 |                  |
|                |            |                 |                  |
|                |            |                 |                  |
|                |            |                 |                  |
|                |            |                 |                  |

7. REVIEW AND DISCUSS TD HELPLINE CALLS:

|                      | Number of calls | Closed Cases | Unsolved Cases |
|----------------------|-----------------|--------------|----------------|
| Cost                 |                 |              |                |
| Medicaid             |                 |              |                |
| Quality of Service   |                 |              |                |
| Service Availability |                 |              |                |
| Toll Permit          |                 |              |                |
| Other                |                 |              |                |

## COMPLIANCE WITH CHAPTER 427, F.S.

**Review the CTC contracts for compliance with 427.0155(1), F.S.**

***“Execute uniform contracts for service using a standard contract, which includes performance standards for operators.”***

ARE YOUR CONTRACTS UNIFORM? ☐ Yes ☐ No

IS THE CTD’S STANDARD CONTRACT UTILIZED? ☐ Yes ☐ No

DO THE CONTRACTS INCLUDE PERFORMANCE STANDARDS FOR THE TRANSPORTATION OPERATORS AND COORDINATION CONTRACTORS?

☐ Yes ☐ No

DO THE CONTRACTS INCLUDE THE PROPER LANGUAGE CONCERNING PAYMENT TO SUBCONTRACTORS? (Section 21.20: Payment to Subcontractors, T&E Grant, and FY)

☐ Yes ☐ No

IS THE CTC IN COMPLIANCE WITH THIS SECTION? ☐ Yes ☐ No

| Operator Name | Exp. Date | SSPP | AOR Reporting | Insurance |
|---------------|-----------|------|---------------|-----------|
|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |
|               |           |      |               |           |

## COMPLIANCE WITH CHAPTER 427, F.S.

**Review the CTC last AOR submittal for compliance with 427. 0155(2)**  
***“Collect Annual Operating Data for submittal to the Commission.”***

### REPORTING TIMELINESS

Were the following items submitted on time?

a. Annual Operating Report ☐ Yes ☐ No

Any issues that need clarification? ☐ Yes ☐ No

Any problem areas on AOR that have been re-occurring?

List:

b. Memorandum of Agreement ☐ Yes ☐ No

c. Transportation Disadvantaged Service Plan ☐ Yes ☐ No

d. Grant Applications to TD Trust Fund ☐ Yes ☐ No

e. All other grant application (\_\_\_\_%) ☐ Yes ☐ No

IS THE CTC IN COMPLIANCE WITH THIS SECTION? ☐ Yes ☐ No

Comments:

## COMPLIANCE WITH CHAPTER 427, F.S.

**Review the CTC monitoring of its transportation operator contracts to ensure compliance with 427.0155(3), F.S.**

***“Review all transportation operator contracts annually.”***

**WHAT TYPE OF MONITORING DOES THE CTC PERFORM ON ITS OPERATOR(S) AND HOW OFTEN IS IT CONDUCTED?**

PTNE monitors the operations contractor for compliance with FTA requirements and contract compliance in the following ways: conduct bi-weekly operational meetings that include staff from Fleet Maintenance, CAT fixed route and paratransit operations, and County staff. Agendas for those meetings include topics such as safety, maintenance, ADA, customer service, operations, etc. to ensure operational efficiency. Reports are provided by the vendor as specified by the contract and reviewed by the Public Transit Manager. These reports include accident/incidents, customer service, farebox validation, drug and alcohol testing, ridership, performance measures and on-time performance. Internal Controls have been established to review driver training and pre-trip inspections. Operator inspections are conducted periodically.

Is a written report issued to the operator? ☐ Yes ☐ No

If **NO**, how are the contractors notified of the results of the monitoring?

**WHAT TYPE OF MONITORING DOES THE CTC PERFORM ON ITS COORDINATION CONTRACTORS AND HOW OFTEN IS IT CONDUCTED?**

The coordination contractors are required to provide quarterly reports of the service being performed for CTC monitoring.

If a vehicle purchased with 5310 grant funds is used to provide the service by the Coordination contractor then vehicle records are provided to the CTC to ensure appropriate maintenance. Monthly reports are provided to the CTC.

Is a written report issued? ☐ Yes ☐ No

If **NO**, how are the contractors notified of the results of the monitoring?

**WHAT ACTION IS TAKEN IF A CONTRACTOR RECEIVES AN UNFAVORABLE REPORT?**

IS THE CTC IN COMPLIANCE WITH THIS SECTION? ☐ Yes ☐ No

**ASK TO SEE DOCUMENTATION OF MONITORING REPORTS.**

## COMPLIANCE WITH CHAPTER 427, F.S.

**Review the TDSP to determine the utilization of school buses and public transportation services [Chapter 427.0155(4)]**

***“Approve and coordinate the utilization of school bus and public transportation services in accordance with the TDSP.”***

HOW IS THE CTC USING SCHOOL BUSES IN THE COORDINATED SYSTEM?

**Rule 41-2.012(5)(b):** *"As part of the Coordinator's performance, the local Coordinating Board shall also set an annual percentage goal increase for the number of trips provided within the system for ridership on public transit, where applicable. In areas where the public transit is not being utilized, the local Coordinating Board shall set an annual percentage of the number of trips to be provided on public transit."*

HOW IS THE CTC USING PUBLIC TRANSPORTATION SERVICES IN THE COORDINATED SYSTEM?

☐ N/A

IS THERE A GOAL FOR TRANSFERRING PASSENGERS FROM PARATRANSIT TO TRANSIT?

☐ Yes ☐ No

If YES, what is the goal?

Is the CTC accomplishing the goal? ☐ Yes ☐ No

IS THE CTC IN COMPLIANCE WITH THIS REQUIREMENT? ☐ Yes ☐ No

Comments:

**CHAPTER 427**

Findings:

Recommendations:



## COMPLIANCE WITH 41-2, F.A.C.

### Compliance with 41-2.006(1), Minimum Insurance Compliance

*“...ensure compliance with the minimum liability insurance requirement of \$100,000 per person and \$200,000 per incident...”*

WHAT ARE THE MINIMUM LIABILITY INSURANCE REQUIREMENTS?

WHAT ARE THE MINIMUM LIABILITY INSURANCE REQUIREMENTS IN THE OPERATOR AND COORDINATION CONTRACTS?

HOW MUCH DOES THE INSURANCE COST (per operator)?

| Operator | Insurance Cost |
|----------|----------------|
|          |                |
|          |                |
|          |                |
|          |                |

DOES THE MINIMUM LIABILITY INSURANCE REQUIREMENTS EXCEED \$1 MILLION PER INCIDENT?

☐ Yes   ☐ No

If yes, was this approved by the Commission?   ☐ Yes   ☐ No

IS THE CTC IN COMPLIANCE WITH THIS SECTION?   ☐ Yes   ☐ No

Comments:

## COMPLIANCE WITH 41-2, F.A.C.

### Compliance with 41-2.011(2), Evaluating Cost-Effectiveness of Coordination Contractors and Transportation Alternatives.

*“...contracts shall be reviewed annually by the Community Transportation Coordinator and the Coordinating Board as to the effectiveness and efficiency of the Transportation Operator or the renewal of any Coordination Contracts.”*

1. IF THE CTC HAS COORDINATION CONTRACTORS, DETERMINE THE COST-EFFECTIVENESS OF THESE CONTRACTORS.

Cost [CTC and Coordination Contractor (CC)]

|  | CTC | CC #1 | CC #2 | CC #3 | CC #4 |
|--|-----|-------|-------|-------|-------|
| Flat contract rate (s) (\$ amount / unit)  |     |       |       |       |       |
| Detail other rates as needed: (e.g. ambulatory, wheelchair, stretcher, out-of-county, group)   |     |       |       |       |       |
|  |     |       |       |       |       |
|  |     |       |       |       |       |
| Special or unique considerations that influence costs?   |     |       |       |       |       |
| Explanation:<br>CC#1=Sunrise; CC#2=Easter Seals; CC#3=Goodwheels, David Lawrence and Hope Hospice did not provide service last year. |     |       |       |       |       |

2. DO YOU HAVE TRANSPORTATION ALTERNATIVES? ☐ Yes ☐ No  
 (Those specific transportation services approved by rule or the Commission as a service not normally arranged by the Community Transportation Coordinator, but provided by the purchasing agency. Example: a neighbor providing the trip)

Cost [CTC and Transportation Alternative (Alt.)] N/A

|  | CTC | Alt. #1 | Alt. #2 | Alt. #3 | Alt. #4 |
|--|-----|---------|---------|---------|---------|
| Flat contract rate (s) (\$ amount / unit)  |     |         |         |         |         |
| Detail other rates as needed: (e.g. ambulatory, wheelchair, stretcher, out-of-county, group) |     |         |         |         |         |
|  |     |         |         |         |         |
|  |     |         |         |         |         |
| Special or unique considerations that influence costs?                                       |     |         |         |         |         |
| Explanation:   |     |         |         |         |         |

IS THE CTC IN COMPLIANCE WITH THIS SECTION? ☐ Yes ☐ No

**RULE 41-2**

Findings:

Recommendations:

## COMPLIANCE WITH 41-2, F.A.C.

### Compliance with Commission Standards

*“...shall adhere to Commission approved standards...”*

Review the TDSP for the Commission standards.

| Commission Standards   | Comments |
|--|----------|
| Local toll free phone number must be posted in all vehicles. |          |
| Vehicle Cleanliness  |          |
| Passenger/Trip Database                                      |          |

|                              |  |
|------------------------------|--|
| Adequate seating             |  |
| Driver Identification        |  |
| Passenger Assistance         |  |
| Smoking, Eating and Drinking |  |



|                          |  |
|--------------------------|--|
| Two-way Communications   |  |
| Air Conditioning/Heating |  |
| Billing Requirements     |  |

**COMMISSION STANDARDS**

Findings:

Recommendations:

## COMPLIANCE WITH 41-2, F.A.C.

### Compliance with Local Standards

*“...shall adhere to Commission approved standards...”*

Review the TDSP for the Local standards.

| Local Standards  | Comments   |
|--|--|
| Transport of Escorts and dependent children policy       | The TDSP addresses this standard. Personal care attendants must be approved on initial customer application with medical documentation for reason attendant is needed. If an escort/ personal care attendant is requested, they will be transported at no additional charge.   |
| Use, Responsibility, and cost of child restraint devices |  |
| Out-of-Service Area trips                                |  |
| CPR/1st Aid  |  |
| Driver Criminal Background Screening                     | The TDSP addresses this standard. All drivers in the coordinated system must have a “favorable” background check from the Florida Department of Law Enforcement (“favorable” as defined by the Department of Children and Families policies and procedures).   |
| Rider Personal Property                                  |  |
| Advance reservation requirements                         | The TDSP addresses this standard. Reservations are taken a day in advance up to 5 p.m. the business day prior to the trip request. Passengers with an urgent need to travel should call the CTC. Unless other regulations are applicable, same day trip requests cannot be guaranteed. However, the CTC will attempt to accommodate the request. |
| Pick-up Window   | TDSP addresses this standard. For the focus of this evaluation the 30 minute early to zero minute late medical and employment policy was reviewed for trips. Effective 12-04-2019 the LCB approved a negotiated methodology for trips based on a mileage based scheduling. The TDSP will be amended to include the updated window policy.        |

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation Coordinator)

| <i>Measurable Standards/Goals</i>         | <i>Standard/Goal</i>   | <i>Latest Figures</i> | <i>Is the CTC/Operator meeting the Standard?</i> |
|---|--|-----------------------|--|
| Public Transit Ridership                  | CTC  | CTC                   |  |
|   | Operator A   | Operator A            |  |
|   | Operator B   | Operator B            |  |
|   | Operator C   | Operator C            |  |
| On-time performance                       | CTC  | CTC                   |  |
|   | Operator A   | Operator A            |  |
|   | Operator B   | Operator B            |  |
|   | Operator C   | Operator C            |  |
| Passenger No-shows                        | CTC  | CTC                   |  |
|   | Operator A   | Operator A            |  |
|   | Operator B   | Operator B            |  |
|   | Operator C   | Operator C            |  |
| Accidents                                 | CTC  | CTC                   |  |
|   | Operator A <small>No more than 1.2 per 100,000 miles</small> | Operator A            |  |
|   | Operator B   | Operator B            |  |
|   | Operator C   | Operator C            |  |
| Roadcalls<br><i>Average age of fleet:</i> | CTC  | CTC                   |  |
|   | Operator A <small>No less than 10,000 miles</small>          | Operator A            |  |
|   | Operator B   | Operator B            |  |
|   | Operator C   | Operator C            |  |
| Complaints<br><i>Number filed:</i>        | CTC  | CTC                   |  |
|   | Operator A   | Operator A            |  |
|   | Operator B   | Operator B            |  |
|   | Operator C   | Operator C            |  |
| Call-Hold Time                            | CTC  | CTC                   |  |
|   | Operator A   | Operator A            |  |
|   | Operator B   | Operator B            |  |
|   | Operator C   | Operator C            |  |

## LOCAL STANDARDS

### Findings:

### Recommendations:

The on-time performance for medical and employment continues to be an issue. During the annual public workshop meeting the STARability Foundation indicated various of its participants at various locations are being picked up or dropped off late sometimes by hours at a time and requested a better method of communicating with families when buses will be late. Comments from rider surveys also mention late drop off and pick up times for medical and employment as being issues. Three respondents indicated a heightened level of stress of not knowing whether they would get to their destinations on time. One of these three respondents is no longer using the service for this reason and another respondent indicated that they are paying Uber or a friend to get them to their destination and only using the service for trips that are not time sensitive. Other comments included that they are not being notified of tardiness, and vehicle issues or being notified hours after an issue has occurred which does not allow them to find an alternative way home. Comments also indicated they are having issues with the incorrect scheduling of their trips.

The CTC is encouraged to provide in their quarterly report to the LCB the on-time performance for medical and employment trips individually not just as part of the overall on time performance for all trips. It is also encouraged that they provide a quarterly report to the LCB on measures that are being done to help address these issues with on time performance.

The CTC is encouraged to devise a system to inform passengers of when their driver would be arriving and to confirm scheduling information for their trips. The CTC is encouraged to pursue the phone system to enhance customer service.

In the next TDSP update service standard changes due to new trip assignment methodology should be reflected in Pick-Up Window, and return trip scheduling.

BUS:1117 RUN:101

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/23/2020

Please list any special guests that were present:

Location: UCP-ADT 4227 EXCHANGE AVENUE

Number of Passengers picked up/dropped off: 6

Ambulatory 3

Non-Ambulatory 3

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ NoWas the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

☒ Yes ☐ No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☒ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B30-Glaval Run: 101 [ 4:35AM - 4:06PM]  
1117

Driver Name: Andy Ramtahal [ 4:35AM - 4:06PM] For: 1/23/2020

4.J.1

| Stop Time     | Customer Name | Stop Address   | Conf. # | Request Time | Validation Information   |
|---------------|---------------|--|---------|--------------|--|
| 8:29AM        |               | 7905 Preserve Cir APT -111 GATECODE 1395<br>Naples, FL 34119 | 894861  | 9:20AM D     | Stop Time 8:29AM<br>Odometer 222878<br>Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/> |
| Pick Up       |               |  |         |              |  |
| Customer Pay: |               |  |         |              |  |
| \$1.00        |               |  |         |              |  |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|               |  |  |        |          |  |
|---------------|--|--|--------|----------|--|
| 8:43AM        |  | gate code #2952<br>6900 Huntington Lakes Cir. APT202 Gate code #6595<br>Naples, FL 34119 | 867942 | 9:20AM D | Stop Time 8:43AM<br>Odometer 222881<br>Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/> |
| Pick Up       |  |  |        |          |  |
| Customer Pay: |  |  |        |          |  |
| \$1.00        |  |  |        |          |  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Comments: #6595

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |  |        |          |                                     |
|----------|--|--|--------|----------|-------------------------------------|
| 9:13AM   |  | UCP-ADT<br>4227 Exchange Ave<br>Naples, FL 34104 | 824885 | 9:20AM D | Stop Time 9:13AM<br>Odometer 222891 |
| Drop Off |  |  |        |          |                                     |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Comments: one way

Daily Pass Sold

|          |  |  |        |          |                                     |
|----------|--|--|--------|----------|-------------------------------------|
| 9:13AM   |  | UCP-ADT<br>4227 Exchange Ave<br>Naples, FL 34104 | 867942 | 9:20AM D | Stop Time 9:13AM<br>Odometer 222891 |
| Drop Off |  |  |        |          |                                     |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Comments: #6595

Daily Pass Sold



Run By Vehicle

Page 4 of 8

Driver Initial: \_\_\_\_\_



RouteMatch

Packet Pg. 458

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation

Vehicle: B30-Glaval Run: 101 [ 4:35AM - 4:06PM]  
1117

Driver Name: Andy Ramtahal [ 4:35AM - 4:06PM] For: 1/23/2020

4.J.1

| Stop Time | Customer Name | Stop Address                          | Conf. # | Request Time | Validation Information |
|-----------|---------------|---------------------------------------|---------|--------------|------------------------|
| 9:13AM    |               | UCP-ADT                               | 829822  | 9:20AM D     | Stop Time 9:13AM       |
| Drop Off  |               | 4227 Exchange Ave<br>Naples, FL 34104 |         |              | Odometer 222891        |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Daily Pass Sold

|          |  |                                       |        |          |                  |
|----------|--|---------------------------------------|--------|----------|------------------|
| 9:13AM   |  | UCP-ADT                               | 894861 | 9:20AM D | Stop Time 9:13AM |
| Drop Off |  | 4227 Exchange Ave<br>Naples, FL 34104 |        |          | Odometer 222891  |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Daily Pass Sold

|          |  |                                       |        |          |                  |
|----------|--|---------------------------------------|--------|----------|------------------|
| 9:13AM   |  | UCP-ADT                               | 671431 | 9:20AM D | Stop Time 9:13AM |
| Drop Off |  | 4227 Exchange Ave<br>Naples, FL 34104 |        |          | Odometer 222891  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Daily Pass Sold

|          |  |                                       |        |          |                  |
|----------|--|---------------------------------------|--------|----------|------------------|
| 9:13AM   |  | UCP-ADT                               | 878089 | 9:20AM D | Stop Time 9:13AM |
| Drop Off |  | 4227 Exchange Ave<br>Naples, FL 34104 |        |          | Odometer 222891  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Daily Pass Sold



Run By Vehicle

Page 5 of 8

Driver Initial: \_\_\_\_\_



RouteMatch

Packet Pg. 459

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation



BUS: 1117 RUN: 101

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/23/2020

Please list any special guests that were present:

Location: 4559 Boabadiilla Street

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

N/A

☐ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B30-Glaval Run: 101 [ 4:35AM - 4:06PM]  
1117

Driver Name: Andy Ramtahal [ 4:35AM - 4:06PM] For: 1/23/2020

4.J.1

| Stop Time  | Customer Name | Stop Address   | Conf. # | Request Time | Validation Information  |
|--|---------------|--|---------|--------------|---|
| 9:32AM   |               | 4559 Boabadilla St<br>Naples, FL 34103   | 898895  | 10:00AM D    | Stop Time <input type="text" value="9:32AM"/><br>Odometer <input type="text" value="222897"/><br>Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/>  |
| Pick Up  |               |  |         |              |   |
| Customer Pay: \$1.00   |               |  |         |              |   |
| Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA |               |  |         |              |   |
| Fare Type : Assorted <b>Cash</b> Paid Ahead Return Pay Tickets             |               |  |         |              |   |
| Daily Pass Sold <input type="text"/>                                       |               |  |         |              |   |
| 9:47AM   |               | Pavillion Plaza<br>833 Vanderbilt Beach Rd THEATER/ MOVIES<br>Naples, FL 34108 | 898895  | 10:00AM D    | Stop Time <input type="text" value="9:47AM"/><br>Odometer <input type="text" value="222901"/>   |
| Drop Off   |               |  |         |              |   |
| Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA |               |  |         |              |   |
| Daily Pass Sold <input type="text"/>                                       |               |  |         |              |   |
| 10:17AM  |               | 2334 Queens Way<br>Naples, FL 34112  | 859606  | 10:30AM D    | Stop Time <input type="text" value="10:17AM"/><br>Odometer <input type="text" value="222913"/><br>Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/> |
| Pick Up  |               |  |         |              |   |
| Customer Pay: \$1.00   |               |  |         |              |   |
| Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: TDC |               |  |         |              |   |
| Fare Type : Assorted <b>Cash</b> Paid Ahead Return Pay Tickets             |               |  |         |              |   |
| Daily Pass Sold <input type="text"/>                                       |               |  |         |              |   |
| 10:35AM  |               | ARBY'S RESTAURANT<br>2436 Pine Ridge Rd 434-2264<br>Naples, FL 34109           | 859606  | 10:30AM D    | Stop Time <input type="text" value="10:35AM"/><br>Odometer <input type="text" value="222921"/>  |
| Drop Off   |               |  |         |              |   |
| Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: TDC |               |  |         |              |   |
| Daily Pass Sold <input type="text"/>                                       |               |  |         |              |   |





BUS: CC2-2197 RUN: 102

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 11/23/2020

Please list any special guests that were present:

Location: 2978 Poplar Street

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time? ☐ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☐ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: CC2-2197

Run: 102 [ 3:00AM - 5:10PM]

Driver Name: Eugenio . Rodriguez [ 3:00AM - 5:10PM]

For: 1/23/2020

4.J.1

| Stop Time     | Customer Name | Stop Address                       | Conf. # | Request Time | Validation Information |        |  |
|---------------|---------------|------------------------------------|---------|--------------|------------------------|--------|--|
| 2:45PM        |               | 2978 Poplar St<br>Naples, FL 34112 | 900363  | 3:18PM D     | Stop Time              | 2:45PM | Cancellation <input type="checkbox"/>        |
| Pick Up       |               |                                    |         |              | Odometer               | 23424  | No Show <input type="checkbox"/>             |
| Customer Pay: |               |                                    |         |              |                        |        | Complete <input checked="" type="checkbox"/> |
| \$4.00        |               |                                    |         |              |                        |        |  |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: TDC

Comments: one way

Fare Type : Assorted **Cash** Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |  |        |          |           |        |  |
|----------|--|--|--------|----------|-----------|--------|--|
| 3:41PM   |  | PUBLIX<br>3304 Bonita Beach Rd<br>Bonita Springs, FL 34134 | 900363 | 3:18PM D | Stop Time | 3:41PM |  |
| Drop Off |  |  |        |          | Odometer  | 23441  |  |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: TDC

Comments: one way

Daily Pass Sold

Total Customer Pay: \$31.00



BUS: CC2-2197 RUN: 102

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 01/23/2020

Please list any special guests that were present:

Location: Collier Area Paratransit 8300 Radio Road

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ NoWas the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: CC2-2197

Run: 102 [ 3:00AM - 5:10PM]

Driver Name: Eugenio . Rodriguez [ 3:00AM - 5:10PM]

For: 1/23/20

4.J.1

| Stop Time               | Customer Name | Stop Address  | Conf. # | Request Time | Validation Information |                                     |
|-------------------------|---------------|---|---------|--------------|------------------------|-------------------------------------|
| 1:17PM                  |               | LORENZO WALKER INSTITUTE<br>3702 ESTEY AVE. MAIN ENTRANCE<br>NAPLES, FL 34104 | 860556  | 1:10PM P     | Stop Time              | 1:17PM                              |
| Pick Up                 |               |   |         |              | Odometer               | 23394                               |
| Customer Pay:<br>\$1.00 |               |   |         |              |                        | Cancellation<br>No Show<br>Complete |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

1:37PM

BOCA PALMS  
10292 Boca Cir.  
Naples, FL 34109

860556

1:10PM P

Stop Time

1:37PM

Drop Off

Odometer

23403

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Daily Pass Sold

2:15PM

COLLIER AREA PARA TRANSIT  
8300 Radio Rd UNLOAD AT FRONT DOOR  
Naples, FL 34104

898549

1:40PM P

Stop Time

2:15PM

Pick Up

Odometer

23415

Customer Pay:  
\$0.00Cancellation  
No Show  
Complete

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets Prepaid - 10 Punch h Paid Ahead Return Pay Tickets

Daily Pass Sold

2:30PM

4123 Thomasson Ln #B  
Naples, FL 34112

898549

1:40PM P

Stop Time

2:30PM

Drop Off

Odometer

23421

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Daily Pass Sold





BUS: CC2-1049 RUN 200

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 01/24/2020

Please list any special guests that were present:

Location: GOLDEN GATE SENIOR CENTER, 4898 Coronado Parkway

Number of Passengers picked up/dropped off:

1

Ambulatory

1

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☐ Yes ☐ No

N/A Passenger walked on to bus

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B25-Glaval Run: 200 [ 7:41AM - 6:46PM]  
1049

Driver Name: Douglas Anderson [ 7:41AM - 6:46PM]

For: 1/24/2020

| Stop Time | Customer Name | Stop Address | Conf. # | Request Time | Validation Information |
|-----------|---------------|--------------|---------|--------------|------------------------|
|-----------|---------------|--------------|---------|--------------|------------------------|

|          |  |   |        |          |                                     |
|----------|--|---|--------|----------|-------------------------------------|
| 4:30PM   |  | 3295 Twilight Ln APT 5301 GATECODE- #8993<br>Naples, FL 34109 | 898477 | 3:10PM P | Stop Time 4:30PM<br>Odometer 255399 |
| Drop Off |  |   |        |          |                                     |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: TDC

Daily Pass Sold

|          |  |   |        |          |                                     |
|----------|--|---|--------|----------|-------------------------------------|
| 4:40PM   |  | VILLAGE AT EMERALD LAKES 4<br>7743 Jewel Ln APT 101<br>Naples, FL 34109 | 766591 | 3:15PM P | Stop Time 4:40PM<br>Odometer 255401 |
| Drop Off |  |   |        |          |                                     |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need: Funding Source: ADA

Daily Pass Sold

|         |  |   |        |          |                                     |   |
|---------|--|---|--------|----------|-------------------------------------|---|
| 5:12PM  |  | Golden Gate Senior Center<br>4898 Coronado Pkwy<br>Naples, FL 34116 | 900730 | 4:30PM P | Stop Time 5:12PM<br>Odometer 255411 | Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/> |
| Pick Up |  |   |        |          |                                     |   |

Customer Pay:  
\$1.00

Attendants: 0 Guests: 0 Mobility: CANE Assistance Need: Funding Source: ADA

fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |  |        |          |                                     |
|----------|--|--|--------|----------|-------------------------------------|
| 5:41PM   |  | HENDERSON CREEK<br>1032 DOCKSIDE DR #102<br>Naples, FL 34114 | 900730 | 4:30PM P | Stop Time 5:41PM<br>Odometer 255421 |
| Drop Off |  |  |        |          |                                     |

Attendants: 0 Guests: 0 Mobility: CANE Assistance Need: Funding Source: ADA

Daily Pass Sold

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation



BUS: MV-607 RUN III

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/24/2020

Please list any special guests that were present:

Location: GOLDEN GATE SENIOR CENTER, 4898 Coronado Parkway

Number of Passengers picked up/dropped off:

4

Ambulatory

4

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? *N/A*

☐ Yes ☐ No

*Passengers walked onto bus*

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

| Stop Time     | Customer Name | Stop Address          | Conf. # | Request Time | Validation Information |        |  |
|---------------|---------------|-----------------------|---------|--------------|------------------------|--------|--|
| 3:09PM        |               | Jewish Federation     | 885115  | 2:30PM P     | Stop Time              | 3:09PM | Cancellation <input type="checkbox"/>        |
| Pick Up       |               | 5025 Castello Dr #102 |         |              | Odometer               | 171573 | No Show <input type="checkbox"/>             |
| Customer Pay: |               | Naples, FL 34103      |         |              |                        |        | Complete <input checked="" type="checkbox"/> |
| \$3.00        |               |                       |         |              |                        |        |  |

Attendants: 0Guests: 0Mobility: AMBAssistance Need:Funding Source: ADA

Fare Type : AssortedCashPaid AheadReturn PayTickets

Daily Pass Sold

|          |  |                  |        |          |           |        |                                       |
|----------|--|------------------|--------|----------|-----------|--------|---------------------------------------|
| 3:38PM   |  | 1148 Foxfire Ln  | 885115 | 2:30PM P | Stop Time | 3:38PM | Cancellation <input type="checkbox"/> |
| Drop Off |  | Naples, FL 34104 |        |          | Odometer  | 171581 | No Show <input type="checkbox"/>      |

Attendants: 0Guests: 0Mobility: AMBAssistance Need:Funding Source: ADA

Daily Pass Sold

|               |  |                           |        |          |           |        |  |
|---------------|--|---------------------------|--------|----------|-----------|--------|--|
| 4:01PM        |  | Golden Gate Senior Center | 886375 | 3:30PM P | Stop Time | 4:01PM | Cancellation <input type="checkbox"/>        |
| Pick Up       |  | 4898 Coronado Pkwy        |        |          | Odometer  | 171587 | No Show <input type="checkbox"/>             |
| Customer Pay: |  | Naples, FL 34116          |        |          |           |        | Complete <input checked="" type="checkbox"/> |
| \$1.00        |  |                           |        |          |           |        |  |

Attendants: 0Guests: 0Mobility: AMBAssistance Need:Funding Source: TDC

Fare Type : AssortedCashPaid AheadReturn PayTickets

Daily Pass Sold

|               |  |                           |        |          |           |        |  |
|---------------|--|---------------------------|--------|----------|-----------|--------|--|
| 4:01PM        |  | Golden Gate Senior Center | 891110 | 3:30PM P | Stop Time | 4:01PM | Cancellation <input type="checkbox"/>        |
| Pick Up       |  | 4898 Coronado Pkwy        |        |          | Odometer  | 171587 | No Show <input type="checkbox"/>             |
| Customer Pay: |  | Naples, FL 34116          |        |          |           |        | Complete <input checked="" type="checkbox"/> |
| \$4.00        |  |                           |        |          |           |        |  |

Attendants: 0Guests: 0Mobility: CANEAssistance Need:Funding Source: TDC

Fare Type : AssortedCashPaid AheadReturn PayTickets

Daily Pass Sold

Attendants: 0Guests: 0Mobility: CANEAssistance Need:Funding Source: TDC

Fare Type : AssortedCashPaid AheadReturn PayTickets

Daily Pass Sold

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation



Vehicle: MV-607

Run: 111 [ 5:41AM - 5:50PM]

Driver Name: Angel . Crespo [ 5:41AM - 5:50PM] For: 1/24/2020

| Stop Time     | Customer Name | Stop Address              | Conf. # | Request Time | Validation Information |  |
|---------------|---------------|---------------------------|---------|--------------|------------------------|--|
| 4:01PM        |               | Golden Gate Senior Center | 881075  | 3:30PM P     | Stop Time              | 4:01PM                                       |
| Pick Up       |               | 4898 Coronado Pkwy        |         |              | Odometer               | 171587                                       |
| Customer Pay: |               | Naples, FL 34116          |         |              |                        | Cancellation <input type="checkbox"/>        |
| \$1.00        |               |                           |         |              |                        | No Show <input type="checkbox"/>             |
|               |               |                           |         |              |                        | Complete <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Fare Type: Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|               |  |                           |        |          |           |  |
|---------------|--|---------------------------|--------|----------|-----------|--|
| 4:01PM        |  | Golden Gate Senior Center | 742043 | 3:30PM P | Stop Time | 4:01PM                                       |
| Pick Up       |  | 4898 Coronado Pkwy        |        |          | Odometer  | 171587                                       |
| Customer Pay: |  | Naples, FL 34116          |        |          |           | Cancellation <input type="checkbox"/>        |
| \$1.00        |  |                           |        |          |           | No Show <input type="checkbox"/>             |
|               |  |                           |        |          |           | Complete <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Fare Type: Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |                  |        |          |           |        |
|----------|--|------------------|--------|----------|-----------|--------|
| 4:08PM   |  | 4484 30th Ave Sw | 881075 | 3:30PM P | Stop Time | 4:08PM |
| Drop Off |  | Naples, FL 34116 |        |          | Odometer  | 171588 |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Daily Pass Sold

|          |  |                                 |        |          |           |        |
|----------|--|---------------------------------|--------|----------|-----------|--------|
| 4:25PM   |  | 14950 Schooner Bay Ln apt 19203 | 742043 | 3:30PM P | Stop Time | 4:25PM |
| Drop Off |  | Naples, FL 34119                |        |          | Odometer  | 171595 |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Daily Pass Sold

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation



BUS CC2-2196 RUN 103

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/24/2020

Please list any special guests that were present:

Location: GOLDEN GATE SENIOR CENTER, 4898 Coronado Parkway

Number of Passengers picked up/dropped off: 2

Ambulatory 2

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? *N/A*

☐ Yes ☐ No

*Passengers walked on bus*

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: CC2-2196

Run: 103 [ 4:49AM - 5:03PM]

Driver Name: Cole . Fischer [ 4:49AM - 5:03PM] For: 1/24/2020

| Stop Time   | Customer Name | Stop Address  | Conf. # | Request Time | Validation Information  |
|---|---------------|---|---------|--------------|---|
| 1:53PM  |               | 530 18th St Se<br>Naples, FL 34117                                  | 882349  | 1:30PM P     | Stop Time <input type="text" value="1:53PM"/><br>Odometer <input type="text" value="13703"/>                              |
| Drop Off  |               |   |         |              |   |
| Attendants: 0   Guests: 0   Mobility: AMBULATORY   Assistance Need:   Funding Source: TDC<br>Daily Pass Sold <input type="text"/>   |               |   |         |              |   |
| 2:05PM  |               | 3560 Randall Blvd<br>Naples, FL 34120                               | 899988  | 1:00PM P     | Stop Time <input type="text" value="2:05PM"/><br>Odometer <input type="text" value="13709"/>                              |
| Drop Off  |               |   |         |              |   |
| Attendants: 1   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: TDC<br>Daily Pass Sold <input type="text"/>  |               |   |         |              |   |
| 2:20PM  |               | Palmetto Ridge Lane<br>1655 Victory Lane Rd<br>Naples, FL 34120     | 900763  | 2:05PM P     | Stop Time <input type="text" value="2:20PM"/><br>Odometer <input type="text" value="13716"/>                              |
| Pick Up   |               |   |         |              | Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/> |
| <b>Customer Pay:</b><br><b>\$3.00</b>   |               |   |         |              |   |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br>Comments: ONE - she will be in the FROM of the school by the water towers<br><b>Fare Type :</b> Assorted   Cash   Paid Ahead   Return Pay   Tickets<br>Daily Pass Sold <input type="text"/> |               |   |         |              |   |
| 3:28PM  |               | Golden Gate Senior Center<br>4898 Coronado Pkwy<br>Naples, FL 34116 | 900038  | 3:30PM P     | Stop Time <input type="text" value="3:28PM"/><br>Odometer <input type="text" value="13750"/>                              |
| Pick Up   |               |   |         |              | Cancellation <input type="checkbox"/><br>No Show <input type="checkbox"/><br>Complete <input checked="" type="checkbox"/> |
| <b>Customer Pay:</b><br><b>\$1.00</b>   |               |   |         |              |   |
| Attendants: 0   Guests: 0   Mobility: WALKER   Assistance Need:   Funding Source: ADA<br><b>Fare Type :</b> Assorted   Cash   Paid Ahead   Return Pay   Tickets<br>Daily Pass Sold <input type="text"/>   |               |   |         |              |   |





Vehicle: -CC2-2196

Run: 103 [ 4:49AM - 5:03PM]

Driver Name: Cole . Fischer [ 4:49AM - 5:03PM] For: 1/24/2020

| Stop Time   | Customer Name        | Stop Address                     | Conf. #          | Request Time        | Validation Information  |
|---|----------------------|----------------------------------|------------------|---------------------|---|
| 3:28PM  |                      | Golden Gate Senior Center        | 898103           | 3:00PM P            | Stop Time <input type="text" value="3:28PM"/> Cancellation <input type="checkbox"/> |
| Pick Up   |                      | 4898 Coronado Pkwy               |                  |                     | Odometer <input type="text" value="13750"/> No Show <input type="checkbox"/>        |
| Customer Pay:   |                      | Naples, FL 34116                 |                  |                     | Complete <input checked="" type="checkbox"/>  |
| \$1.00  |                      |                                  |                  |                     |   |
| Attendants: 0   | Guests: 0            | Mobility: AMB                    | Assistance Need: | Funding Source: ADA |   |
| Fare Type :   | Assorted             | Cash                             | Paid Ahead       | Return Pay          | Tickets   |
| Daily Pass Sold   | <input type="text"/> |                                  |                  |                     |   |
| 3:45PM  |                      | 12039 Sitterley St               | 900763           | 2:05PM P            | Stop Time <input type="text" value="3:45PM"/>                                       |
| Drop Off  |                      | Naples, FL 34113                 |                  |                     | Odometer <input type="text" value="0"/>   |
| Attendants: 0   | Guests: 0            | Mobility: AMB                    | Assistance Need: | Funding Source: ADA |   |
| Comments: ONE - she will be in the FROM of the school by the water towers |                      |                                  |                  |                     |   |
| Daily Pass Sold   | <input type="text"/> |                                  |                  |                     |   |
| 3:47PM  |                      | 954 Goodlette Rd N APT 211B      | 898103           | 3:00PM P            | Stop Time <input type="text" value="3:47PM"/>                                       |
| Drop Off  |                      | Naples, FL 34102                 |                  |                     | Odometer <input type="text" value="13757"/>   |
| Attendants: 0   | Guests: 0            | Mobility: AMB                    | Assistance Need: | Funding Source: ADA |   |
| Daily Pass Sold   | <input type="text"/> |                                  |                  |                     |   |
| 4:20PM  |                      | 11450 Whistlers Cove Cir Apt 421 | 900038           | 3:30PM P            | Stop Time <input type="text" value="4:20PM"/>                                       |
| Drop Off  |                      | Naples, FL 34113                 |                  |                     | Odometer <input type="text" value="13765"/>   |
| Attendants: 0   | Guests: 0            | Mobility: WALKER                 | Assistance Need: | Funding Source: ADA |   |
| Daily Pass Sold   | <input type="text"/> |                                  |                  |                     |   |

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation



BUS CC2-1410 RUN 108

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/24/2020

Please list any special guests that were present:

Location: ARA-NAPLES DIALYSIS CENTER, 4529 EXECUTIVE DRIVE

Number of Passengers picked up/dropped off:

1

Ambulatory

Non-Ambulatory

1

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☒ Name Tag  
☐ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

☒ Yes ☐ No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☒ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B31-Glaval  
1410

Run: 108 [ 5:34AM - 5:24PM]

Driver Name: Francisco . Lopez [ 5:34AM -  
5:24PM]

For: 1/24/2020

| Stop Time     | Customer Name | Stop Address  | Conf. # | Request Time | Validation Information |                                     |
|---------------|---------------|---|---------|--------------|------------------------|-------------------------------------|
| 11:10AM       |               | 8507 Laurel Lakes Cv Gate code 1934<br>Naples, FL 34119 | 795203  | 12:00PM D    | Stop Time              | 11:10AM                             |
| Pick Up       |               |   |         |              | Odometer               | 182335                              |
| Customer Pay: |               |   |         |              | Cancellation           | <input type="checkbox"/>            |
| \$3.00        |               |   |         |              | No Show                | <input type="checkbox"/>            |
|               |               |   |         |              | Complete               | <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: ELECTRIC WC Assistance Need: Funding Source: ADA

Comments: at the gym

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold 

|          |  |   |        |           |           |         |
|----------|--|---|--------|-----------|-----------|---------|
| 11:33AM  |  | YMCA  | 795203 | 12:00PM D | Stop Time | 11:33AM |
| Drop Off |  | 5450 YMCA RD 597-3148 EXT.375<br>NAPLES, FL 34109 |        |           | Odometer  | 182344  |

Attendants: 0 Guests: 0 Mobility: ELECTRIC WC Assistance Need: Funding Source: ADA

Comments: at the gym

Daily Pass Sold 

|               |  |   |        |           |              |                                     |
|---------------|--|---|--------|-----------|--------------|-------------------------------------|
| 11:54AM       |  | ARA-NAPLES DIALYSIS CENTER                                | 888252 | 11:45AM P | Stop Time    | 11:54AM                             |
| Pick Up       |  | 4529 Executive Dr 566-7180-(+30 minutes, machine<br>time) |        |           | Odometer     | 182351                              |
| Customer Pay: |  |   |        |           | Cancellation | <input type="checkbox"/>            |
| \$3.00        |  |   |        |           | No Show      | <input type="checkbox"/>            |
|               |  |   |        |           | Complete     | <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need: Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold 

|          |  |   |        |           |           |         |
|----------|--|---|--------|-----------|-----------|---------|
| 12:23PM  |  | The Arlington of Naples                             | 888252 | 11:45AM P | Stop Time | 12:23PM |
| Drop Off |  | 8000 Arlington Circle Romm 3119<br>Naples, FL 34113 |        |           | Odometer  | 182366  |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need: Funding Source: ADA

Daily Pass Sold 

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation



BUS CC2-2197 RUN 102

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/24/2020

Please list any special guests that were present:

Location: 2700 Immakalee Road unit 22

Number of Passengers picked up/dropped off: 1

Ambulatory

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

☒ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☒ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: Collier

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

| Stop Time                       | Customer Name | Stop Address                        | Conf. # | Request Time | Validation Information   |
|---------------------------------|---------------|-------------------------------------|---------|--------------|--|
| 8:57AM                          |               | 2167 43rd Ln Sw<br>Naples, FL 34116 | 760900  | 9:40AM D     | <div>Stop Time <span style="border: 1px solid black; padding: 2px;">8:57AM</span></div> <div>Odometer <span style="border: 1px solid black; padding: 2px;">23537</span></div> <div> Cancellation <input type="checkbox"/> No Show <input type="checkbox"/> Complete <input checked="" type="checkbox"/> </div> |
| Pick Up<br>Customer Pay: \$3.00 |               |                                     |         |              |  |

|   |           |                      |                  |                     |
|---|-----------|----------------------|------------------|---------------------|
| Attendants: 0   | Guests: 0 | Mobility: WHEELCHAIR | Assistance Need: | Funding Source: ADA |
| Fare Type :   Assorted   Cash   Paid Ahead   Return Pay   Tickets<br>Daily Pass Sold <span style="border: 1px solid black; display: inline-block; width: 80px; height: 20px; vertical-align: middle;"></span> |           |                      |                  |                     |

|          |  |  |        |          |   |
|----------|--|--|--------|----------|---|
| 9:24AM   |  | North Naples Dialysis<br>1750 Sw Health Pkwy<br>Naples, FL 34109 | 760900 | 9:40AM D | <div>Stop Time <span style="border: 1px solid black; padding: 2px;">9:24AM</span></div> <div>Odometer <span style="border: 1px solid black; padding: 2px;">23549</span></div> |
| Drop Off |  |  |        |          |   |

|  |           |                      |                  |                     |
|--|-----------|----------------------|------------------|---------------------|
| Attendants: 0  | Guests: 0 | Mobility: WHEELCHAIR | Assistance Need: | Funding Source: ADA |
| Daily Pass Sold <span style="border: 1px solid black; display: inline-block; width: 80px; height: 20px; vertical-align: middle;"></span> |           |                      |                  |                     |

|                      |  |                                       |        |           |  |
|----------------------|--|---------------------------------------|--------|-----------|--|
| 9:49AM               |  | 68 9th St<br>Bonita Springs, FL 34134 | 800824 | 10:15AM D | <div>Stop Time <span style="border: 1px solid black; padding: 2px;">9:49AM</span></div> <div>Odometer <span style="border: 1px solid black; padding: 2px;">23556</span></div> <div> Cancellation <input type="checkbox"/> No Show <input type="checkbox"/> Complete <input checked="" type="checkbox"/> </div> |
| Pick Up              |  |                                       |        |           |  |
| Customer Pay: \$4.00 |  |                                       |        |           |  |

|   |           |                      |                  |                     |
|---|-----------|----------------------|------------------|---------------------|
| Attendants: 0   | Guests: 0 | Mobility: WHEELCHAIR | Assistance Need: | Funding Source: TDC |
| Fare Type :   Assorted   Cash   Paid Ahead   Return Pay   Tickets<br>Daily Pass Sold <span style="border: 1px solid black; display: inline-block; width: 80px; height: 20px; vertical-align: middle;"></span> |           |                      |                  |                     |

|          |  |  |        |           |  |
|----------|--|--|--------|-----------|--|
| 10:09AM  |  | next to lab corp unit -22<br>2700 Immokalee Rd unit -22 592-0111<br>Naples, FL 34109 | 800824 | 10:15AM D | <div>Stop Time <span style="border: 1px solid black; padding: 2px;">10:09AM</span></div> <div>Odometer <span style="border: 1px solid black; padding: 2px;">23563</span></div> |
| Drop Off |  |  |        |           |  |

|  |           |                      |                  |                     |
|--|-----------|----------------------|------------------|---------------------|
| Attendants: 0  | Guests: 0 | Mobility: WHEELCHAIR | Assistance Need: | Funding Source: TDC |
| Daily Pass Sold <span style="border: 1px solid black; display: inline-block; width: 80px; height: 20px; vertical-align: middle;"></span> |           |                      |                  |                     |

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation

BUS CC2-1410 RUN 108

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation:

1/24/2020

Please list any special guests that were present:

Location:

WOODSIDE LANES , 8525 Radio Road

Number of Passengers picked up/dropped off:

1

Ambulatory

1

Non-Ambulatory

Was the driver on time?



Yes



No - How many minutes late/early?

Did the driver provide any passenger assistance?



Yes



No

Was the driver wearing any identification?



Yes:



Uniform



Name Tag



ID Badge



No

Did the driver render an appropriate greeting?



Yes



No



Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?



Yes



No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?



Yes



No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?



Yes



No

Does the vehicle have working heat and air conditioning?



Yes



No

Does the vehicle have two-way communications in good working order?



Yes



No

If used, was the lift in good working order?



Yes



No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☒ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

| Stop Time       | Customer Name | Stop Address  | Conf. #               | Request Time     | Validation Information |              |
|-----------------|---------------|---|-----------------------|------------------|------------------------|--------------|
| 12:46PM         |               | 14731 NAUTILUS PL<br>Naples, FL 34114   | 900662                | 12:15PM P        | Stop Time              | 12:46PM      |
| Pick Up         |               |   |                       |                  | Odometer               | 182373       |
| Customer Pay:   |               |   |                       |                  |                        | Cancellation |
| \$3.00          |               |   |                       |                  |                        | No Show      |
|                 |               |   |                       |                  |                        | Complete     |
| Attendants: 0   |               | Guests: 0   | Mobility: ELECTRIC WC | Assistance Need: | Funding Source: ADA    |              |
| Fare Type :     |               | Assorted  | Cash                  | Paid Ahead       | Return Pay             | Tickets      |
| Daily Pass Sold |               |   |                       |                  |                        |              |
| 1:14PM          |               | WOODSIDE LANES<br>8525 Radio Rd 455-3755<br>Naples, FL 34104  | 900662                | 12:15PM P        | Stop Time              | 1:14PM       |
| Drop Off        |               |   |                       |                  | Odometer               | 182384       |
| Attendants: 0   |               | Guests: 0   | Mobility: ELECTRIC WC | Assistance Need: | Funding Source: ADA    |              |
| Daily Pass Sold |               |   |                       |                  |                        |              |
| 1:57PM          |               | ARA-Naples South Dialysis<br>4270 Tamiami Trail E Naples of AVALON DR. near<br>Thomasson.<br>Naples, FL 34112 | 896025                | 1:30PM P         | Stop Time              | 1:57PM       |
| Pick Up         |               |   |                       |                  | Odometer               | 182393       |
| Customer Pay:   |               |   |                       |                  |                        | Cancellation |
| \$3.00          |               |   |                       |                  |                        | No Show      |
|                 |               |   |                       |                  |                        | Complete     |
| Attendants: 0   |               | Guests: 0   | Mobility: AMB         | Assistance Need: | Funding Source: ADA    |              |
| Fare Type :     |               | Assorted  | Cash                  | Paid Ahead       | Return Pay             | Tickets      |
| Daily Pass Sold |               |   |                       |                  |                        |              |
| 2:19PM          |               | 3382 Dorado Way<br>Naples, FL 34105   | 896025                | 1:30PM P         | Stop Time              | 2:19PM       |
| Drop Off        |               |   |                       |                  | Odometer               | 182399       |
| Attendants: 0   |               | Guests: 0   | Mobility: AMB         | Assistance Need: | Funding Source: ADA    |              |
| Daily Pass Sold |               |   |                       |                  |                        |              |

BUS CC2-1844 RUN 138

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/24/2020

Please list any special guests that were present:

Location: ARA-NAPLES DIALYSIS CENTER, 4529 EXECUTIVE DRIVE

Number of Passengers picked up/dropped off: 2

Ambulatory 2

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

☒ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☒ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**



Vehicle: B36-Glaval  
1844

Run: 138 [ 7:13AM - 6:45PM]

Driver Name: Yvonne . Rivera [ 7:13AM - 6:45PM] For: 1/24/2020

| Stop Time | Customer Name | Stop Address | Conf. # | Request Time | Validation Information |
|-----------|---------------|--------------|---------|--------------|------------------------|
|-----------|---------------|--------------|---------|--------------|------------------------|

|          |  |                                       |        |          |                   |
|----------|--|---------------------------------------|--------|----------|-------------------|
| 10:17AM  |  | PUBLIX                                | 900776 | 9:59AM P | Stop Time 10:17AM |
| Drop Off |  | 4370 Thomasson Dr<br>Naples, FL 34112 |        |          | Odometer 108094   |

Attendants: 0 Guests: 0 Mobility: AMBULATORY Assistance Need: Funding Source: ADA

Daily Pass Sold

|          |  |   |        |           |                   |
|----------|--|---|--------|-----------|-------------------|
| 10:38AM  |  | ARBY'S RESTAURANT                               | 859606 | 10:30AM D | Stop Time 10:38AM |
| Drop Off |  | 2436 Pine Ridge Rd 434-2264<br>Naples, FL 34109 |        |           | Odometer 108102   |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: TDC

Daily Pass Sold

|                                |  |   |        |           |                   |  |
|--------------------------------|--|---|--------|-----------|-------------------|--|
| 10:54AM                        |  | next to lab corp unit -22                               | 841189 | 10:15AM P | Stop Time 10:54AM | Cancellation <input type="checkbox"/>        |
| Pick Up                        |  | 2700 Immokalee Rd unit -22 592-0111<br>Naples, FL 34109 |        |           | Odometer 108107   | No Show <input type="checkbox"/>             |
| <b>Customer Pay:</b><br>\$3.00 |  |   |        |           |                   | Complete <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA

**Fare Type :** Assorted **Cash** Paid Ahead Return Pay Tickets

Daily Pass Sold

|                                |  |   |        |           |                   |  |
|--------------------------------|--|---|--------|-----------|-------------------|--|
| 11:10AM                        |  | ARA-NAPLES DIALYSIS CENTER  | 743152 | 10:00AM P | Stop Time 11:10AM | Cancellation <input type="checkbox"/>        |
| Pick Up                        |  | 4529 Executive Dr 566-7180-(+30 minutes, machine<br>time)<br>Naples, FL 34119 |        |           | Odometer 108109   | No Show <input type="checkbox"/>             |
| <b>Customer Pay:</b><br>\$1.00 |  |   |        |           |                   | Complete <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: CANE Assistance Need: Funding Source: ADA

**Fare Type :** Assorted **Cash** Paid Ahead Return Pay Tickets

Daily Pass Sold

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation



Vehicle: B36-Glaval Run: 138 [ 7:13AM - 6:45PM] Driver Name: Yvonne . Rivera [ 7:13AM - 6:45PM] For: 1/24/2020

| Stop Time     | Customer Name | Stop Address   | Conf. # | Request Time | Validation Information |                                     |
|---------------|---------------|--|---------|--------------|------------------------|-------------------------------------|
| 11:12AM       |               | ARA-NAPLES DIALYSIS CENTER                             | 781226  | 10:00AM P    | Stop Time              | 11:12AM                             |
| Pick Up       |               | 4529 Executive Dr 566-7180-(+30 minutes, machine time) |         |              | Odometer               | 108109                              |
| Customer Pay: |               | Naples, FL 34119                                       |         |              | Cancellation           | <input type="checkbox"/>            |
| \$1.00        |               |  |         |              | No Show                | <input type="checkbox"/>            |
|               |               |  |         |              | Complete               | <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |                     |        |           |           |         |
|----------|--|---------------------|--------|-----------|-----------|---------|
| 11:39AM  |  | 1320 Sanctuary Rd W | 841189 | 10:15AM P | Stop Time | 11:39AM |
| Drop Off |  | Naples, FL 34120    |        |           | Odometer  | 108125  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Daily Pass Sold

|          |  |                     |        |           |           |         |
|----------|--|---------------------|--------|-----------|-----------|---------|
| 12:01PM  |  | 550 Hope Cir #101   | 781226 | 10:00AM P | Stop Time | 12:01PM |
| Drop Off |  | Immokalee, FL 34142 |        |           | Odometer  | 108139  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Daily Pass Sold

|          |  |                     |        |           |           |         |
|----------|--|---------------------|--------|-----------|-----------|---------|
| 12:10PM  |  | 136 Anhinga Cir #3  | 743152 | 10:00AM P | Stop Time | 12:10PM |
| Drop Off |  | Immokalee, FL 34142 |        |           | Odometer  | 108142  |

Attendants: 0 Guests: 0 Mobility: CANE Assistance Need:

Funding Source: ADA

Daily Pass Sold

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation





BUS: CC2-2345 RUN: 116

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation:

11/31/2020

Please list any special guests that were present:

Location:

Davis Kidney Center, 6625 Hillway Circle

Number of Passengers picked up/dropped off:

1

Ambulatory

1

Non-Ambulatory

Was the driver on time?



Yes



No - How many minutes late/early?

Did the driver provide any passenger assistance?



Yes



No

Was the driver wearing any identification?



Yes:



Uniform



Name Tag



ID Badge



No

Did the driver render an appropriate greeting?



Yes



No



Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?



Yes



No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?



Yes



No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?



Yes



No

Does the vehicle have working heat and air conditioning?



Yes



No

Does the vehicle have two-way communications in good working order?



Yes



No

If used, was the lift in good working order?

N/A



Yes



No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

| Stop Time | Customer Name | Stop Address                                  | Conf. # | Request Time | Validation Information  |
|-----------|---------------|---|---------|--------------|---|
| 9:45AM    |               | 2650 Airport Pulling Rd S<br>Naples, FL 34112 | 884307  | 9:30AM D     | Stop Time <input type="text" value="9:45AM"/><br>Odometer <input type="text" value="6706"/> |
| Drop Off  |               |   |         |              |   |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA  
Daily Pass Sold

|               |  |   |        |          |   |                                     |
|---------------|--|---|--------|----------|---|-------------------------------------|
| 9:58AM        |  | Lakewood Manor Care<br>3601lakewood blvd Pin 0315<br>Naples, FL 34112 | 902275 | 9:30AM P | Stop Time <input type="text" value="9:58AM"/><br>Odometer <input type="text" value="6707"/> | Cancellation<br>No Show<br>Complete |
| Pick Up       |  |   |        |          |   |                                     |
| Customer Pay: |  |   |        |          |   |                                     |
| \$3.00        |  |   |        |          |   |                                     |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA  
Fare Type : Assorted **Cash** Paid Ahead Return Pay Tickets  
Daily Pass Sold

|          |  |  |        |          |  |  |
|----------|--|--|--------|----------|--|--|
| 10:05AM  |  | bank of America<br>4898 Davis Blvd<br>Naples, FL 34104 | 902275 | 9:30AM P | Stop Time <input type="text" value="10:05AM"/><br>Odometer <input type="text" value="6709"/> |  |
| Drop Off |  |  |        |          |  |  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA  
Daily Pass Sold

|               |  |  |        |           |  |                                     |
|---------------|--|--|--------|-----------|--|-------------------------------------|
| 10:17AM       |  | DAVIS KIDNEY CENTER-code#05<br>6625 HILLWAY CIR. 775-9454-(+30 minutes, machine<br>time)<br>Naples, FL 34112 | 858653 | 10:00AM P | Stop Time <input type="text" value="10:17AM"/><br>Odometer <input type="text" value="6710"/> | Cancellation<br>No Show<br>Complete |
| Pick Up       |  |  |        |           |  |                                     |
| Customer Pay: |  |  |        |           |  |                                     |
| \$3.00        |  |  |        |           |  |                                     |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Visually Impaired [LEGALLY  
BLIND,NEEDS ASSISTANCE.] Funding Source: ADA  
Fare Type : Assorted **Cash** Paid Ahead Return Pay Tickets  
Daily Pass Sold



Vehicle: CC2-2345

Run: 116 [ 5:45AM - 6:00PM]

Driver Name: Fredrick . Lyons [ 5:45AM - 6:00PM] For: 1/31/2020

4.J.1

| Stop Time | Customer Name | Stop Address                      | Conf. # | Request Time | Validation Information |         |
|-----------|---------------|-----------------------------------|---------|--------------|------------------------|---------|
| 10:28AM   |               | 200 Henley Dr<br>Naples, FL 34104 | 858653  | 10:00AM P    | Stop Time              | 10:28AM |
| Drop Off  |               |                                   |         |              | Odometer               | 6713    |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need: Visually Impaired [LEGALLY  
BLIND, NEEDS ASSISTANCE.]

Funding Source: ADA

Daily Pass Sold

|               |  |   |        |          |           |        |              |                                     |
|---------------|--|---|--------|----------|-----------|--------|--------------|-------------------------------------|
| 1:03PM        |  | 5518 Greenwood Cir. Lot-5 Gate code #1922<br>Naples, FL 34112 | 902002 | 1:49PM D | Stop Time | 1:03PM | Cancellation | <input type="checkbox"/>            |
| Pick Up       |  |   |        |          | Odometer  | 6729   | No Show      | <input type="checkbox"/>            |
| Customer Pay: |  |   |        |          |           |        | Complete     | <input checked="" type="checkbox"/> |
| \$1.00        |  |   |        |          |           |        |              |                                     |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Comments: SUITE 101

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |  |        |          |           |        |  |  |
|----------|--|--|--------|----------|-----------|--------|--|--|
| 1:31PM   |  | Dr. Wayne<br>1735 Sw Health Pkwy<br>Naples, FL 34109 | 902002 | 1:49PM D | Stop Time | 1:31PM |  |  |
| Drop Off |  |  |        |          | Odometer  | 6743   |  |  |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Comments: SUITE 101

Daily Pass Sold

|               |  |   |        |          |           |        |              |                                     |
|---------------|--|---|--------|----------|-----------|--------|--------------|-------------------------------------|
| 2:10PM        |  | PUBLIX PEBBLE BROOK<br>15265 COLLIER BLVD. 348-2931<br>Naples, FL 34119 | 860822 | 2:00PM P | Stop Time | 2:10PM | Cancellation | <input type="checkbox"/>            |
| Pick Up       |  |   |        |          | Odometer  | 6749   | No Show      | <input type="checkbox"/>            |
| Customer Pay: |  |   |        |          |           |        | Complete     | <input checked="" type="checkbox"/> |
| \$4.00        |  |   |        |          |           |        |              |                                     |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: TDC

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold



BUS: CC2-2345 RUN: 116

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/31/2020

Please list any special guests that were present:

Location: LAKEWOOD MANOR CARE, 3601 Lakewood Blvd

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**



| Stop Time | Customer Name | Stop Address                                  | Conf. # | Request Time | Validation Information  |
|-----------|---------------|---|---------|--------------|---|
| 9:45AM    |               | 2650 Airport Pulling Rd S<br>Naples, FL 34112 | 884307  | 9:30AM D     | Stop Time <input type="text" value="9:45AM"/><br>Odometer <input type="text" value="6706"/> |
| Drop Off  |               |   |         |              |   |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA  
Daily Pass Sold

|               |  |  |        |          |   |                                     |
|---------------|--|--|--------|----------|---|-------------------------------------|
| 9:58AM        |  | Lakewood Manor Care<br>3601 lakewood blvd Pin 0315<br>Naples, FL 34112 | 902275 | 9:30AM P | Stop Time <input type="text" value="9:58AM"/><br>Odometer <input type="text" value="6707"/> | Cancellation<br>No Show<br>Complete |
| Pick Up       |  |  |        |          |   |                                     |
| Customer Pay: |  |  |        |          |   |                                     |
| \$3.00        |  |  |        |          |   |                                     |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA  
Fare Type : Assorted Cash Paid Ahead Return Pay Tickets  
Daily Pass Sold

|          |  |  |        |          |  |
|----------|--|--|--------|----------|--|
| 10:05AM  |  | bank of America<br>4898 Davis Blvd<br>Naples, FL 34104 | 902275 | 9:30AM P | Stop Time <input type="text" value="10:05AM"/><br>Odometer <input type="text" value="6709"/> |
| Drop Off |  |  |        |          |  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Funding Source: ADA  
Daily Pass Sold

|               |  |  |        |           |  |                                     |
|---------------|--|--|--------|-----------|--|-------------------------------------|
| 10:17AM       |  | DAVIS KIDNEY CENTER-code#05<br>6625 HILLWAY CIR. 775-9454-(+30 minutes, machine<br>time)<br>Naples, FL 34112 | 858653 | 10:00AM P | Stop Time <input type="text" value="10:17AM"/><br>Odometer <input type="text" value="6710"/> | Cancellation<br>No Show<br>Complete |
| Pick Up       |  |  |        |           |  |                                     |
| Customer Pay: |  |  |        |           |  |                                     |
| \$3.00        |  |  |        |           |  |                                     |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need: Visually Impaired [LEGALLY  
BLIND,NEEDS ASSISTANCE.] Funding Source: ADA  
Fare Type : Assorted Cash Paid Ahead Return Pay Tickets  
Daily Pass Sold

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation

BUS: CC2-2345 RUN: 116

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/31/2020

Please list any special guests that were present:

Location: 8615 Barot Drive

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time?

☐

Yes

☒

No - How many minutes late/early?

15 Minutes late

Did the driver provide any passenger assistance?

☒

Yes

☐

No

Was the driver wearing any identification?

☒

Yes:

☒

Uniform

☐

Name Tag

☒

ID Badge

☐

No

Did the driver render an appropriate greeting?

☒

Yes

☐

No

☐

Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒

Yes

☐

No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒

Yes

☐

No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒

Yes

☐

No

Does the vehicle have working heat and air conditioning?

☒

Yes

☐

No

Does the vehicle have two-way communications in good working order?

☒

Yes

☐

No

If used, was the lift in good working order? N/A

☐

Yes

☐

No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☐ Yes ☐ No

N/A

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**



Vehicle: CC2-2345

Run: 116 [ 5:45AM - 6:00PM]

Driver Name: Fredrick . Lyons [ 5:45AM - 6:00PM] For: 1/31/2020

4.J.1

| Stop Time | Customer Name | Stop Address                                      | Conf. # | Request Time | Validation Information                        |
|-----------|---------------|---|---------|--------------|---|
| 8:17AM    |               | WINN DIXIE GOLDEN GATE                            | 902306  | 8:04AM P     | Stop Time <input type="text" value="8:17AM"/> |
| Drop Off  |               | 4849 Golden Gate Pkwy Unknown<br>Naples, FL 34116 |         |              | Odometer <input type="text" value="6693"/>    |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Daily Pass Sold 

|          |  |        |          |   |
|----------|--|--------|----------|---|
| 8:23AM   | DAVID LAWRENCE   | 902291 | 8:23AM D | Stop Time <input type="text" value="8:23AM"/> |
| Drop Off | 6075 BATHEY LN. BUILDING C(455-8500)<br>Naples, FL 34116 |        |          | Odometer <input type="text" value="6695"/>    |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Daily Pass Sold 

|             |                                   |  |  |                                |
|-------------|-----------------------------------|--|--|--------------------------------|
| 8:40AM      | COLLIER AREA PARA TRANSIT         |  |  | Stop Time <input type="text"/> |
| Break Start | 8300 Radio Rd<br>Naples, FL 34104 |  |  | Odometer <input type="text"/>  |

Daily Pass Sold 

|           |                                   |  |  |                                |
|-----------|-----------------------------------|--|--|--------------------------------|
| 9:05AM    | COLLIER AREA PARA TRANSIT         |  |  | Stop Time <input type="text"/> |
| Break End | 8300 Radio Rd<br>Naples, FL 34104 |  |  | Odometer <input type="text"/>  |

Daily Pass Sold 

|                         |  |        |          |   |  |
|-------------------------|--|--------|----------|---|--|
| 9:26AM                  | 8615 Barot Dr #104<br>Naples, FL 34104 | 884307 | 9:30AM D | Stop Time <input type="text" value="9:26AM"/> | Cancellation <input type="checkbox"/>        |
| Pick Up                 |  |        |          | Odometer <input type="text" value="6699"/>    | No Show <input type="checkbox"/>             |
| Customer Pay:<br>\$1.00 |  |        |          |   | Complete <input checked="" type="checkbox"/> |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold 

Run By Vehicle

Page 3 of 9

Driver Initial: \_\_\_\_\_



RouteMatch

Packet Pg. 502

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation

Vehicle: CC2-2345

Run: 116 [ 5:45AM - 6:00PM]

Driver Name: Fredrick . Lyons [ 5:45AM - 6:00PM] For: 1/31/2020

4.J.1

| Stop Time   | Customer Name | Stop Address   | Conf. # | Request Time | Validation Information               |
|---|---------------|--|---------|--------------|--------------------------------------|
| 9:45AM  |               | 2650 Airport Pulling Rd S<br>Naples, FL 34112  | 884307  | 9:30AM D     | Stop Time: 9:45AM<br>Odometer: 6706  |
| Drop Off  |               |  |         |              |                                      |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br>Daily Pass Sold: <input type="text"/>   |               |  |         |              |                                      |
| 9:58AM  |               | Lakewood Manor Care<br>3601 lakewood blvd Pin 0315<br>Naples, FL 34112                                       | 902275  | 9:30AM P     | Stop Time: 9:58AM<br>Odometer: 6707  |
| Pick Up<br><b>Customer Pay:</b><br><b>\$3.00</b>  |               |  |         |              |                                      |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br><b>Fare Type :</b> Assorted <b>Cash</b> Paid Ahead   Return Pay   Tickets<br>Daily Pass Sold: <input type="text"/>  |               |  |         |              |                                      |
| 10:05AM   |               | bank of America<br>4898 Davis Blvd<br>Naples, FL 34104   | 902275  | 9:30AM P     | Stop Time: 10:05AM<br>Odometer: 6709 |
| Drop Off  |               |  |         |              |                                      |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need:   Funding Source: ADA<br>Daily Pass Sold: <input type="text"/>   |               |  |         |              |                                      |
| 10:17AM   |               | DAVIS KIDNEY CENTER-code#05<br>6625 HILLWAY CIR. 775-9454-(+30 minutes, machine<br>time)<br>Naples, FL 34112 | 858653  | 10:00AM P    | Stop Time: 10:17AM<br>Odometer: 6710 |
| Pick Up<br><b>Customer Pay:</b><br><b>\$3.00</b>  |               |  |         |              |                                      |
| Attendants: 0   Guests: 0   Mobility: AMB   Assistance Need: Visually Impaired [LEGALLY<br>BLIND,NEEDS ASSISTANCE.]   Funding Source: ADA<br><b>Fare Type :</b> Assorted   Cash   Paid Ahead   Return Pay <b>Tickets</b><br>Daily Pass Sold: <input type="text"/> |               |  |         |              |                                      |

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation



BUS: 1845 RUN: 101

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/31/2020

Please list any special guests that were present:

Location: BRAVO 2668 Tamiami Trail East

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B37-Glaval Run: 101 [ 3:00AM - 4:45PM]  
1845

Driver Name: Andy Ramtahal [ 3:00AM - 4:45PM] For: 1/31/20

4.J.1

| Stop Time     | Customer Name | Stop Address       | Conf. # | Request Time | Validation Information        |
|---------------|---------------|--------------------|---------|--------------|-------------------------------|
| 2:12PM        |               | BRAVO              | 901269  | 2:00PM P     | Stop Time 2:12PM Cancellation |
| Pick Up       |               | 2668 Tamiami Trl E |         |              | Odometer 101735 No Show       |
| Customer Pay: |               | Naples, FL 34112   |         |              | Complete                      |
| \$1.00        |               |                    |         |              |                               |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Comments: SUITE 310

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |                        |        |          |                  |
|----------|--|------------------------|--------|----------|------------------|
| 2:52PM   |  | 448 Golden Gate Blvd W | 901269 | 2:00PM P | Stop Time 2:52PM |
| Drop Off |  | Naples, FL 34117       |        |          | Odometer 101752  |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Comments: SUITE 310

Daily Pass Sold

|               |  |  |        |          |                               |
|---------------|--|--|--------|----------|-------------------------------|
| 3:11PM        |  | Goodwill   | 900052 | 3:10PM P | Stop Time 3:11PM Cancellation |
| Pick Up       |  | 8915 Sage Ave Off Immokalee Rd and Collier Blvd. |        |          | Odometer 101757 No Show       |
| Customer Pay: |  | Naples, FL 34120                                 |        |          | Complete                      |
| \$1.00        |  |  |        |          |                               |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: TDC

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |   |        |          |                  |
|----------|--|---|--------|----------|------------------|
| 3:32PM   |  | 3295 Twilight Ln APT 5301 GATECODE- #8993 | 900052 | 3:10PM P | Stop Time 3:32PM |
| Drop Off |  | Naples, FL 34109                          |        |          | Odometer 101764  |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: TDC

Daily Pass Sold



BUS: 1845 RUN: 101

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/31/2020

Please list any special guests that were present:

Location: GOODWILL, 8915 Sage Avenue

Number of Passengers picked up/dropped off:

Ambulatory

Non-Ambulatory

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**



Vehicle: B37-Glaval Run: 101 [ 3:00AM - 4:45PM]  
1845

Driver Name: Andy Ramtahal [ 3:00AM - 4:45PM] For: 1/31/202

4.J.1

| Stop Time     | Customer Name | Stop Address       | Conf. # | Request Time | Validation Information |                |
|---------------|---------------|--------------------|---------|--------------|------------------------|----------------|
| 2:12PM        |               | BRAVO              | 901269  | 2:00PM P     | Stop Time              | 2:12PM         |
| Pick Up       |               | 2668 Tamiami Trl E |         |              | Odometer               | 101735         |
| Customer Pay: |               | Naples, FL 34112   |         |              |                        | Cancellation [ |
| \$1.00        |               |                    |         |              |                        | No Show [      |
|               |               |                    |         |              |                        | Complete [     |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Comments: SUITE 310

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |                        |        |          |           |        |
|----------|--|------------------------|--------|----------|-----------|--------|
| 2:52PM   |  | 448 Golden Gate Blvd W | 901269 | 2:00PM P | Stop Time | 2:52PM |
| Drop Off |  | Naples, FL 34117       |        |          | Odometer  | 101752 |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: ADA

Comments: SUITE 310

Daily Pass Sold

|               |  |  |        |          |           |                |
|---------------|--|--|--------|----------|-----------|----------------|
| 3:11PM        |  | Goodwill   | 900052 | 3:10PM P | Stop Time | 3:11PM         |
| Pick Up       |  | 8915 Sage Ave Off Immokalee Rd and Collier Blvd. |        |          | Odometer  | 101757         |
| Customer Pay: |  | Naples, FL 34120                                 |        |          |           | Cancellation [ |
| \$1.00        |  |  |        |          |           | No Show [      |
|               |  |  |        |          |           | Complete [     |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: TDC

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |   |        |          |           |        |
|----------|--|---|--------|----------|-----------|--------|
| 3:32PM   |  | 3295 Twilight Ln APT 5301 GATECODE- #8993 | 900052 | 3:10PM P | Stop Time | 3:32PM |
| Drop Off |  | Naples, FL 34109                          |        |          | Odometer  | 101764 |

Attendants: 0 Guests: 0 Mobility: AMB

Assistance Need:

Funding Source: TDC

Daily Pass Sold



Run By Vehicle

Page 10 of 11

Driver Initial:



RouteMatch

Packet Pg. 509

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation

### ON-SITE OBSERVATION OF THE SYSTEM

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/23/2020

Please list any special guests that were present:

Location: 2334 QUEENS WAY

Number of Passengers picked up/dropped off: 1

Ambulatory 1

Non-Ambulatory

Was the driver on time? ☐ Yes ☒ No - How many minutes late/early?

5 minutes late

Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order? N/A

☐ Yes ☐ No



Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger? N/A

☐ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
|                |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B30-Glaval Run: 101 [ 4:35AM - 4:06PM]  
1117

Driver Name: Andy Ramtahal [ 4:35AM - 4:06PM] For: 1/23/2020

4.J.1

| Stop Time     | Customer Name | Stop Address                           | Conf. # | Request Time | Validation Information |              |
|---------------|---------------|--|---------|--------------|------------------------|--------------|
| 9:32AM        |               | 4559 Boabadilla St<br>Naples, FL 34103 | 898895  | 10:00AM D    | Stop Time              | 9:32AM       |
| Pick Up       |               |  |         |              | Odometer               | 222897       |
| Customer Pay: |               |  |         |              |                        | Cancellation |
| \$1.00        |               |  |         |              |                        | No Show      |
|               |               |  |         |              |                        | Complete     |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |   |        |           |           |        |
|----------|--|---|--------|-----------|-----------|--------|
| 9:47AM   |  | Pavillion Plaza   | 898895 | 10:00AM D | Stop Time | 9:47AM |
| Drop Off |  | 833 Vanderbilt Beach Rd THEATER/ MOVIES<br>Naples, FL 34108 |        |           | Odometer  | 222901 |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: ADA

Daily Pass Sold

|               |  |                                     |        |           |           |          |
|---------------|--|-------------------------------------|--------|-----------|-----------|----------|
| 10:17AM       |  | 2334 Queens Way<br>Naples, FL 34112 | 859606 | 10:30AM D | Stop Time | 10:17AM  |
| Pick Up       |  |                                     |        |           | Odometer  | 222913   |
| Customer Pay: |  |                                     |        |           |           | No Show  |
| \$1.00        |  |                                     |        |           |           | Complete |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Fare Type : Assorted Cash Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |   |        |           |           |         |
|----------|--|---|--------|-----------|-----------|---------|
| 10:35AM  |  | ARBY'S RESTAURANT                               | 859606 | 10:30AM D | Stop Time | 10:35AM |
| Drop Off |  | 2436 Pine Ridge Rd 434-2264<br>Naples, FL 34109 |        |           | Odometer  | 222921  |

Attendants: 0 Guests: 0 Mobility: AMB Assistance Need:

Funding Source: TDC

Daily Pass Sold



Run By Vehicle

Page 6 of 8

Driver Initial:



RouteMatch

Packet Pg. 512

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation

BUS: 1845 RUN: 101

**ON-SITE OBSERVATION OF THE SYSTEM**

RIDE A VEHICLE WITHIN THE COORDINATED SYSTEM. REQUEST A COPY OF THE MANIFEST PAGE THAT CONTAINS THIS TRIP.

Date of Observation: 1/31/2020

Please list any special guests that were present:

Location: HOMEWOOD RESIDENCE, 770 Goodlette Road N.

Number of Passengers picked up/dropped off: 1

Ambulatory

Non-Ambulatory 1

Was the driver on time? ☒ Yes ☐ No - How many minutes late/early?

Did the driver provide any passenger assistance? ☒ Yes ☐ No

Was the driver wearing any identification? ☒ Yes: ☒ Uniform ☐ Name Tag  
☒ ID Badge ☐ No

Did the driver render an appropriate greeting?

☒ Yes ☐ No ☐ Driver regularly transports the rider, not necessary

If CTC has a policy on seat belts, did the driver ensure the passengers were properly belted?

☒ Yes ☐ No

Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?

☒ Yes ☐ No

Is there a sign posted on the interior of the vehicle with both a local phone number and the TD Helpline for comments/complaints/commendations?

☒ Yes ☐ No

Does the vehicle have working heat and air conditioning?

☒ Yes ☐ No

Does the vehicle have two-way communications in good working order?

☒ Yes ☐ No

If used, was the lift in good working order?

☒ Yes ☐ No

Was there safe and appropriate seating for all passengers?

☒ Yes ☐ No

Did the driver properly use the lift and secure the passenger?

☒ Yes ☐ No

If No, please explain:

CTC: \_\_\_\_\_ County: \_\_\_\_\_

Date of Ride: \_\_\_\_\_

| Funding Source | No. of Trips | No. of Riders/Beneficiaries | No. of Calls to Make | No. of Calls Made |
|----------------|--------------|-----------------------------|----------------------|-------------------|
| CTD            |              |                             |                      |                   |
| Medicaid       |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
| Other)         |              |                             |                      |                   |
| Other          |              |                             |                      |                   |
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|                |              |                             |                      |                   |
|                |              |                             |                      |                   |
| Totals         |              |                             |                      |                   |

| Number of Round Trips | Number of Riders/Beneficiaries to Survey |
|-----------------------|--|
| 0 – 200               | 30%                                      |
| 201 – 1200            | 10%                                      |
| 1201 +                | 5%                                       |

**Note: Attach the manifest**

Vehicle: B37-Glaval  
1845

Run: 101 [ 3:00AM - 4:45PM]

Driver Name: Andy Ramtahal [ 3:00AM - 4:45PM] For: 1/31/202

4.J.1

| Stop Time | Customer Name | Stop Address | Conf. # | Request Time | Validation Information |
|-----------|---------------|--------------|---------|--------------|------------------------|
|-----------|---------------|--------------|---------|--------------|------------------------|

|             |  |                                   |  |  |                                |
|-------------|--|-----------------------------------|--|--|--------------------------------|
| 12:15PM     |  | COLLIER AREA PARA TRANSIT         |  |  | Stop Time <input type="text"/> |
| Break Start |  | 8300 Radio Rd<br>Naples, FL 34104 |  |  | Odometer <input type="text"/>  |

Daily Pass Sold

|           |  |                                   |  |  |                                |
|-----------|--|-----------------------------------|--|--|--------------------------------|
| 12:45PM   |  | COLLIER AREA PARA TRANSIT         |  |  | Stop Time <input type="text"/> |
| Break End |  | 8300 Radio Rd<br>Naples, FL 34104 |  |  | Odometer <input type="text"/>  |

Daily Pass Sold

|                         |  |  |        |          |   |                |
|-------------------------|--|--|--------|----------|---|----------------|
| 1:40PM                  |  | HOMEWOOD RESIDENCE                     | 901644 | 1:00PM P | Stop Time <input type="text" value="1:40PM"/> | Cancellation [ |
| Pick Up                 |  | 770 Goodlette Rd N<br>Naples, FL 34102 |        |          | Odometer <input type="text" value="101729"/>  | No Show [      |
| Customer Pay:<br>\$3.00 |  |  |        |          |   | Complete [     |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Fare Type : Assorted **Cash** Paid Ahead Return Pay Tickets

Daily Pass Sold

|          |  |                                     |        |          |   |  |
|----------|--|-------------------------------------|--------|----------|---|--|
| 2:01PM   |  | 1007 Roseate Dr<br>Naples, FL 34104 | 901644 | 1:00PM P | Stop Time <input type="text" value="2:01PM"/> |  |
| Drop Off |  |                                     |        |          | Odometer <input type="text" value="101733"/>  |  |

Attendants: 0 Guests: 0 Mobility: WHEELCHAIR Assistance Need:

Funding Source: ADA

Daily Pass Sold

Attachment: FY 2018-19 CTC Evaluation (12575 : Ratification of the Community Transportation



Run By Vehicle

Page 9 of 11

Driver Initial: \_\_\_\_\_



RouteMatch

Packet Pg. 515

## Rider/Beneficiary Survey

**Number of trips 01/24/2020:** 396

**Number of rider/beneficiary surveys obtained:** 40

### **Funding**

ADA: 30

TDC: 10

### **1. Where you charged an amount in addition to the co-payment?**

No: 40

Note: 3 respondents did indicate they had to make driver check again when they were being charged more than their co-payment should be.

### **2. How often do you normally obtain transportation?**

1-2 Times/Week: 7      3-5 Times/Week: 30      Daily 7 Days/Week: 3

Other: 1 Don't use anymore

### **3. Have you ever been denied transportation?**

Yes: 4 (1-2 Times, Space not available)      No: 36

### **4. What do you normally use the service for?**

| Type of use                 | Number of respondent's answers |
|-----------------------------|--------------------------------|
| Medical                     | <u>14</u>                      |
| Employment                  | <u>5</u>                       |
| Nutritional                 | <u>5</u>                       |
| Education/Training/Day Care | <u>10</u>                      |
| Life-Sustaining/Other       | <u>8</u>                       |



## 5. Did you have a problem with your trip

No: 10

Yes: 30 comments summarized below comments that were similar in nature were united and some respondents had multiple problems with the trip.

11 Late pick-up (60 Minutes, new driver, gets person into a panic when have not been picked up and know will be late to appointment).

12 Late return pick-up 1 hour or more (One respondent indicated it had been 2 hours wait sometimes but has gotten better recently).

6 Pick-up times not convenient, late specifically with newer drivers too early or too late.

1 Driver went to wrong place to pick me up.

1 Getting call returned after leaving several messages.

1 I did miss medical appointment once.

1 Trip scheduled in error.

1 Late to an appointment/Failed to be picked-up.

1 Reservation had time incorrect.

1 A driver who was mad that he had to help my husband with his seat belt again. Provided complaint to operator. I imagine this was resolved has not happened again.

1 Rude reservationist.

**6. On a scale of 1 to 10 (10 bring most satisfied) rate the transportation you have been receiving.**

Average of all 40 respondents: Rating of 8.5

Table below shows the number of respondents that chose each specific rating number used to calculate the average rating of 8.5.

| Rating | Number of respondents chose specific rating |
|--------|---|
| 1      | 1   |
| 4      | 2   |
| 5      | 1   |
| 6      | 3   |
| 7      | 1   |
| 8      | 9   |
| 8.5    | 3   |
| 9      | 3   |
| 9.5    | 2   |
| 10     | 10  |

**7. What does transportation mean to you?**

- Enables daughter to get where she needs to go when I can't drive her.
- Independence. Satisfies all needs.
- Very Important.
- Means a lot. Can't drive if I didn't have this service I would not do anything or be able to go anywhere I need to go. Glad to have it.
- Very Important can't drive would not be able to go anywhere without it.
- Everything. With so many people I have to take care of this allows my son to go to school.
- Means so much to have independence when my household only has one car.

- Could not get around without it. Can't drive so would have no other way to get to doctor's appointment without it.
- My life can't get around without it. My lifeline.
- Everything. I have no idea where I would get anywhere without it. Could not live without it. Hope it can continue forever.
- Only way to go to doctor. Glad to have it. Improves quality of life.
- Lifeline. No other way to get around.
- Grateful to have it.
- Whether or not I can get out of my community beyond the weekend when my daughter can take me. Freedom, independence, and saves me money having a fixed income and improves quality of financials.
- A battle to go to treatment if I did not have this service.
- Great help freeing up family members.
- Independence. Could not get to store or afford to pay any other form of transportation. Depend on it 100% and have no other back up.
- Great help. Benefits to move around county.
- Provides independence to my daughter.
- Very valuable with very polite drivers that are skilled and ready to help.
- Disabled driver licensed gets me from point A to point B.
- Love the paratransit bus after my accident.
- Allows me to go out and have a better quality of life. I cannot take the city bus.
- Guaranteed mobility.
- Means a lot. Am in no condition to drive after medical appointment. Takes a lot out of me.
- Tremendous help. A way to get around without my wife having to change her schedule.

- Life can't move anywhere without it.
- Very important can't stand at the bus stop due to my condition or stand under full sun.
- So helpful for people after dialysis.
- Great help.
- Independence.
- Quality of life.
- Use for getting to work and back.
- Enjoy getting home in a timely manner.
- I would not be able to drive my husband to get the care he requires for his Alzheimer's.
- Means a lot couldn't get around without it. Best thing to happen to Naples.
- Can go where I need to go for a reasonable price.

**Additional Comments:**

- All great drivers
- Receptionists are doing a wonderful job.
- Have been late for school twice
- Have experienced reservation errors once and a while. Have had to wait more than 2 hours for a pickup and sometimes informed that buses will only be going to my area after 6:00 PM.
- I work so this is very helpful. They are respectful with my son and his condition and when he forgets and when he gets down.
- Reservation error has occurred
- For return pick up the bus had not come called and was told that the bus was on the way should be there in about 10 minutes. Seems like the person did not actually check because after waiting some more called and was informed

the driver did not have me in their route scheduled. So, had to wait some more for a bus to pick me up. Better communication between person on phone and driver needed.

- Get a call when they are falling behind
- Like to be called when bus will be late
- Great if there is a way to go through email or app to be able to schedule, cancel or see schedule to confirm to reduce phone calls.
- Improve system call and information on pickup window. Think they are late but then they say they are within their pickup window.
- No notice of early pick up is given has happened twice already and am told if I am not ready at that time then I will not be able to go at all.
- My trust has gone down on the service. Lately have not been getting me to where I need to go on time. Not being able to get to a place on time was making me feel worse so lately I have been relying on having to pay Uber or neighbors for certain time sensitive trips. In the past had newer drivers asking me where we are going when I am not really able to guide them, waited forever so I am glad they started using GPS more, as newer drivers that get lost take up more time each trip. Last month had a class that was over by the time I got there.
- Sometimes late picking up.
- Information on how to give drivers permission to assist riders in situations where more than a step up is involved should be provided as part of the application or interview process.
- Very polite, nice and sweet drivers. Great and try to do the best they can
- Frustration from side pick-ups where a person does not cancel ahead of time and it delays the trip to get to the destination. Not fair to does who are responsible and cancel their trips within the given period of time.

- Do have some issues with waiting long 2-3 hours and no one answers or obtain a notification of how long I will be waiting.
- Pick up times can be better.
- Bus drivers great. Very gentle take my bag up and down to my door. I really appreciate their help.
- One of the drivers goes fast in my condominium. The speed limit is 15 mph and there are speed bumps but still goes faster than should.
- It would be of great help if transport chairs would be allowed on the bus would be easier for my wife once I get off the bus are smaller and not as heavy to carry.
- Excellent drivers very courteous
- Love all the drivers.
- When I call no one answers and have no idea if they even listen to my message.
- Communication with drivers and dispatchers needs to be better
- Am picked up at 5:30 AM for a 7:00 AM scheduled pick up.
- Better communication calls me to tell me they are here. Driver came to pick me up and didn't ask my name and then left. Pickup late sometimes and one time I called after 1 o'clock asking about my bus I was told they were looking for a bus for me. Waited for hours and didn't have a way home. Don't use it for anything else because never know when they are going to come so have someone take me.
- Very polite drivers.
- Runs late once and a while. Sometimes they pick us up as a group and then sometimes one by one might be more efficient to pick us up all at the same time.



- Stopped using the service would make me too nervous that I would never make it to my medical appointments on time and this would make my pain even worse. On one trip I got picked up the 5 minutes after my meeting was supposed to start even when booking an hour prior to the meeting. Poor scheduling and the scheduling agent was rude to me. Spoke with management to see if things would improve but never did. When I called the number, I could never get anyone on the phone felt like they were avoiding my calls. Buses said they would come but never did.

|                                      |
|--------------------------------------|
| <b>Level of Cost<br/>Worksheet 1</b> |
|--------------------------------------|

**Insert Cost page from the AOR.**

County: Collier  
 CTC: Collier County Board of County Commissioners  
 Contact: Michelle E. Arnold  
 3299 TAMiami TRAIL E #103  
 NAPLES, FL 34112  
 239-252-5841

Email: michellearnold@colliergov.net

| Demographics            | Number  |
|-------------------------|---------|
| Total County Population | 372,880 |
| Unduplicated Head Count | 4,139   |



| <b>Trips By Type of Service</b>          | <b>2017</b>    | <b>2018</b>    | <b>2019</b>    | <b>Vehicle Data</b>               | <b>2017</b> | <b>2018</b> | <b>2019</b> |
|--|----------------|----------------|----------------|-----------------------------------|-------------|-------------|-------------|
| Fixed Route (FR)                         | 0              | 0              | 0              | Vehicle Miles                     | 1,351,040   | 1,407,704   | 2,224,740   |
| Deviated FR                              | 0              | 0              | 0              | Roadcalls                         | 17          | 20          | 116         |
| Complementary ADA                        | 0              | 0              | 77,945         | Accidents                         | 11          | 9           | 23          |
| Paratransit                              | 114,744        | 109,623        | 39,640         | Vehicles                          | 29          | 29          | 70          |
| TNC                                      | 0              | 0              | 0              | Drivers                           | 44          | 66          | 67          |
| Taxi                                     | 0              | 0              | 0              |                                   |             |             |             |
| School Board (School Bus)                | 0              | 0              | 0              |                                   |             |             |             |
| Volunteers                               | 0              | 0              | 0              |                                   |             |             |             |
| <b>TOTAL TRIPS</b>                       | <b>114,744</b> | <b>109,623</b> | <b>117,585</b> |                                   |             |             |             |
| <b>Passenger Trips By Trip Purpose</b>   |                |                |                | <b>Financial and General Data</b> |             |             |             |
| Medical                                  | 51,839         | 50,069         | 43,133         | Expenses                          | \$4,614,372 | \$5,433,226 | \$5,818,222 |
| Employment                               | 13,043         | 12,874         | 14,256         | Revenues                          | \$4,828,842 | \$4,931,076 | \$5,211,529 |
| Ed/Train/DayCare                         | 3,445          | 4,097          | 16,982         | Commendations                     | 1           | 6           | 2           |
| Nutritional                              | 13,700         | 13,868         | 14,907         | Complaints                        | 27          | 65          | 43          |
| Life-Sustaining/Other                    | 32,717         | 28,715         | 28,307         | Passenger No-Shows                | 499         | 2,821       | 4,135       |
| <b>TOTAL TRIPS</b>                       | <b>114,744</b> | <b>109,623</b> | <b>117,585</b> | Unmet Trip Requests               | 23          | 199         | 16          |
| <b>Passenger Trips By Revenue Source</b> |                |                |                | <b>Performance Measures</b>       |             |             |             |
| CTD                                      | 24,408         | 18,917         | 27,232         | Accidents per 100,000 Miles       | 0.81        | 0.64        | 1.03        |
| AHCA                                     | 0              | 0              | 3,626          | Miles between Roadcalls           | 79,473      | 70,385      | 19,179      |
| APD                                      | 0              | 0              | 0              | Avg. Trips per Passenger          | 97.74       | 83.30       | 28.41       |
| DOEA                                     | 332            | 319            | 96             | Cost per Trip                     | \$40.21     | \$49.56     | \$49.48     |
| DOE                                      | 0              | 0              | 0              | Cost per Paratransit Trip         | \$40.21     | \$49.56     | \$49.48     |
| Other                                    | 90,004         | 90,387         | 86,631         | Cost per Total Mile               | \$3.42      | \$3.86      | \$2.62      |
| <b>TOTAL TRIPS</b>                       | <b>114,744</b> | <b>109,623</b> | <b>117,585</b> | Cost per Paratransit Mile         | \$3.42      | \$3.86      | \$2.62      |
| <b>Trips by Provider Type</b>            |                |                |                |                                   |             |             |             |
| CTC                                      | 0              | 0              | 0              |                                   |             |             |             |
| Transportation Operator                  | 102,424        | 103,178        | 105,273        |                                   |             |             |             |
| Coordination Contractor                  | 12,320         | 6,445          | 12,312         |                                   |             |             |             |
| <b>TOTAL TRIPS</b>                       | <b>114,744</b> | <b>109,623</b> | <b>117,585</b> |                                   |             |             |             |

## Level of Competition Worksheet 2

### 1. Inventory of Transportation Operators in the Service Area

|                          | Column A<br>Operators<br>Available | Column B<br>Operators<br>Contracted in the<br>System. | Column C<br>Include Trips | Column D<br>% of all Trips |
|--------------------------|------------------------------------|---|---------------------------|----------------------------|
| Private Non-Profit       |                                    |   |                           |                            |
| Private For-Profit       |                                    |   |                           |                            |
| Government               |                                    |   |                           |                            |
| Public Transit<br>Agency |                                    |   |                           |                            |
| <b>Total</b>             |                                    |   |                           |                            |

2. How many of the operators are coordination contractors? \_\_\_\_\_
3. Of the operators included in the local coordinated system, how many have the capability of expanding capacity? \_\_\_\_\_

Does the CTC have the ability to expand? \_\_\_\_\_

4. Indicate the date the latest transportation operator was brought into the system. \_\_\_\_\_

5. Does the CTC have a competitive procurement process? \_\_\_\_\_

6. In the past five (5) years, how many times have the following methods been used in selection of the transportation operators?

|  |                             |
|--|-----------------------------|
|  | Low bid                     |
|  | Requests for qualifications |
|  | Negotiation only            |

|  |                                 |
|--|---------------------------------|
|  | Requests for proposals          |
|  | Requests for interested parties |
|  |                                 |

Which of the methods listed on the previous page was used to select the current operators?

7. Which of the following items are incorporated in the review and selection of transportation operators for inclusion in the coordinated system?

|  |                                |
|--|--------------------------------|
|  | Capabilities of operator       |
|  | Age of company                 |
|  | Previous experience            |
|  | Management                     |
|  | Qualifications of staff        |
|  | Resources                      |
|  | Economies of Scale             |
|  | Contract Monitoring            |
|  | Reporting Capabilities         |
|  | Financial Strength             |
|  | Performance Bond               |
|  | Responsiveness to Solicitation |

|  |                                 |
|--|---------------------------------|
|  | Scope of Work                   |
|  | Safety Program                  |
|  | Capacity                        |
|  | Training Program                |
|  | Insurance                       |
|  | Accident History                |
|  | Quality                         |
|  | Community Knowledge             |
|  | Cost of the Contracting Process |
|  | Price                           |
|  | Distribution of Costs           |
|  | Other: (list)                   |

8. If a competitive bid or request for proposals has been used to select the transportation operators, to how many potential operators was the request distributed in the most recently completed process? \_\_\_\_\_

How many responded? \_\_\_\_\_

The request for bids/proposals was distributed:

\_\_\_\_\_ Locally \_\_\_\_\_ Statewide \_\_\_\_\_ Nationally

9. Has the CTC reviewed the possibilities of competitively contracting any services other than transportation provision (such as fuel, maintenance, etc...)? \_\_\_\_\_

## Level of Availability (Coordination)

### Worksheet 3

Planning – What are the coordinated plans for transporting the TD population?

Public Information – How is public information distributed about transportation services in the community?

Certification – How are individual certifications and registrations coordinated for local TD transportation services?

Eligibility Records – What system is used to coordinate which individuals are eligible for special transportation services in the community?



**Call Intake** – To what extent is transportation coordinated to ensure that a user can reach a Reservationist on the first call?

**Reservations** – What is the reservation process? How is the duplication of a reservation prevented?

**Trip Allocation** – How is the allocation of trip requests to providers coordinated?

**Scheduling** – How is the trip assignment to vehicles coordinated?

Transport – How are the actual transportation services and modes of transportation coordinated?

Dispatching – How is the real time communication and direction of drivers coordinated?

General Service Monitoring – How is the overseeing of transportation operators coordinated?

Daily Service Monitoring – How are real-time resolutions to trip problems coordinated?

**Trip Reconciliation** – How is the confirmation of official trips coordinated?

**Billing** – How is the process for requesting and processing fares, payments, and reimbursements coordinated?

**Reporting** – How is operating information reported, compiled, and examined?

**Cost Resources** – How are costs shared between the coordinator and the operators (s) in order to reduce the overall costs of the coordinated program?

Information Resources – How is information shared with other organizations to ensure smooth service provision and increased service provision?

Overall – What type of formal agreement does the CTC have with organizations, which provide transportation in the community?

# Memorandum

To: Brandy Otero, Collier MPO Principal Planner  
Josephine Medina, MPO Senior Planner

From: Omar Deleon, Transit Manager

Date: March 17, 2020

Subject: Response to 2020 CTC Evaluation

---

The Public Transit & Neighborhood Enhancement (PTNE) Division is in receipt of the CTC Evaluation Workbook for the review period of July 1, 2018 through June 30, 2019. We have reviewed the report and corresponding comments and recommendations and have the following response for your consideration.

**Review the CTC contracts for compliance with 427.0155(1), F.S. - "Execute uniform contracts for service using a standard contract, which includes performance standards for operators."**

**Comments:**

The CTC is in compliance with this section.

**Review the CTC last AOR submittal for compliance with 427. 0155(2) - "Collect Annual Operating Data for submittal to the Commission."**

**Comments:**

The CTC is in compliance with this section. The CTC submits all reports and agreements on time. No recommendation for improvements is needed in this area.

**Review the CTC monitoring of its transportation operator contracts to ensure compliance with 427.0155(3), F.S. - "Review all transportation operator contracts annually."**

**Comments:**

The CTC is in compliance with this section.

**Review the TDSP to determine the utilization of school buses and public transportation services [Chapter 427.0155(4)] - "Approve and coordinate the utilization of school bus and public transportation services in accordance with the TDSP."**

**Comments:**

School buses are not utilized in the coordinated system.

**Rule 41-2.012(5)(b): "As part of the Coordinator's performance, the local Coordinating Board shall also set an annual percentage goal increase for the number of trips provided within the system for ridership on public transit, where applicable. In areas where the public transit is not being utilized, the local Coordinating Board shall set an annual percentage of the number of trips to be provided on public transit."**

**Comments:**

Although Goal 2 of the TDSP is to "Maximize effective transfer of individuals from paratransit to fixed route services." This does not provide a specific annual percentage increase to be obtained. This item should be addressed during the next major TDSP update to ensure compliance.

**Findings:**

There are no compliance issues found with Chapter 427.

**Recommendations:**

A mobility manager conducts eligibility reviews to determine if the fixed route system can be utilized. The CTC is encouraged to continue the transfer of individuals to the fixed route system whenever possible to minimize paratransit costs. The TDSP should be revised during the next major update to include a specific annual percentage goal to transfer passengers from paratransit to transit.

**CTC Response:**

The transportation disadvantaged individuals that are utilizing paratransit that might be able to use Fixed Route are doing so because Fixed Route is not available in the area of their origin or destination. Although the CTC agrees that all effort should be made to transfer individuals to the fixed route system to minimize costs, setting an annual percentage goal may not be achievable without the expansion of fixed route service into other areas of the County.

The CTC will work with the LCB to determine a reasonable performance measure that is consistent with Rule 41-2.012(5)(b) which is intended to increase the usage of public transit not necessarily transferring trips from paratransit to fixed route.

**Compliance with 41-2.006(1), Minimum Insurance Compliance - "...ensure compliance with the minimum liability insurance requirement of \$100,000 per person and \$200,000 per incident..."**

**Comments:**

The CTC maintains compliance with the minimum liability insurance requirements as directed by, F.A.C 41-2.006.

**Compliance with 41-2.011(2), Evaluating Cost-Effectiveness of Coordination Contractors and Transportation Alternatives. - "...contracts shall be reviewed annually by the Community Transportation Coordinator and the Coordinating Board as to the effectiveness and efficiency of the Transportation Operator or the renewal of any Coordination Contracts."**

**Findings:**

The CTC is in compliance with this rule.

**Recommendations:**

None noted



**Compliance with Commission Standards - "...shall adhere to Commission approved standards..."**

**TDSP Commission Standards**

| <b>Commission Standards</b>                                  | <b>Comments</b>   | <b>Response</b>      |
|--|---|----------------------|
| Local toll-free phone number must be posted in all vehicles. | The TDSP addresses this standard. All vehicles inspected as part of this evaluation were found in compliance. It is however suggested that the number should be posted in larger font for greater visibility to the service users.  | No response required |
| Vehicle Cleanliness  | The TDSP addresses this standard. All vehicles as part of this evaluation inspected were clean and free of damaged or broken seats.   | No response required |
| Passenger/Trip Database                                      | The TDSP addresses this standard. The CTC management entity will collect and store in a database the name, phone number, address, funding source, eligibility, and special requirements of each passenger.  | No response required |
| Adequate seating   | The TDSP addresses this standard. Vehicle seating will not exceed the manufacturer's recommended capacity. All vehicles as part of this evaluation maintained adequate seating.   | No response required |
| Driver Identification  | The TDSP addresses this standard. All observed during this evaluation had uniforms on, announced themselves and greeted the passengers at their door. Although the TDSP states that all drivers are to have a name badge displayed at all times, it was noted that during one of the evaluations there was a driver that did not have their identification badge visible. | No response required |
| Passenger Assistance   | The TDSP addresses this standard. All drivers observed during this evaluation provided assistance as needed.  | No response required |

|                              |  |  |
|------------------------------|--|--|
| Smoking, Eating and Drinking | The TDSP addresses this standard. There will be no smoking on any vehicles in the coordinated system. Eating and drinking on board the vehicle is prohibited. Exceptions are permitted when required due to an existing medical condition.   | No response required   |
| Two-way Communications       | The TDSP addresses this standard. All vehicles observed as part of this evaluation were equipped with two-way communication in good working order.   | No response required   |
| Air Conditioning/Heating     | The TDSP addresses this standard. Air conditioning was working in all vehicles observed. Due to the temperature, the heat was not tested.  | No response required   |
| Billing Requirements         | The TDSP requires that all payments to transportation subcontractors will be made in a timely manner pursuant to Florida Statutes. All bills shall be paid within 7 working days to subcontractors, after receipt of said payment by the Community Transportation Coordinator, in accordance with Section 287.0585, F.S. | CAT currently does not have a subcontractor providing service for CAT Connect. |

**Findings:**

The TDSP complies with all Commission standards.

**Recommendations:**

The CTC is encouraged to post the local toll-free number in all vehicles in larger font for greater visibility to the service users.

The CTC is encouraged to review and ensure that drivers have ID badges displayed at all times.

**CTC Response:**

A standard font size of 72 has been established for the posting of the toll-free number in all vehicles. Signs have been obtained for those vehicles with signs that did not meet that standard and they have been replaced.

The Vendor contract requires all drivers to be in full uniform when providing transportation service, which includes displaying his/her ID. We will require the General Manager and Training Manager to review the policy with all drivers at their safety meeting and require proof of driver attendance. CAT will conduct

period inspections to ensure vendor is adhering to this policy. The vendor will be assessed Liquidated Damages each time a driver is found to be out of uniform.

**Compliance with Local Standards - “...shall adhere to Commission approved standards...”**

**TDSP Local Standards**

| Local Standards  | Comments   | Response  |
|--|--|---|
| Transport of Escorts and dependent children policy       | The TDSP addresses this standard. Personal care attendants must be approved on initial customer application with medical documentation for reason attendant is needed. If an escort/ personal care attendant is requested, they will be transported at no additional charge. | The CAT Connect Rider’s Guide reinforces this standard. |
| Use, Responsibility, and cost of child restraint devices | The TDSP addresses this standard. Restraints are required for children under 5 and/or under 50 lbs.  | The CAT Connect Rider’s Guide reinforces this standard. |
| Out-of-Service Area trips                                | The CTC does not provide any trips outside of Collier County.  | No response required                                    |
| CPR/1st Aid  | The TDSP addresses this standard. Drivers are certified in CPR every two years (biennial).   | The Vendor Contract reinforces this standard.           |
| Driver Criminal Background Screening                     | The TDSP addresses this standard. All drivers in the coordinated system must have a “favorable” background check from the Florida Department of Law Enforcement (“favorable” as defined by the Department of Children and Families policies and procedures).                 | The Vendor Contract reinforces this standard.           |
| Rider Personal Property                                  | The TDSP addresses this standard. Passengers are allowed to bring up to four shopping bags that fit under the passenger’s seat and/or on their lap.  | The CAT Connect Rider’s Guide reinforces this standard. |
| Advance reservation requirements                         | The TDSP addresses this standard. Reservations are taken a day in advance up to 5 p.m. the business day prior to the trip request. Passengers with an urgent need to travel should call the CTC. Unless other regulations are applicable, same day trip requests cannot be   | The CAT Connect Rider’s Guide reinforces this standard. |

|                |  |   |
|----------------|--|---|
|                | guaranteed. However, the CTC will attempt to accommodate the request.  |   |
| Pick-up Window | TDSP addresses this standard. For the focus of this evaluation the 30 minutes early to zero minute late medical and employment policy was reviewed for trips. Effective 12-04-2019 the LCB approved a negotiated methodology for trips based on a mileage-based scheduling. The TDSP will be amended to include the updated window policy. | The CAT Connect Rider's Guide reinforces this standard. |

### Findings:

As mentioned above, the scheduling methodology of assigning trips changed from zoned based trip assignments with 1-hour and 2-hour windows to negotiated mileage-based trip assignments.

A complete review of manifests for the day of 01/24/2020 was completed as part of this evaluation. Due to recent changes to how trips are assigned only the pick-up window standard that states that medical appointments and employment must follow the "30 minute early to zero minute late" policy was used to evaluate. Based on this standard on time performance for all the trips this day was calculated to be 92%, the on time performance for trips categorized as work and medical drop off trips that day was calculated to be 61%, the on time performance for trips categorized only as medical drop off trips that day was calculated to be 57%, and the on time performance for trips categorized as employment that day was calculated to be 76%. The manifest identified one patient as being dropped off 44 minutes after their requested drop off time and another two patients being dropped off 72 minutes early from their requested drop off time.

### Recommendations:

The on-time performance for medical and employment continues to be an issue. During the annual public workshop meeting the STARability Foundation indicated various of its participants at various locations are being picked up or dropped off late sometimes by hours at a time and requested a better method of communicating with families when buses will be late. Comments from rider surveys also mention late drop off and pick up times for medical and employment as being issues. Three respondents indicated a heightened level of stress of not knowing whether they would get to their destinations on time. One of these three respondents is no longer using the service for this reason and another respondent indicated that they are paying Uber or a friend to get them to their destination and only using the service for trips that are not time sensitive. Other comments included that they are not being notified of tardiness, and vehicle issues or being notified hours after an issue has occurred which does not allow them to find an alternative way home. Comments also indicated they are having issues with the incorrect scheduling of their trips.

The CTC is encouraged to provide in their quarterly report to the LCB the on-time performance for medical and employment trips individually not just as part of the overall on time performance for all trips. It is also

encouraged that they provide a quarterly report to the LCB on measures that are being done to help address these issues with on time performance.

The CTC is encouraged to devise a system to inform passengers of when their driver would be arriving and to confirm scheduling information for their trips. The CTC is encouraged to pursue the phone system to enhance customer service.

In the next TDSP update service standard changes due to new trip assignment methodology should be reflected in Pick-Up Window and return trip scheduling.

**CTC Response:**

CAT made contact with the individuals that attended the Annual Public Workshop in an effort to schedule an appointment to discuss the issues raised. However, due to the COVID-19 Pandemic the meeting was not scheduled. Attempts to schedule a meeting will be done when business is back to normal.

The PTNE Division is evaluating the acquisition of a system to remind passengers of their trips as well as alert them when the driver has arrived. An improved phone system is also being explored.

**Summary Remarks**

The PTNE Division appreciates the feedback provided and will make every effort to comply with the recommendations in the future.

## **EXECUTIVE SUMMARY**

### **Citizens Advisory Committee Chair Report**

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

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

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

**STAFF RECOMMENDATION:** Not applicable

Prepared by: Anne McLaughlin, MPO Director

### **ATTACHMENT(S)**

1. CAC Chair Report (DOCX)



06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 7.A.1**Doc ID:** 12572**Item Summary:** Citizens Advisory Committee Chair Report**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/04/2020 7:44 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/04/2020 7:44 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/04/2020 8:52 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 9:09 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |

### **CAC Committee Chair Report**

The Citizens Advisory Committee (CAC) met using ZOOM as a virtual meeting platform on May 18, 2020 and a quorum was achieved.

#### **Agency Reports**

FDOT – Ms. Peters – FDOT is going through draft Priority Projects and has been coordinating with local agencies to address questions while vetting projects during the constructability review. Upcoming Work Program cycle FY23-26. Reported that the gas tax has been impacted by the pandemic. Another revenue estimating conference is likely to be scheduled. FDOT is reviewing work program to be prepared, primarily for FDOT projects, but also local priority projects, to see if any can be deferred. Also, public meetings scheduled on I-75 Managed Lane Study were postponed during the quarantine. FDOT is looking at scheduling them again. In the meantime, study information is posted on: [www.FWSLinterchange.com](http://www.FWSLinterchange.com)

#### **Committee Actions**

- Reviewed and endorsed 2020 Project Priorities; regarding City of Naples proposed improvements to Tamiami Trail/Golden Gate Parkway intersection - two committee members expressed concern with difficulty exiting shopping center on west side of US41 to head north; Ms. Peters will notify design team of concern
- Endorsed the FY2021-2025 TIP
- Endorsed the Public Participation Plan Amendment
- Received a briefing and provided input on the 2045 LRTP roadway network scenario planning; committee member requested file on socio-economic data.
- Endorsed Collier County National Highway System (NHS) Justification Report and SR 82 NHS Justification Report.

#### **Reports and Presentations**

- FDOT presented on SIS 2045 Cost Feasible Plan

#### **Distribution Items**

- n/a

Committee members expressed preference for virtual meetings whenever possible. Staff noted temporary suspension of Sunshine Law requirement for in-person meetings set to expire in July if not extended.

The next 3 meetings are anticipated to be held as virtual meetings and are in addition to the regular meeting calendar to assist the MPO in formulating roadway network alternatives for the 2045 LRTP and reviewing FDOT's planning model outputs. They are scheduled for June 10, July 8 and August 7, 2020 at 2:00 p.m.

## **EXECUTIVE SUMMARY**

### **Technical Advisory Committee Chair Report**

---

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

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

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

**STAFF RECOMMENDATION:** Not applicable

Prepared by: Anne McLaughlin, MPO Director

### **ATTACHMENT(S)**

1. TAC Chair Report (DOCX)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 7.B.1**Doc ID:** 12573**Item Summary:** Technical Advisory Committee Chair Report**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/04/2020 7:47 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/04/2020 7:47 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/04/2020 8:57 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 9:06 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |

### **TAC Committee Chair Report**

The Technical Advisory Committee (TAC) met using ZOOM as a virtual meeting platform on May 18, 2020 and achieved a quorum.

#### **Agency Reports**

FDOT – Ms. Peters – FDOT is going through draft Priority Projects and has been coordinating with local agencies to address questions while vetting projects during the constructability review. Upcoming Work Program cycle FY23-26. Reported that the gas tax has been impacted by the pandemic. Another revenue estimating conference is likely to be scheduled. FDOT is reviewing work program to be prepared, primarily for FDOT projects, but also local priority projects, to see if any can be deferred. Also, public meetings scheduled on I-75 Managed Lane Study were postponed during the quarantine. FDOT is looking at scheduling them again. In the meantime, study information is posted on: [www.FWSLinterchange.com](http://www.FWSLinterchange.com)

#### **Committee Actions**

- Reviewed and endorsed 2020 Project Priorities with some corrections to TRIP annotations and recommendation to include both the current 2045 LRTP and the future 2050 LRTP as planning priorities this year
- Endorsed the FY2021-2025 TIP
- Endorsed the Public Participation Plan Amendment noting that emergency provisions for public involvement follow federal guidance and that MPO Board will ratify actions taken by MPO Chair in order to meet state and federal deadlines during emergency situations.
- Received a briefing and provided input on the 2045 LRTP roadway network scenario planning. Asked questions to clarify statements in draft report and offered to hold additional meetings in June, July and August to keep up with FDOT's planning model development schedule. Conservancy of SW Florida expressed concern with projects numbered 1-10 (map ID, not priority) on Alternate 1 and Alternative 2. The Conservancy expressed concern over the projects in the Alternatives which may have significant environmental impacts. The consultant explained the reasoning for evaluating the alternatives and that these models were based on the 2040 LRTP Needs Network and the established E+C Network. There was discussion related to the LRTP process and the development of the 2040 LRTP. MPO staff asked Conservancy to update and try to streamline concerns raised in 2015 that will be resubmitted with this LRTP. The Conservancy stated that the cost of environmental mitigation was a major issue. Discussion followed concerning planning level cost estimating and need for consistent approach taken by MPOs in Florida. Kyle Purvis, FDOT, offered to brief Conservancy on FDOT's Costing Tool. Lawrence Massey, FDOT, suggested modifying socio-economic assumptions as alternative to building roads in environmentally sensitive areas. It was noted that FDOT assumes 10-lanes on I-75 with 2 managed lanes, 3 regular lanes in each direction – coded into the model. The TAC suggested modeling an 8-lane alternative and FDOT indicated it would be valid to test, however response from model development section later indicated FDOT has already identified the I-75 cross section as 10 lanes, based on draft SIS 2045 Cost Feasible Plan.
- Endorsed Collier County National Highway System (NHS) Justification Report and SR 82 NHS Justification Report.

**Reports and Presentations**

- FDOT presented on SIS 2045 Cost Feasible Plan

**Distribution Items**

- n/a

The next 3 meetings are anticipated to be held as virtual meetings and are in addition to the regular meeting calendar to assist the MPO in formulating roadway network alternatives for the 2045 LRTP and reviewing FDOT's planning model outputs. They are scheduled for June 10, July 8 and August 7, 2020 at 9:30 a.m.



## **EXECUTIVE SUMMARY**

### **Bicycle and Pedestrian Advisory Committee Chair Report**

---

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

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

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

**STAFF RECOMMENDATION:** Not applicable

Prepared by: Anne McLaughlin, MPO Director

### **ATTACHMENT(S)**

1. BPAC Chair Report (DOCX)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 7.C.1**Doc ID:** 12579**Item Summary:** Bicycle and Pedestrian Advisory Committee Chair Report**Meeting Date:** 06/12/2020

---

**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/04/2020 10:18 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/04/2020 10:18 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/04/2020 11:09 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 11:11 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |

## **BPAC Committee Chair Report**

The Bicycle and Pedestrian Advisory Committee (BPAC) met using ZOOM as a virtual meeting platform on May 19, 2020 and a quorum was achieved.

### **Agency Reports**

FDOT – Ms. Chesna will send out a link to Connect Ped that has a map of bike-ped facilities and also has a crash map, it's a good resource for us and our partners. Ms. Peters – we are in the process of vetting and doing constructability reviews for bike-ped priority projects; we have meetings coming up with our engineers and project staff. It's ongoing.

MPO - Introduced two new appointees – Kim Jacob and Patty Huff. Explained that Board directed staff to expand BPAC membership from 11 to 12 to accommodate both applicants. In the meantime, a second vacancy opened up, so both were able to join in time to attend today. The amendment to MPO Bylaws expanding membership from 11 to 12 will continue forward and be voted on at the MPO June 12 Board meeting. Committee members discussed the pros and cons of expanding the size of the committee. Some members were supportive, others were not. No vote was taken.

### **Committee Actions**

- Reviewed and commented on Collier County FY20-25 Resurfacing Plan; focused on the first two years of the plan and will revisit when meet again in August. MPO staff compiling report from first committee review and will share with County Road Maintenance Division Director and Transportation Planning Division Director. Highlights included:
  - Can shoulder construction be added as a bid item to the County Annual paving contract?
  - Review all bike lanes that are being repainted as part of repaving project and see if they can be widened to new MUTCD standard of 5'-wide, especially leading into intersections
  - Would like to see improved bike accommodations – lane or shoulder widths increased – on
    - Santa Barbara Blvd from Radio to golden Gate Main Canal
    - Logan from Pine Ridge to Green
    - Immokalee Rd from Logan to 951 and from Logan to I-75
    - Everglades Blvd from Oil Well to Immokalee RD, and from Golden Gate Blvd to I-75
    - Pine Ridge from I-75 to Logan
    - Vanderbilt Beach Rd from Tamiami Trail to Goodlette and from Weber to east extension (include improvements in 6-lane expansion)
    - CR 29 from Tamiami Trail/US41 south to Chokoloskee, consider road diet from 2 to 1 travel lane in each direction to accommodate bike lanes

### **Reports and Presentations**

- Staff gave an update on the 2020 Bike/Ped Priorities going to MPO Board in June
- Staff gave an update on the Local Roads Safety Plan with an emphasis on Board direction regarding the public safety education component

- The next regularly scheduled meeting is on August 18, 2020 at 9:00 a.m.

## **EXECUTIVE SUMMARY**

### **Congestion Management Committee Chair Report**

---

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

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

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

**STAFF RECOMMENDATION:** Not applicable

Prepared by: Anne McLaughlin, MPO Director

### **ATTACHMENT(S)**

1. CMC Chair Report (DOCX)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 7.D.1**Doc ID:** 12574**Item Summary:** Congestion Management Committee Chair Report**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/04/2020 7:49 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/04/2020 7:49 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/04/2020 8:53 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 9:08 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |



### **CMC Committee Chair Report**

The Congestion Management Committee (CMC) met using ZOOM as a virtual meeting platform on May 20, 2020 and a quorum was achieved.

The committee received agency updates from FDOT and committee members.

#### **Committee Action Items**

- Reviewed an update on the Baseline Conditions Report of the Transportation System Performance Report and provided input on identifying congestion reduction strategies for the Action Plan.

#### **Reports and Presentations**

- Received a presentation on the status of the Collier Area Transit Park and Ride Study.

The next regularly scheduled meeting will be held on July 15, 2020 at @ 2 p.m.

## **EXECUTIVE SUMMARY**

### **Local Coordinating Board Chair Report**

---

**OBJECTIVE:** For the MPO Board to receive a report from the Chair of the Local Coordinating Board (LCB) related to recent LCB actions and recommendations.

**CONSIDERATIONS:** Staff prepared the attached written report. The LCB Chair may provide additional information to the Board.

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

**STAFF RECOMMENDATION:** Not applicable

Prepared by: Josephine Medina, Senior Planner

### **ATTACHMENT(S)**

1. LCB Chair Report (DOCX)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 7.E.1**Doc ID:** 12576**Item Summary:** Local Coordinating Board Chair Report**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/04/2020 9:17 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/04/2020 9:17 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/04/2020 9:23 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 9:26 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |

### **LCB Chair Report**

The Local Coordinating Board (LCB) conducted a hybrid virtual meeting on June 3<sup>rd</sup> and a quorum was attained.

The LCB took the following action at the meeting:

- Reviewed and approved an updated LCB Grievance Policy
- Review and approved the annual Community Transportation Coordinator (CTC) Evaluation.
- Reviewed and approved the 2020 Transportation Disadvantaged Service Plan Minor Update
- Endorsed the Fiscal Year 2020/21 Transportation Disadvantaged Planning Grant application and resolution.
- Reviewed and approved the after the fact submittal of the Public Transit and Neighborhood Enhancement Division's Shirley Conroy grant application to purchase a vehicle for the paratransit service.

The LCB received an update on the impact to CAT paratransit operations due to COVID-19.

The next LCB meeting is scheduled for **September 3, 2020 at 1:30 p.m.**, at the Collier County Government Center, Building F, Information Technology Training Room, 5th Floor - 3299 E. Tamiami Trail, Naples.

**BOARD ACTION****Adopt the FY2021 - FY2025 Transportation Improvement Program (TIP) and Authorizing Resolution**

---

**OBJECTIVE:** For the Board to adopt the FY2021 - FY2025 Transportation Improvement Program (TIP) and authorizing resolution

**CONSIDERATIONS:** The Draft FY2021-2025 TIP was first posted on the MPO's website and distributed to advisory committees and the MPO's Advisory Network on March 27, 2020, after the March 30<sup>th</sup> committee meetings were canceled due to the COVID-19 pandemic. No additional public comments have been received beyond those reported in Appendix G, which were gathered during the joint FDOT/MPO outreach on FDOT's Draft Tentative Work Program held at Orange Blossom Library on October 21, 2019. MPO staff has incorporated minor revisions suggested by Technical Advisory Committee members and FDOT's updated Work Program snapshot dated April 13, 2020. MPO staff requested, but has not yet received, comments from the Federal Highway Administration (FHWA). The FY2021-2025 TIP is shown in its entirety in **Attachment 1**.

**COMMITTEE RECOMMENDATIONS:** The Technical Advisory Committee and the Citizens Advisory Committee voted unanimously to endorse the FY2021-FY2025 TIP at their (virtual) meetings held on May 18, 2020.

**STAFF RECOMMENDATION:** That the Board adopt the FY2021 - FY2025 Transportation Improvement Program (TIP) and Authorizing Resolution.

Prepared By: Anne McLaughlin, MPO Director

**ATTACHMENT(S)**

1. FY 2021- FY2025 TIP (PDF)
2. Resolution 2020-07 (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 8.A**Doc ID:** 12552**Item Summary:** Adopt the FY2021 - FY2025 Transportation Improvement Program (TIP) and Authorizing Resolution**Meeting Date:** 06/12/2020

---

**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:01 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:01 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 11:10 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 8:32 AM  |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |





# COLLIER METROPOLITAN PLANNING ORGANIZATION

## TRANSPORTATION IMPROVEMENT PROGRAM

### **MPO BOARD DRAFT FY2021 - FY2025**

Pending Adoption: June 12, 2020

QR Code- UPDATE



*The preparation of this report has been financed in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Sections 134 and 135 of Title 23 U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.*

# COLLIER METROPOLITAN PLANNING ORGANIZATION

**Councilman Elaine Middelstaedt Esq., Chair**  
*City of Everglades City*

**Councilman Eric Brechnitz MPO Vice-Chair**  
*City of Marco Island*

**Commissioner Donna Fiala**  
*Collier County (District 1)*

**Commissioner Burt L. Saunders**  
*Collier County (District 3)*

**Councilman Paul Perry**  
*City of Naples*

**Councilman Mike McCabe**  
*City of Naples*

**Commissioner William L. McDaniel Jr.**  
*Collier County (District 5)*

**Commissioner Andy Solis, Esq.**  
*Collier County (District 2)*

**Commissioner Penny Taylor**  
*Collier County (District 4)*

**Anne McLaughlin**

*MPO Executive Director*

**Scott R. Teach, Esq.**

*Collier County Deputy Attorney*

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**MPO RESOLUTION #2020-XX**  
**A RESOLUTION OF THE COLLIER METROPOLITAN PLANNING ORGANIZATION ENDORSING**  
**THE FY 2020/21 – 2024/25 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

**WHEREAS**, the Collier Metropolitan Planning Organization is required to develop an annually updated Transportation Improvement Program pursuant to 23 U.S.C. 134(j), 23 C.F.R. 450.104, 23 C.F.R. 450.324(a), and F.S. 339.175(8)(c)(1); and

**WHEREAS**, the Collier Metropolitan Planning Organization has reviewed the proposed Transportation Improvement Program and determined that is consistent with its adopted Plans and Program; and

**WHEREAS**, in accordance with the Florida Department of Transportation's MPO Administrative Manual, the Transportation Improvement Program must be accompanied by an endorsement indicating official MPO approval;

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

1. The FY 2020/21 – 2024/25 Transportation Improvement Program and the projects programmed therein are hereby adopted.
2. The Collier Metropolitan Planning Organization's Chairman is hereby authorized to execute this Resolution certifying the MPO Board's endorsement of the FY 2020/21 – 2024/25 Transportation Improvement Program and the projects programmed therein.

This Resolution PASSED and duly adopted by the Collier Metropolitan Planning Organization Board after majority vote on this 12<sup>th</sup> day of June 2020.

Attest:

By: \_\_\_\_\_  
 Anne McLaughlin  
 MPO Executive Director

COLLIER METROPOLITAN PLANNING ORGANIZATION

By: \_\_\_\_\_  
 Councilwoman Elaine Middelstaedt  
 Collier MPO Chairman

Approved as to form and legality:

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

Figure 1 – Collier Metropolitan Planning Area (MPA)

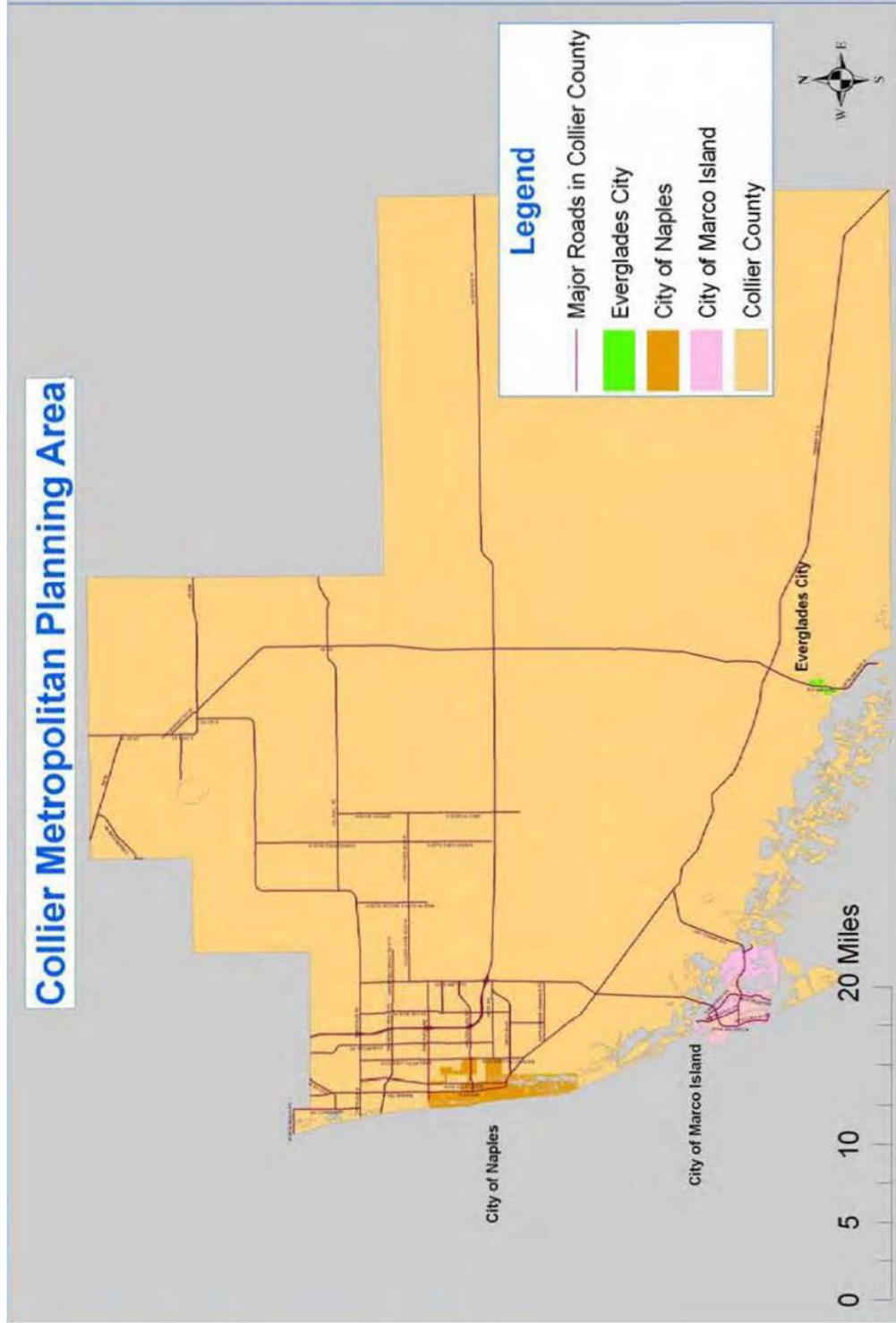
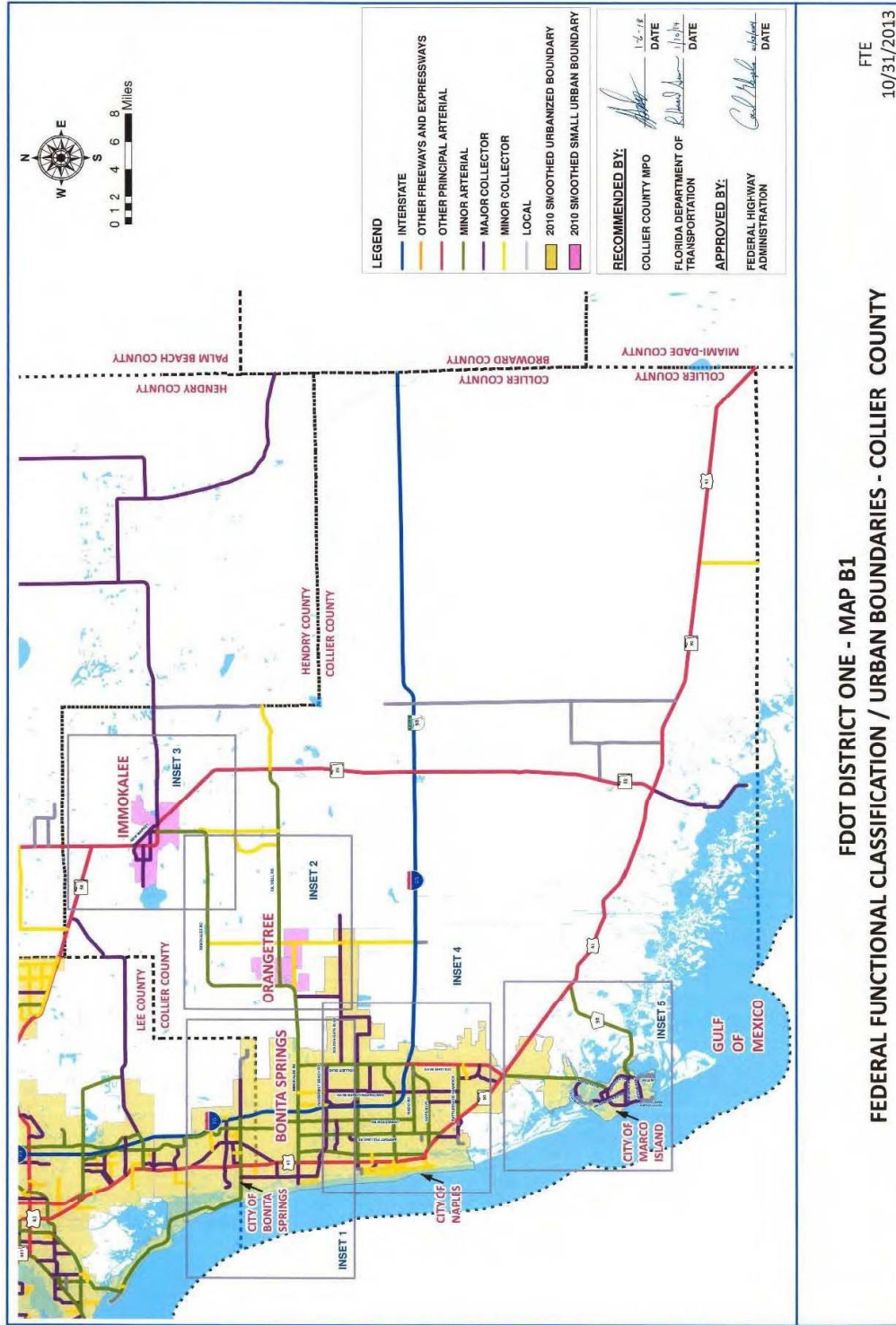




Figure 2 – Bonita Springs – Naples Urbanized Area Map



## NARRATIVE

### PURPOSE

The Collier Metropolitan Planning Organization (MPO) is required by Federal and State Statutes<sup>1</sup>; and Federal Transportation Legislation, Moving Ahead for Progress in the Twenty-First Century Act (MAP-21) and the Fixing America's Surface Transportation Act (FAST Act) signed into law in December 2015, to develop a Transportation Improvement Program (TIP) that is approved by both the MPO and the Governor of Florida (or the Governor's delegate). The FAST Act (23 U.S.C. 133(h) §1109) carries forward policies initiated by MAP-21, which created a streamlined and performance-based surface transportation program that builds on many of the highway, transit, bike, and pedestrian programs and policies established in previous transportation legislation. These programs address the many challenges facing the U.S. transportation system including: improving safety, maintaining infrastructure condition, reducing traffic congestion, improving efficiency of the system and of freight movement, protecting the environment, and reducing delays in project delivery. The FAST Act added reducing or mitigating storm water impacts of surface transportation, and enhancing travel and tourism to the nationwide transportation goals identified in MAP-21. The FAST Act establishes the Nationally Significant Freight and Highway Projects (NSFHP) program to provide competitive grants – Fostering Advancement in Shipping and Transportation for the Long-term Achievement of National Efficiencies (FASTLANE) – to nationally and regionally significant freight and highway projects that align with national transportation goals.

The TIP is developed by the MPO in cooperation with the Florida Department of Transportation (FDOT), state and local governments, and public transit operators who are each responsible for providing the MPO with estimates of available federal and state funds. This collaborative effort ensures that projects programmed in the FDOT Work Program address the MPO's highest transportation project priorities and are consistent with the overall transportation goals of the surrounding metropolitan area. Following approval by the MPO Board and the Governor of Florida, the TIP is included in the FDOT State Transportation Improvement Program (STIP). The TIP is a five-year, fiscally constrained, multi-modal program of transportation projects within the Collier Metropolitan Planning Area (MPA). The MPA is the geographic planning region for the MPO (see Figure 1 above). The projects in the TIP are presented in Year of Expenditure (YOE) dollars which takes inflation into account. TIP projects include highway, transit, sidewalk/bicycle paths and/or facilities, congestion management, road and

<sup>1</sup> 23 United States Code (U.S.C.) 134(j) and (k)(3) and (4); 23 U.S.C. 204; 49 U.S.C. 5303; 23 Code of Federal Regulations Part 450 Sections 326, 328, 330, 332 and 334; and Florida Statutes (F.S.) s.339.175, s339.135(4)(c) and 4(d), and 427.051(1)

bridge maintenance, transportation planning, and transportation alternative program activities to be funded by 23 C.F.R. 450.324(c). The TIP also includes aviation projects; and all regionally significant transportation projects for which Federal Highway Administration (FHWA) or Federal Transit Administration (FTA) approval is required. For informational purposes, this TIP also identifies other transportation projects, as defined in 40 CFR 450.324 (c)(d), that are not funded with federal funds.

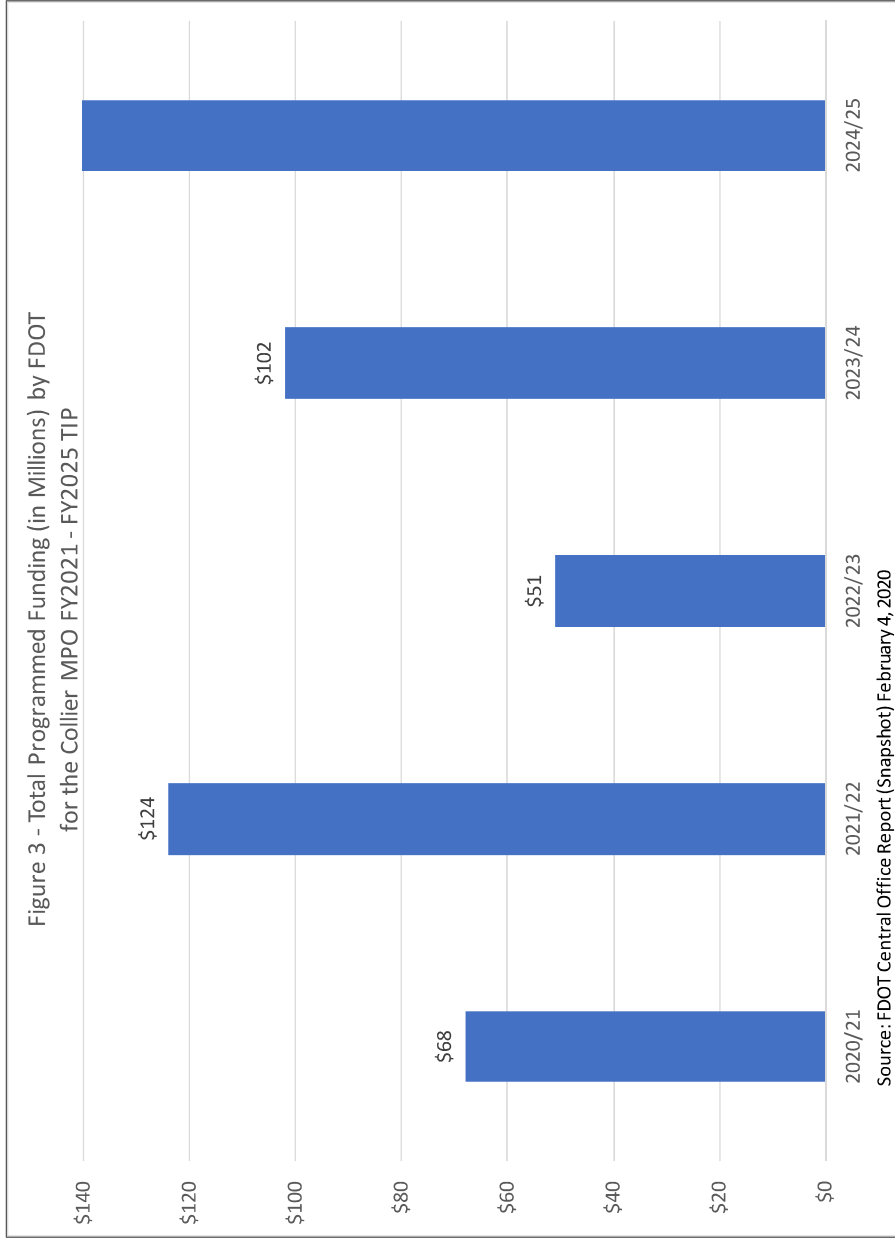
The TIP for the Collier MPO is fiscally constrained by year so that financial resources can be directed towards high priority transportation needs in the area. Consequently, the level of authorized funding (both current and projected) available to the state and the MPO is used as the basis for financial restraint and scheduling of federally funded projects within the MPO's jurisdiction. FDOT uses the latest project cost estimates, and the latest projected revenues based on a district-wide statutory formula to implement projects within the Collier MPO in the Work Program, and this is reflected in the TIP as well. This TIP is also constrained due to local funds from local governments' Capital Improvement Programs committed to certain projects in the TIP. This TIP has been developed in cooperation with the FDOT. FDOT provided the MPO with estimates of available federal and state funds, as shown in the Table on the following page. The TIP is updated annually by adding a "new fifth year" which maintains a five-year rolling timeframe for the TIP. In addition to carrying forward existing projects, the MPO annually approves a set of new Transportation Project Priorities and submits these to FDOT prior to July 1st. This new set of priorities, which may be eligible for funding in the following year, is drawn from the Collier 2040 Long Range Transportation Plan (LRTP). Projects are selected based on their potential to improve transportation safety and/or performance; increase capacity or relieve congestion; and preserve existing infrastructure. FDOT uses, in part, the MPO's priorities in developing the new fifth year of the FDOT Five-Year Work Program which is also a rolling five-year program. The TIP is developed with consideration of the ten planning factors from MAP-21 and the FAST Act which are listed below.

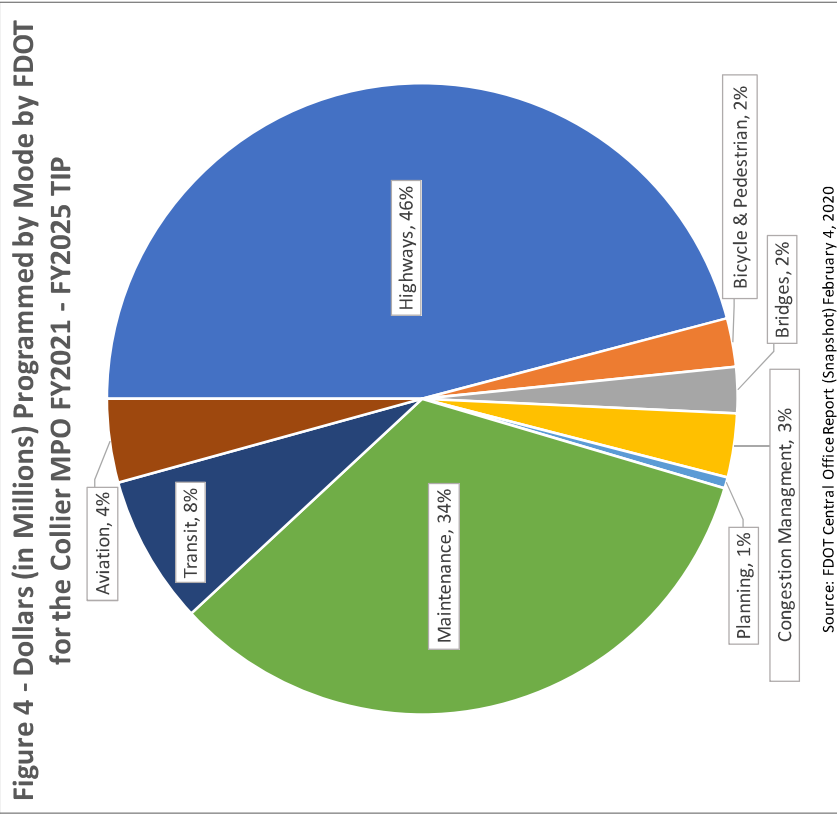
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for the motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.

7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Reduce or mitigate storm water impacts of surface transportation
10. Enhance travel and tourism.

## FUNDING SOURCES

The projects identified in this TIP are funded with Federal, State, and local revenues. The FDOT Fiscal Year (FY) 2021- 2025 Tentative Work Program (February 4, 2020 Snapshot), which will be formally adopted on July 1, 2020, specifies revenue sources for each project. Figure 3 and Figure 4 illustrate the Collier MPO TIP's total funding by year and total funding by mode. The total funding fluctuates from one fiscal year to another based on the phases that projects are in and the size and number of projects programmed in that year. **Total funding for this TIP is \$488 million, a decrease of \$6 million (1%) when compared to the FY2020 - FY2024 TIP.** Total includes \$119 million in resurfacing; \$86 million on I-75 and \$33 million on US41. Please see Appendix H, page XXX, which detail's the TIP's fiscal constraint.





## HIGHWAY FUNDING SOURCES

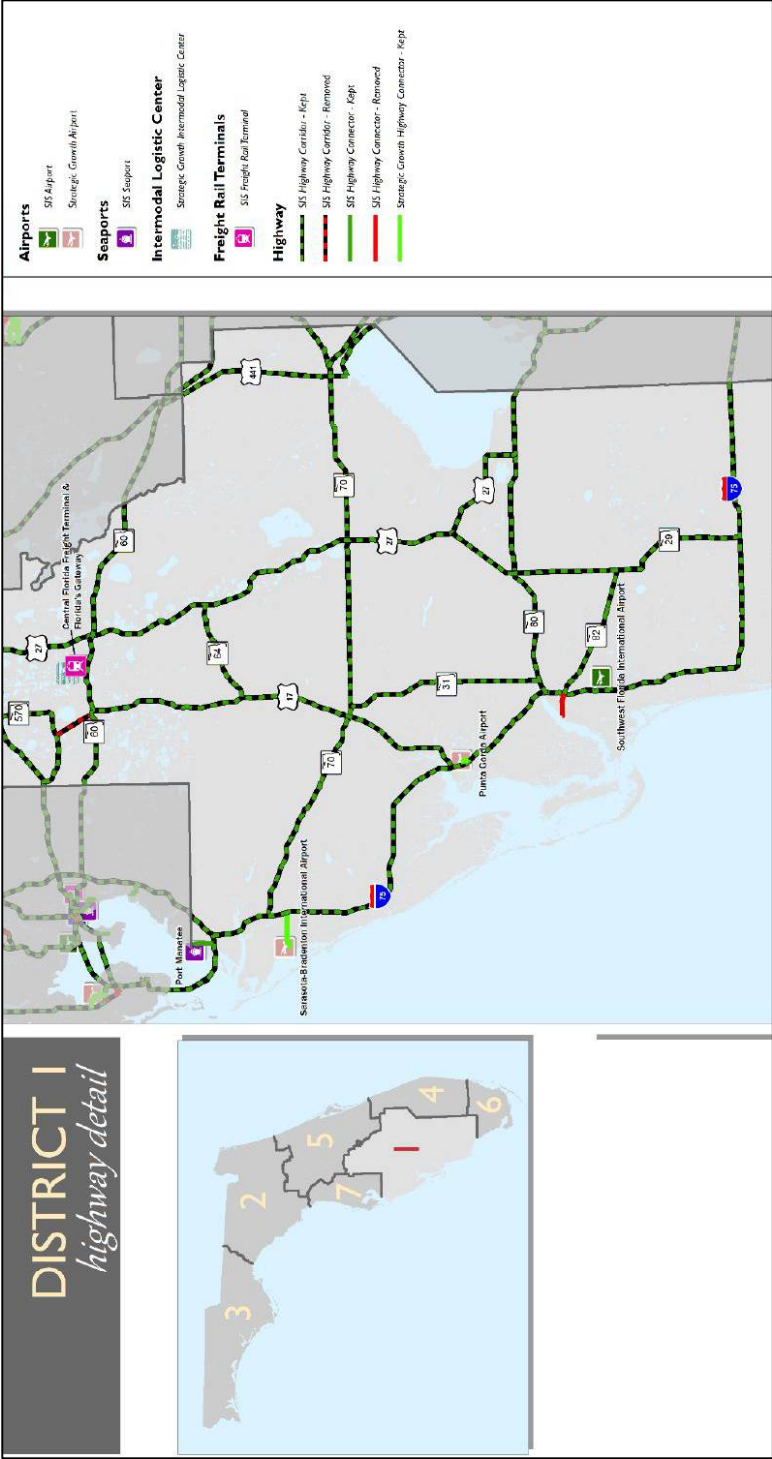
Surface Transportation Block Group Program (STBGP): The STBGP provides legislatively specified flexible funding that may be used by states and localities for projects on any Federal-aid eligible highway including the National Highway System (NHS), bridge projects on any public road, transit capital projects, and intra-city and inter-city bus terminals and facilities. These flexible funds are not based on a restrictive definition of program eligibility and allow local areas to choose local planning priorities. There are also flexible FTA Urban Formula



Funds. STBGP funds can be used to increase capacity, improve safety, relieve congestion and enhance transportation systems. The level of STBGP funding is determined by a formula.

Strategic Intermodal System (SIS): Created in 2003, the SIS is a high priority network of transportation facilities critical to Florida's economic competitiveness and quality of life. The SIS includes the State's largest and most significant highways, commercial service airports, spaceports, waterways and deep-water seaports, rail corridors, freight rail terminals, and passenger rail and intercity bus terminals.

I-75, State Route 29 and State Route 82 are identified as SIS facilities. The Collier and Lee County MPOs jointly adopt regional priority lists to access SIS funds.

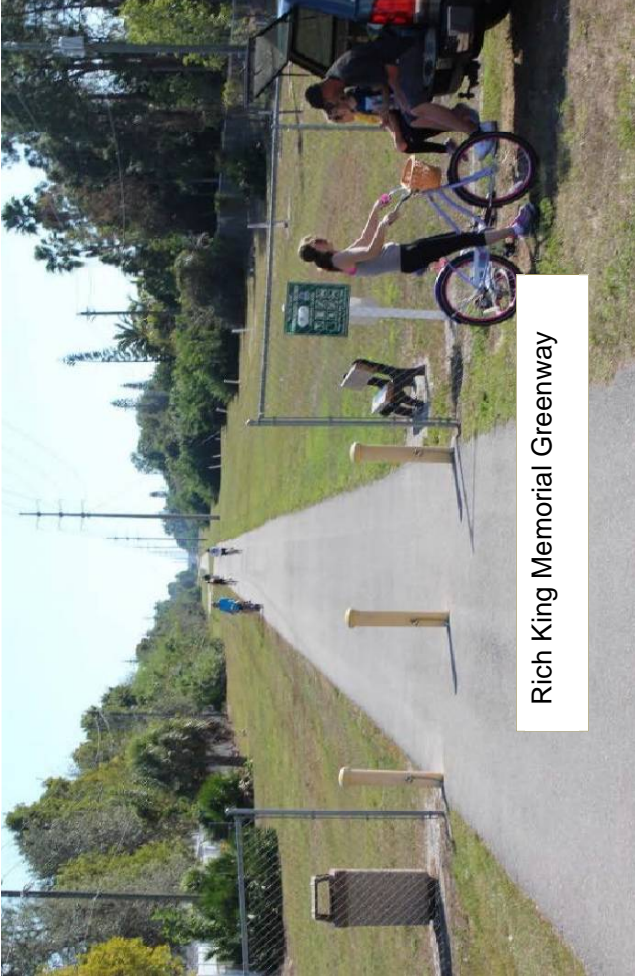


Transportation Regional Incentive Program (TRIP): The TRIP was created pursuant to § 339.2819 and §339.155 Florida Statutes to provide an incentive for regional cooperation to leverage investments in regionally significant transportation facilities including both roads and public transportation. TRIP funds provide state matching funds for improvements identified and prioritized by regional partners which meet certain criteria. TRIP funds are used to match local or regional funds by providing up to 50% of the total project cost for public transportation projects. In-kind matches such as right-of-way donations and private funds made available to the regional partners are also allowed. The Collier MPO and Lee County MPO Boards jointly adopt regional priorities to access TRIP funds.

Regional Projects: Regionally significant projects are projects that are located on the regional network (see Appendix B). FDOT may program State dedicated revenues to fund prioritized regionally significant projects.

Transportation Alternatives Program (TAP): The TAP was established by MAP-21 as a new funding program pursuant to 23 U.S.C. 213(b). Eligible activities under TAP include:

1. Transportation Alternatives as defined in 23 U.S.C. 101(a)(29) and MAP-21 §1103:
  - A. Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 [42 USC 12101 et seq.].
  - B. Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers including children, older adults, and individuals with disabilities to access transportation needs.
  - C. Conversion and use of abandoned railroad corridors to trails for pedestrians, bicyclists, or other non-motorized transportation users.
  - D. Construction of turnouts, overlooks and viewing areas.



Rich King Memorial Greenway

- E. Community improvement activities which include but are not limited to:
- inventory, control, or removal of outdoor advertising;
  - historic preservation and rehabilitation of historic transportation facilities;
  - vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
  - archaeological activities relating to impacts from implementing a transportation project eligible under 23 USC.
- F. Any environmental mitigation activity including pollution prevention and pollution abatement activities to:
- address stormwater management and control; water pollution prevention or abatement related to highway construction or due to highway runoff including activities described in 23 USC 133(b)(1), 328(a) and 329;
  - reduce vehicle-caused wildlife mortality or restore and maintain connectivity among terrestrial or aquatic habitats.
2. The recreational trails program under 23 USC 206.

3. Safe Routes to School Program (SRTS) eligible projects and activities listed in the FAST Act including:
    - A. Infrastructure-related projects.
    - B. Non-infrastructure related activities.
    - C. Safe Routes to School coordinator.
  4. Planning, designing or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.
- TAP funds cannot be used for:
- State or MPO administrative purposes, except for SRTS administration and administrative costs of the State permitted Recreational Trails Program (RTP) set-aside funds.
  - Promotional activities, except as permitted under the SRTS.
  - General recreation and park facilities, playground equipment, sports fields, campgrounds, picnic areas etc.
  - Routine maintenance and operations.

#### TRANSIT FUNDING SOURCES



FDOT and the FTA both provide funding opportunities for transit and transportation disadvantaged projects through



specialized programs. In addition, FHWA transfers funds to FTA which provide substantial additional funding for transit and transportation disadvantaged projects. When FHWA funds are transferred to FTA, they are transferred to FTA Urbanized Area Formula Program (§5307). According to FTA Circular 9070.1G, at a State's discretion Surface Transportation funds may be "flexed" for transit capital projects through the Non-Urbanized Area Formula Program (§5311), and according to FTA Circular 9040.1G with certain FHWA funds to Elderly and Persons with Disabilities Program (§5310). In urbanized areas over 200,000 in population, the decision on the transfer of flexible funds is made by the MPO. In areas under 200,000 in population, the decision is made by the MPO in cooperation with FDOT. In rural areas, the transfer decision is made by FDOT. The decision to transfer funds flows from the transportation planning process and established priorities.

§5305: Metropolitan Transportation Planning Program Funds: State Departments of Transportation sub-allocate § 5305 formula-based program funding to MPOs including the Collier MPO. The program provides funding to support cooperative, continuous, and comprehensive planning for making transportation investment decisions in metropolitan areas as well as statewide. Funds are available for planning activities that (a) support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency; (b) increase the safety and security of the transportation system for motorized and non-motorized users; (c) increase the accessibility and mobility of people and freight; (d) protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns; (e) enhance the integration and connectivity of the transportation system for people and freight across and between modes; (f) promote efficient system management and operation; and (g) emphasize preservation of the existing transportation system.

§ 5307 - Urbanized Area (UZA) Formula Program Funds: The Bonita Springs (Naples) FL UZA receives an annual allocation of § 5307 funding which may be used for: (a) transit capital and operating assistance in urbanized areas; (b) transportation related planning; (c) planning, engineering, design and evaluation of transit projects; and (d) other technical transportation-related studies. Eligible capital investments include: (a) replacement, overhaul and rebuilding of buses; (b) crime prevention and security equipment; (c) construction of maintenance and passenger facilities; (d) new and existing fixed guide-way systems including rolling stock and rail stations; and (e) overhaul and rebuilding of vehicles, track, signals, communications, and computer hardware and software. All preventive maintenance and some Americans with Disabilities Act (ADA) complementary paratransit service costs are considered eligible capital costs. MAP-21 amended this program to include expanded eligibility for operating expenses for systems with 100 or fewer buses. Collier County receives at least \$2 million dollars each year to assist in transit capital expenses. Local/State matches for §5307 consist of toll revenue credits issued by FDOT and local funds which follow FTA match guidelines. For urbanized areas with populations greater than 200,000, including Collier County, funds are apportioned and flow directly to a locally selected designated

recipient. Collier County is the designated recipient for the urbanized area § 5307 funding.

§5310 – Transportation for Elderly Persons and Persons with Disabilities: The Federal goal of the §5310 program is to provide assistance in meeting the needs of elderly persons and persons with disabilities where public transit services are unavailable, insufficient or inappropriate. Funds are apportioned based on each state's population share of these groups of people. Eligible activities for §5310 funding include: (a) services developed that are beyond what is required by the American's with Disabilities Act; (b) projects that will improve access to fixed route service and/or decrease reliance by individuals with disabilities on complementary paratransit; and (c) projects that provide an alternative to public transportation that assists seniors and individuals with disabilities.

MAP-21 apportions these funds to designated recipients based on a formula. In Florida, the §5310 Program is administered by FDOT on behalf of FTA with funding allocated to the Bonita Springs (Naples) Urbanized Area. Projects selected must be included in a locally developed, coordinated public transit human services transportation plan. FDOT calls for § 5310 applications annually and awards funds through a competitive process.

§ 5311 - Rural Area Formula Grant: This program (49 U.S.C. 5311) provides formula funding to states to support public transportation in areas with populations less than 50,000. Program funds are apportioned to each state based on a formula that uses land area, population and transit service. According to Federal program rules, program funds may be used for capital operating, state administration, and project administration expenses; however, Florida allows eligible capital and operating expenses.

In Florida, the §5311 Program is administered by FDOT. Program funds are distributed to each FDOT district office based on its percentage of the state's rural population. Each district office allocates program funds to designated eligible recipients through an annual grant application process. §5311 funds in Collier County are used to provide fixed route service to rural areas such as Immokalee and Golden Gate Estates.

§5339 – Bus and Bus Facilities Funds: This program makes federal resources available to state and direct recipients to replace, rehabilitate and purchase buses and related equipment, and to construct bus-related facilities including technological changes or innovations to modify low or no emission vehicles or facilities. Funding is provided through formula allocations and competitive grants. A sub-program provides competitive grants for bus and bus facility projects that support low and zero-emission vehicles. Eligible recipients include direct recipients that operate fixed route bus service or that allocate funding to fixed route bus operators; state or local governmental entities; and federally recognized Native American tribes that operate fixed route bus service that are eligible to receive direct grants under §5307 and



§5311 - Transportation Disadvantaged Program Funds: Chapter 427, Florida Statutes, established the Florida Commission for the Transportation Disadvantaged (CTD) with the responsibility to coordinate transportation services provided to the transportation disadvantaged through the Florida Coordinated Transportation System. The CTD also administers the Transportation Disadvantaged Trust Fund. Transportation disadvantaged individuals are those who cannot obtain their own transportation due to disability, age, or income.

The Collier MPO, through the Local Coordinating Board (LCB), identifies local service needs and provides information, advice and direction to the Community Transportation Coordinator (CTC) on the coordination of services to be provided to the transportation disadvantaged [Chapter 427, Florida Statutes]. The Collier County Board of County Commissioners (BCC) is designated as the CTC for Collier County and is responsible for ensuring that coordinated transportation services are provided to the transportation disadvantaged population of Collier County.

Public Transit Block Grant Program: The Public Transit Block Grant Program was established by the Florida Legislature to provide a stable source of funding for public transit [341.052 Florida Statutes]. Specific program guidelines are provided in FDOT Procedure Topic Number 725-030-030. Funds are awarded by FDOT to those public transit providers eligible to receive funding from FTA's §5307 and §5311 programs and to Community Transportation Coordinators. Public Transit Block Grant funds may be used for eligible capital and operating costs of providing public transit service. Program funds may also be used for transit service development and transit corridor projects. Public Transit Block Grant projects must be consistent with applicable approved local government comprehensive plans.

Public Transit Service Development Program: The Public Transit Service Development Program was enacted by the Florida Legislature to provide initial funding for special projects [341Florida Statutes]. Specific program guidelines are provided in FDOT Procedure Topic Number 725-030-005. The program is selectively applied to determine whether new or innovative techniques or measures could be used to improve or expand public transit services. Service Development Projects specifically include projects involving the use of new technologies for services, routes or vehicle frequencies; the purchase of special transportation services; and other such techniques for increasing service to the riding public. Projects involving the application of new technologies or methods for improving operations, maintenance, and marketing in public transit systems are also eligible for Service Development Program funding. Service Development projects are subject to specified times of duration with a maximum of three years. If determined to be successful, Service Development Projects must be continued by the public transit provider without additional Public Transit Service Development Program Funds.



## ADDRESSING PERFORMANCE MEASURES AND TARGETS

Performance management is a strategic approach to connect investment and policy decisions to help achieve performance goals. Performance measures are quantitative criteria used to evaluate progress. Performance measure targets are the benchmarks against which progress is assessed using available data. The Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) requires state departments of transportation (DOT) and metropolitan planning organizations (MPO) to conduct performance-based planning by tracking performance measures and establishing data-driven targets to improve those measures. Performance-based planning ensures the most efficient investment of transportation funds by increasing accountability, providing transparency, and linking investment decisions to key outcomes related to seven national goals:

- Improving safety;
- Maintaining infrastructure condition;
- Reducing traffic congestion;
- Improving the efficiency of the system and freight movement;
- Protecting the environment; and
- Reducing delays in project delivery.

The Fixing America's Surface Transportation (FAST) Act supplements MAP-21 by establishing timelines for state DOTs and MPOs to comply with the requirements of MAP-21. The Florida Department of Transportation (FDOT) and MPOs must coordinate when selecting PM1, PM2, and PM3 performance targets, and public transportation providers must coordinate with states and MPOs in the selection of state and MPO transit asset management and transit safety performance targets. FDOT and the MPOAC developed the TPM Consensus Planning Document to describe the processes through which FDOT, the MPOs, and the providers of public transportation in MPO planning areas will cooperatively develop and share information related to transportation performance management and target setting.

#### **HIGHWAY SAFETY PERFORMANCE MEASURES (PM1)**

Safety is the first national goal identified in the FAST Act. In March 2016, the Highway Safety Improvement Program (HSIP) and Safety Performance Management Measures Rule (Safety PM Rule) were finalized and published in the *Federal Register*. The rule requires MPOs to establish targets for the following safety-related performance measures and report progress to the state DOT:

1. Number of Fatalities;
2. Rate of Fatalities per 100M Vehicle Miles Traveled (VMT); and
3. Number of Serious Injuries;
4. Rate of Serious Injuries per 100M VMT; and
5. Number of Nonmotorized Fatalities and Serious Injuries.

On August 31, 2019, FDOT established annual statewide performance targets for the safety measures. On November 8, 2019, the Collier MPO Board agreed to support FDOT's statewide safety performance targets, thus agreeing to plan and

program projects in the TIP that once implemented, are anticipated to make progress toward achieving the statewide targets. Table 1 presents the statewide and MPO safety targets.

**Table 1 – Statewide and MPO Safety Performance Targets**

| Statewide Safety Performance Target                             | Statewide Target (cy 2020) | MPO Target (cy 2020) |
|---|----------------------------|----------------------|
| Number of fatalities  | 0                          | 0                    |
| Rate of fatalities per 100 million vehicle miles traveled (VMT) | 0                          | 0                    |
| Number of serious injuries                                      | 0                          | 0                    |
| Rate of serious injuries per 100 million vehicle miles traveled | 0                          | 0                    |
| Number of non-motorized fatalities and serious injuries         | 0                          | 0                    |

FDOT adopted Vision Zero in 2012. This, in effect, became FDOT's target for zero traffic fatalities and quantified the policy set by Florida's Legislature 35 years ago (Section 334.046(2), Florida Statutes, emphasis added):

*“The mission of the Department of Transportation shall be to provide a safe statewide transportation system...”*

Safety is the first goal of the Florida Transportation Plan (FTP), the state's long-range transportation plan, and the emphasis of Florida's Strategic Highway Safety Plan (SHSP). The FTP, published in 2015, includes the number of transportation-related fatalities as an indicator to watch. The SHSP, published in 2012 and, most recently, in 2016, specifically embraces Vision Zero (“Driving Down Fatalities”) and identifies potential strategies to achieve zero traffic deaths. The 2016 SHSP was developed in coordination with Florida's 27 MPOs through Florida's Metropolitan Planning Organization Advisory Council (MPOAC). The SHSP development process included review of safety-related goals, objectives, and strategies in MPO plans. The SHSP guides FDOT, MPOs, and other safety partners in addressing safety and defines a framework for implementation activities to be carried out throughout the state.

The Florida Highway Safety Improvement Program (HSIP) annual report documents the statewide performance toward the zero deaths vision. For the 2019 HSIP annual report, FDOT established calendar year 2020 statewide safety

performance targets at “0” for each safety performance measure to reflect the Department’s vision of zero deaths.

The Collier MPO, along with FDOT and other traffic safety partners, shares a high concern about the upward trend in traffic crashes, both statewide and nationally. As such, the Collier MPO supports FDOT’s statewide 2020 safety targets. The safety initiatives within this TIP are intended to contribute toward achieving these targets.

Safety performance measure targets are required to be adopted on an annual basis. FDOT, in August of each calendar year, will report the following year’s targets in the HSIP Annual Report. After FDOT adopts the targets, the MPO is required to either adopt FDOT’s targets or establish its own targets by the following February.

#### Baseline Conditions

Crash data and Vehicle Miles traveled (VMT) for the most recent five-year rolling average (2013-2017) were used to establish a baseline for safety performance measures (See Table 2). Data sources for Table 2 are FDOT’s Crash Analysis Reporting (CAR) database and Transportation and Data Analytics Office.



**Table 2 – Baseline Safety Performance Measures – 2013-2017 Rolling Five-Year Average**

| Performance Measure  | Florida  | Collier MPO |
|--|----------|-------------|
| Number of Fatalities   | 2,979.0  | 36.2        |
| Number of Serious Injuries                                       | 20,653.6 | 186.2       |
| Fatality Rate per 100 million Vehicle Miles Traveled (VMT)       | 1.398    | 1.038       |
| Serious Injury Rate per 100 million Vehicle Miles Traveled (VMT) | 9.732    | 5.263       |
| Total number of non-motorized fatalities and serious injuries    | 3,267.0  | 39.2        |

### Trends Analysis

The Collier MPO TIP development process, consistent with the process used to develop the MPO's Long-Range Transportation Plan (LRTP), includes analysis of safety data trends, including the location and factors associated with crashes with emphasis on fatalities and serious injuries. These data are used to help identify regional safety issues and potential safety strategies for the LRTP and TIP.

The Collier MPO also uses crash data to analyze trends and identify regional safety issues. Tracking these measures will help to estimate the effectiveness of future MPO transportation investments, as reflected in the TIP. Table 3 shows the Safety Performance Measure data for the Collier MPO for the last five, five-year rolling average periods for which data is available. FDOT's Crash Analysis Reporting (CAR) database and Transportation and Data Analytics Office provided the data used in Table 3.

**Table 3 – Collier MPO - Safety Performance Reported in Five-Year Rolling Averages**



The data for performance measures in Table 3 fluctuates in a narrow band around the average for that measure resulting in a relatively undefined trend over the nine years of data provided.

Nonetheless, the numbers reported for each measure highlight the need for continued investment in improvements in the safety of our transportation system.

### Safety Projects in the TIP

The MPO considers safety as a planning factor in the project selection process. One of the goals of the 2040 LRTP is Increasing the safety of the transportation system. Many of the projects in the 2040 LRTP's Cost Feasible Plan have a safety component and as funding becomes available, they are included in the TIP. For example, the projects to improve the I-75 / SR 951 interchange and widening and reconstructing SR29 and SR82 serve the dual purpose of improving capacity and enhancing safety. The MPO makes a practice of emphasizing safety in its plans and studies. Examples include the 2019 Bicycle and Pedestrian Master Plan, which weighted safety as the most important project selection criteria and the work underway on the Transportation System Performance Report, which factors in crash data to prioritize locations for improvement as part of the MPO's Congestion Management Process. The MPO is in the process of developing a Local Road Safety Plan (LRSP).

| Performance Measure  | 2009-2013 | 2010-2014 | 2011-2015 | 2012-2016 | 2013-2017 |
|--|-----------|-----------|-----------|-----------|-----------|
| Number of Fatalities   | 37.2      | 37.2      | 38.8      | 38.0      | 36.2      |
| Number of Serious Injuries                                       | 184.0     | 174.0     | 175.2     | 177.2     | 186.2     |
| Fatality Rate per 100 million Vehicle Miles Traveled (VMT)       | 1.169     | 1.160     | 1.184     | 1.125     | 1.038     |
| Serious Injury Rate per 100 million Vehicle Miles Traveled (VMT) | 5.790     | 5.445     | 5.388     | 5.252     | 5.263     |
| Total number of non-motorized fatalities and serious injuries    | 37.2      | 38.6      | 37.6      | 40.0      | 39.2      |

Recommendations from the plan will be consistent with the emphasis areas of FDOT's Strategic Highway Safety Plan and will be reflected in a future TIP. The Draft FY2021-FY21/22 Unified Planning Work Program (UPWP) sets aside \$100,000 for a Safety Education Campaign to develop Public Service Announcements (PSAs) and videos in order to implement the LRSP once it is adopted. Safety-related improvements at the project specific level are also addressed through other MPO practices such as its series of Walkable Community studies and in the prioritization of bicycle and pedestrian and congestion management projects.

Specific projects in this TIP that improve safety include:

Roadways:

- Roundabout – Harbour Dr. @ Crayton Rd. (FPN 4463171)
- Roundabout – Mooring Line Dr. @ Crayton Rd. (FPN 4463172)
- Intersection improvement: US 41 @ Golden Gate Parkway (FPN 4464511)
- Safety Project to improve curve radii and lane width on Corkscrew Road (FPN 4463231 and 4463232)
- US41 Resurfacing – incorporates recommendations from FDOT 2015 RSA for Airport Rd. and US 41 (FPN 4380591)
- Widening and reconstructing SR82 (All of SR82 in Collier County in response to numerous traffic fatalities (FPN 4178784)

Sidewalks:

- 111<sup>th</sup> Ave N: Bluebill Ave. to 7<sup>th</sup> St. N (FPN 4418461)
- Bald Eagle Dr: Collier Blvd. to Old Marco Ln. (FPN 4418781)
- Vanderbilt Dr.: Vanderbilt Beach Rd. to 109<sup>th</sup> Ave. N (FPN 4380921)
- Eden Park Elementary – Safe Routes to School – (FPN 4414801)
- Inlet Dr.: Addison Ct. to Trivida Terr. (FPN 4418791)
- Lake Trafford Rd.: Little League Rd. to Laurel St. (FPN 4433753)
- Lake Trafford Rd.: Carson Rd. to Laurel St. (FPN 4433754)
- Copeland Ave.: Broadway south to City Limits (FPN 4370961)

- Shadowlawn Elementary (Linwood St.) Safe Routes to School (FPN 4465501)

#### Bike Lanes/Paths

- County Barn Rd.: Rattlesnake Hammock to Davis Blvd. (FPN 4380911)
- Green Blvd.: Santa Barbara Blvd. to Sunshine Blvd. (FPN 4380931)
- Mandarin Greenway: various locations, includes sidewalk (FPN 4404361)
- South Golf Dr.: Gulf Shore Blvd. to US41, includes sidewalk (FPN 4404371)
- San Marco Rd.: Vintage Bay Dr. to Goodland Rd. (FPN 4404381)

#### Lighting

- Highway lighting at various locations (FPN 4125741)
- Highway lighting City of Naples (FPN 4135371)

#### Other

- Bicycle Detection, City of Naples (FPN 4462531)
- School Flashers at various locations (FPN 4462521)
- Emergency services/fire station, I-75 MM63 (FPN 4353891)

## PAVEMENT and BRIDGE CONDITION MEASURES (PM2)

In January 2017, USDOT published the Pavement and Bridge Condition Performance Measures Final Rule, which is also referred to as the PM2 rule. This rule establishes the following six performance measures:

1. Percent of Interstate pavements in good condition;
2. Percent of Interstate pavements in poor condition;
3. Percent of non-Interstate National Highway System (NHS) pavements in good condition;
4. Percent of non-Interstate NHS pavements in poor condition;
5. Percent of NHS bridges (by deck area) classified as in good condition; and
6. Percent of NHS bridges (by deck area) classified as in poor condition.

For the pavement measures, five pavement metrics are used to assess condition:

- International Roughness Index (IRI) - an indicator of roughness; applicable to all asphalt and concrete pavements;
- Cracking percent - percentage of the pavement surface exhibiting cracking; applicable to all asphalt and concrete pavements;
- Rutting - extent of surface depressions; applicable to asphalt pavements;
- Faulting - vertical misalignment of pavement joints; applicable to certain types of concrete pavements; and
- Present Serviceability Rating (PSR) – a quality rating applicable only to certain lower speed roads.

For each pavement metric, a threshold is used to establish good, fair, or poor condition. Pavement condition is assessed for each 0.1mile section of the through travel lanes of mainline highways on the Interstate or the non-Interstate NHS using these metrics and thresholds. A pavement section is rated as good if all three metric ratings are good, and poor if two or more metric ratings are poor. Sections that are not good or poor are considered fair.

The good/poor measures are expressed as a percentage and are determined by summing the total lane-miles of good or poor highway segments and dividing by the total lane-miles of all highway segments on the applicable system.

Pavement in good condition suggests that no major investment is needed and should be considered for preservation treatment. Pavement in poor condition suggests major reconstruction investment is needed due to either ride quality or a structural deficiency.

The bridge condition measures refer to the percentage of bridges by deck area on the NHS that are in good condition or poor condition. The measures assess the condition of four bridge components: deck, superstructure, substructure, and culverts. Each component has a metric rating threshold to establish good, fair, or poor condition. Each bridge on the NHS is evaluated using these ratings. If the lowest rating of the four metrics is greater than or equal to seven, the structure is classified as good. If the lowest rating is less than or equal to four, the structure is classified as poor. If the lowest rating is five or six, it is classified as fair.

The bridge measures are expressed as the percent of NHS bridges in good or poor condition. The percent is determined by summing the total deck area of good or poor NHS bridges and dividing by the total deck area of the bridges carrying the NHS. Deck area is computed using structure length and either deck width or approach roadway width.

A bridge in good condition suggests that no major investment is needed. A bridge in poor condition is safe to drive on; however, it is nearing a point where substantial reconstruction or replacement is needed.

Federal rules require state DOTs and MPOs to coordinate when setting pavement and bridge condition performance targets and monitor progress towards achieving the targets. States must establish:

- Four-year statewide targets for the percent of interstate pavements in good and poor condition;
- Two-year and four-year targets for the percent of non-Interstate NHS pavements in good and poor condition; and
- Two-year and four-year targets for the percent of NHS bridges (by deck area) in good and poor condition.

MPOs must set four-year targets for all six measures. MPOs can either agree to program projects that will support the statewide targets or establish their own quantifiable targets for the MPO's planning area.

On May 18, 2018, FDOT established statewide performance targets for the pavement and bridge measures. On November 9, 2018, the Collier MPO agreed to support FDOT's statewide pavement and bridge performance targets, thus agreeing to plan and program projects in the TIP that once implemented, are anticipated to make progress toward achieving the statewide targets. Table 4 shows the statewide targets.

Table 4 – Pavement and Bridge Condition Performance Targets

| Performance Measure                                      | 2-Year Statewide Target (2019) | 4-Year Statewide Target (2021) |
|--|--------------------------------|--------------------------------|
| Percent of Interstate Pavement in Good Condition         | Not required                   | 60%                            |
| Percent of Interstate Pavement in Poor Condition         | Not required                   | 5%                             |
| Percent of non-Interstate NHS Pavement in Good Condition | 40%                            | 40%                            |
| Percent of non-Interstate NHS Pavement in Poor Condition | 5%                             | 5%                             |
| Percent of NHS Bridges (by deck area) in Good Condition  | 50%                            | 50%                            |
| Percent of NHS Bridges (by deck area) in Poor Condition  | 10%                            | 10%                            |

For comparative purposes, current statewide conditions are as follows:

- 66 percent of the Interstate pavement is in good condition and 0.1 percent is in poor condition;
- 45 percent of the non-Interstate NHS pavement is in good condition and 0.4 percent is in poor condition; and
- 72 percent of NHS bridges (by deck area) is in good condition and 1 percent is in poor condition.

In determining its approach to establishing performance targets for the federal pavement and bridge condition performance measures, FDOT considered many factors. To begin with, FDOT is mandated by Florida Statute 334.046 to preserve the state's pavement and bridges to specific standards. To adhere to the statutory guidelines, FDOT prioritizes funding allocations to ensure the current transportation system is adequately preserved and maintained before funding is allocated for capacity improvements. These statutory guidelines envelope the statewide federal targets that have been established for pavements and bridges.

In addition, MAP-21 requires FDOT to develop a Transportation Asset Management Plan (TAMP) for all NHS pavements and bridges within the state. The TAMP must include investment strategies leading to a program of projects that would make progress toward achievement of the state DOT targets for asset condition and performance of the NHS. FDOT's TAMP was updated to reflect MAP-21 requirements in 2018.

Further, the federal pavement condition measures require a new methodology that is a departure from the methods currently used by FDOT and uses different ratings and pavement segment lengths. For bridge condition, the performance is measured in deck area under the federal measure, while the FDOT programs its bridge repair or replacement work on a bridge by bridge basis. As such, the federal measures are not directly comparable to the methods that are most familiar



to FDOT.

In consideration of these differences, as well as other unknowns and unfamiliarity associated with the new required processes, FDOT took a conservative approach when establishing its initial pavement and bridge condition targets. It is the intent of FDOT to meet or exceed the established performance targets.

Collier MPO's NHS roadways are:

- I-75 (SR 93)
- US41 (SR 45, Tamiami Trail)
- CR951 between US41 and I-75.

The Collier MPO's TIP reflects investment priorities established by FDOT for I-75 and US41, and are consistent with priorities identified in the 2040 LRTP. The focus of Collier MPO's investments in bridge and pavement condition on the NHS include:

- Pavement replacement or reconstruction (on the NHS)
  - 4415121 Resurfacing SR 45 (US41) from S of Dunruss Creek to S of Gulf Park Dr
  - 4440081 Resurfacing I-75 (SR93) from Broward County Line to Toll Booth
  - 4463201 Resurfacing I-75 (SR93) from Toll Booth to Collier Blvd
- New lanes or widenings of NHS facilities, including resurfacing existing NHS lanes associated with new capacity
  - 4452962 I-75 at Pine Ridge Rd Interchange Improvement
  - 4258432 I-75 (SR93) at SR951 Interchange Improvement
  - 4419751 Add Left Turn Lane on SR 90 (US41) at Oasis Visitor Center
  - SR 29 Projects to Add Lanes and Reconstruct
    - 4175402 From Oil Well Rd to Sunniland Nursery Rd
    - 4175403 From Sunniland Nursery Rd to S of Agriculture Way
    - 4175404 From S of Agriculture Way to CR846 E

- 4175405 From CR846 E to N of New Market Rd N
- 4175406 From N of New Market Rd to SR82
- 4178784 from SR82 to Hendry County Line
- Bridge replacement or reconstruction: n/a
- New bridge capacity on the NHS: n/a
- System resiliency projects that improve NHS bridge components (e.g., upgrading culverts)]: n/a

The MPO tracks and reports on performance targets in the Director's Annual Report to the MPO Board, presented in December. The segment of CR951 between I-75 and US41 is in good condition. There are no bridges on that segment of 951.

The TIP devotes a significant amount of resources to projects that will maintain pavement and bridge condition performance on the NHS. Investments in pavement and bridge condition include pavement replacement and reconstruction, bridge replacement and reconstruction, and new bridge and pavement capacity. The TIP will fund, \$102.4 million for resurfacing, and \$128.9 million for new capacity. The TIP will fund \$7.7 million for non—NHS bridges. (Refer to project sheets in Bridge Section: 4318953 and 4348571.

The projects included in the TIP are consistent with FDOT's Five Year Work Program, and therefore to FDOT's approach to prioritize funding to ensure the transportation system is adequately preserved and maintained. Per federal planning requirements, the state selects projects on the NHS in cooperation with the MPO from the approved TIP. Given the significant resources devoted in the TIP to pavement and bridge projects, the MPO anticipates that once implemented, the TIP will contribute to progress towards achieving the statewide pavement and bridge condition performance targets.

## **SYSTEM PERFORMANCE, FREIGHT, CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT PROGRAM MEASURES (PM3)**

In January 2017, USDOT published the System Performance/Freight/CMAQ Performance Measures Final Rule to establish measures to assess passenger and freight performance on the Interstate and non-Interstate National Highway System (NHS), and traffic congestion and on-road mobile source emissions in areas that do not meet federal National Ambient Air Quality Standards (NAAQS). The rule, which is referred to as the PM3 rule, requires state DOTs and MPOs to establish targets for the following six performance measures:

### **National Highway Performance Program (NHPP)**

1. Percent of person-miles on the Interstate system that are reliable, also referred to as Level of Travel Time Reliability (LOTTTR);
2. Percent of person-miles on the non-Interstate NHS that are reliable (LOTTTR);

### **National Highway Freight Program (NHFP)**

3. Truck Travel Time Reliability index (TTTR);

### **Congestion Mitigation and Air Quality Improvement Program (CMAQ)**

4. Annual hours of peak hour excessive delay per capita (PHED);
5. Percent of non-single occupant vehicle travel (Non-SOV); and
6. Cumulative 2-year and 4-year reduction of on-road mobile source emissions (NOx, VOC, CO, PM10, and PM2.5) for CMAQ funded projects.

In Florida, only the two LOTTTR performance measures and the TTTR performance measure apply. Because all areas in Florida meet current NAAQS, the last three listed measures above pertaining to the CMAQ Program do not currently apply in Florida. A description of the applicable measures follows.

### **LOTTTR Measures**

The LOTTTR performance measures assesses the percent of person-miles traveled on the Interstate or the non-Interstate NHS that are reliable. LOTTTR is defined as the ratio of longer travel times (80<sup>th</sup> percentile) to a normal travel time (50<sup>th</sup> percentile) over of all applicable roads, across four time periods between the hours of 6 a.m. and 8 p.m. each day. The measure is expressed as the percent of person-miles traveled on the Interstate or Non-Interstate NHS system that are

reliable. Person-miles take into account the number of people traveling in buses, cars, and trucks over these roadway segments.

**TTTR Measure**

The TTTR performance measure assesses the reliability index for trucks traveling on the interstate. A TTTR ratio is generated by dividing the 95<sup>th</sup> percentile truck travel time by a normal travel time (50<sup>th</sup> percentile) for each segment of the Interstate system over specific time periods throughout weekdays and weekends. This is averaged across the length of all Interstate segments in the state or metropolitan planning organization (MPO) planning area to determine the TTTR index.

Federal rules require state DOTs and MPOs to coordinate when setting LOTTR and TTTR performance targets and monitor progress towards achieving the targets. States must establish:

- Two-year and four-year statewide targets for percent of person-miles on the Interstate system that are reliable;
- Four-year targets for the percent of person-miles on the non-Interstate NHS that are reliable<sup>2</sup>; and
- Two-year and four-year targets for truck travel time reliability

MPOs must establish four-year targets for all three measures. MPOs can either agree to program projects that will support the statewide targets, or establish their own quantifiable targets for the MPO's planning area.

On May 18, 2018, FDOT established statewide performance targets for the system performance measures. On November 9, 2018, the Collier MPO agreed to support FDOT's statewide system performance targets, thus agreeing to plan and program projects in the TIP that once implemented, are anticipated to make progress toward achieving the statewide targets. Table 5 presents the statewide and MPO targets.

**Table 5 Statewide System Performance and Freight Targets**

| Performance Measure | 2-year Statewide Target | 4-year Statewide Target |
|---------------------|-------------------------|-------------------------|
|---------------------|-------------------------|-------------------------|

<sup>2</sup> Beginning with the second performance period covering January 1, 2022 to December 31, 2025, two-year targets will be required in addition to four-year targets for the percent of person-miles on the non-Interstate NHS that are reliable measure.

|  | (2019)                    | (2021) |
|--|---------------------------|--------|
| Percent of person-miles on the Interstate system that are reliable (Interstate LOTTR)          | 75%                       | 70%    |
| Percent of person-miles on the non-Interstate NHS that are reliable (Non-Interstate NHS LOTTR) | Not Required <sup>5</sup> | 50%    |
| Truck travel time reliability (TTTR)   | 1.75                      | 2.00   |

For comparative purposes, current statewide conditions are as follows:

- 82 percent of person-miles traveled on the Interstate are reliable;
- 84 percent of person-miles traveled on the non-Interstate are reliable; and
- 1.43 truck travel time reliability index.

In establishing these targets, FDOT reviewed external and internal factors that may affect reliability; analyzed travel time data from the National Performance Management Research Dataset (NPMRDS) for the years 2014 to 2017 and developed a sensitivity analysis indicating the level of risk for road segments to become unreliable.

The federal travel time reliability measures follow a new methodology that differ from prior Florida efforts. In addition, beginning in 2017, the NPMRDS expanded its coverage of travel segments, and a new vendor began to supply the dataset, creating a difference in reliability performance results on non-Interstate NHS segments between pre-2017 trends and later trends. These factors create challenges for establishing a confident trend line to inform target setting for the next two to four years.

In consideration of these differences, as well as other unknowns and unfamiliarity associated with the new required processes, FDOT took a conservative approach when establishing its initial statewide system performance and freight targets. It is the intent of FDOT to meet or exceed the established performance targets. System performance and freight are addressed through several statewide initiatives:

- Florida's Strategic Intermodal System (SIS) is composed of transportation facilities of statewide and interregional significance. The SIS is a primary focus of FDOT's capacity investments and is Florida's primary network for ensuring a strong link between transportation and economic competitiveness. These facilities, which span all

modes and includes highways, are the workhorses of Florida's transportation system and account for a dominant share of the people and freight movement to, from and within Florida. The SIS includes 92 percent of NHS lane miles in the state. Thus, FDOT's focus on improving performance of the SIS goes hand-in-hand with improving the NHS, which is the focus of the FHWA's TPM program. The development of the SIS Five-Year Plan by FDOT considers scores on a range of measures including mobility, safety, preservation, and economic competitiveness as part of FDOT's Strategic Investment Tool (SIT).

- In addition, FDOT's Freight Mobility and Trade Plan (FMTP) defines policies and investments that will enhance Florida's economic development efforts into the future. The FMTP's Investment Element is specifically intended to identify freight needs, identify criteria for state investments in freight, and prioritize freight investments across modes. In February 2018, FHWA approved the FMTP as FDOT's State Freight Plan.
- FDOT also developed and refined a methodology to identify freight bottlenecks on Florida's SIS on an annual basis using vehicle probe data and travel time reliability measures. Identification of bottlenecks and estimation of their delay impact aids FDOT in focusing on relief efforts and ranking them by priority. In turn, this information is incorporated into FDOT's SIT to help identify the most important SIS capacity projects to relieve congestion.

The Collier MPO TIP reflects investment priorities established in the Collier 2040 LRTP. The focus of Collier MPO's investments that address system performance and freight on the Interstate and non-Interstate NHS include:

#### Corridor improvements

- Intersection improvements (on NHS roads)
  - 4258432 I-75 at SR951 Interchange Improvement
  - 4452962 I-75 at Pine Ridge Rd Interchange Improvement
  - 4464511 US 41 @ Golden Gate Parkway
  - 4380591 US41 Resurfacing – incorporates recommendations from FDOT 2015 RSA for Airport Rd. and US 41, including improved visibility and safety at intersections
- Projects evaluated in the CMP and selected for the TIP
  - 4464511 US 41 @ Golden Gate Parkway
  - See projects listed under ITS below

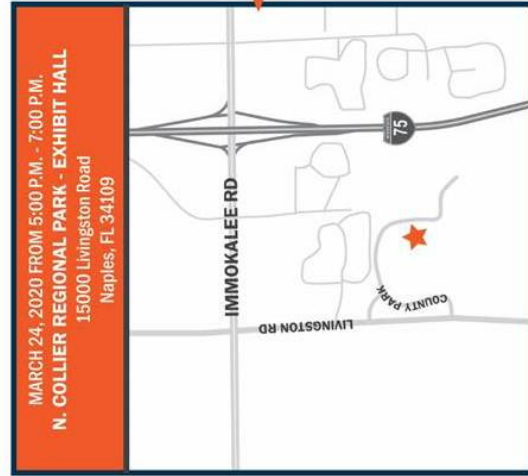


- Investments in transit, bicycle, or pedestrian systems that promote mode shift
  - \$11.5 million on new bicycle and pedestrian facilities
  - \$37.2 million in transit operations and planning
- Managed lanes
  - FDOT's Southwest Connect Interstate 75, a managed lane study on I-75 from SR 951 (Collier Boulevard) in Collier County to SR 78 (Bayshore Road) in Lee County, is not shown in the TIP. [FDOT postponed the kickoff meetings scheduled for March 2020 due to the COVID-19 - novel coronavirus - pandemic.]

**I-75 MANAGED LANES STUDY LOCATION MAP**



**KICKOFF MEETING LOCATIONS**



- Freight improvements (Interstate) that increase reliability (could include improved weigh stations, addressing identified truck bottlenecks on the Interstate, etc.):
  - \$18.7 million on safety and capacity enhancements on SR 29 – will reduce congestion, crashes and resulting travel delay
- TSMO/ITS projects or programs
  - \$4.5 million on congestion management / ITS operations and improvements
- Intersection Improvements Prioritized by the Congestion Management Committee following the Congestion Management Process (2017)
  - \$1.5 million including construction of 2 new roundabouts within City of Naples and improvements at US41 and Golden Gate Parkway
- Travel demand management programs, park and ride lots, etc.]
  - The MPO has hired Jacobs Engineering to conduct a Park and Ride Study. See Appendix J – SU funded projects in the UPWP.
- The MPO's project prioritization process for Bicycle and Pedestrian Facilities and Congestion Management includes selection criteria related to congestion-relief, reliability, and mode shift. Freight priorities are identified in the 2040 LRTP Cost Feasible Plan and from there, make their way into the TIP.

The projects included in the TIP are consistent with FDOT's Five Year Work Program, and therefore to FDOT's approach to prioritize funding to address performance goals and targets. Per federal planning requirements, the state selects projects on the NHS in cooperation with the MPO from the approved TIP. Given the significant resources devoted in the TIP to programs that address system performance and freight, the MPO anticipates that once implemented, the TIP will contribute to progress towards achieving the statewide reliability performance targets.

## TRANSIT ASSET MANAGEMENT MEASURES

On July 26, 2016, FTA published the final Transit Asset Management rule. This rule applies to all recipients and subrecipients of Federal transit funding that own, operate, or manage public transportation capital assets. The rule defines the term “state of good repair,” requires that public transportation providers develop and implement transit asset management (TAM) plans and establishes state of good repair standards and performance measures for four asset categories: equipment, rolling stock, transit infrastructure, and facilities. The rule became effective on October 1, 2018. Table 6 identifies performance measures outlined in the final rule for transit asset management.

**Table 6 FTA TAM Performance Measures**

| <b>Asset Category</b> | <b>Performance Measure</b>  |
|-----------------------|---|
| 1. Equipment          | Percentage of non-revenue, support-service and maintenance vehicles that have met or exceeded their Useful Life Benchmark* (ULB)  |
| 2. Rolling Stock      | Percentage of revenue vehicles within a particular asset class that have either met or exceeded their Useful Life Benchmark (ULB) |
| 3. Infrastructure     | Percentage of track segments with performance restrictions  |
| 4. Facilities         | Percentage of facilities within an asset class rated below condition 3 on the TERM scale  |

*\*ULB considers a provider’s unique operating environment such as geography, service frequency, etc. and is not the same as an asset’s useful life.*

Public transportation agencies are required to establish and report transit asset management targets annually for the following fiscal year. Each public transit provider or its sponsors must share its targets with each MPO in which the transit provider’s projects and services are programmed in the MPO’s TIP. MPOs are required to establish initial transit asset management targets within 180 days of the date that public transportation providers establish initial targets. However, MPOs are not required to establish transit asset management targets annually each time the transit provider establishes targets. Instead, subsequent MPO targets must be established when the MPO updates or amends the TIP or L RTP. When establishing transit asset management targets, the MPO can either agree to program projects that will support the transit provider targets or establish its own separate regional transit asset management targets for the MPO planning area. MPO targets may differ from agency targets, especially if there are multiple transit agencies in the MPO planning area.

The TAM rule defines two tiers of public transportation providers based on size parameters. Tier I providers are those that operate rail service or more than 100 vehicles in all fixed route modes, or more than 100 vehicles or more in one non-fixed route mode. Tier II providers are those that are a subrecipient of FTA 5311 funds, or an American Indian Tribe, or have 100 or less vehicles across all fixed route modes or have 100 vehicles or less in one non-fixed route mode. A Tier I provider must establish its own transit asset management targets, as well as report performance and other data to FTA. A Tier II provider has the option to establish its own targets or to participate in a group plan with other Tier II providers whereby targets are established by a plan sponsor, typically a state DOT, for the entire group.

A total of 28 transit providers participated in the FDOT Group TAM Plan (Table 6.2). The participants in the FDOT Group TAM Plan are comprised of the Section 5311 Rural Program and open-door Section 5310 Enhanced Mobility of Seniors & Individuals with Disabilities FDOT subrecipients. The Group TAM Plan was adopted in October 2018 and covers fiscal years 2018-2019 through 2021-2022. Within the Collier MPO there are no agencies that participate in the FDOT Group TAM Plan.

Collier Area Transit (CAT), a Tier II provider, is the only transit provider within the MPO region. CAT does not participate in the FDOT Group TAM Plan as it has too few busses to meet the criteria. On November 9, 2018, the Collier MPO agreed to support the Collier County Board of County Commissioners (BCC) / Collier Area Transit (CAT) transit asset management targets which were adopted on October 23, 2018, thus agreeing to plan and program projects in the TIP that once implemented, are anticipated to make progress toward achieving the transit provider targets. Table 7 displays the TAM performance measures targets for FDOT and the current conditions within the Collier MPO.

The transit asset management targets are based on the condition of existing transit assets and planned investments in equipment, rolling stock, infrastructure, and facilities. The targets reflect the most recent data available on the number, age, and condition of transit assets, and expectations and capital investment plans for improving these assets. Table 7 summarizes both existing conditions for the most recent year available, and the targets.

Table 7 – TAM Performance Measures

| Asset Category | FDOT and MPO Transit Targets                               | Current Conditions within Collier MPO | Met or Exceed Target |
|----------------|--|---------------------------------------|----------------------|
| Equipment      | 10% have met or exceeded their Useful Like Benchmark (ULB) | 0% exceed ULB                         | Yes                  |
| Rolling Stock  | 10% have met or exceeded their ULB                         | 50% exceed ULB                        | No                   |
| Infrastructure | n/a  | n/a                                   | n/a                  |
| Facilities     | 25% of facilities less than 3.0 on the TERM scale          | 0% at or above 3.0 TERM               | Yes                  |

### Transit Asset Management in the TIP

The Collier MPO TIP was developed and is managed in cooperation with CAT. CAT submits a list of Transit Priority Projects to the MPO Board for approval on an annual basis. The priority projects reflect the investment priorities established in the 2040 LRTP which incorporates the Transit Development Plan as its transit element. FTA funding, as programmed by the region's transit providers and FDOT, is used for programs and products to improve the condition of the region's transit assets. See Appendix I – Criteria Used for Project Prioritization

The 2019 list of Transit Project Priorities did not include asset management related projects. However, the MPO Board directed staff in December 2019 to use available SU funds to purchase a replacement bus for \$500,000; in addition to funding a project to enhance accessibility at 10 bus stops to meet ADA requirements for \$250,000 in FY 2020. The MPO will update transit project priority criteria in calendar year 2020 to include state of good repair criteria.

### TRANSIT SAFETY PERFORMANCE

The Federal Transit Administration (FTA) established transit safety performance management requirements in the Public Transportation Agency Safety Plan (PTASP) final rule, which was published on July 19, 2018. This rule requires providers



of public transportation systems that receive federal financial assistance under 49 U.S.C. Chapter 53 to develop and implement a PTASP based on a Safety Management Systems approach.

The PTASP must include performance targets for the performance measures established by FTA in the National Public Transportation Safety Plan, which was published on January 28, 2017. The transit safety performance measures are:

- Total number of reportable fatalities and rate per total vehicle revenue miles by mode.
- Total number of reportable injuries and rate per total vehicle revenue miles by mode.
- Total number of reportable safety events and rate per total vehicle revenue miles by mode.
- System reliability – mean distance between major mechanical failures by mode.

The PTASP rule takes effect on July 19, 2019. Each provider of public transportation that is subject to the rule must certify it has a PTASP, including transit safety targets for the above measures, in place no later than July 20, 2020. MPOs then have 180 days to establish transit safety targets for the MPO planning area. Once the public transportation provider establishes targets, it must make the targets available to MPOs to aid in the planning process. The Collier MPO must reflect those targets in any LRTP and TIP updated on or after July 20, 2021.

Over the course of 2019-2021, the Collier MPO will coordinate with public transportation providers in the planning area on the development and establishment of transit safety targets. Future TIPs will include a discussion of the anticipated effect towards achieving the transit safety targets.

## 2019 MPO PROJECT PRIORITY AND PROJECT SELECTION PROCESSES

The method to select projects for inclusion in the TIP depends on whether the metropolitan area has a population of 200,000 or greater. Metropolitan areas with populations greater than 200,000 are called Transportation Management Areas (TMA). The Collier MPO is a TMA. In a TMA, the MPO selects many of the Title 23 and FTA funded projects for implementation in consultation with FDOT and local transit operators. Projects on the National Highway System (NHS) and projects funded under the bridge maintenance and interstate maintenance programs are selected by FDOT in cooperation with the MPO. Federal Lands Highway Program projects are selected by the respective federal agency in cooperation with FDOT and the MPO [23 C.F.R. 450.330(c)]. FDOT coordinates with the MPO to ensure that projects are also consistent with MPO priorities.

Federal and State transportation programs help the Collier MPO complete transportation projects which are divided into several categories including: highway (including maintenance), transit, sidewalk/bicycle paths and/or facilities, congestion management, bridges, planning, and aviation. Many of these projects require multiple phases which must be completed in order. Project phases may include: Project Development & Environment studies (PD&E), Preliminary Engineering (PE), Right-of-Way acquisition (ROW), Railroads and Utilities (RRU) and Construction (CST). Some phases may require multi-year efforts to complete, therefore it is often necessary to prioritize only one or two phases of a project within a TIP with the next phase(s) being included in subsequent TIPs.

All projects in this TIP must be consistent with the Collier MPO 2040 Long Range Transportation Plan (LRTP) adopted on December 11, 2015. Projects were included in the LRTP based on their potential to improve the safety and/or performance of a facility; increase capacity or relieve congestion; and preserve existing transportation investments. TIP projects are also consistent, to the extent feasible, with the Capital Improvement Programs and Comprehensive Plans of Collier County, the City of Naples, the City of Marco Island, and the City of Everglades as well as the Master Plans of the Collier County Airport Authority and the Naples Airport Authority. With minor exceptions, projects in the TIP must also be included in the FDOT Five-Year Work Program (WP) and the State Transportation Improvement Program (STIP).

The MPO's 2019 Transportation Project Priorities, for inclusion in the FY2021 – FY2025 TIP, were adopted by the MPO Board on June 14, 2019. The MPO and FDOT annually update the TIP, FDOT Work Program (WP) and STIP by adding a "new fifth year" which maintains the programs as rolling five-year programs. FDOT coordinates this process with the MPO to ensure that projects are consistent with MPO priorities. During each spring/summer, the MPO prioritizes projects derived from its adopted LRTP and based on the MPO's annual allocation of Federal Surface Transportation Block Group Program (STBGP) funds, State Transportation Trust Funds and other funding programs. The MPO's list of prioritized

projects is formally reviewed by the Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC), Bicycle and Pedestrian Advisory Committee (BPAC), and Congestion Management Committee (CMC), and is approved by the MPO Board before being transmitted to FDOT for funding consideration. (See Appendix I for a description of the criteria used for project prioritization.) The list of prioritized projects includes highway, sidewalk/bicycle paths and/or facilities, congestion management, bridge and transit projects which are illustrated on the following pages. All projects funded through the FDOT Work Program are included in Part I of this TIP. Table 1 shows the general timeframe for the MPO's establishment of project priorities and the development of the FY2021 – FY2025 TIP.

Safety has always been an important part of the MPO's project prioritization process. Safety criteria are included in the prioritization process for bicycle and pedestrian, congestion management and bridge priorities. Highway and SIS priorities are generated by the Long Range Transportation Plan which emphasizes safety. As the MPO develops new lists of project priorities, the new federal performance measures will be incorporated into the criteria.

**Table 1 – General Timeframe for FY2021-2025 TIP Process**

|                     |   |
|---------------------|---|
| Jan - March 2019    | MPO solicits candidate projects for potential funding in FY2021 - FY2025 TIP.   |
| June 2019           | MPO adopts prioritized list of projects for funding in the MPO FY2021 - 25 TIP  |
| Nov 2019 – Jan 2020 | FDOT releases Tentative Five-year Work Program for FY2021-FY2025  |
| March – June 2020   | MPO produces draft FY2021 - 2025 TIP; MPO Board and committees review draft TIP; MPO advisory committees endorse TIP  |
| June 2020           | MPO adopts FY2021 – FY2025 TIP which is derived from FDOT's Tentative Five-year Work Program.<br>MPO adopts prioritized list of projects for funding in the FY2022-FY2026 TIP |
| July 2020           | FDOT's Five-Year Work Program FY2021 - FY2025 (which includes the MPO TIP) is adopted and goes into effect.   |
| September 2020      | MPO adopts TIP Amendment for inclusion of Roll Forward Report   |

**2019 HIGHWAY PRIORITIES**

Highway priorities are consistent with the 2040 LRTP Cost Feasible Plan. The Corkscrew Road safety project was added in 2019 to address two segments of the roadway that have a high number of crashes. Otherwise the 2019 priorities remain the same as the 2018 priorities. The MPO Board approved the highway priorities list, shown on Table 2, on June 14, 2019. MPO staff forwarded the list to FDOT for consideration of future funding.

Table 2 – 2019 Highway Priorities

| LRTP Priority Ranking | Facility   | Limit From                      | Limit To                        | Final Proposed Improvement - 2040 LRTP                       | Link in Miles | Total Project Cost (PDC) | Construction Time Frame | 5-Year Window in which CST is Funded by Source |        |                        |              |
|-----------------------|--|---------------------------------|---------------------------------|--|---------------|--------------------------|-------------------------|--|--------|------------------------|--------------|
|                       |  |                                 |                                 |  |               |                          |                         | 2021-25  |        | Projects Funded in CFP | YOE          |
|                       |  |                                 |                                 |  |               |                          |                         | Phase  | Source |                        |              |
| 2                     | Golden Gate Parkway  | I-75 Interchange                | I-75 Interchange                | Eastbound on-ramp - New 2 lane Ramp                          |               | \$2,000,000              | 2021-2025               | PE   | OA     | \$590,000              | \$3,130,000  |
|                       |  |                                 |                                 |  |               |                          |                         | CST  | OA     | \$2,540,000            |              |
| 3                     | Pine Ridge Rd  | I-75 Interchange                | I-75 Interchange                | Intersection Traffic Signalization                           |               | \$5,000,000              | 2021-2025               | PE   | OA     | \$800,000              | \$7,150,000  |
|                       |  |                                 |                                 |  |               |                          |                         | CST  | OA     | \$6,350,000            |              |
| 5                     | CR 951 (Collier Blvd)                                      | Golden Gate Canal               | Green Blvd                      | 4 to 6 lane roadway  | 2.0           | \$30,000,000             | 2021-2025               | PE   | OA     | \$3,600,000            | \$41,700,000 |
|                       |  |                                 |                                 |  |               |                          |                         | CST  | OA     | \$38,100,000           |              |
| 7                     | Immokalee Rd   | I-75 Interchange                | I-75 Interchange                | Intersection Traffic Signalization                           |               | \$2,750,000              | 2021-2025               | PE   | OA     | \$510,000              | \$4,000,000  |
|                       |  |                                 |                                 |  |               |                          |                         | CST  | OA     | \$3,490,000            |              |
| 12                    | Old US 41  | US 41 (SR 45)                   | Lee/Collier County line         | Add Lanes and Reconstruct                                    | 1.5           | \$15,030,000             | 2026-2030               | PE   | OA     | \$2,720,000            |              |
| 19a                   | Critical Needs Intersection (Randall Blvd at Immokalee Rd) | Immokalee Rd                    | 8th Street                      | Interim At-Grade Improvements, including 4 laning 8th Street |               | \$4,000,000              | 2021-2025               | CST  | OA     | \$5,080,000            | \$5,080,000  |
| 21                    | US 41  | Goodlette Rd                    | N/A                             | Intersection Improvements                                    |               | \$2,000,000              | 2021-2025               | PE   | OA     | \$370,000              | \$2,912,000  |
|                       |  |                                 |                                 |  |               |                          |                         | CST  | OA     | \$2,542,000            |              |
| 41                    | SR 951 (Collier Blvd)                                      | South of Manatee Rd             | North of Tower Rd               | 4 to 6 lane roadway  | 1             | \$13,350,000             | 2026-2030               | PE   | OA     | \$2,020,000            | \$22,050,000 |
| HIGHWAY SAFETY        |  |                                 |                                 |  |               |                          |                         |  |        |                        |              |
| LRTP                  | Facility   | Limit From                      | Limit To                        | Project Description  | Miles         | Total Project Cost (PDC) | Time Frame              | Phase  | Source | Funding Request        | YOE          |
| n/a                   | Corkscrew Rd (north section)                               | 750 Feet South of Wildcat Drive | 1200 Feet East of Wildcat Drive | Increase curve radius & widen 10' lanes to 11'               | 0.552         | \$1,400,000              | 2020                    | CST  | OA, SU | \$700,000              | n/a          |
| n/a                   | Corkscrew Rd (south section)                               | Lee County Curve                | Collier County Proposed Curve   | Widen Lanes from 10' -11', Add 2' - shoulders both sides     | 1.005         | \$1,200,000              | 2020                    | CST  | OA, SU | \$600,000              | n/a          |
|                       |  |                                 |                                 | TOTALS (COLLIERMPO)  |               | \$2,600,000              |                         |  |        | \$1,300,000            |              |



### **SIS PRIORITIES (for Collier and Lee County MPOs)**

In addition to the highway priorities listed above, the MPO forwards two lists of priority projects on the Strategic Intermodal System (SIS) network to FDOT for consideration of future funding. The SIS network includes highways, airports, spaceports, deep water seaports, freight rail terminals, passenger rail, intercity bus terminals, rail corridors and waterways that are considered the largest and most significant commercial transportation facilities in the state. There are three SIS highway corridors in Collier County: I-75, SR29 and SR82 are the three SIS highway corridors in Collier County.. Table 3A and Table 3B illustrate the 2018 SIS Priorities for both the Collier MPO (adopted by the MPO Board on June 8, 2018) and the Lee County MPO Board. The Collier MPO SIS Priorities are consistent with the Collier 2040 LRTP.



**Table 3A Joint Collier/Lee County MPO Mainline SIS Priorities  
Adopted by Collier MPO June 8, 2018, Lee County MPO June 22,  
2018**

| 2012<br>Priority                 | 2017<br>Priority | Project          | From                      | To                        | Improvement<br>Type | Next<br>Phase | Volume  | Capacity | V/c  |
|----------------------------------|------------------|------------------|---------------------------|---------------------------|---------------------|---------------|---------|----------|------|
| 20                               | 1 <sup>1</sup>   | SR 82            | Hendry County Line        | Gator Slough              | 2 - 4L              | CST           | 12,000  | 16,400   | 0.73 |
| 10                               | 2 <sup>2</sup>   | SR 29 Loop<br>Rd | SR 29 (South)             | SR 29 (North)             | New 4L              | ROW           | New     | 41,700   |      |
| 23                               | 3                | SR 29            | New Market Road North     | SR 82                     | 2-4L                | ROW           | 16,450  | 16,400   | 1.00 |
| NA                               | 4                | I-75             | Pine Ridge Road           | SR 82                     | 6L - 8 Aux Lns      | PD&E          | 100,500 | 111,800  | 0.90 |
| 7                                | 5                | SR 80            | SR 31                     | Buckingham Rd             | 4-6L                | PD&E          | 35,000  | 41,700   | 0.84 |
| 24                               | 6                | SR 29            | 9th St North              | Immokalee Dr              | 2-4L                | PE            | 16,000  | 19,514   | 0.82 |
| 12                               | 7                | SR 29            | Immokalee Dr              | New Market Rd North       | 2-4L                | ROW           | 15,900  | 19,514   | 0.81 |
| NA                               | 8 <sup>3</sup>   | SR 31            | SR 80                     | SR 78                     | 2 - 4L              | PD&E          | 11,100  | 17,700   | 0.63 |
| 26                               | 9                | SR 29            | Oil Well Rd               | South of Agricultural Way | 2-4L                | PE            | 5,000   | 8,400    | 0.59 |
| 25                               | 10               | SR 29            | South of Agricultural Way | CR 846 East               | 2-4L                | ROW           | 7,100   | 19,514   | 0.43 |
| 26                               | 11               | SR 29            | I 75                      | Oil Well Rd               | 2-4L                | PE            | 3,200   | 8,400    | 0.38 |
| 13                               | 12               | I 75             | Pine Ridge Rd             | SR 80                     | 6-10L               | PD&E          | 100,500 | 111,800  | 0.90 |
| Notes                            |                  |                  |                           |                           |                     |               |         |          |      |
| 1. Joint Board #1 Priority       |                  |                  |                           |                           |                     |               |         |          |      |
| 2. Will improve other SR29 needs |                  |                  |                           |                           |                     |               |         |          |      |
| 3. Includes bridge               |                  |                  |                           |                           |                     |               |         |          |      |

**Phase**

**Abbreviations:**

CST construction;

ROW right-of-way;

PD&E project development and

environmental; PE preliminary engineering

**Table 3B Joint Collier/Lee County MPO Interchange SIS Priorities  
Adopted by Collier MPO June 8, 2018, Lee County MPO June 22,  
2018**

| Project  | Interchange        | Improvement Type               | Next<br>Unprogrammed<br>Phase | Notes      |
|--|--------------------|--------------------------------|-------------------------------|------------|
| I 75   | @ Everglades Blvd  | New Interchange                | IJR                           |            |
| I 75   | @ Golden Gate Pkwy | Minor Interchange Improvements | Study                         | Short Term |
| I 75   | @ Pine Ridge Rd    | Minor interchange improvements | Study                         | Short Term |
| I 75   | @ Immokalee Rd     | Major interchange improvements | PD&E                          | Short Term |
| I 75   | @ Bonita Beach Rd  | Major interchange improvements | PE                            | Mid Term   |
| I 75   | @ Corkscrew Rd     | Major interchange improvements | PE                            | Short Term |
| I 75   | @ Daniels Pkwy     | Minor Interchange Improvements | Study                         | Short Term |
| I 75   | @ SR 82            | Major interchange improvements | PE                            | Long Term  |
| I 75   | @ Luckett Rd       | Major interchange improvements | PE                            | Long Term  |
| I 75   | @ SR 78            | Minor interchange improvements | PE                            | Short Term |
| I 75   | @ Del Prado Ext.   | New Interchange                | IJR                           |            |
| <b>Notes to Table 3B</b><br>Short Term - Current to 2025<br>Mid Term - 2025-2035<br>Long Term - 2035-2045<br>Minor Interchange Improvement - Add additional turn lanes, operational improvements<br>Major Interchange Improvement - Rebuild to accommodate future 10-lane cross section<br>Phase Abbreviations: IJR Interchange Justification Report; PE Preliminary Engineering |                    |                                |                               |            |

## 2019 BRIDGE PRIORITIES

Bridge related priorities are consistent with the 2040 LRTP. The 2019 Bridge Related Priorities (Table 4) were approved by the MPO Board on June 14, 2019 and forwarded to FDOT for consideration of future funding.

**Table 4 – 2019 Bridge Priorities**

| Rank | Location   | Proposed Improvement    | Cost Estimate | Status                 |
|------|--|-------------------------|---------------|------------------------|
| 1    | 16th Street NE, south of 10th Avenue NE                | New Bridge Construction | \$8,000,000   | CST FY22 \$4.9 million |
| 2    | 47th Avenue NE, west of Everglades Boulevard           | New Bridge Construction | \$8,000,000   | PD&E completed         |
| 3    | Wilson Boulevard, South of 33rd Avenue NE              | New Bridge Construction | \$8,000,000   |                        |
| 4    | 18th Ave NE, between Wilson Blvd N and 8th St NE       | New Bridge Construction | \$8,000,000   |                        |
| 5    | 18th Ave NE, between 8th St NE and 16th St NE          | New Bridge Construction | \$8,000,000   |                        |
| 6    | 13th St NW, north end proposed Vanderbilt Beach Rd Ext | New Bridge Construction | \$8,000,000   |                        |
| 7    | 16th Street SE, south end                              | New Bridge Construction | \$8,000,000   |                        |
| 8    | Wilson Boulevard South, south end                      | New Bridge Construction | \$8,000,000   |                        |
| 9    | Location TBD, between 10th Ave SE and 20th Ave SE      | New Bridge Construction | \$8,000,000   |                        |
| 10   | 62nd Avenue NE, west of 40th Street NE                 | New Bridge Construction | \$8,000,000   |                        |

## 2019 TRANSIT PRIORITIES

Florida State Statutes require each transit provider in Florida that receives State Transit Block Grant funding to prepare an annual Transit Development Plan (TDP). The TDP is a ten-year plan for Collier Area Transit (CAT) that provides a review of existing transportation services and a trend analysis of these services. Table 5 shows the 2019 Transit Priorities which were approved by the MPO Board on June 14, 2019 and submitted to FDOT for consideration of future funding.

**Table 5 - Transit Priorities 2019**

| Priority Ranking | Requested Funding / Project Estimates | * | Location                             | Description   |
|------------------|---------------------------------------|---|--------------------------------------|---|
| 1                | \$142,847.10                          | * | Route 11 US41                        | Increase Frequency To Peak Service - Add 2 Loops  |
| 2                | \$285,694.20                          | * | Route 12 Airport Pulling Rd          | Increase Frequency To Peak Service - Add 1 Loop   |
| 3                | \$222,723.60                          | * | Route 19 Immokalee                   | Increase Frequency To Morning Service - Add 1 Loop  |
| 4                | \$428,541.30                          | * | Route 15 Golden Gate Pkwy            | Increase Frequency To Peak Service - Add 3 Loops  |
| 5                | \$334,085.40                          | * | Route 25 Golden Gate Pkwy            | Add 2 Loops (Currently The Route Has A Gap During The Day)  |
| 6                | \$334,085.40                          | * | Route 17 East Naples                 | Extend Evening Service By 2 Loops   |
| 7                | \$167,042.70                          | * | Route 11 US41                        | Extend Evening Service By 1 Loop  |
| 8                | \$222,723.60                          | * | Route 28 Ave Maria & Immokalee       | Increase Frequency During The Day - Add 1 Loop  |
| 9                | \$167,042.70                          | * | Route 27 Collier Blvd & Immokalee Rd | Extend Morning Service By 1 Loop  |
| 10               | \$606,975.00                          | * | Route 13 City of Naples and Bayshore | Increased Frequency To Peak Service - Add 4 Loop and Purchase a Bus   |
| 11               | \$200,000.00                          |   | Throughout Collier County            | Enhance accessibility to bus stops to meet Americans with Disabilities Act (ADA) requirements - 10 stops a year |
| 12               | \$480,000.00                          |   | Throughout Collier County            | Construct 12 new bus shelters & amenities per year (bike rack, bench, trash can, etc.)                          |

\* Includes cost for 3 years of operation based on existing routes costs.

**2019 CONGESTION MANAGEMENT PRIORITIES**

Transportation Management Areas (urbanized areas with populations over 200,000) are required by 23 C.F.R. 450.322 to have a Congestion Management Process (CMP) that provides for the effective and systematic management and operation of new and existing facilities by using travel demand reductions and operational management strategies. The Collier MPO CMP may be viewed by clicking [2017 Collier CMP](#). CMP projects that are eligible for Federal and state funding include sidewalk/bicycle paths and/or facilities and congestion management projects that alleviate congestion, do not require the acquisition of right-of-way and demonstrate quantifiable performance measures.



The MPO allocates its SU funds<sup>3</sup> on a five-year rotating basis. In 2019, congestion management received 100% of the SU funds, approximately \$4.1 million. The 2019 congestion management priorities are all new projects as prior priority projects have been completed or removed from the priority list. Table 6 (next page) lists the 2019 congestion management priorities which were adopted by the MPO Board in June 2019 and subsequently modified and re-adopted by the Board on October 11, 2019. The Congestion Management Process (2017 update) was used by the committee as a guide to prioritize the 2019 projects.



<sup>3</sup> Surface Transportation Funds for Urbanized Area – with population greater than 200,000. Allocation of funds is determined by a formula.

**Table 6 – 2019 Congestion Management Priorities**

| Rank | Project Name   | Submitting Agency/<br>Jurisdiction | Phase           | Costs Updated<br>10-11-19 |
|------|--|------------------------------------|-----------------|---------------------------|
| 1    | Crayton Road & Harbour Drive Intersection Improvements - Roundabout  | City of Naples                     | CEI & CST       | \$895,211                 |
| 2    | ITS Fiber Optic and FPL Power Infrastructure - 13 locations  | Collier County                     | CST             | \$272,725                 |
| 3    | Travel Time Data Collection & Performance Measurements   | Collier County                     | CST             | \$700,000                 |
| 4    | Mooring Line Drive & Crayton Road Intersection Improvements - Roundabout   | City of Naples                     | PE, CEI and CST | \$850,533                 |
| 5    | Golden Gate Parkway & US-41 Intersection Improvements (lane restriping to add left turn lane sb/eb US41)                       | City of Naples                     | PE & CST        | \$1,366,107               |
| 6    | New- Updated School Flasher System   | Collier County                     | CST             | \$353,250                 |
| 7    | New-Vehicle Count Station Update - 31 locations  | Collier County                     | CST             | \$311,562                 |
| 8    | Bicycle Detection Systems at 4 intersections: US41/Central Ave, US41/3rd AveS; Park Shore Drive/Crayton Rd; 8th St S/3rd Ave S | City of Naples                     | CST             | \$66,429                  |
| 9    | Adaptive Traffic Control System - 13 intersections on Santa Barbara & Golden Gate Pkwy   | Collier County                     | DSN & CST       | \$893,000                 |



## **BICYCLE and PEDESTRIAN PRIORITIES**

Two changes were made to the 2018 Bicycle and Pedestrian Project Priorities; #6 Pine Ridge Road sidewalk was deleted at the County's request as it is being incorporated into a larger project; and #14 Immokalee Road Shared Use Path was deleted upon recommendation of the Bicycle and Pedestrian Advisory Committee along with County concurrence. The 11 remaining projects represent the 2019 Bicycle and Pedestrian priorities, all of which are funded for construction in the current TIP. The MPO Board adopted the list on June 14, 2019 which was then sent to FDOT for consideration of funding.

The priorities were derived from the 2012 Collier MPO Comprehensive Pathways Plan. Future Bicycle and Pedestrian Priorities will be derived from the Collier MPO Bicycle & Pedestrian Master Plan which replaced the 2012 Plan in March 2019. The two plans share a similar vision of providing a safe, connected and convenient on- road and off-road network throughout the Collier MPA to accommodate bicyclists and pedestrians as well as a similar goal of improving transportation efficiency and enhancing the health and fitness of the community while allowing for more transportation choices.

**Table 7 – 2019 Bicycle and Pedestrian Priorities**  
(2018 list updated to FDOT Tentative Work Program Fiscal Years 2021-2025)

| Rank | Project Name                      | Project Description   | Limits                                 | Amount Requested | Submitting Agency/Jurisdiction | Phase/Amount Funded in Work Program | FPN     |
|------|-----------------------------------|---|--|------------------|--------------------------------|-------------------------------------|---------|
| 1    | County Barn Rd                    | 10' Shared Use Path - west side                               | Davis Blvd                             | \$1,411,482      | Collier County                 | PE \$176,000<br>CST \$1,879,376     | 4380911 |
| 2    | Vanderbilt Drive                  | Sidewalk and crosswalk  | Vanderbilt Beach Rd                    | \$272,248        | Collier County                 | PE \$151,000<br>CST \$709,075       | 4380921 |
| 3    | Green Blvd                        | 5' Bike Lanes - both sides                                    | Santa Barbara Blvd                     | \$567,750        | Collier County                 | PE \$226,000<br>CST \$1,084,670     | 4380931 |
| 5    | S. Golf Dr                        | 5-ft sidewalks, crosswalks, bike lanes, parking on north side | 500' West of US 41 & 7th St N          | \$880,000        | City of Naples                 | CST \$1,976,749                     | 4404371 |
| 6    | Pine Ridge Road                   | 6' sidewalk - south side                                      | Whippoorwill Lane                      | \$561,800        | Collier County                 | deleted at County's request         | n/a     |
| 7    | 111th Ave N                       | 5' Bike Lanes/Paved Shoulders - both sides                    | N from Bluebill Ave Bridge             | \$480,000        | Collier County                 | CST \$553,410                       | 4418461 |
| 8    | Mandarin Greenway Sidewalk Loop   | Sidewalks   | Banyan Blvd & on Pine Ct               | \$299,500        | City of Naples                 | PE \$45,311<br>CST \$349,407        | 4404361 |
| 9    | Bald Eagle Dr                     | 8' Shared Use Pathway - west side (coded as sidewalk)         | Collier Blvd                           | \$344,030        | City of Marco Island           | CST \$509,685                       | 4418781 |
| 10   | Everglades City - Copeland Ave S  | Sidewalks   | Traffic Circle by Everglades City Hall | \$410,000        | Everglades City                | PE-ENV \$415,000<br>CST \$497,632   | 4370961 |
| 11   | Lake Trafford Rd                  | 6' Sidewalks  | Carson Rd                              | \$492,800        | Collier County                 | CST \$572,675                       | 4433754 |
| 12   | Inlet Dr. - Addison Court Pathway | 8' Shared Use Pathway - east and south side                   | Travida Terr.                          | \$299,707        | City of Marco Island           | CST \$411,781                       | 4418791 |
| 13   | Lake Trafford Rd                  | 5' Bike Lanes   | Little League Rd                       | \$780,500        | Collier County                 | CST \$880,460                       | 4433753 |

## REGIONAL PRIORITIES – TRANSPORTATION REGIONAL INCENTIVE PROGRAM (TRIP)



In addition to local MPO priorities, the Collier MPO coordinates with the Lee County MPO to set regional priorities. The Lee County and Collier MPOs entered into an Interlocal Agreement by which they set policies to prioritize regional projects.

The Transportation Regional Incentive Program (TRIP). TRIP is a discretionary program that funds regional projects prioritized by the two MPOs. The TRIP priorities approved by the MPO Board on June 14, 2019, are shown in Table 8.

Table 8 - 2019 Joint Collier/Lee County MPO TRIP Priorities

| Sponsor          | Route                   | From                            | To                 | Proposed Improvement | Requested Phase | Total Cost   | Requested TRIP Funds | Staff Priority Order | State Funding Level | Fiscal Year | Total Points |
|------------------|-------------------------|---------------------------------|--------------------|----------------------|-----------------|--------------|----------------------|----------------------|---------------------|-------------|--------------|
| <b>2019/2020</b> |                         |                                 |                    |                      |                 |              |                      |                      |                     |             |              |
|                  |                         |                                 |                    |                      |                 |              |                      |                      |                     |             |              |
| <b>2020/2021</b> |                         |                                 |                    |                      |                 |              |                      |                      |                     |             |              |
| Lee County       | Ortiz                   | Colonial Blvd                   | SR 82              | 2L to 4L             | CST             | \$15,625,000 | \$6,975,000          | 1                    |                     |             | 21           |
| Lee County       | Corkscrew Road          | E. of Ben Hill Griffin          | Bella Terra        | 2L to 4L             | CST             | \$17,379,925 | \$6,000,000          | 2                    |                     |             | 21           |
| Lee County       | Three Oaks Ext.         | North of Alico Road - Segment 1 |                    | New 4L               | CST             | \$25,830,000 | \$7,000,000          | 3                    |                     |             | 18           |
| Lee County       | Estero Blvd             | South Segment                   |                    | Road Upgrade         | CST             | \$7,750,000  | \$3,875,000          | Funded               | \$2,651,966         | FY 2021     | 15           |
| <b>2021/2022</b> |                         |                                 |                    |                      |                 |              |                      |                      |                     |             |              |
| Collier County   | Vanderbilt Beach Rd     | US 41                           | E. of Goodlette    | 4L to 6L             | CST             | \$8,428,875  | \$4,214,438          | 1                    |                     |             | 21           |
| <b>2022/2023</b> |                         |                                 |                    |                      |                 |              |                      |                      |                     |             |              |
| Collier County   | Veterans Memorial Blvd. | Livingston Road                 | Old US41           | New 2 Lane facility  | CST             | \$10,199,433 | \$5,099,716          | 1                    |                     |             | 21           |
| Collier County   | Collier Blvd            | Golden Gate Main Canal          | Golden Gate Pkwy   | 4L to 6L             | PE              | \$3,200,000  | \$1,600,000          | 2                    |                     |             | 20           |
| Lee County       | Three Oaks Ext.         | North of Alico Road - Segment 2 |                    | New 4L               | CST             | \$25,830,000 | \$7,000,000          | 3                    |                     |             | 18           |
| <b>2023/2024</b> |                         |                                 |                    |                      |                 |              |                      |                      |                     |             |              |
| Collier County   | Collier Blvd            | Golden Gate Main Canal          | Golden Gate Pkwy   | 4L to 6L             | ROW             | \$7,000,000  | \$3,500,000          | 1                    |                     |             | 22           |
| Collier County   | Goodlette Road          | Vanderbilt Beach Road           | InnokaLee Road     |                      | CST             | \$5,500,000  | \$2,750,000          | 2                    |                     |             | 21           |
| Lee County       | Burnt Store Rd          | Van Buren Pkwy                  | Charlotte Co/L     | 2L to 4L             | PE              | \$8,320,000  | \$4,100,000          | 3                    |                     |             | 17           |
| <b>2024/2025</b> |                         |                                 |                    |                      |                 |              |                      |                      |                     |             |              |
| Collier County   | Oil Well Road           | Everglades                      | Oil Well Grade Rd. | 2L to 6L             | CST             | \$31,400,000 | \$15,700,000         | 1                    |                     |             | 25           |
| Collier County   | Collier Blvd            | Golden Gate Main Canal          | Golden Gate Pkwy   | 4L to 6L             | CST             | \$10,000,000 | \$5,000,000          | 2                    |                     |             | 24           |
| Collier County   | Vanderbilt Beach Rd.    | 16th St. NE                     | Everglades         | New 2L               | CST             | \$8,250,000  | \$4,125,000          | 3                    |                     |             | 24           |

## Major Projects Implemented or Delayed from the Previous TIP (FY2019 – FY2023)

23 CFR §450.324(2) requires MPOs to list major projects from the previous TIP that were implemented and to identify any significant delays in the planned implementation of major projects. The Collier MPO TIP identifies *major projects* as a *multi-laning* or a *new facility type capacity improvement*. The following list provides the status of the major projects that were identified as such in the FY2020 – FY2024 TIP.

### Major Projects Implemented/Completed

- SR82 from Gator Slough Lane to SR29. Construction completed to widen road from two to four lanes. (FPN 4308491)
- Marco Island Airport – Construction completed on new terminal building (FPN 4370631).

### Major Projects Significantly Delayed, Reason for Delay and Revised Schedule

*The cause of the delays was budgetary according to FDOT.*

- SR82 from Hendry County Line to Gator Slough. Add lanes and reconstruction. Construction (\$41 million) phase moved from FY2023 to FY2024 (FPN 4308481).
- I-75 @ SR951; Major interchange improvement; construction (\$89 million) moved from FY2024 to FY2025 (FPN 4258432).
- SR29 from SR82 to Hendry County Line. Add lanes and reconstruction. Construction phase (\$10 million) moved out of Work Program. (FPN 4178784)

## Major Projects in the FY2021 – FY2025 TIP

The Collier MPO TIP identifies *major projects* as a *multi-laning* or a *new facility type capacity improvement*. The following list provides the status of the major projects in the FY2021 – FY2025 TIP.

### Multi-Laning or New Facility Capacity Improvement Projects

- I-75 @ SR951; FPN 4258432; Major interchange improvement; \$98 million CST, ENV, PE, ROW, RRU. \$89 million of project in FY24.
- SR 29 Projects (Six projects that cover SR29 in its entirety between Oil Well Rd and the Hendry County Line)
  - FPN 4175402 Add lanes and reconstruction from Oil Well Road to Sunniland Nursery Rd; PE programmed in FY2024 for \$8.3 million

- FPN 4175403 Add lanes and reconstruction from Sunniland Nursery Rd to S of Agriculture Way; ENV programmed in FY2023 for \$0.5 million
- FPN 4175404 Add lanes and reconstruction from S of Agricultural Way to CR846 (Immokalee Rd); ENV programmed in FY2023 for \$0.3 million
  - SR82 from Gator Slough to SR 29;
- FPN 4175405 Add lanes and reconstruction from CR846 to New Market Rd.; ENV, ROW programmed in FY24 and FY25 for \$6.7 million.
- 4175406 Widen from two to four lanes; ROW programmed in FY25 for \$1.1 million
- FPN 4178784 Add lanes and reconstruction from SR82 to Hendry County Line; ROW programmed in FY21 for \$1.3 million.
- SR 82 Projects
  - FPN 4308481 Add lanes and reconstruction from Hendry County Line to Gator Slough Lane; ENV, ROW, RRU, CST with CST programmed in FY2024 for \$41 million
- SR 951 Projects
  - FPN 4351112 Add lanes and rehabilitate pavement from Manatee Rd to N of Tower Rd; ROW. CST with construction(\$13 million) programmed in FY24
  - See FPN 4258432 under Capacity Enhancements
- Airport Pulling Road – FPN 4404411 Add thru lanes from Vanderbilt (Beach) Road to Immokalee Road; \$13 million PE and CST with CST programmed in FY2023 for \$10 million
- 16<sup>th</sup> St Bridge NE from Golden Gate Boulevard to Randall Boulevard – FPN 4318953 New bridge construction programmed in FY22 for \$5 million



## PUBLIC INVOLVEMENT

The MPO adopted a new Public Participation Plan (PPP) in February 2019. The PPP follows Federal regulations for TIP related public involvement [23 C.F.R. 450.326(b)] and [23 U.S.C. 134 (i)(6) and (7) providing adequate public notice of public participation activities and time for public review and comment at key decision points.

Typically, the TIP and all amendments to the TIP, are presented at multiple meetings of the Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC) and MPO Board; the public may attend and comment at all MPO meetings. However, due to the COVID-19 pandemic, the MPO is using email and website outreach to interested parties instead of holding advisory committee meetings; and investigating holding a virtual or call-in meeting for the MPO Board to adopt the TIP. Public comments for the FY2021 – FY2025 TIP may be found in Appendix G.

## TIP AMENDMENTS

Occasionally amendments need to be made to the TIP. There are three types of amendments. The first type, Administrative Modification, is used for minor cost changes in a project/project phase, minor changes to funding sources, minor changes to the initiation of any project phase, and correction of scrivener errors. Administrative Modifications do not need MPO Board approval and may be authorized by the MPO's Executive Director.

The second type of amendment – a Roll Forward Amendment – is used to add projects to the TIP that were not added prior to June 30<sup>th</sup> but were added to the FDOT Work Program between July 1<sup>st</sup> and September 30<sup>th</sup>. Roll Forward Amendments are regularly needed largely due to the different state and federal fiscal years. Many of the projects that get rolled forward are FTA projects because these projects do not automatically roll forward in the TIP. Roll Forward Amendments do not have any fiscal impact on the TIP.

A TIP Amendment is the third and most substantive type of amendment. These amendments are required when a project is added or deleted (excluding those projects added between July 1 and September 30), a project impacts the fiscal constraint of the TIP, project phase initiation dates, or if there is a substantive change in the scope of a project. TIP Amendments require MPO Board approval, are posted on the MPO website along with comments forms and distributed to listserv(s) via email. The Collier MPO's PPP defines the process to be followed for TIP amendments.

## CERTIFICATION

The entire MPO process, including the TIP, must be certified by FDOT on an annual basis. The 2019 MPO process was

certified by FDOT on June 8, 2018. The 2019 MPO certification process has begun and is expected to be complete before adoption of this TIP.

In addition, every four years the MPO must also be certified by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The MPO's transportation planning process was jointly certified by FHWA and FTA on December 28, 2016. The next FHWA / FTA joint certification will begin with a site visit scheduled for August 12, 2020.

## PROJECT ORGANIZATION

Projects are listed in nine different categories. Within each category projects are listed in numerical order using the FPN (Financial Project Number) which is in the upper left corner of each project page. Several of the roads are listed by their county or state road designation. The table below lists these designations along with the commonly used name.

| Common Name           | Name in TIP |
|-----------------------|-------------|
| Vanderbilt Drive      | CR 901      |
| Vanderbilt Beach Road | CR 862      |
| San Marco Road        | CR 92       |
| US 41/Tamiami Trail   | SR 90 SR 45 |
| Collier Boulevard     | SR 951      |

## EXPLANATION OF PROJECT COSTS

Part I of the TIP contains all projects that are listed in the FY2020 – FY2024 TIP. The projects are divided into five categories: highways (including bridges, congestion management, bicycle and pedestrian, and maintenance), transportation planning, transit, transportation disadvantaged and aviation. Each project is illustrated on a separate project page. Future costs are presented in Year of Expenditure Dollars (YOE), which takes inflation into account. The inflation factors were developed by the State. Current and prior year costs are reflected in nominal dollars.

Projects often require multiple phases which may include any or all of the following: Project Development and Environment (PD&E), Design (PE), Environment (ENV), Right of Way acquisition (ROW), Railroad and Utilities (RRU), Construction (CST), Operations (OPS), Capital (CAP). Large projects are sometimes constructed in smaller segments and may be shown in multiple TIPs. When this happens, the project description (Letter D) will indicate that the current project is a segment/ phase of a larger project. An example project sheet is shown on the next page as Figure 5.

A – Federal Project Number  
 (FPN) B – Location of project  
 C – Denotes is project is on the SIS  
 system D – Project description  
 E – Prior, Future, and Total Project Cost; LRTP and TIP References (if  
 needed) F – FDOT Work Summary  
 G – Lead agency for project  
 H – Project length, if applicable  
 I – Project Phase, Fund Code Source and Funding Amounts by Year, by Phase, by Fund  
 Source J – Map of project area



**PART 1**  
**SECTION A-1**  
**HIGHWAY PROJECTS**

includes

*Adding Lanes and Reconstruction*

*Adding Thru-lanes, Left-turn lanes, Turning lanes*

*Interchange Improvements*

*PD&E Studies*

**4175402**      **SR 29 FROM OIL WELL ROAD TO SUNNILAND NURSERY ROAD**      **SIS**

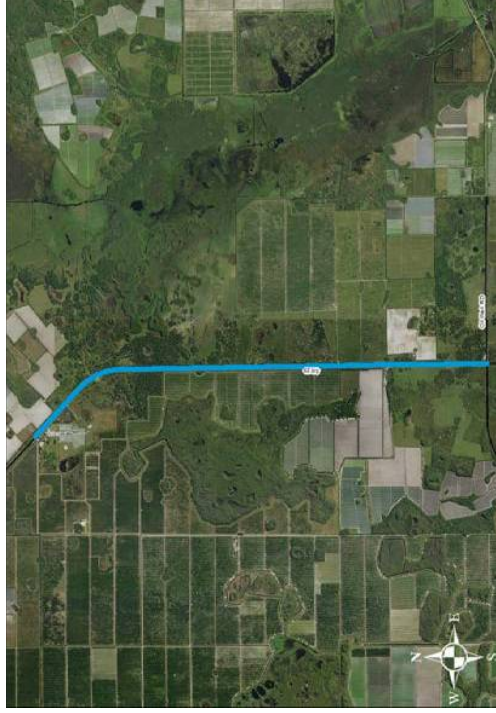
**Project Description:**

Prior Years Cost: N/A  
 Future Years Cost: N/A  
 Total Project Cost: 8,325,000  
 LRTP Ref: CFP, Appendix C

**Work Summary:**      ADD LANES & RECONSTRUCT

**Lead Agency:**      FDOT      **Length:**      4.762

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24   | 2024/25 | Total     |
|--------------|------|---------|---------|---------|-----------|---------|-----------|
| ENV          | DI   | 0       | 0       | 0       | 885,000   | 0       | 885,000   |
| PE           | ACNP | 0       | 0       | 0       | 1,300,000 | 0       | 1,300,000 |
| PE           | DI   | 0       | 0       | 0       | 6,140,000 | 0       | 6,140,000 |
|              |      |         |         |         |           |         | 0         |
|              |      |         |         |         |           |         | 0         |
|              |      |         |         |         |           |         | 0         |
|              |      |         |         |         |           |         | 0         |
| <b>Total</b> |      | 0       | 0       | 0       | 8,325,000 | 0       | 8,325,000 |





**4175403 SR 29 FROM SUNNILAND NURSERY ROAD TO S OF AGRICULTURE WAY SIS**

**Project Description:** WIDEN FROM 2-4 LANES (one segment of larger project) Prior Years Cost: 6,000,866  
 Future Years Cost: N/A  
 Total Project Cost: 6,500,866  
**Work Summary:** ADD LANES & RECONSTRUCT LRTP Ref: SIS PLAN APPENDIX A

**Lead Agency:** FDOT **Length:** 2.548

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| ENV          | SU   | 0       | 0       | 40,538  | 0       | 0       | 40,538  |
| ENV          | TALT | 0       | 0       | 459,462 | 0       | 0       | 459,462 |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 0       | 0       | 500,000 | 0       | 0       | 500,000 |



**4175404 SR 29 FROM S OF AGRICULTURE WAY TO CR 846 E SIS**

**Project Description:** WIDEN FROM 2-4 LANES (one segment of larger project)  
CR 846 E IS AIRPORT RD (diff from CR31)

**Work Summary:** ADD LANES & RECONSTRUCT

**Lead Agency:** FDOT

**Length:** 2.251

**Prior Years Cost:** 4,019,606  
**Future Years Cost:** N/A  
**Total Project Cost:** 4,289,606  
**LRTP Ref:** SIS PLAN APPENDIX A

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| ENV          | TALT | 0       | 0       | 183,125 | 0       | 0       | 183,125 |
| ENV          | DS   | 0       | 0       | 86,875  | 0       | 0       | 86,875  |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 0       | 0       | 270,000 | 0       | 0       | 270,000 |



4175405

SR 29 FROM CR 846 E TO N OF NEW MARKET ROAD N

SIS

**Project Description:**

WIDEN FROM 2-4 LANES (one segment of larger project)

Prior Years Cost: 6,050,576

Future Years Cost: N/A

Total Project Cost: 12,793,978

LRTP Ref: SIS PLAN APPENDIX A

**Work Summary:**

NEW ROAD CONSTRUCTION

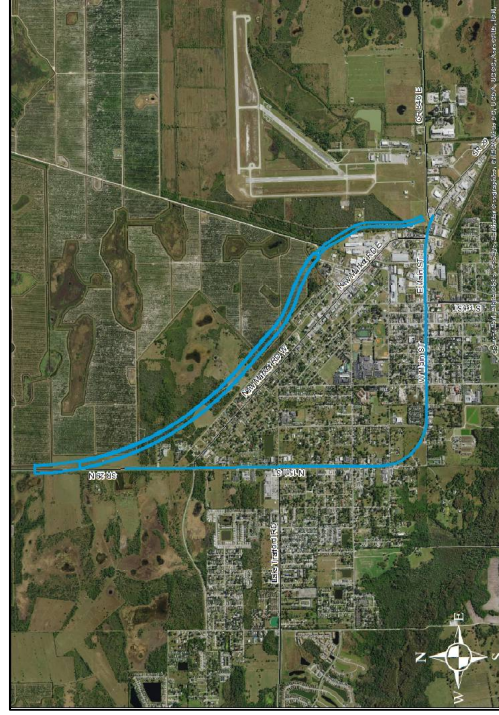
**Lead Agency:**

FDOT

**Length:**

3.484

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25   | Total     |
|--------------|------|---------|---------|---------|---------|-----------|-----------|
| ROW          | ACNP | 0       | 0       | 0       | 975,253 | 3,786,280 | 4,761,533 |
| ROW          | DDR  | 0       | 0       | 0       | 0       | 1,921,869 | 1,921,869 |
| ENV          | DDR  | 0       | 0       | 0       | 0       | 60,000    | 60,000    |
|              |      |         |         |         |         |           | 0         |
|              |      |         |         |         |         |           | 0         |
|              |      |         |         |         |         |           | 0         |
|              |      |         |         |         |         |           | 0         |
| <b>Total</b> |      | 0       | 0       | 0       | 975,253 | 5,768,149 | 6,743,402 |

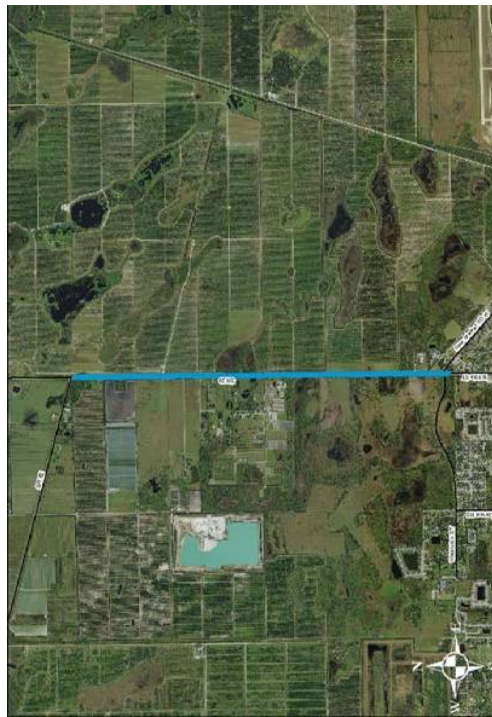


4175406 SR 29 FROM N OF NEW MARKET ROAD TO SR 82 SIS

|                             |  |                     |                     |
|-----------------------------|--|---------------------|---------------------|
| <b>Project Description:</b> | WIDEN FROM 2-4 LANES (one segment of larger project) | Prior Years Cost:   | 4,610,229           |
|                             |  | Future Years Cost:  | 30,355,723          |
|                             |  | Total Project Cost: | 36,437,706          |
| <b>Work Summary:</b>        | ADD LANES & RECONSTRUCT                              | L RTP Ref:          | SIS PLAN APPENDIX A |

|              |      |         |       |
|--------------|------|---------|-------|
| Lead Agency: | FDOT | Length: | 3.037 |
|--------------|------|---------|-------|

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25   | Total     |
|--------------|------|---------|---------|---------|---------|-----------|-----------|
| ROW          | ACNP | 0       | 0       | 0       | 0       | 1,091,754 | 1,091,754 |
| ENV          | TALT | 0       | 0       | 380,000 | 0       | 0         | 380,000   |
|              |      |         |         |         |         |           | 0         |
|              |      |         |         |         |         |           | 0         |
|              |      |         |         |         |         |           | 0         |
|              |      |         |         |         |         |           | 0         |
|              |      |         |         |         |         |           | 0         |
| <b>Total</b> |      | 0       | 0       | 380,000 | 0       | 1,091,754 | 1,471,754 |





**4178784 SR 29 FROM SR 82 TO HENDRY C/L SIS**

**Project Description:** WIDEN FROM 2-4 LANES (one segment of larger project) Prior Years Cost: 1,981,919  
 Future Years Cost: 0  
 Total Project Cost: 3,345,461  
**Work Summary:** ADD LANES & RECONSTRUCT L RTP Ref: SIS PLAN APPENDIX A

**Lead Agency:** FDOT **Length:** 1.869

| Phase        | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total     |
|--------------|------|-----------|---------|---------|---------|---------|-----------|
| ENV          | ACNP | 15,000    | 0       | 50,000  | 0       | 0       | 65,000    |
| ROW          | ACNP | 1,298,542 | 0       | 0       | 0       | 0       | 1,298,542 |
|              |      |           |         |         |         |         | 0         |
|              |      |           |         |         |         |         | 0         |
|              |      |           |         |         |         |         | 0         |
|              |      |           |         |         |         |         | 0         |
|              |      |           |         |         |         |         | 0         |
| <b>Total</b> |      | 1,313,542 | 0       | 50,000  | 0       | 0       | 1,363,542 |



4258432

I-75 (SR 93) AT SR 951

SIS

Prior Years Cost: 14,114,575  
 Future Years Cost: N/A  
 Total Project Cost: 118,302,570  
 LRTP Ref: CFP APPENDIX C

**Project Description:** Ultimate interchange improvement.  
**Work Summary:** INTERCHANGE IMPROVEMENT

**Lead Agency:** FDOT**Length:** 0.651

| Phase | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24 | 2024/25    | Total       |
|-------|------|-----------|---------|---------|---------|------------|-------------|
| ENV   | DDR  | 0         | 0       | 50,000  | 100,000 | 0          | 150,000     |
| ROW   | STED | 6,900,638 | 0       | 0       | 0       | 0          | 6,900,638   |
| RRU   | DI   | 0         | 0       | 0       | 0       | 4,226,000  | 4,226,000   |
| RRU   | LF   | 0         | 0       | 0       | 0       | 1,100,000  | 1,100,000   |
| PE    | DDR  | 0         | 0       | 870,392 | 0       | 0          | 870,392     |
| DSB   | ACNP | 0         | 0       | 0       | 0       | 67,871,220 | 67,871,220  |
| DSB   | LF   | 0         | 0       | 0       | 0       | 138,875    | 138,875     |
| DSB   | DI   | 0         | 0       | 0       | 0       | 22,880,000 | 22,880,000  |
| DSB   | DIH  | 0         | 0       | 0       | 0       | 5,720      | 5,720       |
| DSB   | DSB2 | 0         | 0       | 0       | 45,150  | 0          | 45,150      |
| Total |      | 6,900,638 | 0       | 920,392 | 145,150 | 96,221,815 | 104,187,995 |





**4308481**      **SR 82 FROM HENDRY COUNTY LINE TO GATOR SLOUGH LANE**      **SIS**

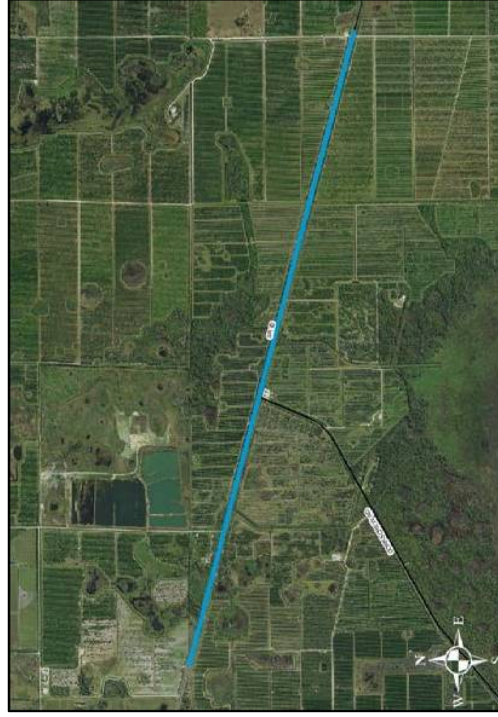
**Project Description:**      WIDEN FROM 2-4 LANES (one segment of larger project)      Prior Years Cost:      3,266,045

**Work Summary:**      ADD LANES & RECONSTRUCT      Future Years Cost:      N/A

LRTP Ref:      SIS PLAN APPENDIX A      Total Project Cost:      47,998,848

**Lead Agency:**      FDOT      **Length:**      4.022

| Phase        | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24    | 2024/25   | Total      |
|--------------|------|-----------|---------|---------|------------|-----------|------------|
| ROW          | BNIR | 2,118,990 | 0       | 0       | 0          | 0         | 2,118,990  |
| ENV          | DDR  | 0         | 20,000  | 50,000  | 0          | 0         | 70,000     |
| CST          | DI   | 0         | 0       | 0       | 40,638,258 | 0         | 40,638,258 |
| CST          | DIH  | 0         | 0       | 0       | 5,555      | 0         | 5,555      |
| RRU          | DDR  | 0         | 0       | 0       | 500,000    | 0         | 500,000    |
| INC          | DDR  | 0         | 0       | 0       | 0          | 1,400,000 | 1,400,000  |
| <b>Total</b> |      | 2,118,990 | 20,000  | 50,000  | 41,143,813 | 1,400,000 | 44,732,803 |



**4351112 SR 951 FROM MANATEE ROAD TO N OF TOWER ROAD****Project Description:**

Prior Years Cost: 3,241,353  
 Future Years Cost: 0  
 Total Project Cost: 20,583,235  
 LRTP Ref: CFP, Appendix C

**Work Summary:** ADD LANES & REHABILITATE PVM/T

| Lead Agency: | FDOT |           |         |         |            |         | Length:    | 0.769 |
|--------------|------|-----------|---------|---------|------------|---------|------------|-------|
| Phase        | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24    | 2024/25 | Total      |       |
| ROW          | DDR  | 662,904   | 0       | 0       | 0          | 0       | 662,904    |       |
| ROW          | DS   | 1,293,789 | 0       | 0       | 0          | 0       | 1,293,789  |       |
| RRU          | DDR  | 0         | 0       | 0       | 1,000,000  | 0       | 1,000,000  |       |
| RRU          | LF   | 0         | 0       | 0       | 1,550,000  | 0       | 1,550,000  |       |
| CST          | LF   | 0         | 0       | 0       | 166,650    | 0       | 166,650    |       |
| CST          | DDR  | 0         | 0       | 0       | 12,657,429 | 0       | 12,657,429 |       |
| CST          | DIH  | 0         | 0       | 0       | 11,110     | 0       | 11,110     |       |
| Total        |      | 1,956,693 | 0       | 0       | 15,385,189 | 0       | 17,341,882 |       |



4404411      AIRPORT PULLING RD FROM VANDERBILT RD TO IMMOKALEE RD

Project Description:

Add thru lanes

Work Summary:

ADD THRU LANE(S)

Lead Agency:

COLLIER COUNTY

Prior Years Cost:

0

Future Years Cost:

0

Total Project Cost:

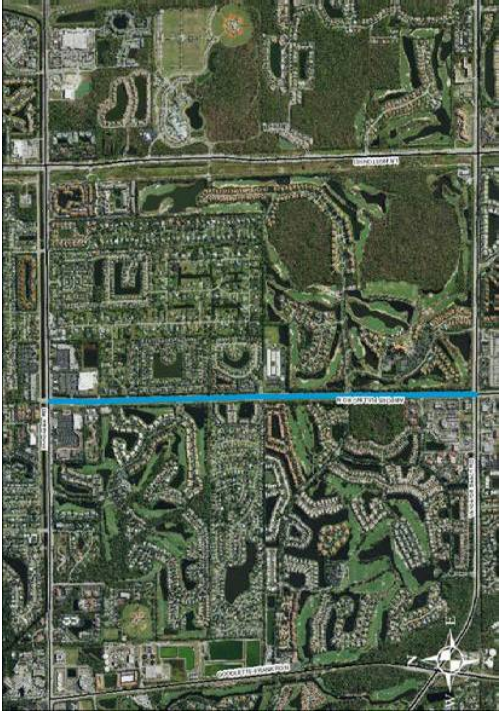
12,856,200

LRTP Ref:

CFP, Appendix C

| Lead Agency: |      | COLLIER COUNTY |         |           |         |         | Length:   |  |  | 1.97 |
|--------------|------|----------------|---------|-----------|---------|---------|-----------|--|--|------|
| Phase        | Fund | 2020/21        | 2021/22 | 2022/23   | 2023/24 | 2024/25 | Total     |  |  |      |
| PE           | LF   | 1,500,000      | 0       | 0         | 0       | 0       | 1,500,000 |  |  |      |
| PE           | CIGP | 1,500,000      | 0       | 0         | 0       | 0       | 1,500,000 |  |  |      |
| CST          | LF   | 0              | 0       | 4,928,100 | 0       | 0       | 4,928,100 |  |  |      |
| CST          | CIGP | 0              | 0       | 4,928,100 | 0       | 0       | 4,928,100 |  |  |      |

|       |           |   |           |   |   |            |
|-------|-----------|---|-----------|---|---|------------|
| Total | 3,000,000 | 0 | 9,856,200 | 0 | 0 | 12,856,200 |
|-------|-----------|---|-----------|---|---|------------|



**4419751 SR 90 (US 41) AT OASIS VISITOR CENTER SIS**

**Project Description:**

**Work Summary:** ADD LEFT TURN LANE(S)

**Lead Agency:** FDOT

Prior Years Cost: 416,013  
 Future Years Cost: 0  
 Total Project Cost: 998,188  
 LRTP Ref: REVENUE PROJECTIONS P5  
 APPENDIX A

| Length:      |      | 0.276   |         |         |         |         | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
| ENV          | DDR  | 15,000  | 30,000  | 0       | 0       | 0       | 45,000  |
| CST          | DDR  | 0       | 521,380 | 0       | 0       | 0       | 521,380 |
| CST          | DIH  | 0       | 15,795  | 0       | 0       | 0       | 15,795  |
| <b>Total</b> |      | 15,000  | 567,175 | 0       | 0       | 0       | 582,175 |





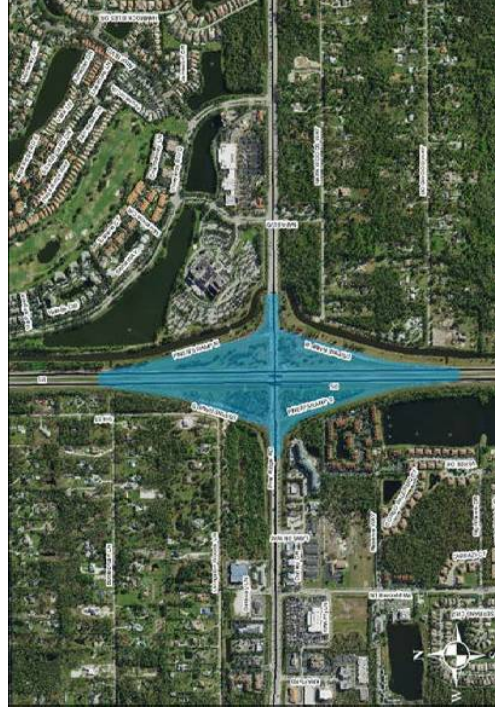
**4452962 I-75 AT PINE RIDGE ROAD****SIS****Project Description:**

Prior Years Cost: 1,014,749  
 Future Years Cost: 0  
 Total Project Cost: 6,464,749  
 LRTP Ref: CFP, Appendix C

**Work Summary:** INTERCHANGE IMPROVEMENT**Lead Agency:** FDOT **Length:** 0.046

| Phase | Fund | 2020/21 | 2021/22 | 2022/23   | 2023/24 | 2024/25 | Total     |
|-------|------|---------|---------|-----------|---------|---------|-----------|
| CST   | DI   | 0       | 0       | 5,450,000 | 0       | 0       | 5,450,000 |

|              |   |   |           |   |   |           |
|--------------|---|---|-----------|---|---|-----------|
| <b>Total</b> | 0 | 0 | 5,450,000 | 0 | 0 | 5,450,000 |
|--------------|---|---|-----------|---|---|-----------|

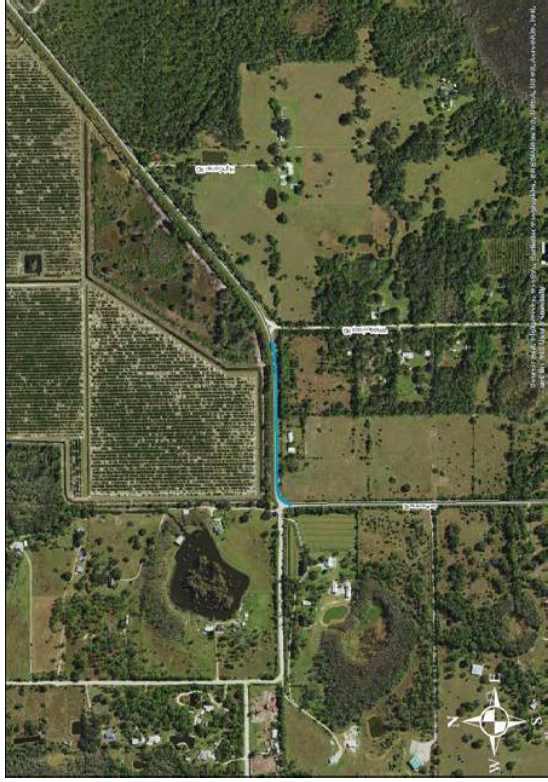


**4463231 CORKSCREW RD NORTH FROM S OF WILDCAT DR TO E OF WILDCAT DRIVE**

**Project Description:** Prior Years Cost: 0  
 Future Years Cost: 0  
 Total Project Cost: 1,478,586  
**Work Summary:** WIDEN/RESURFACE EXIST LANES  
**Lead Agency:** COLLIER COUNTY Length: 0.15  
 LRTP Ref: REVENUE PROJECTIONS  
 P10 APPENDIX A

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|-------|------|---------|---------|---------|---------|---------|---------|
| CST   | GFSU | 774,974 | 0       | 0       | 0       | 0       | 774,974 |
| CST   | LF   | 703,612 | 0       | 0       | 0       | 0       | 703,612 |

|              |  |           |   |   |   |   |           |
|--------------|--|-----------|---|---|---|---|-----------|
| <b>Total</b> |  | 1,478,586 | 0 | 0 | 0 | 0 | 1,478,586 |
|--------------|--|-----------|---|---|---|---|-----------|



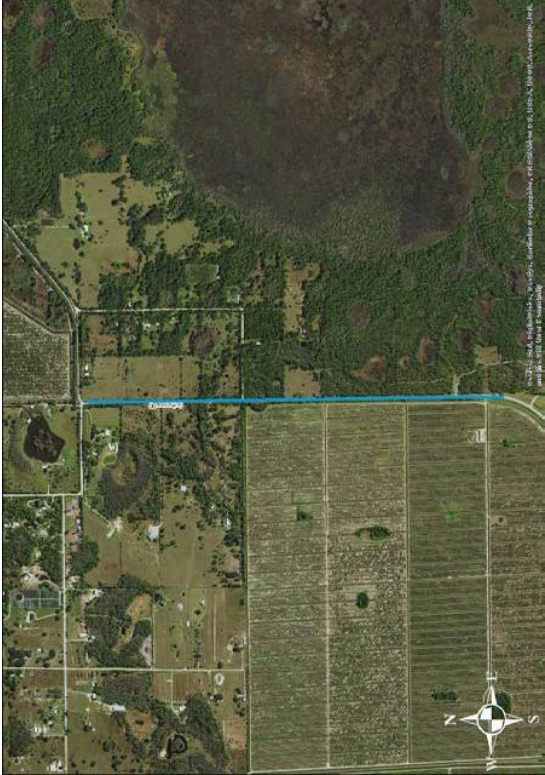


4463232 CORKSCREW RD SOUTH FROM LEE COUNTY CURVE TO COLLIER COUNTY CURVE

**Project Description:** Prior Years Cost: 0  
Future Years Cost: 0  
Total Project Cost: 1,321,000  
**Work Summary:** WIDEN/RESURFACE EXIST LANES  
**Lead Agency:** COLLIER COUNTY Length: 1.005  
LRTP Ref: REVENUE PROJECTIONS  
P10 APPENDIX A

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24   | 2024/25 | Total     |
|-------|------|---------|---------|---------|-----------|---------|-----------|
| CST   | SU   | 0       | 0       | 0       | 1,321,000 | 0       | 1,321,000 |
|       |      |         |         |         |           |         | 0         |

|       |   |   |   |   |           |   |           |
|-------|---|---|---|---|-----------|---|-----------|
| Total | 0 | 0 | 0 | 0 | 1,321,000 | 0 | 1,321,000 |
|-------|---|---|---|---|-----------|---|-----------|



**4463381 VANDERBILT BEACH RD FROM US 41 TO E OF GOODLETTE FRANK**

**Project Description:** Prior Years Cost: 0  
 Future Years Cost: 0  
 Total Project Cost: 8,428,876  
 LRTP Ref: CFP, Appendix C

**Work Summary:** ADD LANES & RECONSTRUCT

| <b>Lead Agency:</b> |      | COLLIER COUNTY |         | <b>Length:</b> |         | 0.995     |           |
|---------------------|------|----------------|---------|----------------|---------|-----------|-----------|
| Phase               | Fund | 2020/21        | 2021/22 | 2022/23        | 2023/24 | 2024/25   | Total     |
| CST                 | LF   | 0              | 0       | 0              | 0       | 4,214,438 | 4,214,438 |
| CST                 | TRIP | 0              | 0       | 0              | 0       | 3,109,486 | 3,109,486 |
| CST                 | TRWR | 0              | 0       | 0              | 0       | 1,104,952 | 1,104,952 |

**Total** 0 0 0 0 0 0 8,428,876 8,428,876



**4463411 GOODLETTE FRANK RD FROM VANDERBILT RD TO IMMOKALEE RD**

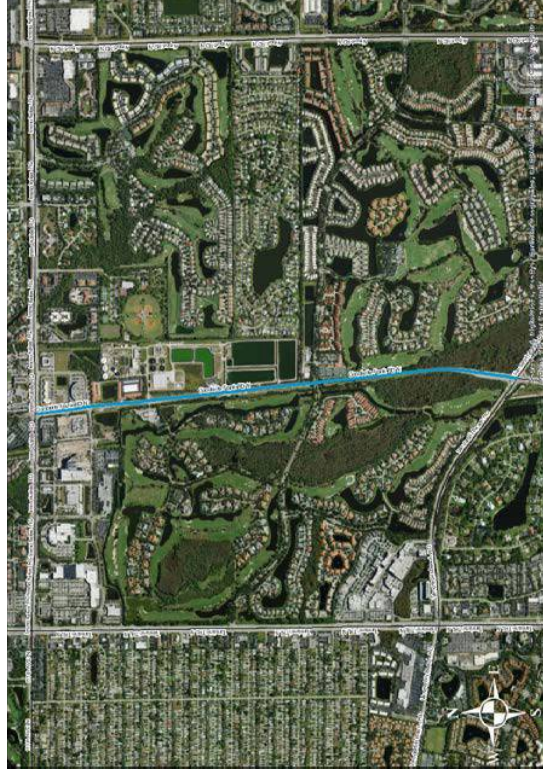
**Project Description:** Prior Years Cost: 0  
 Future Years Cost: 0  
 Total Project Cost: 5,500,000  
 LRTP Ref: REVENUE PROJECTIONS P5  
 APPENDIX A

**Work Summary:** ADD LANES & RECONSTRUCT

**Lead Agency:** COLLIER COUNTY **Length:** 1.757

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24   | 2024/25 | Total     |
|-------|------|---------|---------|---------|-----------|---------|-----------|
| CST   | LF   | 0       | 0       | 0       | 2,750,000 | 0       | 2,750,000 |
| CST   | TRIP | 0       | 0       | 0       | 2,700,947 | 0       | 2,700,947 |
| CST   | TRWR | 0       | 0       | 0       | 49,053    | 0       | 49,053    |

**Total** 0 0 0 0 5,500,000 0 5,500,000





**4464121 CR 951 (COLLIER BLVD) FROM GOLDEN GATE CANAL TO GREEN BLVD**

**Project Description:**

Prior Years Cost: 0  
 Future Years Cost: 0  
 Total Project Cost: 3,200,000  
 LRTP Ref: REVENUE PROJECTIONS P5  
 APPENDIX A

**Work Summary:**

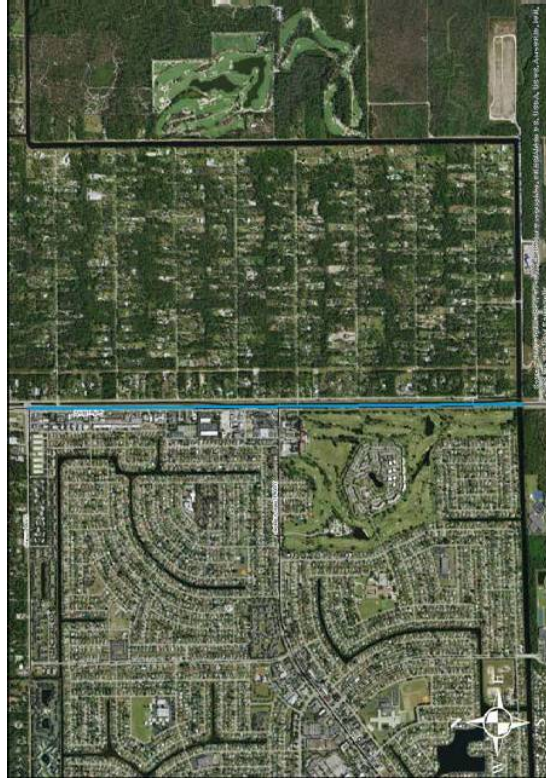
WIDEN/RESURFACE EXIST LANES

**Lead Agency:**

COLLIER COUNTY Length: 2.04

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24   | 2024/25 | Total     |
|-------|------|---------|---------|---------|-----------|---------|-----------|
| PE    | LF   | 0       | 0       | 0       | 1,600,000 | 0       | 1,600,000 |
| PE    | CIGP | 0       | 0       | 0       | 1,600,000 | 0       | 1,600,000 |

|              |  |   |   |   |           |   |           |
|--------------|--|---|---|---|-----------|---|-----------|
| <b>Total</b> |  | 0 | 0 | 0 | 3,200,000 | 0 | 3,200,000 |
|--------------|--|---|---|---|-----------|---|-----------|



**PART 1**  
**SECTION A-2**  
**BRIDGE PROJECTS**

4318953  
16TH ST BRIDGE NE FROM GOLDEN GATE BLVD TO RANDALL BLVD

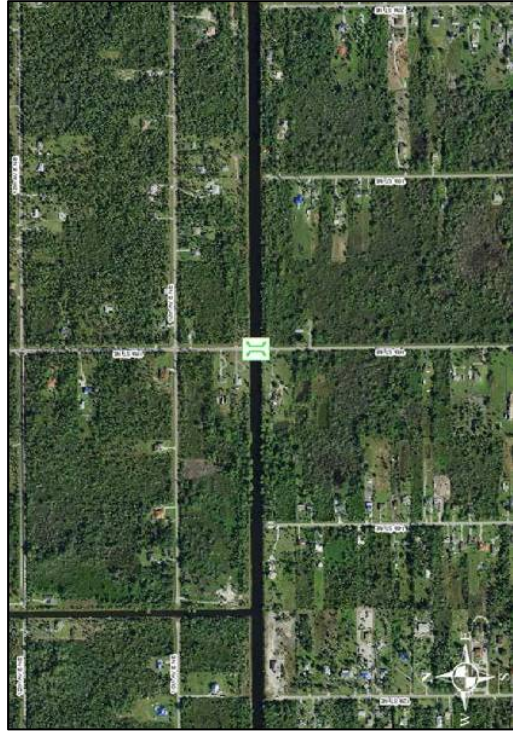
**Project Description:**

Prior Years Cost: 0  
 Future Years Cost: 0  
 Total Project Cost: 4,933,943  
 LRTP Ref: REVENUE PROJECTIONS P5-5  
 APPENDIX A

## Work Summary:

|              |                |         |       |
|--------------|----------------|---------|-------|
| Lead Agency: | Collier County | Length: | 3.212 |
|--------------|----------------|---------|-------|

| Phase        | Fund | 2020/21 | 2021/22   | 2022/23 | 2023/24 | 2024/25 | Total     |
|--------------|------|---------|-----------|---------|---------|---------|-----------|
| CST          | CMAQ | 0       | 1,066,078 | 0       | 0       | 0       | 1,066,078 |
| CST          | SU   | 0       | 3,867,865 | 0       | 0       | 0       | 3,867,865 |
|              |      |         |           |         |         |         | 0         |
|              |      |         |           |         |         |         | 0         |
|              |      |         |           |         |         |         | 0         |
|              |      |         |           |         |         |         | 0         |
|              |      |         |           |         |         |         | 0         |
| <b>Total</b> |      | 0       | 4,933,943 | 0       | 0       | 0       | 4,933,943 |





4348571 SR 951 OVER BIG MARCO PASS (JUDGE JOLLEY MEMORIAL BRIDGE)

Project Description:

Work Summary:

Lead Agency:

Prior Years Cost:  
Future Years Cost:  
Total Project Cost:  
LRTP Ref:

212,310  
0  
1,888,843  
REVENUE PROJECTIONS P5-  
5 APPENDIX A

BRIDGE-REPAIR/REHABILITATION

FDOT Length: 0.302

| Phase | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total     |
|-------|------|-----------|---------|---------|---------|---------|-----------|
| CST   | BRRP | 1,656,013 | 0       | 0       | 0       | 0       | 1,656,013 |
| CST   | DIH  | 20,520    | 0       | 0       | 0       | 0       | 20,520    |
|       |      |           |         |         |         |         | 0         |
|       |      |           |         |         |         |         | 0         |
|       |      |           |         |         |         |         | 0         |
|       |      |           |         |         |         |         | 0         |
|       |      |           |         |         |         |         | 0         |
|       |      |           |         |         |         |         | 0         |
|       |      |           |         |         |         |         | 0         |
| Total |      | 1,676,533 | 0       | 0       | 0       | 0       | 1,676,533 |



4350431 COLlier COUNTY SCOUR COUNTERMEASURE AT VARIOUS LOCATIONS

Project Description:

Work Summary:

Lead Agency:

BRIDGE-REPAIR/REHABILITATION

FDOT

Prior Years Cost: 30,398

Future Years Cost: 0

Total Project Cost: 1,922,774

L RTP Ref: REVENUE PROJECTIONS  
APPENDIX A P5-5

|       |      | Length:   |         |         |           |         |
|-------|------|-----------|---------|---------|-----------|---------|
|       |      | 29.362    |         |         |           |         |
| Phase | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24   | 2024/25 |
| CST   | BRRP | 0         | 0       | 0       | 459,819   | 0       |
| CST   | DIH  | 0         | 0       | 0       | 55,550    | 0       |
| CST   | DS   | 0         | 0       | 0       | 1,177,007 | 0       |
| PE    | BRRP | 0         | 0       | 200,000 | 0         | 0       |
| Total |      | 0         | 0       | 200,000 | 1,692,376 | 0       |
|       |      | 1,892,376 |         |         |           |         |
|       |      | 0         |         |         |           |         |



## 4441851 CR 846 OVER DRAINAGE CANAL

**Project Description:**

Prior Years Cost: 0  
Future Years Cost: 0  
Total Project Cost: 2,607,197  
LRTP Ref: REVENUE PROJECTIONS P5-5 APPENDIX A

**Work Summary:** BRIDGE REPLACEMENT

**Lead Agency:** FDOT **Length:** 0.018

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25   | Total     |
|--------------|------|---------|---------|---------|---------|-----------|-----------|
| CST          | ACBR | 0       | 0       | 0       | 0       | 2,562,197 | 2,562,197 |
| ENV          | ACBR | 0       | 0       | 15,000  | 0       | 30,000    | 45,000    |
|              |      |         |         |         |         | 0         | 0         |
|              |      |         |         |         |         | 0         | 0         |
|              |      |         |         |         |         | 0         | 0         |
|              |      |         |         |         |         | 0         | 0         |
|              |      |         |         |         |         | 0         | 0         |
|              |      |         |         |         |         | 0         | 0         |
| <b>Total</b> |      | 0       | 0       | 15,000  | 0       | 2,592,197 | 2,607,197 |



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**PART 1**

**SECTION A-3**

**CONGESTION MANAGEMENT SYSTEMS/  
INTELLIGENT TRANSPORTATION SYSTEMS  
(CMS/ITS) PROJECTS**

includes

- Traffic Signals
- Traffic Signal Updates
- Traffic Operations Improvements
- Intelligent Transportation System (ITS)
- ATMS Arterial Traffic Management
- Traffic Management Center (TMC) Software

4462531

**BICYCLE DETECTION CITY OF NAPLES ITS**

**Project Description:** CMC 2019 Priority No. 8

**Work Summary:** ITS SURVEILLANCE SYSTEM

**Lead Agency:** NAPLES

Prior Years Cost: 0

Future Years Cost: 0

Total Project Cost: 67,429

LRTP Ref: CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

|              |      | Length: |         |         |         |         |        |
|--------------|------|---------|---------|---------|---------|---------|--------|
| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total  |
| CST          | SU   | 0       | 0       | 0       | 67,429  | 0       | 67,429 |
|              |      |         |         |         |         |         | 0      |
|              |      |         |         |         |         |         | 0      |
|              |      |         |         |         |         |         | 0      |
|              |      |         |         |         |         |         | 0      |
|              |      |         |         |         |         |         | 0      |
|              |      |         |         |         |         |         | 0      |
|              |      |         |         |         |         |         | 0      |
| <b>Total</b> |      | 0       | 0       | 0       | 67,429  | 0       | 67,429 |





## COLLIER TMC OPS FUND COUNTY WIDE

**Project Description:**

Prior Years Cost: N/A

Future Years Cost:

N/A

Total Project Cost:

N/A

LRTP Ref: CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

### Work Summary:

**Lead Agency:** COLLIER COUNTY

**Length:** 0.001

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| OPS          | DS   | 81,000  | 81,000  | 81,000  | 81,000  | 0       | 324,000 |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 81,000  | 81,000  | 81,000  | 81,000  | 0       | 324,000 |



**4404351 COLlier COUNTY TRAFFIC SIGNAL TIMING OPTIMIZATION AT VARIOUS LOCATIONS**

**Project Description:** CMC PRIORITY 2016-02      Prior Years Cost: N/A  
Future Years Cost: N/A  
**Work Summary:** TRAFFIC SIGNAL UPDATE      Total Project Cost: N/A  
**Lead Agency:** COLLIER COUNTY      L RTP Ref: CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

|              |      | Length: NA |         |         |         |         |         |  |
|--------------|------|------------|---------|---------|---------|---------|---------|--|
| Phase        | Fund | 2020/21    | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |  |
| CST          | SU   | 0          | 0       | 50,000  | 0       | 0       | 50,000  |  |
| PE           | SU   | 0          | 351,000 | 0       | 0       | 0       | 351,000 |  |
|              |      |            |         |         |         |         | 0       |  |
|              |      |            |         |         |         |         | 0       |  |
|              |      |            |         |         |         |         | 0       |  |
|              |      |            |         |         |         |         | 0       |  |
|              |      |            |         |         |         |         | 0       |  |
| <b>Total</b> |      | 0          | 351,000 | 50,000  | 0       | 0       | 401,000 |  |





**4136271 NAPLES TRAFFIC SIGNALS REIMBURSEMENT****Project Description:**

Prior Years Cost: N/A

Future Years Cost: N/A

Total Project Cost: N/A

LRTP Ref: REVENUE PROJECTIONS  
APPENDIX A**Work Summary:**

TRAFFIC SIGNALS

**Lead Agency:**

NAPLES

Length: 12.814

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| OPS          | DDR  | 120,871 | 129,650 | 138,848 | 143,013 | 147,303 | 679,685 |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 120,871 | 129,650 | 138,848 | 143,013 | 147,303 | 679,685 |



**4379251**

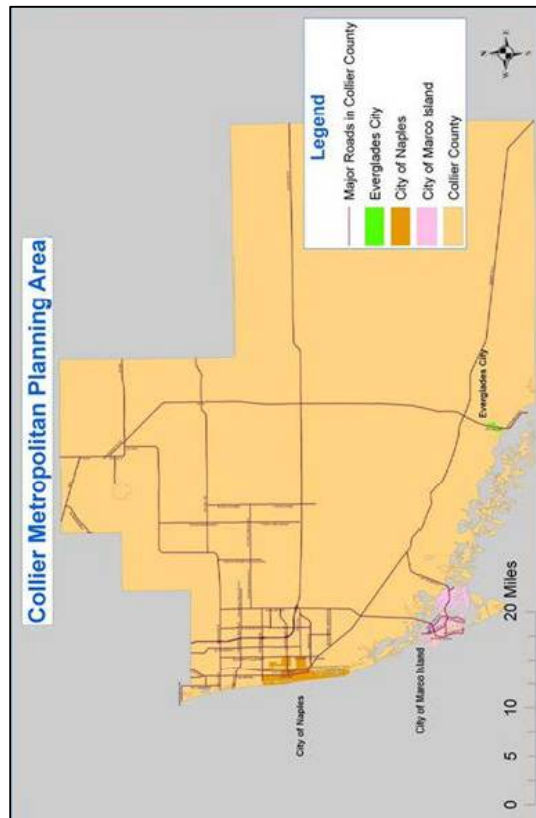
**Project Description:** CMC PRIORITY 2015-03

Prior Years Cost: 0  
 Future Years Cost: 0  
 Total Project Cost: 452,561  
 LRTP Ref: CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

**Work Summary:** TRAFFIC SIGNAL UPDATE

|              |                |         |    |
|--------------|----------------|---------|----|
| Lead Agency: | COLLIER COUNTY | Length: | NA |
|--------------|----------------|---------|----|

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| CST          | CMAQ | 0       | 451,560 | 0       | 0       | 0       | 451,560 |
| CST          | SA   | 0       | 1,001   | 0       | 0       | 0       | 1,001   |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 0       | 452,561 | 0       | 0       | 0       | 452,561 |



**4379261 SIGNAL TIMING US41 FROM SR951/COLLIER BLVD TO OLD US41**

**Project Description:** CMC PRIORITY 2014-04, 2015-01

**Work Summary:** TRAFFIC SIGNAL UPDATE

**Lead Agency:** COLLIER COUNTY

Prior Years Cost: 0

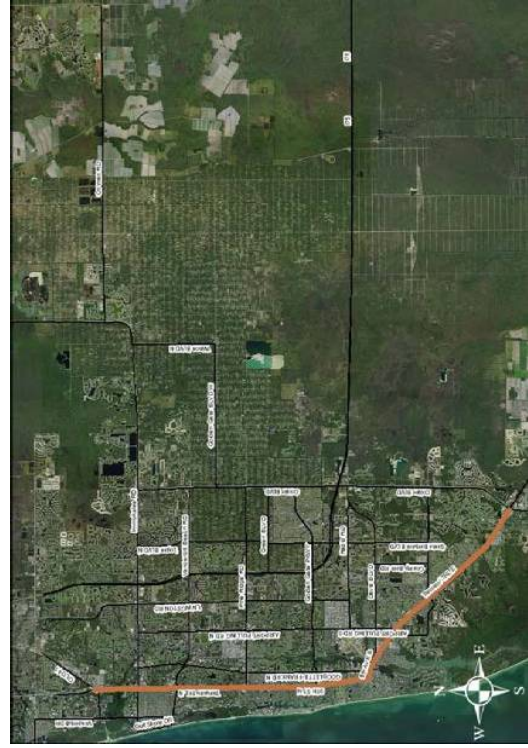
Future Years Cost: 0

Total Project Cost: 516,200

LRTP Ref: CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

**Length:** 19.96

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| CST          | SU   | 516,200 | 0       | 0       | 0       | 0       | 516,200 |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 516,200 | 0       | 0       | 0       | 0       | 516,200 |





**4379241 TRAVEL TIME DATA COLLECTION COLLIER COUNTY ITS ARCH ATMS**

**Project Description:** CMC PRIORITY 2012-10

**Work Summary:** OTHER ITS

**Lead Agency:** COLLIER COUNTY

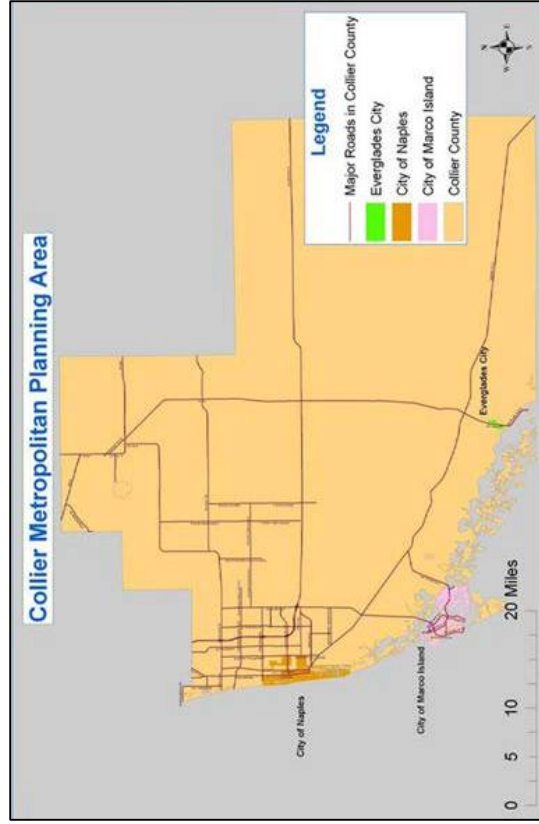
Prior Years Cost: 0

Future Years Cost: 0

Total Project Cost: 441,450

LRTP Ref: CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| CST          | CMAQ | 0       | 397,835 | 0       | 0       | 0       | 397,835 |
| CST          | DIH  | 0       | 1,000   | 0       | 0       | 0       | 1,000   |
| CST          | SA   | 0       | 42,615  | 0       | 0       | 0       | 42,615  |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 0       | 441,450 | 0       | 0       | 0       | 441,450 |



4051061 COLLIER MPO IDENTIFIED OPERATIONAL IMPROVEMENTS FUNDING

Project Description:

MPO SU FUNDS HELD FOR COST OVER-RUNS, FUTURE PROGRAMMING

Work Summary:

TRAFFIC OPS IMPROVEMENT

Lead Agency:

FDOT

Prior Years Cost:

1,016,835

Future Years Cost:

0

Total Project Cost:

8,168,896

LRTP Ref:

CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

| Phase | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24   | 2024/25   | Total     |
|-------|------|-----------|---------|---------|-----------|-----------|-----------|
| CST   | SU   | 1,040,062 | 3,571   | 747,152 | 2,308,197 | 2,282,740 | 6,381,722 |
| CST   | TALU | 1,069     | 2,493   | 2,507   | 382,333   | 381,937   | 770,339   |
|       |      |           |         |         |           |           | 0         |
|       |      |           |         |         |           |           | 0         |
|       |      |           |         |         |           |           | 0         |
|       |      |           |         |         |           |           | 0         |
|       |      |           |         |         |           |           | 0         |
| Total |      | 1,041,131 | 6,064   | 749,659 | 2,690,530 | 2,664,677 | 7,152,061 |



## COLLIER COUNTY TRAFFIC SIGNALS REIMBURSEMENT

**Project Description:**

Prior Years Cost: N/A

Future Years Cost:

N/A

Total Project Cost:

N/A

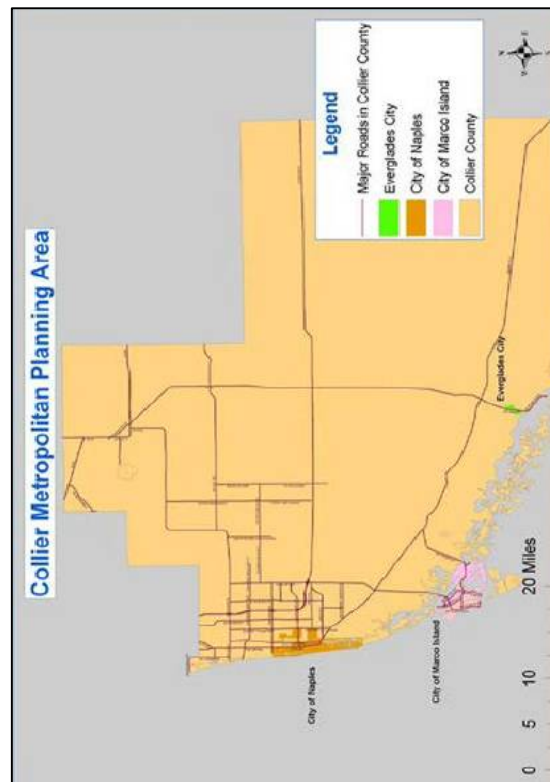
LRTP Ref: CFP-CMS/ITS PROJECTS P6-  
24 & APPENDIX A P10

## Work Summary:

**Lead Agency:** COLLIER COUNTY

**Length:** 12.814

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total     |
|--------------|------|---------|---------|---------|---------|---------|-----------|
| OPS          | DDR  | 319,631 | 334,373 | 349,712 | 360,203 | 371,009 | 1,734,928 |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
| <b>Total</b> |      | 319,631 | 334,373 | 349,712 | 360,203 | 371,009 | 1,734,928 |



## 4462501 FIBER OPTIC &amp; FPL

### Project Description:

CMC 2019 Priorities No. 2

Prior Years Cost: N/A

Future Years Cost:

N/A

Total Project Cost:

N/A

LRTP Ref: CFP-CMS/ITS PROJECTS P6-

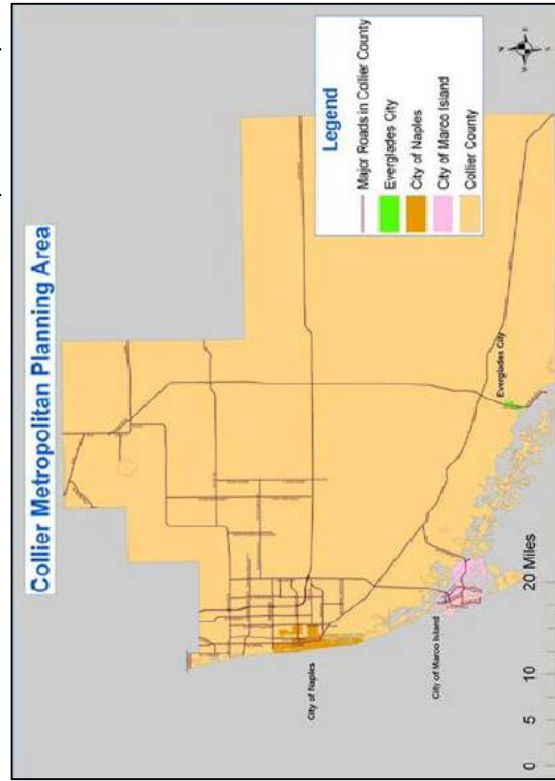
24 &amp; APPENDIX A P10

## Work Summary:

**Lead Agency:** COLLIER COUNTY

**Length:** N/A

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| CST          | SU   | 0       | 0       | 0       | 0       | 273,725 | 273,725 |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 0       | 0       | 0       | 0       | 273,725 | 273,725 |



**4462511 TRAVEL TIME DATA COLLIER COUNTY ITS**

**Project Description:** CMC 2019 Priority No. 3

**Work Summary:** ITS COMMUNICATION SYSTEM

**Lead Agency:** COLLIER COUNTY

**Prior Years Cost:** N/A

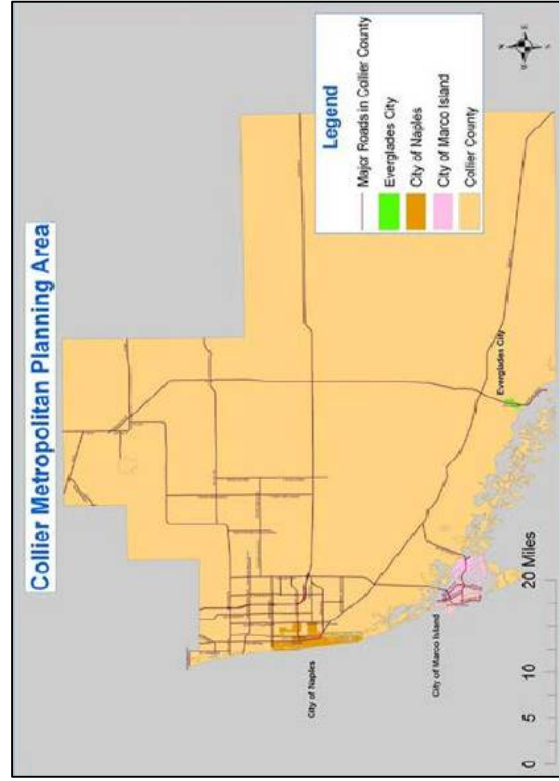
**Future Years Cost:** N/A

**Total Project Cost:** N/A

**L RTP Ref:** CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

**Length:** N/A

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| CST          | SU   | 0       | 0       | 0       | 0       | 701,000 | 701,000 |
| <b>Total</b> |      | 0       | 0       | 0       | 0       | 701,000 | 701,000 |



**4462521 SCHOOL FLASHER COLLIER COUNTY ITS**

**Project Description:** CMC 2019 Priority No. 6

**Work Summary:** ITS SURVEILLANCE SYSTEM

**Lead Agency:** COLLIER COUNTY

Prior Years Cost: 0

Future Years Cost: 0

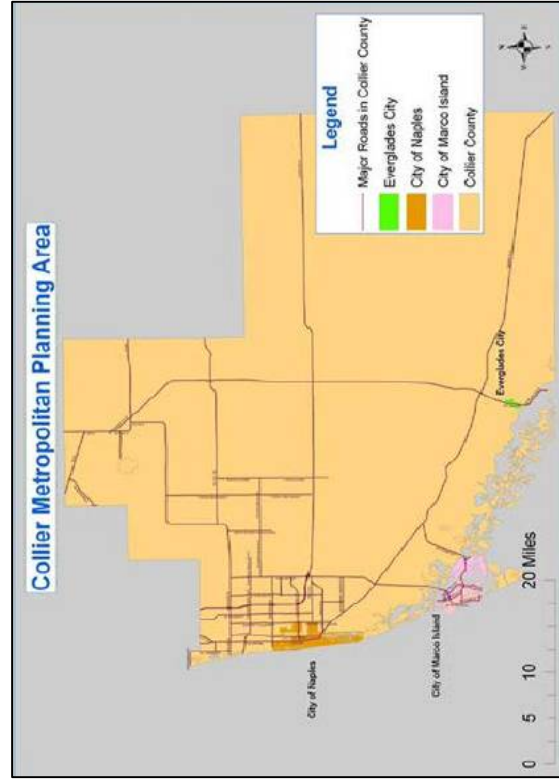
Total Project Cost: 354,250

L RTP Ref: CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

**Length:** N/A

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|-------|------|---------|---------|---------|---------|---------|---------|
| CST   | SU   | 0       | 0       | 354,250 | 0       | 0       | 354,250 |

**Total** 0 0 354,250 0 0 354,250

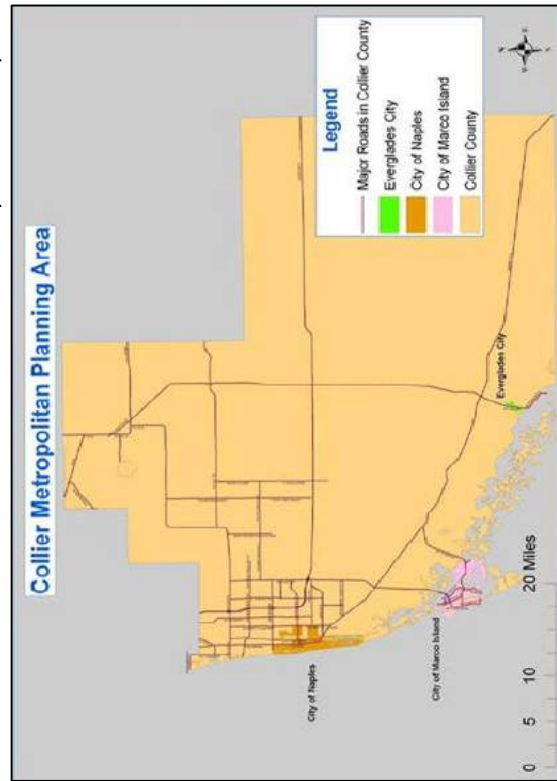




4462541 VEHICLE COUNT STATION COLLIER COUNTY ITS

|                             |                                |                     |   |
|-----------------------------|--------------------------------|---------------------|---|
| <b>Project Description:</b> | CMC 2019 Priority No. 7        | Prior Years Cost:   | 0   |
|                             |                                | Future Years Cost:  | 0   |
|                             |                                | Total Project Cost: | 312,562                                     |
| <b>Work Summary:</b>        | TRAFFIC CONTROL DEVICES/SYSTEM | L RTP Ref:          | CFP-CMS/ITS PROJECTS PG-24 & APPENDIX A P10 |

| Lead Agency: |      | COLLIER COUNTY |         |         |         |         | Length: |  | N/A |
|--------------|------|----------------|---------|---------|---------|---------|---------|--|-----|
| Phase        | Fund | 2020/21        | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |  |     |
| CST          | SU   | 0              | 0       | 0       | 0       | 312,562 | 312,562 |  |     |
|              |      |                |         |         |         |         | 0       |  |     |
|              |      |                |         |         |         |         | 0       |  |     |
|              |      |                |         |         |         |         | 0       |  |     |
|              |      |                |         |         |         |         | 0       |  |     |
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|              |      |                |         |         |         |         | 0       |  |     |



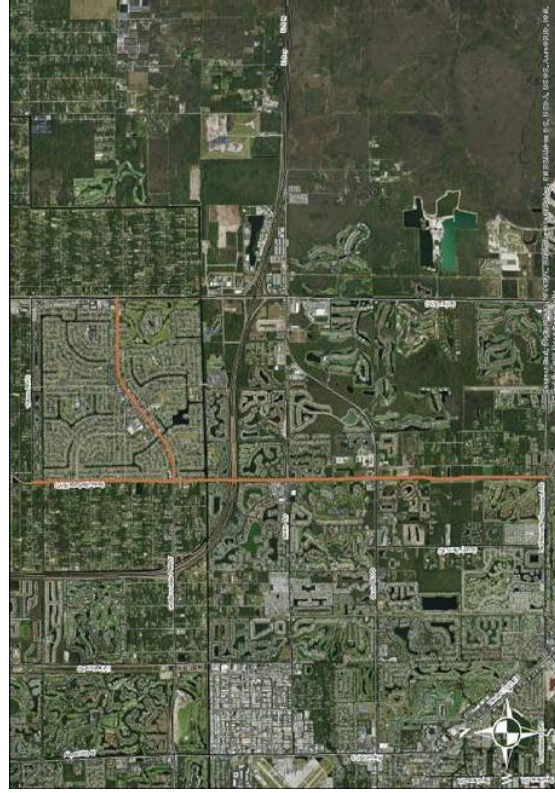
**4463421 TRAFFIC CONTROL COLLIER COUNTY ITS**

**Project Description:** CMC 2019 Priority No. 9  
**Work Summary:** TRAFFIC CONTROL DEVICES/SYSTEM  
**Lead Agency:** COLLIER COUNTY

Prior Years Cost: 0  
 Future Years Cost: 0  
 Total Project Cost: 894,000  
 LRTP Ref: CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|-------|------|---------|---------|---------|---------|---------|---------|
| PE    | SU   | 0       | 0       | 0       | 116,000 | 0       | 116,000 |
| CST   | SU   | 0       | 0       | 0       | 0       | 778,000 | 778,000 |

**Total** 0 0 0 116,000 778,000 894,000



4463171 HARBOUR ROUNDABOUT FROM CRAYTON RD TO HARBOUR DR

Project Description:

CMC 2019 Priority No. 1

Work Summary:

ROUNDABOUT

Lead Agency:

NAPLES

Prior Years Cost:

N/A

Future Years Cost:

N/A

Total Project Cost:

N/A

LRTP Ref:

CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

|       |      | Length: |         |         |                       |
|-------|------|---------|---------|---------|-----------------------|
|       |      | 0.33    |         |         |                       |
| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 2024/25 Total |
| CST   | SU   | 0       | 0       | 0       | 892,211 0 892,211     |



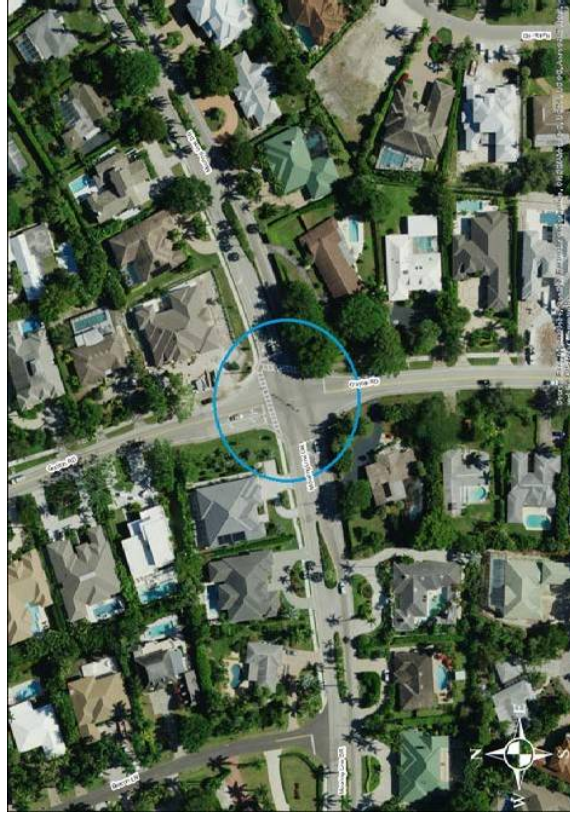
**4463172 MOORING ROUNDABOUT FROM CRAYTON RD TO MOORING LINE DR**

**Project Description:** CMC 2019 Priority No. 4      Prior Years Cost: N/A  
Future Years Cost: N/A  
**Work Summary:** ROUNDABOUT      Total Project Cost: N/A  
**Lead Agency:** NAPLES      LRTP Ref: CFP-CMS/ITS PROJECTS P6-24 & APPENDIX A P10

|              |       |        |         |         |         |         |         |         |
|--------------|-------|--------|---------|---------|---------|---------|---------|---------|
|              |       | NAPLES |         |         |         |         | Length: | 0.35    |
| Lead Agency: | Phase | Fund   | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
| PE           | SU    |        | 0       | 0       | 0       | 0       | 126,000 | 126,000 |
|              |       |        |         |         |         |         |         | 0       |

**Total**

0      0      0      0      0      126,000      126,000





**4464511 US 41 AND GOLDEN GATE AT US 41 AND GOLDEN GATE PKWY****Project Description:**

CMC 2019 Priority No. 5

Prior Years Cost: 0

**Work Summary:**

Future Years Cost: 0

Total Project Cost: 495,942

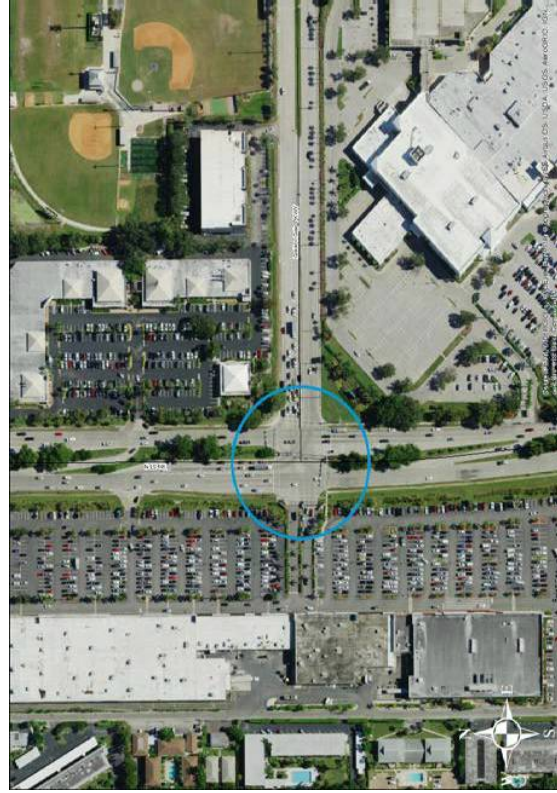
LRTP Ref: CFP-CMS/ITS PROJECTS P6-  
24 & APPENDIX A P10**Lead Agency:**

FDOT

Length: 0.006

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|-------|------|---------|---------|---------|---------|---------|---------|
| PE    | SU   | 0       | 0       | 270,000 | 0       | 0       | 270,000 |
| ROW   | SU   | 0       | 0       | 0       | 0       | 225,942 | 225,942 |

|              |   |   |         |   |         |         |
|--------------|---|---|---------|---|---------|---------|
| <b>Total</b> | 0 | 0 | 270,000 | 0 | 225,942 | 495,942 |
|--------------|---|---|---------|---|---------|---------|



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**PART 1**

**SECTION A-4**

**BICYCLE and PEDESTRIAN PROJECTS**

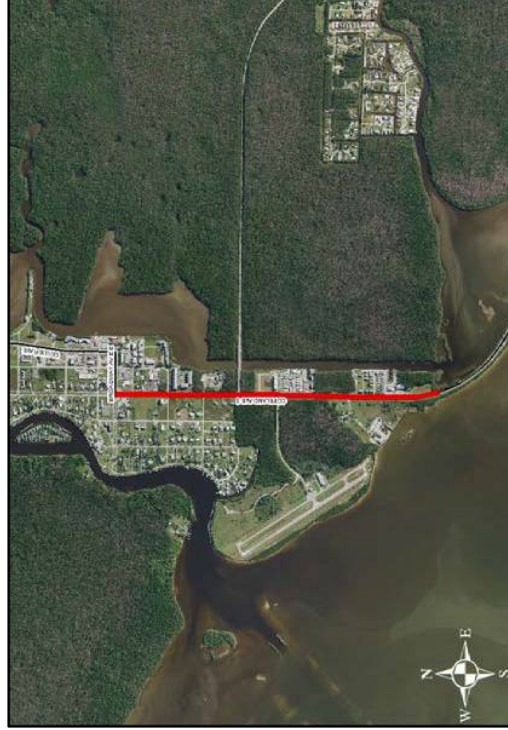
includes  
Bicycle and Pedestrian Projects  
Pedestrian Safety Improvements

**4370961 COPELAND AVE SIDEWALK FROM S CITY LIMIT TO NE COR BROADWAY/COPELAND**

**Project Description:** BPAC PRIORITY 2017-10, 16-10, 15-10, 14-05      Prior Years Cost: 643,455  
Future Years Cost: 0  
Total Project Cost: 1,318,409  
LRTP Ref: CFP P6-25

**Work Summary:** SIDEWALK**Lead Agency:** FDOT      **Length:** 0.953

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| ENV          | TALT | 20,000  | 40,000  | 0       | 0       | 0       | 60,000  |
| CST          | SU   | 0       | 152,455 | 0       | 0       | 0       | 152,455 |
| CST          | TALT | 0       | 82,498  | 0       | 0       | 0       | 82,498  |
| CST          | TALU | 0       | 380,001 | 0       | 0       | 0       | 380,001 |
| PE           | TALU | 0       | 0       | 0       | 0       | 0       | 0       |
| <b>Total</b> |      | 20,000  | 654,954 | 0       | 0       | 0       | 674,954 |



**4380911 COUNTY BARN ROAD FROM RATTLESNAKE HAMMOCK TO SR 84(DAVIS BLVD)**

**Project Description:** BPAC PRIORITY 2017-01, 16-01, 15-01, 14-01, 13-05 Prior Years Cost: 0  
 Future Years Cost: 0  
 Total Project Cost: 2,055,376  
 L RTP Ref: CFP P6-25

**Work Summary:** BIKE PATH/TRAIL

**Lead Agency:** COLLIER COUNTY Length: 2.045

| Phase | Fund | 2020/21 | 2021/22 | 2022/23   | 2023/24 | 2024/25 | Total     |
|-------|------|---------|---------|-----------|---------|---------|-----------|
| PE    | SU   | 176,000 | 0       | 0         | 0       | 0       | 176,000   |
| CST   | SA   | 0       | 0       | 50,000    | 0       | 0       | 50,000    |
| CST   | SU   | 0       | 0       | 1,449,520 | 0       | 0       | 1,449,520 |
| CST   | TALU | 0       | 0       | 379,856   | 0       | 0       | 379,856   |

|              |  |         |   |           |   |   |           |
|--------------|--|---------|---|-----------|---|---|-----------|
| <b>Total</b> |  | 176,000 | 0 | 1,879,376 | 0 | 0 | 2,055,376 |
|--------------|--|---------|---|-----------|---|---|-----------|

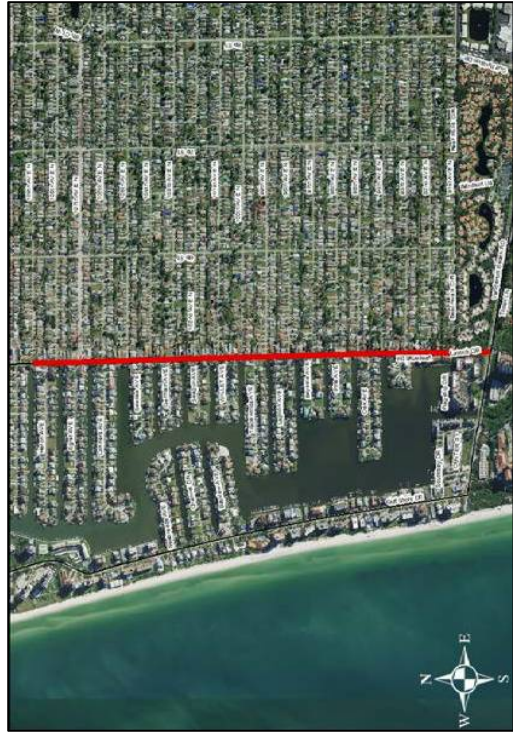


**4380921 CR 901/VANDERBILT DR FROM VANDERBILT BEACH RD TO 109TH AVENUE N**

**Project Description:** BPAC PRIORITY 2017-02, 16-02, 15-02, 14-02  
**Work Summary:** SIDEWALK  
**Lead Agency:** COLLIER COUNTY  
 Prior Years Cost: 0  
 Future Years Cost: 0  
 Total Project Cost: 860,075  
 LRTP Ref: CFP P6-25

|              |      | Length: |         |         |         |         |
|--------------|------|---------|---------|---------|---------|---------|
| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 |
| PE           | SU   | 151,000 | 0       | 0       | 0       | 0       |
| CST          | SU   | 0       | 0       | 709,075 | 0       | 0       |
| <b>Total</b> |      | 151,000 | 0       | 709,075 | 0       | 0       |

|              |         |   |         |   |   |         |
|--------------|---------|---|---------|---|---|---------|
| <b>Total</b> | 151,000 | 0 | 709,075 | 0 | 0 | 860,075 |
|--------------|---------|---|---------|---|---|---------|



**4380931 GREEN BLVD FROM SANTA BARBARA BLVD TO SUNSHINE BLVD**

**Project Description:** BPAC PRIORITY 2017-03, 16-03, 15-03, 14-06  
**Work Summary:** BIKE LANE/SIDEWALK  
**Lead Agency:** COLLIER COUNTY  
**Length:** 1.040  
**Prior Years Cost:** 0  
**Future Years Cost:** 0  
**Total Project Cost:** 1,310,670  
**LRTP Ref:** CFP P6-25

| Phase | Fund | 2020/21 | 2021/22 | 2022/23   | 2023/24 | 2024/25 | Total     |
|-------|------|---------|---------|-----------|---------|---------|-----------|
| PE    | SU   | 226,000 | 0       | 0         | 0       | 0       | 226,000   |
| CST   | SU   | 0       | 0       | 1,084,670 | 0       | 0       | 1,084,670 |

|              |  |         |   |           |   |   |           |
|--------------|--|---------|---|-----------|---|---|-----------|
| <b>Total</b> |  | 226,000 | 0 | 1,084,670 | 0 | 0 | 1,310,670 |
|--------------|--|---------|---|-----------|---|---|-----------|

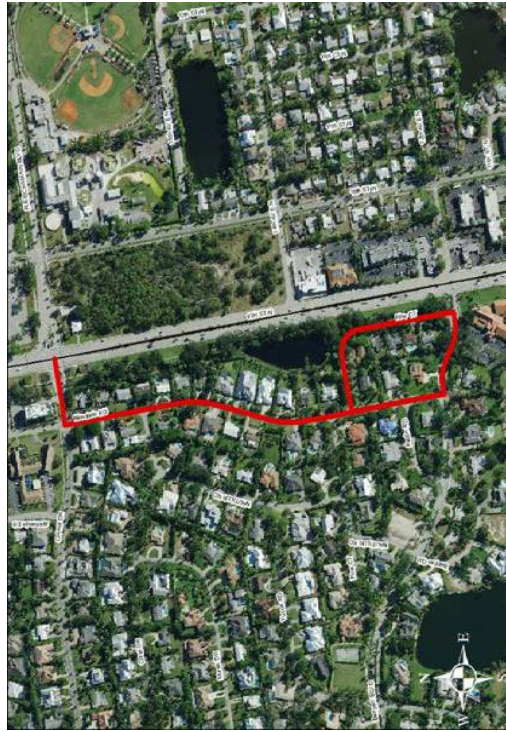




**4404361 MANDARIN GREENWAY SIDEWALKS AT VARIOUS LOCATIONS**

**Project Description:** BPAC PRIORITY 2015 & 2016-08; SW LOOP ON 4 STREETS - ORCHARD DR, MA Prior Years Cost: 45,311  
 TO ORCHARD DR, SIDEWALKS Future Years Cost: 0  
**Work Summary:** BIKE LANE/SIDEWALK Total Project Cost: 394,718  
 L RTP Ref: CFP P6-25

| Lead Agency: |      | Length: |         |         |         |         |
|--------------|------|---------|---------|---------|---------|---------|
| NAPLES       |      | 0.840   |         |         |         |         |
| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 |
| CST          | SU   | 0       | 331,929 | 0       | 0       | 0       |
| CST          | DDR  | 0       | 17,478  | 0       | 0       | 0       |
| <b>Total</b> |      | 0       | 349,407 | 0       | 0       | 0       |





**4404371 SOUTH GOLF DR FROM GULF SHORE BLVD TO W US 41**

**Project Description:** BPAC PRIORITY 2017-05, 16-05, 15-05, 14-09 Prior Years Cost: 279,363  
**Work Summary:** BIKE LANE/SIDE WALK Future Years Cost: NA  
Total Project Cost: 2,256,112  
LRTP Ref: CFP P6-25

**Lead Agency:** NAPLES Length: 2.537

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23   | 2023/24 | 2024/25 | Total     |
|--------------|------|---------|---------|-----------|---------|---------|-----------|
| CST          | SA   | 0       | 0       | 121,000   | 0       | 0       | 121,000   |
| CST          | CMAQ | 0       | 0       | 1,855,749 | 0       | 0       | 1,855,749 |
|              |      |         |         |           |         |         | 0         |
|              |      |         |         |           |         |         | 0         |
|              |      |         |         |           |         |         | 0         |
|              |      |         |         |           |         |         | 0         |
|              |      |         |         |           |         |         | 0         |
| <b>Total</b> |      | 0       | 0       | 1,976,749 | 0       | 0       | 1,976,749 |



**4404381 SAN MARCO RD FROM VINTAGE BAY DRIVE TO GOODLAND RD**

**Project Description:** BPAC Priority: 2016-04, 15-04  
 REMOVE SW REPLACE 8' SHARED USE PATH SOUTH SIDE

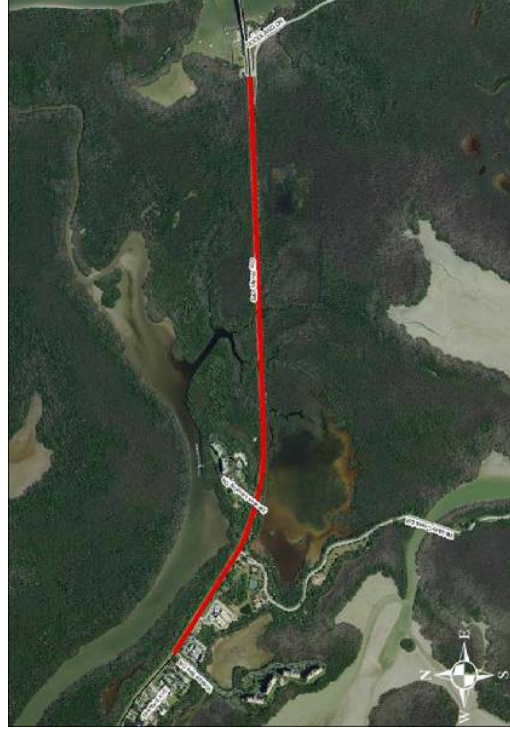
**Work Summary:** BIKE PATH/TRAIL

**Lead Agency:** MARCO ISLAND

**Length:** 1.440

**Prior Years Cost:** 45,000  
**Future Years Cost:** 0  
**Total Project Cost:** 695,062  
**L RTP Ref:** CFP P6-25

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| CST          | SU   | 650,062 | 0       | 0       | 0       | 0       | 650,062 |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 650,062 | 0       | 0       | 0       | 0       | 650,062 |



**4414801 EDEN PARK ELEMENTARY**

**Project Description:** Safe Routes to School project (SRTS)  
 South side of Carson Rd from Westclox to Carson Lakes Cir 6' SW

**Work Summary:** SIDEWALK

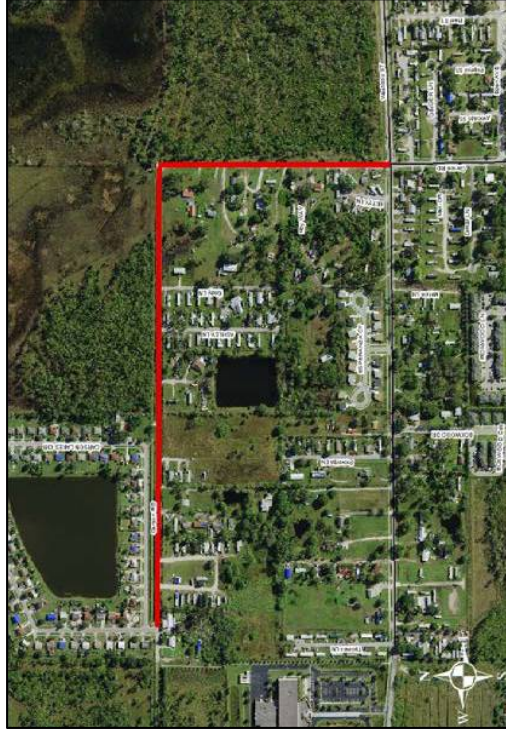
**Lead Agency:** COLLIER COUNTY

**Length:** 0.75

**Prior Years Cost:** 55,738  
**Future Years Cost:** 0  
**Total Project Cost:** 719,071  
**L RTP Ref:** CFP P6-25

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|-------|------|---------|---------|---------|---------|---------|---------|
| CST   | SR2T | 0       | 663,333 | 0       | 0       | 0       | 663,333 |

|              |  |   |         |   |   |   |         |
|--------------|--|---|---------|---|---|---|---------|
| <b>Total</b> |  | 0 | 663,333 | 0 | 0 | 0 | 663,333 |
|--------------|--|---|---------|---|---|---|---------|



**4418461 111TH AVE NORTH FROM BLUEBILL AVE BRIDGE TO 7TH ST NORTH**

**Project Description:** BPAC PRIORITY 2014, 2015 & 2016-07 FOR 5' BIKE LANES

**Work Summary:** BIKE LANE/SIDEWALK

**Lead Agency:** COLLIER COUNTY

**Prior Years Cost:** 64,740

**Future Years Cost:** 0

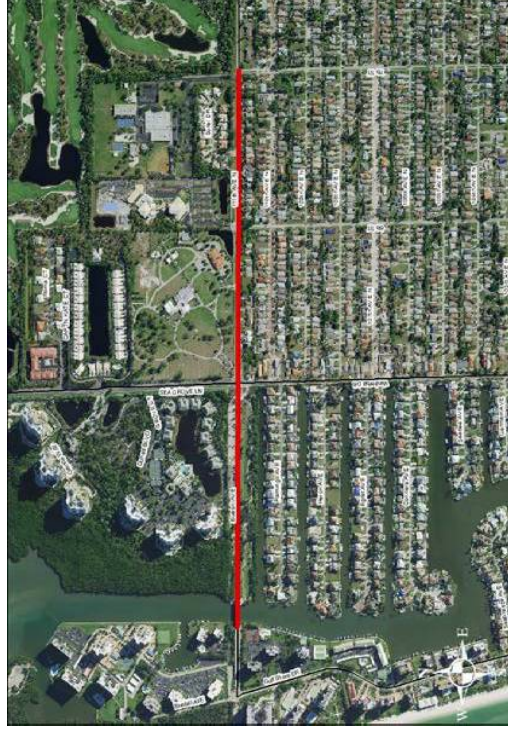
**Total Project Cost:** 618,150

**LRTP Ref:** CFP P6-25

**Length:** 0.770

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|-------|------|---------|---------|---------|---------|---------|---------|
| CST   | SU   | 553,410 | 0       | 0       | 0       | 0       | 553,410 |

**Total** 553,410 0 0 0 0 0 553,410





**4418781      BALD EAGLE DRIVE FROM COLLIER BLVD TO OLD MARCO LN**

|                             |                                    |                     |           |
|-----------------------------|------------------------------------|---------------------|-----------|
| <b>Project Description:</b> | BPAC PRIORITY 2014, 2014 & 2016-09 | Prior Years Cost:   | 0         |
| <b>Work Summary:</b>        | SIDEWALK                           | Future Years Cost:  | 0         |
| <b>Lead Agency:</b>         | MARCO ISLAND                       | Total Project Cost: | 509,685   |
|                             |                                    | L RTP Ref:          | CFP P6-25 |

|       |      | Length: |         |         |         |         |
|-------|------|---------|---------|---------|---------|---------|
| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 |
| CST   | SU   | 1,000   | 0       | 0       | 0       | 0       |
| CST   | ACSU | 508,685 | 0       | 0       | 0       | 0       |
| Total |      | 509,685 | 0       | 0       | 0       | 0       |

**Total**      509,685      0      0      0      0      509,685



4418791 INLET DRIVE FROM ADDISON CT TO TRAVIDA TERRACE

Project Description:

8' SHARED USE PATHWAY EAST & SOUTH SIDE  
BPAC PRIORITY 2017-12, 16-12, 15-12

Work Summary:

SIDEWALK

Lead Agency:

MARCO ISLAND

Prior Years Cost:

0

Future Years Cost:

0

Total Project Cost:

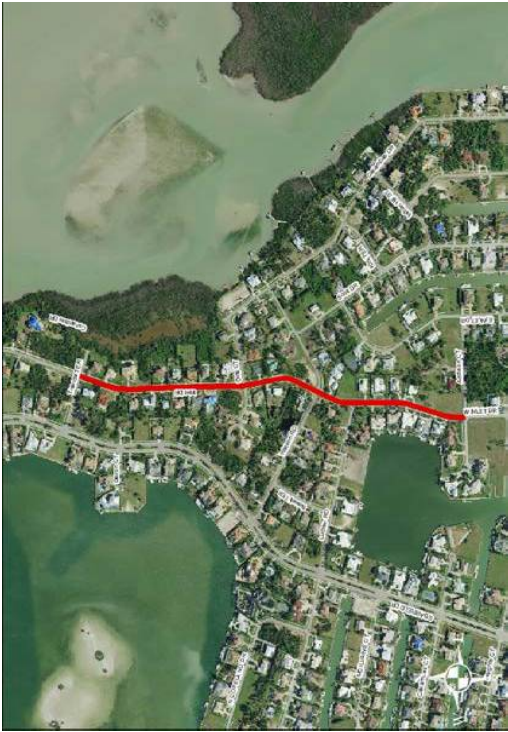
411,781

L RTP Ref:

CFP P6-25

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|-------|------|---------|---------|---------|---------|---------|---------|
| CST   | SU   | 29,574  | 0       | 0       | 0       | 0       | 29,574  |
| CST   | TALU | 382,207 | 0       |         |         |         | 382,207 |

|       |         |   |   |   |   |   |         |
|-------|---------|---|---|---|---|---|---------|
| Total | 411,781 | 0 | 0 | 0 | 0 | 0 | 411,781 |
|-------|---------|---|---|---|---|---|---------|





**4433753 COLlier COUNTY LAKE TRAFFORD ROAD SIDEWALK AND BIKE LANES**

**Project Description:** BPAC PRIORITY 2017-13, 16-13, 15-03, 5' BIKE LANES Prior Years Cost: 92,000  
**Work Summary:** SIDEWALK Future Years Cost: 0  
Total Project Cost: 892,460  
LRTP Ref: CFP P6-25

**Lead Agency:** COLLIER COUNTY **Length:** 0.01

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|-------|------|---------|---------|---------|---------|---------|---------|
| CST   | SU   | 800,460 | 0       | 0       | 0       | 0       | 800,460 |

**Total** 800,460 0 0 0 0 800,460



**4433754 COLlier COUNTY LAKE TRAFFORD ROAD SIDEWALK AND BIKE LANES**

**Project Description:** BPAC PRIORITY 2017-11, 16-11, 15-11; 6' SW  
**Work Summary:** SIDEWALK  
**Lead Agency:** COLLIER COUNTY  
**Length:** 0.01  
**Prior Years Cost:** 83,000  
**Future Years Cost:** 0  
**Total Project Cost:** 655,675  
**L RTP Ref:** CFP P6-25

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| CST          | SU   | 572,675 | 0       | 0       | 0       | 0       | 572,675 |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 572,675 | 0       | 0       | 0       | 0       | 572,675 |



**4465501 SHADOWLAWN ELEMENTARY - SRTS**

**Project Description:** Linwood Ave: Airport Road to Commercial Drive  
**Work Summary:** SIDEWALK  
**Lead Agency:** COLLIER COUNTY  
**Length:** 0.51  
 Prior Years Cost: 0  
 Future Years Cost: 0  
 Total Project Cost: 90,943  
 LRTP Ref: CFP P6-25

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total  |
|-------|------|---------|---------|---------|---------|---------|--------|
| PE    | SR2T | 0       | 0       | 90,943  | 0       | 0       | 90,943 |

**Total**

|   |   |        |   |   |        |
|---|---|--------|---|---|--------|
| 0 | 0 | 90,943 | 0 | 0 | 90,943 |
|---|---|--------|---|---|--------|



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**PART 1**  
**SECTION A-5**  
**MAINTENANCE**  
**PROJECTS**

includes Landscaping, Lighting, Resurfacing and other Maintenance  
Projects



**0001511 TOLL OPERATIONS EVERGLADES PARKWAY ALLIGATOR ALLEY SIS**

**Project Description:** Continued toll operations on I-75 (Alligator Alley) Prior Years Cost: N/A  
Future Years Cost: N/A  
Total Project Cost: N/A  
LRTP Ref: APPENDIX A

**Work Summary:** TOLL PLAZA**Lead Agency:** FDOT **Length:** N/A

| Phase | Fund | 2020/21   | 2021/22   | 2022/23   | 2023/24   | 2024/25   | Total      |
|-------|------|-----------|-----------|-----------|-----------|-----------|------------|
| OPS   | TOO2 | 4,170,000 | 4,175,000 | 4,185,000 | 4,185,000 | 4,185,000 | 20,900,000 |

|              |  |           |           |           |           |           |            |
|--------------|--|-----------|-----------|-----------|-----------|-----------|------------|
| <b>Total</b> |  | 4,170,000 | 4,175,000 | 4,185,000 | 4,185,000 | 4,185,000 | 20,900,000 |
|--------------|--|-----------|-----------|-----------|-----------|-----------|------------|





4082611 COLLIER CO ROADWAY & BRIDGE MAINT INTERSTATE SYSTEM

Project Description:

Work Summary:

Lead Agency:

Prior Years Cost:

Future Years Cost:

Total Project Cost:

L RTP Ref:

N/A

N/A

N/A

ROUTINE MAINTENANCE

REVENUE PROJECTIONS

FDOT

APPENDIX A P5-5

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|-------|------|---------|---------|---------|---------|---------|---------|
| MINT  | D    | 35,000  | 35,000  | 35,000  | 35,000  | 0       | 140,000 |

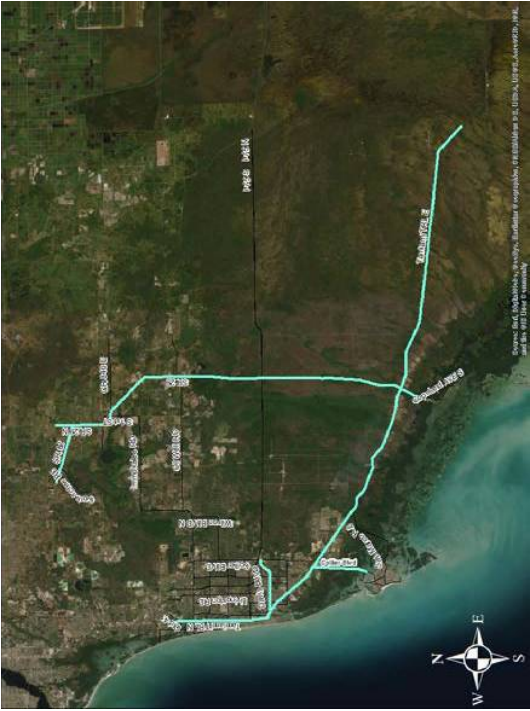


4082621 COLlier CO(PRIMARY) ROADWAY & BRIDGE MAINT PRIMARY SYSTEM

**Project Description:** N/A  
**Work Summary:** ROUTINE MAINTENANCE  
**Lead Agency:** FDOT  
**Phase** Fund  
MINT D  
**Prior Years Cost:** N/A  
**Future Years Cost:** N/A  
**Total Project Cost:** N/A  
**L RTP Ref:** REVENUE PROJECTIONS APPENDIX A P5-5

|  |  | Length: |         |         |         | Total   |
|--|--|---------|---------|---------|---------|---------|
|  |  | 2020/21 | 2021/22 | 2022/23 | 2023/24 |         |
|  |  | 50,000  | 50,000  | 50,000  | 50,000  | 200,000 |

|       |        |        |        |        |   |         |
|-------|--------|--------|--------|--------|---|---------|
| Total | 50,000 | 50,000 | 50,000 | 50,000 | 0 | 200,000 |
|-------|--------|--------|--------|--------|---|---------|



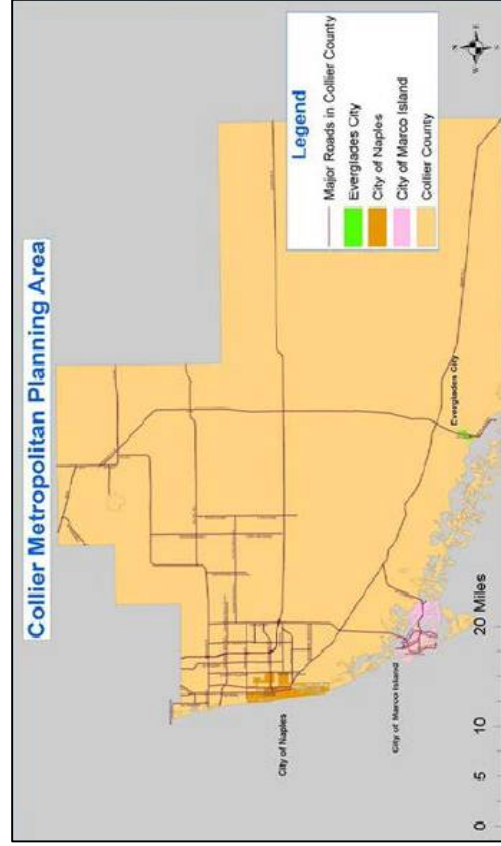
**4125741 COLlier COUNTY HIGHWAY LIGHTING**

**Project Description:** Highway Lighting      Prior Years Cost: NA  
Future Years Cost: NA  
**Work Summary:** ROUTINE MAINTENANCE      Total Project Cost: NA  
**Lead Agency:** COLLIER COUNTY      L RTP Ref: REVENUE PROJECTIONS  
APPENDIX A P5-5

**Length:** N/A

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total     |
|-------|------|---------|---------|---------|---------|---------|-----------|
| MNT   | D    | 354,088 | 364,708 | 375,645 | 386,913 | 0       | 1,481,354 |

**Total**      354,088      364,708      375,645      386,913      0      1,481,354



**4129182 COLlier COUNTY ASSET MAINTENANCE**

**Project Description:** Asset Maintenance      Prior Years Cost: N/A

**Work Summary:** ROUTINE MAINTENANCE      Future Years Cost: N/A

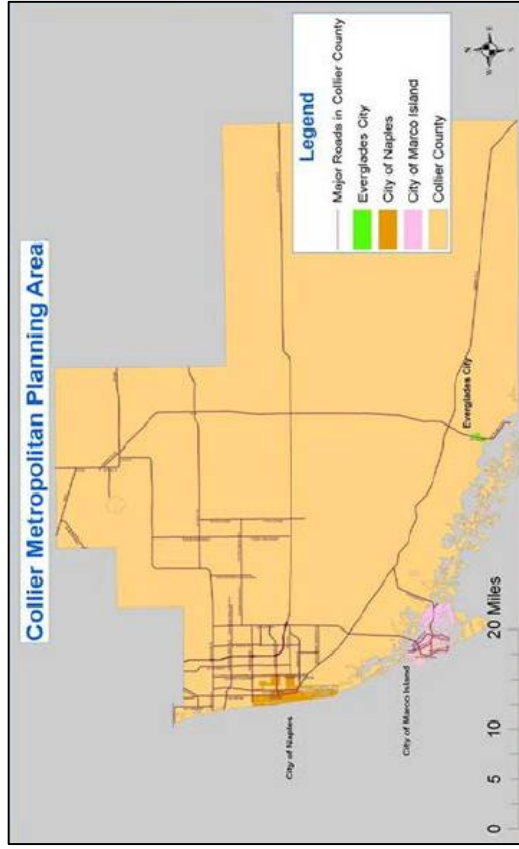
**Lead Agency:** FDOT      Total Project Cost: N/A

REVENUE PROJECTIONS  
APPENDIX A P5-5

| Phase | Fund | 2020/21   | 2021/22   | 2022/23   | 2023/24   | 2024/25   | Total      |
|-------|------|-----------|-----------|-----------|-----------|-----------|------------|
| MNT   | D    | 2,128,898 | 2,128,898 | 2,128,898 | 2,128,898 | 2,113,898 | 10,629,490 |

**Length:** N/A

**Total** 2,128,898 2,128,898 2,128,898 2,128,898 2,113,898 10,629,490



4135371 NAPLES HIGHWAY LIGHTING DDR FUNDING

Project Description:

Naples Highway Lighting

Work Summary:

ROUTINE MAINTENANCE

Lead Agency:

CITY OF NAPLES

Prior Years Cost:

N/A

Future Years Cost:

N/A

Total Project Cost:

N/A

L RTP Ref:

REVENUE PROJECTIONS  
APPENDIX A P5-5

|       |      | Length: N/A |         |         |                       |
|-------|------|-------------|---------|---------|-----------------------|
| Phase | Fund | 2020/21     | 2021/22 | 2022/23 | 2023/24 2024/25 Total |
| MNT   | D    | 151,521     | 156,065 | 160,746 | 165,567 0 633,899     |

|       |         |         |         |         |           |
|-------|---------|---------|---------|---------|-----------|
| Total | 151,521 | 156,065 | 160,746 | 165,567 | 0 633,899 |
|-------|---------|---------|---------|---------|-----------|



4353891 ALLIGATOR ALLEY FIRE STATION @ MM63 SIS

|                             |                                  |                     |     |
|-----------------------------|----------------------------------|---------------------|-----|
| <b>Project Description:</b> | Emergency Services, Fire Station | Prior Years Cost:   | N/A |
|                             |                                  | Future Years Cost:  | N/A |
|                             |                                  | Total Project Cost: | N/A |
| <b>Work Summary:</b>        | MISCELLANEOUS STRUCTURE          | L RTP Ref:          |     |

|              |      |         |       |
|--------------|------|---------|-------|
| Lead Agency: | FDOT | Length: | 1.054 |
|--------------|------|---------|-------|

| Phase        | Fund | 2020/21   | 2021/22   | 2022/23   | 2023/24   | 2024/25   | Total     |
|--------------|------|-----------|-----------|-----------|-----------|-----------|-----------|
| CAP          | DSB2 | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 | 7,000,000 |
|              |      |           |           |           |           |           | 0         |
|              |      |           |           |           |           |           | 0         |
|              |      |           |           |           |           |           | 0         |
|              |      |           |           |           |           |           | 0         |
|              |      |           |           |           |           |           | 0         |
|              |      |           |           |           |           |           | 0         |
| <b>Total</b> |      | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 | 7,000,000 |

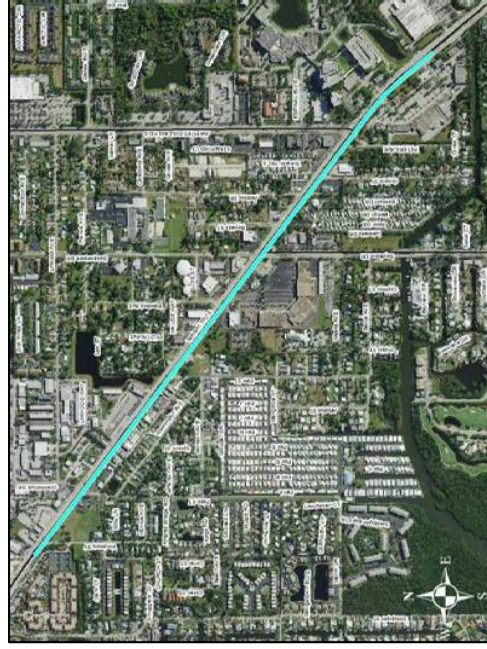




**4380591 SR90(US 41) TAMiami Trl fm E of SR84(DAVIS BLVD) TO COURTHOUSE SHADOWS**

**Project Description:** INCORPORATES SOME RECOMMENDATIONS FROM FDOT RSA FOR AIRPORT-PULLING/US 41 AREA Prior Years Cost: 463,399  
**Work Summary:** RESURFACING Future Years Cost: 0  
 Total Project Cost: 6,782,142  
**Lead Agency:** FDOT L RTP Ref: REVENUE PROJECTIONS P5-5 APPENDIX A

|              |      | Length:          |          |          |          |                  |
|--------------|------|------------------|----------|----------|----------|------------------|
|              |      | 1.465            |          |          |          |                  |
| Phase        | Fund | 2020/21          | 2021/22  | 2022/23  | 2023/24  | 2024/25          |
| CST          | ACSA | 1,026,000        | 0        | 0        | 0        | 0                |
| CST          | ACSS | 961,775          |          |          |          |                  |
| CST          | SA   | 51,300           | 0        | 0        | 0        | 0                |
| CST          | DDR  | 4,204,668        | 0        | 0        | 0        | 0                |
| ENV          | DDR  | 75,000           | 0        | 0        | 0        | 0                |
| <b>Total</b> |      | <b>6,318,743</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>6,318,743</b> |



4385841

I-75/ALLIGATOR ALLEY TOLL BOOTH LANDSCAPING

SIS

Project Description:

Prior Years Cost: 0

Work Summary:

LANDSCAPING

Future Years Cost: 0

Total Project Cost: 1,399,892

LRTP Ref: P5-3, 5-5 & APPENDIX A

| Lead Agency: | FDOT | Length: |         |         |         |           | 0.001     |
|--------------|------|---------|---------|---------|---------|-----------|-----------|
| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25   | Total     |
| PE           | DDR  | 200,000 | 0       | 0       | 0       | 0         | 200,000   |
| PE           | DIH  | 10,000  | 0       | 0       | 0       | 0         | 10,000    |
| CST          | DDR  | 0       | 0       | 0       | 0       | 1,178,452 | 1,178,452 |
| CST          | DIH  | 0       | 0       | 0       | 0       | 11,440    | 11,440    |
| Total        |      | 210,000 | 0       | 0       | 0       | 1,189,892 | 1,399,892 |



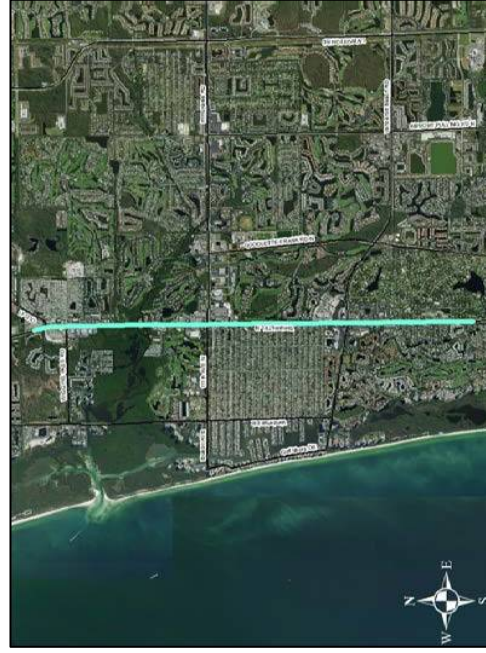
**4415121 SR 45 (US 41) FROM S OF DUNRUSS CREEK TO S OF GULF PARK DR**

**Project Description:** Prior Years Cost: 2,600,493  
 Future Years Cost: 0  
 Total Project Cost: 18,867,091  
**Work Summary:** RESURFACING  
 L RTP Ref: REVENUE PROJECTIONS P5-5 APPENDIX A

**Lead Agency:** FDOT **Length:** 4.735

| Phase | Fund | 2020/21 | 2021/22   | 2022/23 | 2023/24 | 2024/25 | Total     |
|-------|------|---------|-----------|---------|---------|---------|-----------|
| CST   | SA   | 0       | 6,984,909 | 0       | 0       | 0       | 6,984,909 |
| CST   | DDR  | 0       | 6,549,307 | 0       | 0       | 0       | 6,549,307 |
| CST   | DIH  | 0       | 1,053     | 0       | 0       | 0       | 1,053     |
| CST   | DS   | 0       | 2,731,329 | 0       | 0       | 0       | 2,731,329 |

**Total** 16,266,598 0 0 0 0 16,266,598

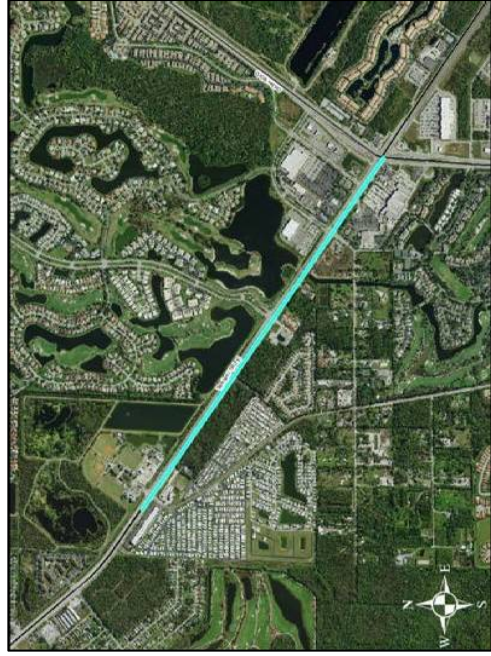


**4415611 SR 90 FROM WHISTLER'S COVE TO COLLIER BLVD**

**Project Description:** Prior Years Cost: 19,273  
 Future Years Cost: 0  
 Total Project Cost: 5,042,910  
**Work Summary:** RESURFACING  
 L RTP Ref: REVENUE PROJECTIONS P5-5 APPENDIX A

|                     |             |                  |                |                |                |
|---------------------|-------------|------------------|----------------|----------------|----------------|
| <b>Lead Agency:</b> |             | <b>Length:</b>   |                |                |                |
| FDOT                |             | 1.38             |                |                |                |
| <b>Phase</b>        | <b>Fund</b> | <b>2020/21</b>   | <b>2021/22</b> | <b>2022/23</b> | <b>2023/24</b> |
| CST                 | DDR         | 0                | 0              | 4,905,397      | 0              |
| CST                 | DIH         | 0                | 0              | 43,240         | 0              |
| ENV                 | DDR         | 25,000           | 50,000         | 0              | 0              |
| <b>Total</b>        |             | <b>4,948,637</b> |                |                |                |

**Total** 25,000 50,000 4,948,637 0 0 5,023,637



4439891 SR 90 (US 41) FROM SR 951 (COLLIER BLVD) TO GREENWAY ROAD

Project Description:

US 41 Landscaping

Work Summary:

LANDSCAPING

Lead Agency:

FDOT

Prior Years Cost:

10,000

Future Years Cost:

0

Total Project Cost:

1,988,000

LRTP Ref:

P5-3, 5-5 & APPENDIX A

|         |      |           |         |         |         |
|---------|------|-----------|---------|---------|---------|
| Length: |      | 6.174     |         |         |         |
| Phase   | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24 |
| CST     | DDR  | 1,978,000 | 0       | 0       | 0       |
| Total   |      | 1,978,000 |         |         |         |

|       |           |   |   |   |   |           |
|-------|-----------|---|---|---|---|-----------|
| Total | 1,978,000 | 0 | 0 | 0 | 0 | 1,978,000 |
|-------|-----------|---|---|---|---|-----------|



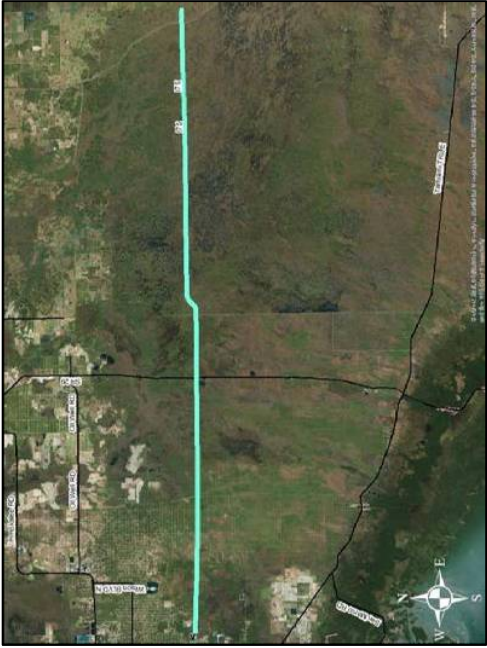


4440081 I-75 (SR 93) FROM BROWARD COUNTY LINE TO TOLL BOOTH SIS

**Project Description:** I-75 Resurfacing Prior Years Cost: 4,873,004  
Future Years Cost: 0  
**Work Summary:** RESURFACING Total Project Cost: 87,049,943  
L RTP Ref: REVENUE PROJECTIONS  
APPENDIX A P5-5

|                     |             |                |                |                |                |                |              |
|---------------------|-------------|----------------|----------------|----------------|----------------|----------------|--------------|
| <b>Lead Agency:</b> |             | <b>Length:</b> |                |                |                |                | 48.949       |
| <b>Phase</b>        | <b>Fund</b> | <b>2020/21</b> | <b>2021/22</b> | <b>2022/23</b> | <b>2023/24</b> | <b>2024/25</b> | <b>Total</b> |
| CST                 | DDR         | 0              | 1,150,745      | 0              | 0              | 0              | 1,150,745    |
| CST                 | DS          | 0              | 203,494        | 0              | 0              | 0              | 203,494      |
| CST                 | DSB2        | 0              | 80,822,700     | 0              | 0              | 0              | 80,822,700   |

|              |   |            |   |   |   |   |            |
|--------------|---|------------|---|---|---|---|------------|
| <b>Total</b> | 0 | 82,176,939 | 0 | 0 | 0 | 0 | 82,176,939 |
|--------------|---|------------|---|---|---|---|------------|





4463201 I-75 (SR 93) FROM TOLL BOOTH TO COLLIER BLVD SIS

**Project Description:**

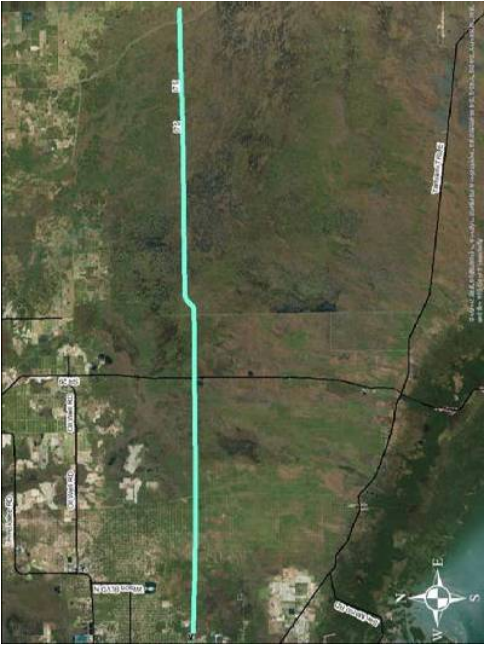
**Work Summary:** RESURFACING

**Lead Agency:** FDOT

Prior Years Cost: 1,000  
Future Years Cost: 0  
Total Project Cost: 3,988,329  
LRTP Ref:

|       |      | Length: |         |           |         |         |
|-------|------|---------|---------|-----------|---------|---------|
| Phase | Fund | 2020/21 | 2021/22 | 2022/23   | 2023/24 | 2024/25 |
| PE    | ACNP | 700,000 | 0       | 0         | 0       | 0       |
| CST   | ACNP | 0       | 0       | 3,287,329 | 0       | 0       |
|       |      |         |         |           |         |         |
|       |      |         |         |           |         | Total   |

|       |         |   |           |   |   |           |
|-------|---------|---|-----------|---|---|-----------|
| Total | 700,000 | 0 | 3,287,329 | 0 | 0 | 3,987,329 |
|-------|---------|---|-----------|---|---|-----------|



**PART 1**

**SECTION B**

**TRANSPORTATION PLANNING PROJECTS**

includes  
MPO Planning Funds

Please see Appendix J for additional plans and studies in the UPWP that are using SU funds,  
but that are not included in the TIP.

**4393143 COLlier COUNTY MPO FY 2020/2021-2021/2022 UPWP**

**Project Description:** N/A  
**Work Summary:** TRANSPORTATION PLANNING N/A  
**Lead Agency:** MPO Length: NA  
 Prior Years Cost: N/A  
 Future Years Cost: N/A  
 Total Project Cost: N/A  
 LRTP Ref: GOALS & OBJECTIVES P3-5

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total     |
|--------------|------|---------|---------|---------|---------|---------|-----------|
| PLN          | PL   | 548,485 | 548,485 | 0       | 0       | 0       | 1,096,970 |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
| <b>Total</b> |      | 548,485 | 548,485 | 0       | 0       | 0       | 1,096,970 |



4393144 COLlier COUNTY MPO FY 2022/2023-2023/2024 UPWP

**Project Description:** Prior Years Cost: N/A  
Future Years Cost: N/A  
Total Project Cost: N/A  
LRTP Ref: GOALS & OBJECTIVES P3-5

**Work Summary:** TRANSPORTATION PLANNING

**Lead Agency:** MPO Length: NA

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total     |
|-------|------|---------|---------|---------|---------|---------|-----------|
| PLN   | PL   | 0       | 0       | 548,485 | 548,485 | 0       | 1,096,970 |
|       |      |         |         |         |         |         | 0         |
|       |      |         |         |         |         |         | 0         |
|       |      |         |         |         |         |         | 0         |
|       |      |         |         |         |         |         | 0         |
|       |      |         |         |         |         |         | 0         |
|       |      |         |         |         |         |         | 0         |
| Total |      | 0       | 0       | 548,485 | 548,485 | 0       | 1,096,970 |



4393145 COLLIER COUNTY MPO FY 2024/2025-2025/2026 UPWP

### Project Description:

|                     |                    |
|---------------------|--------------------|
| Prior Years Cost:   | N/A                |
| Future Years Cost:  | N/A                |
| Total Project Cost: | N/A                |
| L RTP Ref:          | GOALS & OBJECTIVES |
|                     | 5                  |

## Work Summary: TRANSPORTATION PLANNING

|              |     |         |    |
|--------------|-----|---------|----|
| Lead Agency: | MPO | Length: | NA |
|--------------|-----|---------|----|

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| PLN          | PL   | 0       | 0       | 0       | 0       | 548,485 | 548,485 |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 0       | 0       | 0       | 0       | 548,485 | 548,485 |



**PART 1**

**SECTION C**

**TRANSIT PROJECTS**



**4101131 COLlier COUNTY MPO TRANSIT PLANNING FTA SECTION 5305 (D)**

**Project Description:** FTA Section 5305 Metropolitan Planning

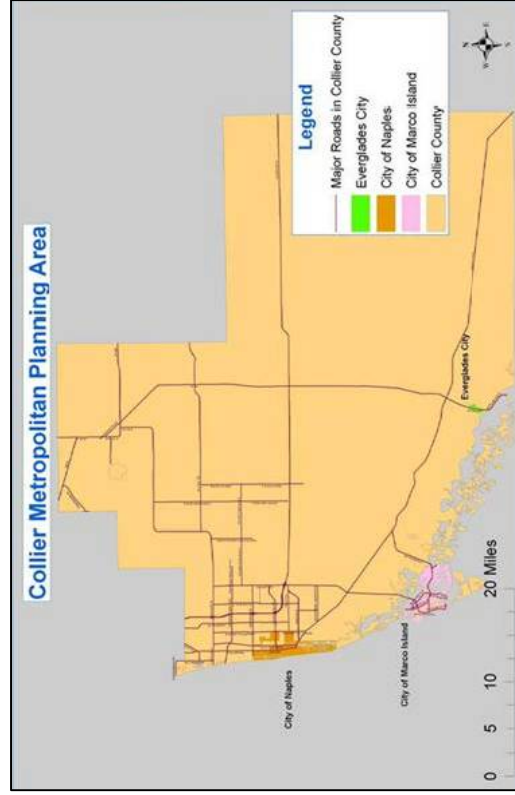
**Work Summary:** MODAL SYSTEMS PLANNING

**Lead Agency:** MPO

**Length:** N/A

Prior Years Cost: N/A  
 Future Years Cost: N/A  
 Total Project Cost: N/A  
 LRTP Ref: TRANSIT CFP P6-34

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| PLN          | DPTO | 9,877   | 9,877   | 9,877   | 9,877   | 11,410  | 50,918  |
| PLN          | DU   | 79,010  | 79,010  | 79,010  | 79,010  | 91,283  | 407,323 |
| PLN          | LF   | 9,877   | 9,877   | 9,877   | 9,877   | 11,410  | 50,918  |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 98,764  | 98,764  | 98,764  | 98,764  | 114,103 | 509,159 |

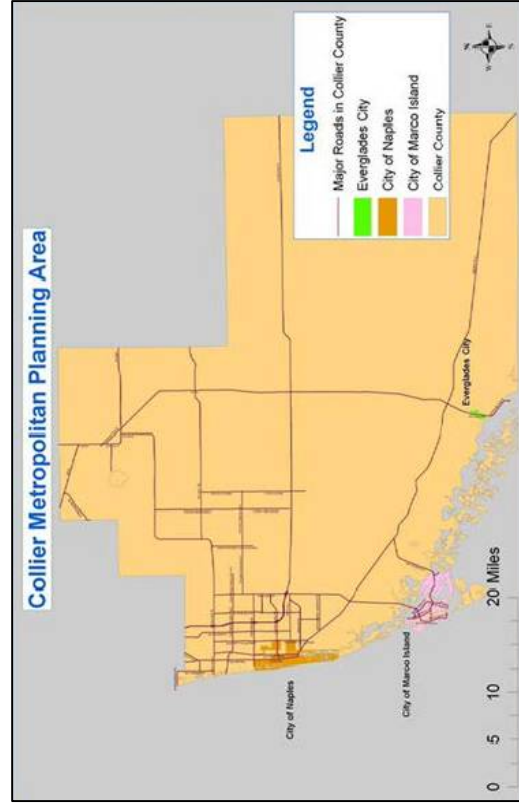


**4101201 COLlier COUNTY FTA SECTION 5311 OPERATING ASSISTANCE**

**Project Description:** Section 5311 Rural and Small Areas Paratransit Operating and Administrative Service N/A  
**Work Summary:** OPERATING/ADMIN. ASSISTANCE N/A  
 Prior Years Cost: N/A  
 Future Years Cost: N/A  
 Total Project Cost: N/A  
 LRTP Ref: TRANSIT CFP P6-34

**Lead Agency:** COLlier COUNTY **Length:** N/A

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total     |
|--------------|------|---------|---------|---------|---------|---------|-----------|
| OPS          | DU   | 366,460 | 364,222 | 404,525 | 379,787 | 484,276 | 1,999,270 |
| OPS          | LF   | 366,460 | 364,222 | 404,525 | 379,787 | 484,276 | 1,999,270 |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
|              |      |         |         |         |         |         | 0         |
| <b>Total</b> |      | 732,920 | 728,444 | 809,050 | 759,574 | 968,552 | 3,998,540 |



**COLLIER COUNTY STATE TRANSIT BLOCK GRANT OPERATING ASSISTANCE****4101391**

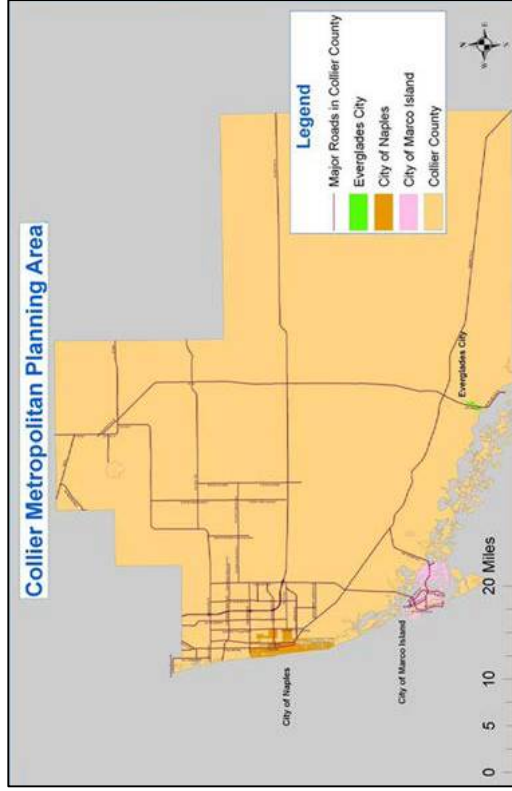
**Project Description:** State Transit Fixed-Route Operating Assistance Block Grant

**Work Summary:** OPERATING FOR FIXED ROUTE

**Lead Agency:** COLLIER COUNTY

Prior Years Cost: N/A  
 Future Years Cost: N/A  
 Total Project Cost: N/A  
 LRTP Ref: TRANSIT CFP P6-34

| Lead Agency: | COLLIER COUNTY |           |           |           |           |           | Length:    | N/A |
|--------------|----------------|-----------|-----------|-----------|-----------|-----------|------------|-----|
| Phase        | Fund           | 2020/21   | 2021/22   | 2022/23   | 2023/24   | 2024/25   | Total      |     |
| OPS          | DDR            | 0         | 0         | 906,623   | 0         | 0         | 906,623    |     |
| OPS          | DPTO           | 1,058,049 | 1,110,951 | 259,876   | 1,224,824 | 1,234,010 | 4,887,710  |     |
| OPS          | LF             | 1,058,049 | 1,110,951 | 1,166,499 | 1,224,824 | 1,234,010 | 5,794,333  |     |
|              |                |           |           |           |           |           | 0          |     |
|              |                |           |           |           |           |           | 0          |     |
|              |                |           |           |           |           |           | 0          |     |
| <b>Total</b> |                | 2,116,098 | 2,221,902 | 2,332,998 | 2,449,648 | 2,468,020 | 11,588,666 |     |



**4101461 COLlier COUNTY FTA SECTION 5307 CAPITAL ASSISTANCE**

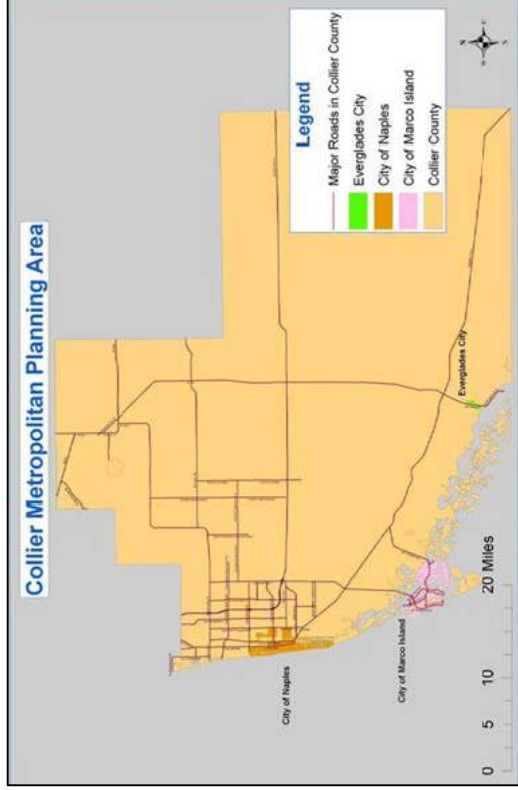
**Project Description:**

Prior Years Cost: N/A  
 Future Years Cost: N/A  
 Total Project Cost: N/A  
 LRTP Ref: TRANSIT CFP P6-34

**Work Summary:**

CAPITAL FOR FIXED ROUTE

| <b>Lead Agency:</b> |             | <b>Length:</b> |                |                |                |                |
|---------------------|-------------|----------------|----------------|----------------|----------------|----------------|
| COLlier COUNTY      |             | N/A            |                |                |                |                |
| <b>Phase</b>        | <b>Fund</b> | <b>2020/21</b> | <b>2021/22</b> | <b>2022/23</b> | <b>2023/24</b> | <b>2024/25</b> |
| CAP                 | FTA         | 1,903,350      | 1,998,517      | 2,098,443      | 2,203,365      | 2,313,533      |
| CAP                 | LF          | 475,838        | 499,630        | 524,611        | 550,842        | 578,384        |
| <b>Total</b>        |             | 2,379,188      | 2,498,147      | 2,623,054      | 2,754,207      | 2,891,917      |
|                     |             |                |                |                |                | 13,146,513     |



**4101462 COLlier COUNTY FTA SECTION 5307 OPERATING ASSISTANCE**

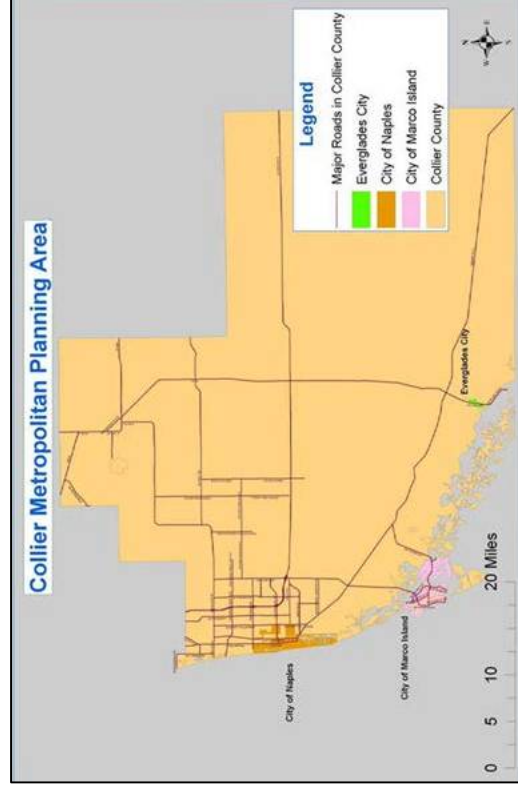
**Project Description:** Fixed Route Operating Assistance

**Work Summary:** OPERATING FOR FIXED ROUTE

**Lead Agency:** COLLIER COUNTY

Prior Years Cost: N/A  
 Future Years Cost: N/A  
 Total Project Cost: N/A  
 LRTP Ref: TRANSIT CFP P6-34

| Phase        | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24   | 2024/25   | Total     |
|--------------|------|-----------|---------|---------|-----------|-----------|-----------|
| OPS          | FTA  | 500,000   | 100,000 | 442,610 | 807,700   | 798,900   | 2,649,210 |
| OPS          | LF   | 500,000   | 100,000 | 442,610 | 807,700   | 798,900   | 2,649,210 |
|              |      |           |         |         |           |           | 0         |
|              |      |           |         |         |           |           | 0         |
|              |      |           |         |         |           |           | 0         |
|              |      |           |         |         |           |           | 0         |
|              |      |           |         |         |           |           | 0         |
| <b>Total</b> |      | 1,000,000 | 200,000 | 885,220 | 1,615,400 | 1,597,800 | 5,298,420 |

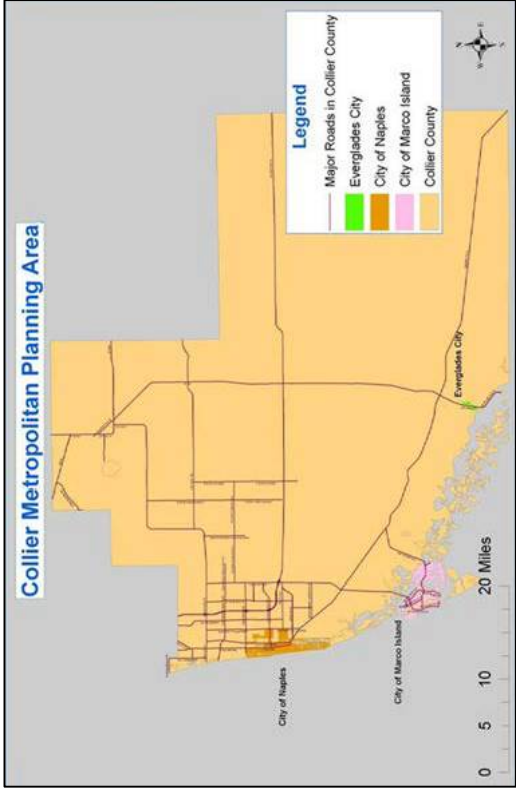


**4340301 COLlier CO./BONITA SPRINGS UZA FTA SECTION 5339 CAPITAL ASSISTANCE**

**Project Description:** Prior Years Cost: N/A  
 Future Years Cost: N/A  
 Total Project Cost: N/A  
 LRTP Ref: CFP-CMS/ITS PROJECTS Pg-24 & APPENDIX A  
 TIP Amendment: 2015-0918  
 2014-0912-1

**Work Summary:** CAPITAL FOR FIXED ROUTE

| Lead Agency: |      | COLlier COUNTY |         | Length: |         | N/A     |           |   |  |
|--------------|------|----------------|---------|---------|---------|---------|-----------|---|--|
| Phase        | Fund | 2020/21        | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total     |   |  |
| CAP          | FTA  | 391,390        | 410,959 | 431,507 | 453,082 | 475,737 | 2,162,675 |   |  |
| CAP          | LF   | 97,847         | 102,740 | 107,877 | 113,271 | 118,934 | 540,669   |   |  |
|              |      |                |         |         |         |         |           | 0 |  |
|              |      |                |         |         |         |         |           | 0 |  |
|              |      |                |         |         |         |         |           | 0 |  |
|              |      |                |         |         |         |         |           | 0 |  |
|              |      |                |         |         |         |         |           | 0 |  |
| <b>Total</b> |      | 489,237        | 513,699 | 539,384 | 566,353 | 594,671 | 2,703,344 |   |  |





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**PART 1**

**SECTION D**

**TRANSPORTATION DISADVANTAGED PROJECTS**

This section includes the Transportation Disadvantaged program projects in FY2020/21 – FY2024/25. The Community Transportation Coordinator (CTC) for the Transportation Disadvantaged program in Collier County is the Collier County Board of County Commissioners which provide services under a memorandum of agreement with the Florida Commission for the Transportation Disadvantaged. The Collier MPO, as the designated official planning agency for the program (DOPA) confirms that projects programmed through FY 2024/25 are all consistent with the Transportation Disadvantaged Service Plan (TDSP) major update which was adopted by the Collier Local Coordinating Board (LCB) on October 24, 2018. The two Transportation Disadvantaged program projects are listed below.

The amount of the MPO's LCB assistance and the Transportation Disadvantaged Trust Fund (TDTF) for FY2020/21 was not yet available when this TIP was adopted. The amounts listed below are from FY2019/20 and will be adjusted accordingly via an Administrative Modification to the TIP once they become available.

#### **Collier MPO LCB Assistance**

The FY2019/20 Planning Grant Allocations for the Transportation Disadvantaged Trust Fund was \$27,016. This grant allocation is used by the Collier MPO to support the LCB.

#### **Collier County FY 2019/20 TDTF / Trip and Equipment Grant**

The TDTF and Trip and Equipment Grant are funded by the Florida Commission for the Transportation Disadvantaged. The estimated amount of the grant is \$910,405. These funds are used to cover a portion of the operating expenses for the Collier Area ParaTransit Program

**PART 1**

**SECTION E**

**AVIATION PROJECTS**

**4389771 IMMOKALEE REGIONAL ARPT REHABILITATE RUNWAY 18/36**

**Project Description:**

Prior Years Cost: 1,782,500  
 Future Years Cost: 0  
 Total Project Cost: 8,165,000  
 L RTP Ref: APPENDIX A REVENUE FORECASTS TABLE 3 P5

**Work Summary:** AVIATION PRESERVATION PROJECT

**Lead Agency:** COLLIER COUNTY **Length:** N/A

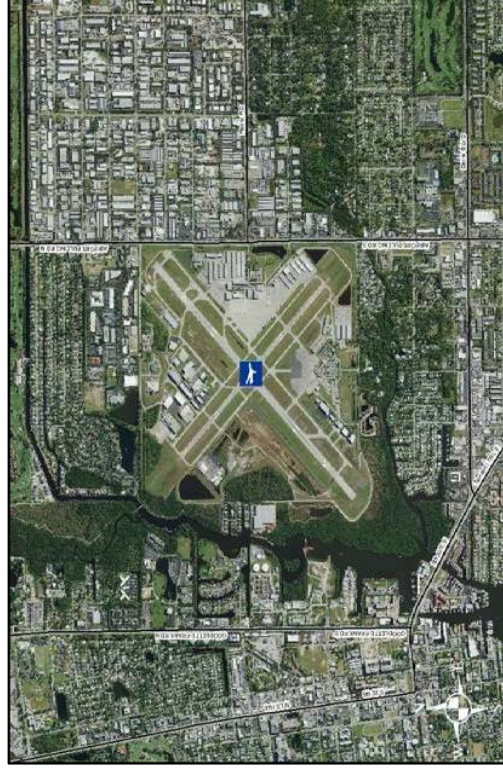
| Phase        | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total     |
|--------------|------|-----------|---------|---------|---------|---------|-----------|
| CAP          | DDR  | 4,706,000 | 400,000 | 0       | 0       | 0       | 5,106,000 |
| CAP          | LF   | 1,176,500 | 100,000 | 0       | 0       | 0       | 1,276,500 |
|              |      |           |         |         |         |         | 0         |
|              |      |           |         |         |         |         | 0         |
|              |      |           |         |         |         |         | 0         |
|              |      |           |         |         |         |         | 0         |
|              |      |           |         |         |         |         | 0         |
| <b>Total</b> |      | 5,882,500 | 500,000 | 0       | 0       | 0       | 6,382,500 |
|              |      |           |         |         |         |         | 0         |



**4403081 NAPLES MUNICIPAL ARPT AIRCRAFT RESCUE AND FIRE FIGHTING FACILITY**

**Project Description:** Prior Years Cost: 5,404,710  
 Future Years Cost: 0  
 Total Project Cost: 6,329,420  
**Work Summary:** L RTP Ref: APPENDIX A REVENUE  
**Lead Agency:** NAPLES AIRPORT AUTHORITY Length: N/A FORECASTS TABLE 3 P5

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| CAP          | DDR  | 462,355 | 0       | 0       | 0       | 0       | 462,355 |
| CAP          | LF   | 462,355 | 0       | 0       | 0       | 0       | 462,355 |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 924,710 | 0       | 0       | 0       | 0       | 924,710 |





**4416711 EVERGLADES AIRPARK RUNWAY 15/33 REHABILITATION**

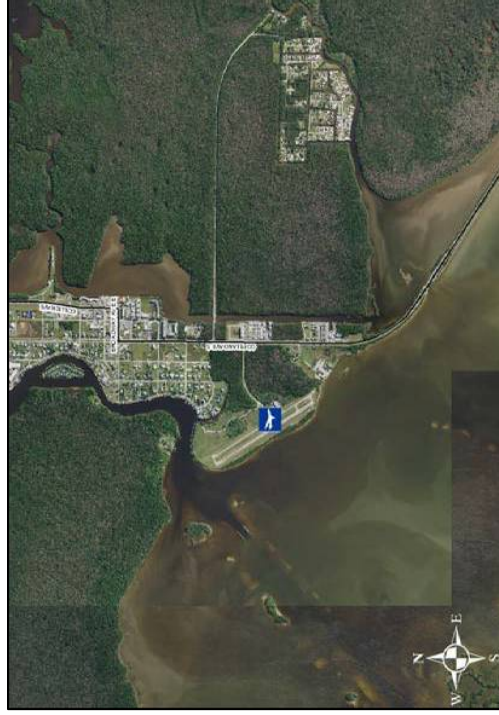
**Project Description:**

Prior Years Cost: 166,650  
 Future Years Cost: 0  
 Total Project Cost: 2,166,650  
 L RTP Ref: APPENDIX A REVENUE FORECASTS TABLE 3 P5

**Work Summary:** AVIATION PRESERVATION PROJECT

**Lead Agency:** COLLIER COUNTY **Length:** N/A

| Phase        | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total     |
|--------------|------|-----------|---------|---------|---------|---------|-----------|
| CAP          | DPTO | 100,000   | 0       | 0       | 0       | 0       | 100,000   |
| CAP          | FAA  | 1,800,000 | 0       | 0       | 0       | 0       | 1,800,000 |
| CAP          | LF   | 100,000   | 0       | 0       | 0       | 0       | 100,000   |
| <b>Total</b> |      | 2,000,000 | 0       | 0       | 0       | 0       | 2,000,000 |



## 4417831 IMMOKALEE ARPT TAXIWAY C EXTENSION

**Project Description:**

Prior Years Cost: 233,565  
 Future Years Cost: 0  
 Total Project Cost: 3,233,565  
 LRTP Ref: APPENDIX A REVENUE FORECASTS TABLE 3 P5

**Work Summary:** AVIATION PRESERVATION PROJECT

**Lead Agency:** COLLIER COUNTY **Length:** N/A

| Phase        | Fund | 2020/21   | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total     |
|--------------|------|-----------|---------|---------|---------|---------|-----------|
| CAP          | DDR  | 150,000   | 0       | 0       | 0       | 0       | 150,000   |
| CAP          | FAA  | 2,700,000 | 0       | 0       | 0       | 0       | 2,700,000 |
| CAP          | LF   | 150,000   | 0       | 0       | 0       | 0       | 150,000   |
|              |      |           |         |         |         |         | 0         |
|              |      |           |         |         |         |         | 0         |
|              |      |           |         |         |         |         | 0         |
|              |      |           |         |         |         |         | 0         |
| <b>Total</b> |      | 3,000,000 | 0       | 0       | 0       | 0       | 3,000,000 |

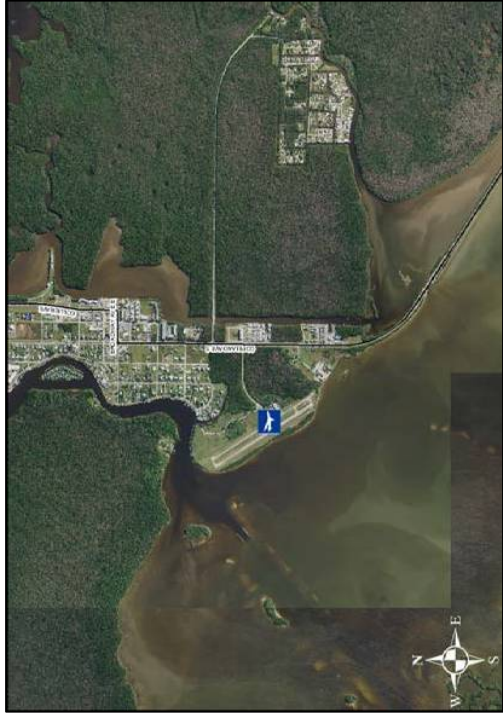


**4443941 EVERGLADES AIRPARK SEAPLANE BASE DESIGN AND CONSTRUCT**

**Project Description:** Note: On 9/27/18 CST phase moved to this FPN. Formerly was 4418151  
**Work Summary:** AVIATION CAPACITY PROJECT  
**Lead Agency:** COLLIER COUNTY      **Length:** N/A

Prior Years Cost: 100,000  
 Future Years Cost: 0  
 Total Project Cost: 412,500  
 L RTP Ref: APPENDIX A REVENUE FORECASTS TABLE 3 P5

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|--------------|------|---------|---------|---------|---------|---------|---------|
| CAP          | DDR  | 0       | 250,000 | 0       | 0       | 0       | 250,000 |
| CAP          | LF   | 0       | 62,500  | 0       | 0       | 0       | 62,500  |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
|              |      |         |         |         |         |         | 0       |
| <b>Total</b> |      | 0       | 312,500 | 0       | 0       | 0       | 312,500 |



**4463531 NAPLES MUNICIPAL AIRPORT SOUTH QUADRANT BOX AND T-HANGARS****Project Description:**

Prior Years Cost: NA  
 Future Years Cost: NA  
 Total Project Cost: NA  
 LRTP Ref: APPENDIX A REVENUE  
 FORECASTS TABLE 3 P5

**Work Summary:** AVIATION REVENUE/OPERATIONAL**Lead Agency:** NAPLES AIRPORT AUTHORITY**Length:** N/A

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24   | 2024/25   | Total     |
|--------------|------|---------|---------|---------|-----------|-----------|-----------|
| CAP          | DDR  | 0       | 0       | 0       | 800,000   | 2,500,000 | 3,300,000 |
| CAP          | LF   | 0       | 0       | 0       | 800,000   | 2,500,000 | 3,300,000 |
|              |      |         |         |         |           |           | 0         |
|              |      |         |         |         |           |           | 0         |
|              |      |         |         |         |           |           | 0         |
|              |      |         |         |         |           |           | 0         |
|              |      |         |         |         |           |           | 0         |
| <b>Total</b> |      | 0       | 0       | 0       | 1,600,000 | 5,000,000 | 6,600,000 |





**4463591 IMMOKALEE REGIONAL ARPT PERIMETER ROAD / TAXIWAY A MODIFICATION**

**Project Description:** Prior Years Cost: 0  
 Future Years Cost: 0  
 Total Project Cost: 1,263,700  
 L RTP Ref: APPENDIX A REVENUE FORECASTS TABLE 3 P5

**Work Summary:** AVIATION PRESERVATION PROJECT

**Lead Agency:** COLLIER COUNTY Length: N/A

| Phase        | Fund | 2020/21 | 2021/22 | 2022/23   | 2023/24 | 2024/25 | Total     |
|--------------|------|---------|---------|-----------|---------|---------|-----------|
| CAP          | DDR  | 0       | 0       | 50,000    | 0       | 0       | 50,000    |
| CAP          | DPTD | 0       | 13,185  | 0         | 0       | 0       | 13,185    |
| CAP          | FAA  | 0       | 237,330 | 900,000   | 0       | 0       | 1,137,330 |
| CAP          | LF   | 0       | 13,185  | 50,000    | 0       | 0       | 63,185    |
| <b>Total</b> |      | 0       | 263,700 | 1,000,000 | 0       | 0       | 1,263,700 |



4463621 MARCO ISLAND EXEC ARPT FUEL FARM EXPANSION

Project Description:

Work Summary:

Lead Agency:

Prior Years Cost:  
Future Years Cost:  
Total Project Cost:  
LRTP Ref:

AVIATION REVENUE/OPERATIONAL

COLLIER COUNTY

N/A

0  
0  
375,000  
APPENDIX A REVENUE  
FORECASTS TABLE 3 P5

| Phase | Fund | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | Total   |
|-------|------|---------|---------|---------|---------|---------|---------|
| CAP   | DPTO | 0       | 0       | 0       | 300,000 | 0       | 300,000 |
| CAP   | LF   | 0       | 0       | 0       | 75,000  | 0       | 75,000  |
|       |      |         |         |         |         |         | 0       |
|       |      |         |         |         |         |         | 0       |
|       |      |         |         |         |         |         | 0       |
|       |      |         |         |         |         |         | 0       |
|       |      |         |         |         |         |         | 0       |
| Total |      | 0       | 0       | 0       | 375,000 | 0       | 375,000 |





## **PART II**

### **COLLIER COUNTY PROJECTS**

The projects included in this section of the TIP are generally located outside of the Cities of Marco Island and Naples. The projects are funded through a variety of funding sources including local gas taxes, road impact fees, state and federal grants, and developer commitments.

Priorities are established by the Collier County Board of County Commissioners based upon an analysis of existing conditions and project needs. Some reconstruction and resurfacing projects may have been initially requested by citizens. Other projects are part of the overall maintenance and improvement program, utilizing various funds, with priorities established through careful and continuous monitoring of conditions.

The five-year schedule of Capital Improvement Projects approved by the Board of County Commissioners is shown of the next two pages. All improvements are consistent with the Collier County Comprehensive Plan and Collier County Growth Management Plan.

**Attachment D**  
**2020 5 Year Work Program**  
**(Dollars shown in Thousands)**

| Project #   | Project Name                                       | UPDATE TO SAP FY19 Amount |         | FY20 Amount |     | FY21 Amount |     | FY22 Amount |       | FY23 Amount |         | FY24 Amount |     | FY 20-24 Amount |
|---|--|---------------------------|---------|-------------|-----|-------------|-----|-------------|-------|-------------|---------|-------------|-----|-----------------|
| SUMMARY OF PROJECTS   |  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| 60168   | Vanderbilt Beach Rd/Collier Blvd-16th              | 27,154                    | R/M/D/A | 15,000      | R/A | 75,000      | C   |             |       | 30,000      | D/C/M   |             |     | 90,000          |
| 60201   | Pine Ridge Rd (Livingston to I75)                  | 1,000                     | A       |             |     |             |     |             |       |             |         |             |     | 30,000          |
| 60606   | 11 Bridge Replacements                             |                           |         | 1,075       | M   | 31,865      | C   |             |       |             |         |             |     | 32,940          |
| 60147   | Randall/Immokalee Road Intersection                | 221                       | D       | 950         | D/R |             |     | 8,800       | C     |             |         |             |     | 9,750           |
| 60190   | Airport Rd Vanderbilt Bch Rd to Immokalee Rd       | 64                        |         | 3,000       | D/R |             |     | 14,500      | C     |             |         |             |     | 17,500          |
| 60215   | Triangle Blvd/Price St                             | 200                       | R       | 6,000       | R/C |             |     |             |       |             |         |             |     | 6,000           |
| 60212   | New Golden Gate Bridges (11)                       |                           |         |             |     |             |     | 15,476      | D/C   | 6,120       | D/C     | 18,000      | D/C | 39,596          |
| 60212.1   | 47th Ave NE  |                           |         |             |     | 9,030       | D/C |             |       |             |         | 9,000       | D/C | 9,000           |
| TBD   | 16th Street NE Bridge                              |                           |         |             |     | 1,311       | D/C | 1,997       | D/C   | 2,530       | D/C     | 2,535       | D/C | 9,030           |
| 60228   | Sidewalks  |                           |         | 1,627       | D/C |             |     |             |       |             |         |             |     | 10,000          |
| 60145   | Golden Gate Blvd 20th St to Everglades             | 21,935                    | R/D/C   | -           |     | -           |     | -           |       | -           |         |             |     | -               |
| 60211   | Orange Blossom (Airport to Livingston)             | 200                       | S       |             |     |             |     |             |       |             |         |             |     | -               |
| 60198   | Veterans Memorial                                  | 400                       | R       | 3,600       | R/D | 8,800       | C   |             |       |             |         |             |     | 12,400          |
| 60199   | Vanderbilt Beach Rd (US41 to E of Goodlette)       | 800                       | D       | 500         | D/R |             |     |             |       |             |         |             |     | 9,400           |
| 60200   | Goodland Road (CR 92A) Roadway Improvements        | 1,400                     | D/M     | 2,000       | A   | 4,100       | C   | 8,900       | C     |             |         |             |     | 6,100           |
| 60219   | Whippoorwill                                       | 300                       |         | 4,000       | D/C |             |     |             |       |             |         |             |     | 4,000           |
| 60129   | Wilson Benfield Ext (Lord's Way to City Gate N)    | 3,487                     | S/C     | 7,000       | C   | 1,000       | R/A | 1,000       | R/A   | 1,000       | R/A     | 1,000       | R/A | 11,000          |
| 65061   | Ruston Pointe                                      | 140                       | C       | 150         | C   |             |     |             |       |             |         |             |     | 150             |
| 60144   | Oil Well (Everglades to Oil Well Grade)            | 5,832                     |         | 608         | C   | 300         | A   | 300         | A     | 300         | A       | 300         | A   | 1,808           |
| 33524   | Tiger Grant  | 2,852                     |         | 685         |     |             |     |             |       |             |         |             |     | 685             |
| 70167   | Business Center (City Gate)                        |                           |         |             |     | 8,000       | C   |             |       |             |         |             |     | 8,000           |
| 68057   | Collier Blvd (Green to GG Main Canal)              |                           |         |             |     |             |     | 3,200       | D/A   | 7,000       | R/A     | 4,900       | A   | 15,100          |
| 60065   | Randall Blvd/Immokalee to Oil Well                 | 232                       |         |             |     |             |     |             |       |             |         | 1,500       | A   | 1,500           |
| 60232   | Belle Meade  |                           |         | 30          |     |             |     |             |       |             |         |             |     | 30              |
| TBD   | Goodlette Rd (VBR to Immokalee Rd)                 |                           |         |             |     |             |     | 2,000       | R/A   | 5,500       | D/R/M/A | 6,750       | A   | 14,250          |
| TBD   | Green Blvd (Santa Barbara Blvd to Sunshine)        |                           |         |             |     |             |     |             |       | 500         | S       |             |     | 500             |
| 60229   | Wilson Blvd (GG Blvd to Immokalee)                 |                           |         | 2,000       | A   | 10,000      | D/A | 10,000      | C     |             |         |             |     | 22,000          |
| TBD   | Vanderbilt Bch Rd (16th to Everglades)             |                           |         |             |     |             |     | 2,800       | D/R/M | 11,250      | R/A     | 5,000       | R/A | 19,050          |
| TBD   | Massey St  |                           |         |             |     |             |     |             |       | 845         | D/R     |             |     | 845             |
| TBD   | Immokalee Rd (Livingston to Logan)                 |                           |         |             |     | 1,000       | S/A |             |       |             |         |             |     | 1,000           |
| 60016   | Intersections Improvements Shoulder Widening       | 2,112                     |         | -           |     | 375         |     | 300         |       | 300         |         | 550         |     | 1,525           |
| 33524   | Pine Ridge Rd Turning Ln                           | 1,590                     |         |             |     |             |     |             |       |             |         |             |     | -               |
| 60148   | Airport Rd-Davis Blvd Intersection                 | 2,148                     | DC      |             |     |             |     |             |       |             |         |             |     | -               |
| 60214   | Immokalee/Woodcrest Imp                            | 1,000                     | DC      |             |     |             |     |             |       |             |         |             |     | -               |
| 60225   | White Blvd (Collier to 23rd St S.W.) Shoulders     | 175                       | D       |             |     |             |     |             |       |             |         |             |     | -               |
| 60226   | 16th Ave (13th St SW to 23rd St SW) Shoulders      |                           |         | 150         | D   |             |     | 1,350       | C     |             |         |             |     | 1,500           |
| 60227   | Corkscrew Rd (Lee County Line) Shoulders           |                           |         | 1,200       | C   |             |     |             |       |             |         |             |     | 1,200           |
| 60231   | Oil Well Rd (Camp Keais Rd to SR 29) Shoulders     |                           |         | 900         | D/C |             |     |             |       |             |         |             |     | 900             |
| 60230   | Randall and 8th-8th St Bridge Opening Impacts      | 100                       | D       | 900         | C   |             |     |             |       |             |         |             |     | 900             |
| 60213   | St Andrews Safety                                  | 534                       | DC      |             |     |             |     |             |       |             |         |             |     | -               |
| 60132   | Immokalee/CR951 Broken Back Intersection           | 1,109                     | DC      |             |     |             |     |             |       |             |         |             |     | -               |
| 60192   | Lake Trafford @ 19th St                            | 2                         | DC      |             |     |             |     |             |       |             |         |             |     | -               |
| TBD   | Randall Blvd (Immokalee Rd to Desoto Blvd)Shoulder |                           |         |             |     |             |     |             |       | 100         | DC      | 1,450       | C   | 1,550           |
| 60233   | Corkscrew Rd (Lee Cnty Line to SR82 Curve)         | 1,400                     | C       |             |     |             |     |             |       |             |         |             |     | -               |
| TBD   | Randall Blvd at Everglades Blvd                    |                           |         |             |     | 625         | DC  | 350         | C     |             |         |             |     | 975             |
| TBD   | Immokalee Rd at Northbrooke Dr/Tarpon Bay Blvd     |                           |         |             |     | 1,000       | DC  |             |       |             |         |             |     | 1,000           |
| TBD   | Everglades Blvd (Oil Well to Immokalee Rd)Shoulder |                           |         |             |     |             |     |             |       | 1,600       | DC      |             |     | 1,600           |
| Several   | LAPS   | 130                       |         |             |     |             |     |             |       |             |         |             |     | -               |
| 61001   | Tree Farm/Woodcrest                                | 1,034                     |         |             |     |             |     |             |       |             |         |             |     | -               |
| 60040   | Golden Gate Blvd-Wilson to 20th                    | 423                       |         |             |     |             |     |             |       |             |         |             |     | -               |
| 68056   | Collier Blvd (GGB to Green)                        | 339                       |         |             |     |             |     |             |       |             |         |             |     | -               |
| 50154   | Hurricane IRMA                                     | 545                       |         |             |     |             |     |             |       |             |         |             |     | -               |
| 60208   | Immokalee Rd Beautification                        | 3                         |         |             |     |             |     |             |       |             |         |             |     | -               |
|   | Contingency  |                           |         |             |     |             |     |             |       |             |         |             |     | -               |
|   | Total  | 78,861                    |         | 51,375      |     | 151,406     |     | 71,973      |       | 67,045      |         | 50,985      |     | 392,784         |
| Operations Improvements/Programs  |  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| 60066   | Bridge Repairs/Improvements                        | 10,814                    |         | 2,500       |     | 2,500       |     | 6,500       |       | 6,500       |         | 6,000       |     | 24,000          |
| 60130   | Wall/Barrier Replacement                           | 793                       |         | 500         |     | 250         |     | 250         |       | 250         |         | 250         |     | 1,500           |
| 60131   | Road Resurfacing 111/101                           | 5,637                     |         | 6,800       |     | 6,500       |     | 6,000       |       | 6,000       |         | 11,500      |     | 36,800          |
| 60128   | Limerock Road Conversion 111                       | 1,017                     |         | 100         |     |             |     |             |       |             |         |             |     | 100             |
| 60077   | Striping and Marking                               | 985                       |         | 800         |     | 800         |     | 800         |       | 800         |         | 950         |     | 4,150           |
| 60172   | Traffic Ops Upgrades/Enhancements                  | 2,029                     |         | 400         |     | 700         |     | 700         |       | 700         |         | 700         |     | 3,200           |
| 60189   | LED Replacement Program                            | 1,110                     |         | 350         |     |             |     |             |       |             |         |             |     | 350             |
| 60183   | Sign Retroreflectivity Requirement                 | 27                        |         |             |     |             |     |             |       |             |         |             |     | -               |
| 60118   | Countywide Pathways/Sidewalks Non PIL/LAP          | 1,865                     |         | 250         |     | 350         |     | 300         |       | 750         |         | 750         |     | 2,400           |
| 69081   | Pathways/Sidewalks Bike Lanes Maint/Enhanc         | 24                        |         |             |     |             |     |             |       |             |         |             |     | -               |
| 60037   | Asset Mgmt   | 523                       |         | 450         |     | 100         |     | 100         |       | 100         |         | 100         |     | 850             |
| 60146   | TMC Relocation Fund 310                            | 1,122                     |         |             |     |             |     |             |       |             |         |             |     | -               |
| 60197   | RM Facility Fund 310                               | 750                       |         | 500         |     | 500         |     | 500         |       | 500         |         | 500         |     | 2,500           |
| 69331-339   | District 1,2,3,4,5,6 Sidewalk PIL                  | 402                       |         |             |     |             |     |             |       |             |         |             |     | -               |
| 60191   | Lap Design Phase                                   | 112                       |         |             |     |             |     |             |       |             |         |             |     | -               |
|   | Subtotal Operations Improvements/Programs          | 27,210                    |         | 12,650      |     | 11,700      |     | 15,150      |       | 15,600      |         | 20,750      |     | 75,850          |
| 60066   | Congestion Mgmt Fare                               | 918                       |         |             |     |             |     |             |       |             |         |             |     | -               |
| 60085   | TIS Review   | 365                       |         | 250         | S   | 250         | S   | 250         | S     | 250         | S       | 250         | S   | 1,250           |
| 60088   | PUD Monitoring                                     | 165                       |         |             |     |             |     |             |       |             |         |             |     | -               |
| 60109   | Planning Consulting                                | 443                       |         | 500         | S   | 500         | S   | 500         | S     | 500         | S       | 500         | S   | 2,500           |
| 60163   | Traffic Studies                                    | 635                       |         | 300         |     | 300         |     | 300         |       | 300         |         | 300         |     | 1,500           |
| 60171   | Multi Project                                      | 80                        |         |             |     |             |     |             |       |             |         |             |     | -               |
|   | Advance/Repay to 325 STW                           | 14,450                    |         |             |     |             |     |             |       |             |         |             |     | -               |
|   | Impact Fee Refunds                                 | 1,370                     |         | 250         |     | 250         |     | 250         |       | 250         |         | 250         |     | 1,250           |
|   | Debt Service Payments                              | 13,326                    |         | 13,262      |     | 13,134      |     | 13,131      |       | 13,136      |         | 13,576      |     | 66,239          |
|   | Total Funding Request All Funds                    | 137,823                   |         | 78,587      |     | 177,540     |     | 101,554     |       | 97,081      |         | 86,611      |     | 541,373         |
| REVENUES  |  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
|   | Sales Tax  |                           |         | 9,127       |     | 86,407      |     | 26,973      |       | 31,650      |         | 29,535      |     | 183,692         |
|   | Impact Fees Revenue                                | 18,130                    |         | 15,000      |     | 15,500      |     | 15,500      |       | 15,500      |         | 15,500      |     | 77,000          |
|   | COA Revenue  |                           |         |             |     |             |     |             |       |             |         |             |     | -               |
|   | Gas Tax Revenue                                    | 22,975                    |         | 23,000      |     | 24,000      |     | 24,000      |       | 24,000      |         | 24,000      |     | 119,000         |
|   | Grants/Reimbursements*                             | 1,895                     |         | 1,500       |     | 4,934       |     | 4,928       |       |             |         |             |     | 11,362          |
|   | DCA/Interlocal 62014                               |                           |         | 1,000       |     |             |     |             |       |             |         |             |     | 1,000           |
|   | Transfer 001 to 310                                | 8,556                     |         | 9,389       |     | 9,556       |     | 9,556       |       | 9,556       |         | 9,556       |     | 47,613          |
|   | Transfer 111 to 310                                | 4,250                     |         | 4,000       |     | 3,500       |     | 3,500       |       | 3,500       |         | 3,500       |     | 18,000          |
|   | Interest Gas Tax-Impact Fees                       | 500                       |         | 1,381       |     | 1,000       |     | 1,000       |       | 1,000       |         | 1,000       |     | 5,381           |
|   | Carry Forward 313-310-Impact Fees                  | 129,093                   |         | 47,576      |     |             |     |             |       |             |         |             |     | 47,576          |
|   | Potential Debt Funding/Unfunded Needs              |                           |         |             |     | 26,000      |     |             |       | 723         |         | 5,545       |     | 32,268          |
|   | Expected FEMA Reimbursement                        |                           |         |             |     | 8,500       |     |             |       |             |         |             |     | 8,500           |
|   | Revenue Reserve 5%                                 |                           |         | (1,919)     |     | (2,025)     |     | (2,025)     |       | (2,025)     |         | (2,025)     |     | (10,019)        |
|   | Total 5 Year Revenues                              | 185,399                   |         | 110,054     |     | 177,372     |     | 83,432      |       | 83,904      |         | 86,611      |     | 541,373         |
|   | Gross Surplus/Shortfall                            | 47,576                    |         | 31,467      |     | (168)       |     | (18,122)    |       | (13,177)    |         | -           |     | -               |
| Key:  |  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| A = Adv Construction / S = Study / D = Design   |  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| M = Mitigation / C = Construction / R = ROW   |  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| LS = Landscape / L = Litigation / I = Inspection  |  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| AM = Access Mgmt / LP = SIB Loan Repayment  |  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| @ = See separate supplemental maps  |  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| **The 5-cent Local Option Fuel Tax is earmarked towards debt service, bridges, and intersection improvements. |  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| Sales Tax Projects:   |  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| 60168   | Vanderbilt Beach Ext                               |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| 60201   | Pine Ridge Rd (Livingston Intersection Imp)        |                           |         |             |     |             |     |             |       | 23,000      |         |             |     |                 |
| 60606   | 11 Bridge Replacements                             |                           |         |             |     | 7,000       |     |             |       |             |         |             |     |                 |
| 60147   | Immokalee/Randall Rd Intersection                  |                           |         |             |     |             |     | 7,000       |       |             |         |             |     |                 |
| TBD   | Airport Rd VBR to Immokalee Rd                     |                           |         | 1,500       |     |             |     | 2,500       |       |             |         |             |     |                 |
| 60215   | Triangle Blvd/Price St                             |                           |         | 6,000       |     |             |     |             |       |             |         |             |     |                 |
| 60212   | New Golden Gate Bridges (11)                       |                           |         |             |     |             |     | 15,476      |       | 6,120       |         | 18,000      |     | 7,308           |
| TBD   | 47th Street Bridge                                 |                           |         |             |     |             |     |             |       |             |         | 9,000       |     |                 |
| TBD   | 16th Street Bridge                                 |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
| TBD   | Sidewalks  |                           |         |             |     |             |     |             |       |             |         |             |     |                 |
|   | Total  |                           |         | 1,627       |     | 1,311       |     | 1,997       |       | 2,530       |         | 2,535       |     | 7,308           |
|   |  |                           |         | 9,127       |     | 86,407      |     | 26,973      |       | 31,650      |         | 29,535      |     | 7,308           |

## **PART III**

### **CITY OF NAPLES PROJECTS**

The projects included in this section of the TIP are located inside the City of Naples. The projects are funded through a variety of funding sources including local gas taxes, road impact fees, state and federal grants, and developer commitments. Priorities are established by the Naples City Council based upon an analysis of existing conditions and project needs. Some reconstruction and resurfacing projects may have been initially requested by citizens. Other projects are part of the overall maintenance and improvement program, utilizing various funds, with priorities established through careful and continuous monitoring of conditions.

The following two pages are from Naples's Adopted FY2019-FY2020 Budget and show the FY2020-FY2024 capital improvement programs for Streets (Fund 190) and the Community Redevelopment Agency (Fund 180). Note that the amount for FY20 is a requested amount; the City will adopt its FY2020-FY2021 budget after the adoption of this TIP.

**CAPITAL IMPROVEMENT PROJECTS  
COMMUNITY REDEVELOPMENT AGENCY - FUND 180**

| <b>CIP<br/>NUMBER</b> | <b>PROJECT<br/>DESCRIPTION</b> | <b>Requested<br/>2019-20</b> | <b>2020-21</b>   | <b>2021-22</b> | <b>2022-23</b>   | <b>2023-24</b>   |
|-----------------------|--------------------------------|------------------------------|------------------|----------------|------------------|------------------|
| 19C06                 | 5th Avenue N Interconnect      | 300,000                      | 0                | 0              | 0                | 0                |
| 20C02                 | 1st Ave S Improvements         | 300,000                      | 2,700,000        | 0              | 0                | 0                |
| 20C24                 | River Park Fitness Equipment   | 30,000                       | 0                | 0              | 0                | 0                |
| 20C06                 | Sidewalk Sweeper               | 26,000                       | 0                | 0              | 0                | 0                |
|                       | 6th Avenue South Improvements  | 0                            | 0                | 0              | 2,500,000        | 2,500,000        |
| <b>TOTAL CRA FUND</b> |                                | <b>656,000</b>               | <b>2,700,000</b> | <b>0</b>       | <b>2,500,000</b> | <b>2,500,000</b> |

**STREETS FUND 190**  
**FIVE YEAR CAPITAL IMPROVEMENT PROGRAM**

| CIP<br>NUMBER | PROJECT<br>DESCRIPTION                                  | Requested        |                  |                  |                  |                |
|---------------|---|------------------|------------------|------------------|------------------|----------------|
|               |   | 2019-20          | 2020-21          | 2021-22          | 2022-23          | 2023-24        |
|               | *Annual Pavement Resurfacing Program                    | 650,000          | 650,000          | 650,000          | 700,000          | 700,000        |
|               | <b>Total Programs Budgeted in the Operations Budget</b> | <b>650,000</b>   | <b>650,000</b>   | <b>650,000</b>   | <b>700,000</b>   | <b>700,000</b> |
| 20U31         | Alley Maintenance & Improvements                        | 85,000           | 75,000           | 75,000           | 75,000           | 75,000         |
| 20U29         | Pedestrian & Bicycle Master Plan Projects               | 65,000           | 150,000          | 150,000          | 150,000          | 150,000        |
| 20U21         | Citywide ADA Accessibility Improvements**               | 15,000           | 15,000           | 15,000           | 15,000           | 15,000         |
| 20U07         | City Road Bridge Improvements                           | 150,000          | 150,000          | 100,000          | 0                | 0              |
| 20U08         | Traffic Operations & Signal System Improvements         | 50,000           | 0                | 0                | 0                | 50,000         |
| 20U35         | 12th Avenue South Improvements                          | 170,000          | 0                | 0                | 0                | 0              |
|               | Anchor Road Traffic Calming Project                     | 0                | 225,000          | 0                | 0                | 0              |
|               | Intersection/Signal System Improvements                 | 0                | 0                | 400,000          | 0                | 0              |
|               | Vehicle Replacement                                     | 0                | 0                | 0                | 150,000          | 0              |
|               | <b>Total Streets and Traffic CIP Budget</b>             | <b>535,000</b>   | <b>615,000</b>   | <b>740,000</b>   | <b>390,000</b>   | <b>290,000</b> |
|               | <b>TOTAL STREETS AND TRAFFIC FUND</b>                   | <b>1,185,000</b> | <b>1,265,000</b> | <b>1,390,000</b> | <b>1,090,000</b> | <b>990,000</b> |

\*Pavement Resurfacing is budgeted in the Operations Budget "Road Resurfacing" line item, and identified on the CIP list for information only.

(1) Coordinate with CRA 8th Street Improvements

| FDOT FUNDED PROJECTS |  | 2019-20        | 2020-21        | 2021-22        | 2022-23          | 2023-24          |
|----------------------|--|----------------|----------------|----------------|------------------|------------------|
| FDOT                 | Reimbursement for Traffic Signal Operations on US41            | 98,217         | 100,779        | 103,538        | 106,455          | 109,568          |
| FDOT                 | Reimbursement for US41 Street Lighting                         | 147,108        | 151,521        | 156,064        | 160,745          | 165,566          |
| FDOT                 | Reimbursement for Traffic Operations Center                    | 30,000         | 30,000         | 30,000         | 30,000           | 30,000           |
| FDOT                 | South Golf Drive Bike Lane/Sidewalk: Gulf Shore Blvd to W US41 | 278,363        | 0              | 0              | 1,975,749        | 0                |
| FDOT                 | SIDEWALKS: Naples Beach Access                                 | 0              | 0              | 0              | 0                | 0                |
| FDOT                 | SIDEWALK: 3rd Street North (Central Ave - 7th Ave N)           | 0              | 0              | 0              | 0                | 0                |
| FDOT                 | SIDEWALK: 2nd Street S (6th Ave S - 11th Ave S)                | 0              | 0              | 0              | 0                | 0                |
| FDOT                 | Mandarin Greenway sidewalks at various locations               | 0              | 44,311         | 0              | 349,407          | 0                |
| FDOT                 | DRAINAGE: US-41 Drainage System Replacement Project            | 0              | 0              | 0              | 0                | 0                |
| FDOT                 | *Crayton Road & Harbour Drive Improvements - Roundabout        | 0              | 0              | 0              | 0                | 760,480          |
|                      | *Crayton Road & Mooring Line Drive Improvements - Roundabout   | 0              | 0              | 0              | 0                | 0                |
|                      | *Golden Gate Parkway & US41 Improvements                       | 0              | 0              | 0              | 0                | 55,400           |
|                      | *Bicycle Detection Systems at 4 intersections                  | 0              | 0              | 0              | 0                | 80,000           |
| <b>FDOT</b>          | <b>TOTAL</b>   | <b>553,688</b> | <b>326,611</b> | <b>289,602</b> | <b>2,622,356</b> | <b>1,201,014</b> |

## **PART IV**

### **CITY OF MARCO ISLAND PROJECTS**

The projects included in this section of the TIP are located inside the City of Marco Island. The projects are funded through a variety of funding sources including local gas taxes, road impact fees, state and federal grants, and developer commitments. Priorities are established by the Marco Island City Council based upon an analysis of existing conditions and project needs. Some reconstruction and resurfacing projects may have been initially requested by citizens. Other projects are part of the overall maintenance and improvement program, utilizing various funds, with priorities established through careful and continuous monitoring of conditions. Marco Island's Five Year Capital Improvements Program Summary is shown on the following page.



**CAPITAL IMPROVEMENT PLAN - INFRASTRUCTURE AND OTHER  
FIVE-YEAR PROGRAM (FY 2020 - FY 2024)**

| ITEM # | PROJ  | INFORMATION TECHNOLOGY                       | COST           | TERM | QTY | WHEN     | AVAILABLE      |
|--------|-------|--|----------------|------|-----|----------|----------------|
| 1      | 16016 | IT - Network Equip Replacement (75 switches) | 126,000        | 5    | 1   | FY22     | 48,980         |
| 2      | 16017 | IT - SAN - Offsite Storage Devices           | 60,000         | 7    | 1   | FY23     | 23,200         |
| 6      | 16021 | IT - Replacement Virtual Host                | 30,000         | 5    | 4   | FY23     | 17,520         |
| 7      | 16022 | IT - Replacement Audio/Visual PTZ Cameras    | 17,500         | 5    | 5   | FY21     | 13,569         |
| 8      | 18003 | IT - City Wide Hardware Replacement Program  | 84,240         | 1    | 50  | ANNUALLY | 56,340         |
|        |       | <b>IT Infrastructure &amp; Other Total</b>   | <b>317,740</b> |      |     |          | <b>159,609</b> |

| ITEM # | PROJ  | FD DEPARTMENT   | COST             | TERM | QTY | WHEN     | AVAILABLE      |
|--------|-------|---|------------------|------|-----|----------|----------------|
| 1      | 16002 | FD - Fire Fighting Equip. - Hose, nozzles, appliances | 10,200           |      | 1   | Annually | 19,482         |
| 2      | 16003 | FD - Mobile & Portable 800 Mhz radios - Fund In FY25  |                  |      |     | FY25     | 96,672         |
| 3      | 16004 | FD - Medical Equipment - Airway, Trauma, Medical      | 4,600            |      | 1   | Annually | 1,697          |
| 4      | 16005 | FD - Cardiac Monitors                                 | 228,400          | 5    | 1   | FY21     | 136,595        |
| 5      | 16006 | FD - Thermal Imaging Cameras                          | 33,900           | 5    | 1   | FY26     | 6,660          |
| 6      | 16007 | FD - Chest Compression Devices                        | 9,100            |      | 2   | Annually | 27,300         |
| 7      | 16010 | FD - Hurst Tool/ Jaws of Life                         | 68,385           | 5    | 2   | FY26     | 8,745          |
| 8      | 16012 | FD - Station Appliances                               | 1,000            |      | 1   | Annually | -              |
| 9      | 16013 | FD - SCBA   | 7,200            |      | 6   | Annually | 21,600         |
| 10     | 16014 | FD - FD Station 50                                    | 3,300,000        | 5    | 1   | FY20     | 211,486        |
|        |       | FD - FD Station 51                                    | 2,700,000        | 5    | 1   | -        | -              |
|        |       | <b>FD Infrastructure &amp; Other Total</b>            | <b>6,362,785</b> |      |     |          | <b>530,237</b> |

| ITEM # | PROJ  | PUBLIC WORKS DEPARTMENT                              | COST             | TERM | QTY | WHEN     | AVAILABLE        |
|--------|-------|--|------------------|------|-----|----------|------------------|
| 1      | 16023 | PW - West Winterberry Bridge Rehabilitation-Design   | 600,000          | 1    |     | FY20     | 600,000          |
| 2      | 16024 | PW - Annual Bridge Rehabilitation Project            | 300,000          |      |     | Annually | 999,245          |
| 3      | 16025 | PW - Bridge Replacement - W. Winterberry Bridge      | 4,300,000        | 4    |     | FY22     | 2,793,005        |
| 4      | 16027 | PW - Citywide Drainage Improvement Projects          | 302,000          |      |     | Annually | 200,052          |
| 4      | 16028 | PW - Master Plan Drainage Project - Citywide         | 295,000          |      |     | Annually | 431,345          |
| 5      | 16030 | PW - Shared Use Pathway - Design (3 remaining)       | Varies           | 5    |     |          | 435,800          |
| 6      | 16031 | PW - Street Resurfacing - Citywide                   | 500,000          |      |     | Annually | 587,577          |
|        |       | PW - Bald Eagle/Elkcam Signal Upgrade                | 25,500           |      |     | DONE     | 25,500           |
| 7      | 16035 | PW - Bike Paths -Design & Construction (5 remaining) | 214,000          | 5    |     | Annually | 176,719          |
|        |       | PW - Linear Trail Park - Phase 3 (Grant)             |                  | 2    |     | DONE     | 390,513          |
|        |       | <b>Public Works Infrastructure &amp; Other Total</b> | <b>6,511,000</b> |      |     |          | <b>6,639,754</b> |

| ITEM # | PROJ  | PARKS & RECREATION DEPARTMENT                            | COST           | TERM | QTY | WHEN      | AVAILABLE     |
|--------|-------|--|----------------|------|-----|-----------|---------------|
| 1      | 16080 | REC - Re-Pavement Winterberry Parking Lots (2)           | 65,000         | 10   | 2   | FY25      | 19,500        |
| 2      | 16081 | REC - Re-Seal & Re-Stripe Racquet Center Parking Lot     | 40,000         | 7    | 1   | FY23      | 19,020        |
| 3      | 18060 | REC - Park Improvements - Mackle                         | 4,000          |      |     | As Needed | 4,981         |
| 4      |       | REC - Park Improvements - Racquet Center                 | 3,800          |      |     | As Needed | 16,018        |
| 5      |       | REC - Park Improvements - Winterberry                    | 2,000          |      |     | As Needed | 16,909        |
| 6      |       | REC - Park Improvements - Leigh Plummer                  | 1,000          |      |     | As Needed | -             |
| 7      |       | REC - Park Improvements - Veterans Community Park        | 2,000          |      |     | As Needed | -             |
| 8      |       | REC - Park Improvements - TBE                            | 2,000          |      |     | As Needed | -             |
| 9      |       | REC - Park Improvements - Jane Hittler                   | 1,000          |      |     | As Needed | -             |
| 10     | 16087 | REC - Park Fencing                                       | 10,000         | 5    | 1   | FY20      | 7,391         |
| 11     | 16088 | REC - Re-Seal & Re-Stripe Mackle Park Parking Lot        | 50,000         | 10   | 1   | FY29      | 15,145        |
|        |       | <b>Parks &amp; Rec. Infrastructure &amp; Other Total</b> | <b>180,800</b> |      |     |           | <b>98,964</b> |

| FY2020         | FY2021         | FY2022         | FY2023         | FY2024         | TOTAL 5 YR     |
|----------------|----------------|----------------|----------------|----------------|----------------|
| 26,000         | 26,000         | 26,000         | 26,000         | 26,000         | 130,000        |
| 7,200          | 7,200          | 7,200          | 7,200          | 7,200          | 36,000         |
| 4,000          | 4,000          | 4,000          | 4,000          | 4,000          | 20,000         |
| 3,500          | 3,500          | 3,500          | 3,500          | 3,500          | 17,500         |
| 84,240         | 84,240         | 84,240         | 84,240         | 84,240         | 421,200        |
| <b>124,940</b> | <b>124,940</b> | <b>124,940</b> | <b>124,940</b> | <b>124,940</b> | <b>624,700</b> |

| FY2020         | FY2021         | FY2022         | FY2023         | FY2024         | TOTAL 5 YR       |
|----------------|----------------|----------------|----------------|----------------|------------------|
| 11,400         | 11,400         | 11,400         | 11,400         | 11,400         | 57,000           |
| -              | -              | -              | -              | -              | -                |
| 7,000          | 7,000          | 7,000          | 7,000          | 7,000          | 35,000           |
| 29,000         | 29,000         | 29,000         | 29,000         | 29,000         | 145,000          |
| 4,500          | 4,500          | 4,500          | 4,500          | 4,500          | 22,500           |
| 9,100          | 9,100          | 9,100          | 9,100          | 9,100          | 45,500           |
| 10,500         | 10,500         | 10,500         | 10,500         | 10,500         | 52,500           |
| 1,000          | 1,000          | 1,000          | 1,000          | 1,000          | 5,000            |
| 7,200          | 7,200          | 7,200          | 7,200          | 7,200          | 36,000           |
| 560,000        | 560,000        | 560,000        | 560,000        | 560,000        | 2,800,000        |
| <b>639,700</b> | <b>639,700</b> | <b>639,700</b> | <b>639,700</b> | <b>639,700</b> | <b>3,198,500</b> |

| FY2020           | FY2021           | FY2022           | FY2023           | FY2024           | TOTAL 5 YR        |
|------------------|------------------|------------------|------------------|------------------|-------------------|
| -                | -                | -                | -                | -                | -                 |
| 300,000          | 300,000          | 300,000          | 300,000          | 300,000          | 1,500,000         |
| 767,260          | 767,260          | -                | -                | -                | 1,534,520         |
| 302,000          | 302,000          | 302,000          | 302,000          | 302,000          | 1,510,000         |
| 295,000          | 295,000          | 295,000          | 295,000          | 295,000          | 1,475,000         |
| 90,000           | 90,000           | 90,000           | 90,000           | 90,000           | 450,000           |
| 500,000          | 500,000          | 1,267,260        | 1,267,260        | 1,267,260        | 4,801,780         |
|                  |                  |                  |                  |                  |                   |
| 224,080          | 224,080          | 224,080          | 224,080          |                  | 896,320           |
|                  |                  |                  |                  |                  | -                 |
| <b>2,478,340</b> | <b>2,478,340</b> | <b>2,478,340</b> | <b>2,478,340</b> | <b>2,254,260</b> | <b>12,167,620</b> |

| FY2020        | FY2021        | FY2022        | FY2023        | FY2024        | TOTAL 5 YR     |
|---------------|---------------|---------------|---------------|---------------|----------------|
| 6,500         | 6,500         | 6,500         | 6,500         | 6,500         | 32,500         |
| 6,340         | 6,340         | 6,340         | 6,340         | 6,340         | 31,700         |
| 4,000         | 4,000         | 4,000         | 4,000         | 4,000         | 20,000         |
| 3,800         | 3,800         | 3,800         | 3,800         | 3,800         | 19,000         |
| 2,000         | 2,000         | 2,000         | 2,000         | 2,000         | 10,000         |
| 1,000         | 1,000         | 1,000         | 1,000         | 1,000         | 5,000          |
| 7,000         | 2,000         | 2,000         | 2,000         | 2,000         | 15,000         |
| 2,000         | 2,000         | 2,000         | 2,000         | 2,000         | 10,000         |
| 1,000         | 1,000         | 1,000         | 1,000         | 1,000         | 5,000          |
| 2,000         | 2,000         | 2,000         | 2,000         | 2,000         | 10,000         |
| 5,000         | 5,000         | 5,000         | 5,000         | 5,000         | 25,000         |
| <b>40,640</b> | <b>35,640</b> | <b>35,640</b> | <b>35,640</b> | <b>35,640</b> | <b>183,200</b> |

## **PART V**

### **CITY OF EVERGLADES**

The City of Everglades City continues to focus attention on stormwater, drainage and transportation system improvements. Through collaboration with FDOT and the MPO, the current TIP includes one project in Everglades City; the construction of a sidewalk on the east side of Copeland Avenue from Broadway south to the City limits. In addition, the City has submitted another project for consideration of funding in a future TIP. The projects are part of the City's Bicycle and Pedestrian Master Plan which is still in development. The project will add bicycle and pedestrian improvements on several of the City's streets.

**PART VI**  
**FEDERAL FUNDING OBLIGATIONS**  
**IN COLLIER MPO AREA FOR THE PRECEDING YEAR**

DATE RUN: 10/01/2019  
TIME RUN: 10:26:50  
MBROBLTP

FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF WORK PROGRAM  
ANNUAL OBLIGATIONS REPORT

=====

TYPE OF WORK: PD&E/EMO STUDY  
LANES EXIST/IMPROVED/ADDED: 2/ 2/ 0

ITEM NUMBER: 417540 1  
DISTRICT: 01  
ROADWAY ID: 03080000  
PROJECT DESCRIPTION: SR 29 FROM OIL WELL ROAD TO SR 82  
COUNTY: COLLIER  
PROJECT LENGTH: 16.96MI

| FUND CODE      | 2019    |
|----------------|---------|
| TOTAL 417540 1 | 658,786 |
| TOTAL 417540 1 | 658,786 |

TYPE OF WORK: ADD LANES & RECONSTRUCT  
LANES EXIST/IMPROVED/ADDED: 2/ 2/ 2

ITEM NUMBER: 417540 3  
DISTRICT: 01  
ROADWAY ID: 03080000  
PROJECT DESCRIPTION: SR 29 FROM SUNNILAND NURSERY ROAD TO S OF AGRICULTURE WAY  
COUNTY: COLLIER  
PROJECT LENGTH: 2.548MI

| FUND CODE      | 2019      |
|----------------|-----------|
| TOTAL 417540 3 | 609,339   |
| TOTAL 417540 3 | 1,000,866 |
| TOTAL 417540 3 | 1,610,205 |
| TOTAL 417540 3 | 1,610,205 |

TYPE OF WORK: ADD LANES & RECONSTRUCT  
LANES EXIST/IMPROVED/ADDED: 4/ 2/ 2

ITEM NUMBER: 417540 4  
DISTRICT: 01  
ROADWAY ID: 03080000  
PROJECT DESCRIPTION: SR 29 FROM S OF AGRICULTURE WAY TO CR 846 E  
COUNTY: COLLIER  
PROJECT LENGTH: 2.25MI

| FUND CODE      | 2019      |
|----------------|-----------|
| TOTAL 417540 4 | 833,449   |
| TOTAL 417540 4 | 168,747   |
| TOTAL 417540 4 | 1,002,196 |
| TOTAL 417540 4 | 1,002,196 |

TYPE OF WORK: ADD LANES & RECONSTRUCT  
LANES EXIST/IMPROVED/ADDED: 2/ 2/ 2

ITEM NUMBER: 417540 6  
DISTRICT: 01  
ROADWAY ID: 03080000  
PROJECT DESCRIPTION: SR 29 FROM N OF NEW MARKET RD N ROAD TO SR 82  
COUNTY: COLLIER  
PROJECT LENGTH: 3.037MI

| FUND CODE      | 2019      |
|----------------|-----------|
| TOTAL 417540 6 | 522,705   |
| TOTAL 417540 6 | 3,656,698 |
| TOTAL 417540 6 | 4,179,403 |
| TOTAL 417540 6 | 4,179,403 |

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HIGHWAYS

ITEM NUMBER: 417878 4  
DISTRICT: 01  
ROADWAY ID: 03080000  
PROJECT DESCRIPTION: SR 29 FROM SR 82 TO HENDRY C/L  
COUNTY: COLLIER  
PROJECT LENGTH: 1.869MI  
TYPE OF WORK: ADD LANES & RECONSTRUCT  
LANES EXIST/IMPROVED/ADDED: 2/ 2/ 2  
\*NON-SIS\*

|   |         |
|---|---------|
| FUND CODE   | 2019    |
| PHASE: GRANTS AND MISCELLANEOUS / RESPONSIBLE AGENCY: MANAGED BY FDOT |         |
| REPE  | 100,000 |
| TOTAL 417878 4  | 100,000 |
| TOTAL 417878 4  | 100,000 |

ITEM NUMBER: 430878 1  
DISTRICT: 01  
ROADWAY ID: 03000601  
PROJECT DESCRIPTION: CR 953/BARFIELD DR FROM CR 92 (SAN MARCO RD) TO INLET DRIVE  
COUNTY: COLLIER  
PROJECT LENGTH: 1.100MI  
TYPE OF WORK: SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 4/ 0/ 0  
\*NON-SIS\*

|   |         |
|---|---------|
| FUND CODE   | 2019    |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY CITY OF MARCO ISLAND |         |
| RED   | 100,001 |
| TOTAL 430878 1  | 100,001 |
| TOTAL 430878 1  | 100,001 |

ITEM NUMBER: 430922 1  
DISTRICT: 01  
ROADWAY ID:  
PROJECT DESCRIPTION: PINECREST ELEMENTARY SRTS SAFETY SIDEWALKS  
COUNTY: COLLIER  
PROJECT LENGTH: .000  
TYPE OF WORK: SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0  
\*NON-SIS\*

|   |        |
|---|--------|
| FUND CODE   | 2019   |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT |        |
| TALT  | -8,844 |
| TOTAL 430922 1  | -8,844 |
| TOTAL 430922 1  | -8,844 |

ITEM NUMBER: 431895 1  
DISTRICT: 01  
ROADWAY ID: 03000000  
PROJECT DESCRIPTION: 8TH STREET NE BRIDGE FROM GOLDEN GATE BLVD TO RANDALL BLVD  
COUNTY: COLLIER  
PROJECT LENGTH: 3.212MI  
TYPE OF WORK: NEW BRIDGE CONSTRUCTION  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 2  
\*NON-SIS\*

|  |           |
|--|-----------|
| FUND CODE  | 2019      |
| PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT |           |
| SU   | 4,854     |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT            |           |
| SA   | 3,002,845 |
| TOTAL 431895 1   | 3,007,699 |
| TOTAL 431895 1   | 3,007,699 |

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ITEM NUMBER:433173 1 PROJECT DESCRIPTION:SR 84 (DAVIS BLVD) FROM COUNTY BARN RD TO SANTA BARBARA BLVD  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03001000 PROJECT LENGTH: 1.009MI

\*NON-SIS\*  
TYPE OF WORK:WIDEN/RESURFACE EXIST LANES  
LANES EXIST/IMPROVED/ADDED: 3/ 3/ 0

HIGHWAYS  
=====

|   |      |         |
|---|------|---------|
| FUND  | 2019 |         |
| CODE  |      |         |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT |      |         |
| SU  |      | -45,667 |
| TOTAL 433173 1  |      | -45,667 |
| TOTAL 433173 1  |      | -45,667 |

|   |      |         |                                     |
|---|------|---------|-------------------------------------|
| ITEM NUMBER:433176 1 PROJECT DESCRIPTION:PINE RIDGE RD AT VARIOUS LOCATIONS |      |         | *NON-SIS*                           |
| DISTRICT:01 COUNTY:COLLIER  |      |         |                                     |
| ROADWAY ID:03504000 PROJECT LENGTH: .191MI                                  |      |         | TYPE OF WORK:ADD TURN LANE(S)       |
| FUND  | 2019 |         | LANES EXIST/IMPROVED/ADDED: 5/ 5/ 1 |
| CODE  |      |         |                                     |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY         |      |         |                                     |
| SU  |      | 158,979 |                                     |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT                   |      |         |                                     |
| SU  |      | 6,000   |                                     |
| TOTAL 433176 1  |      | 164,979 |                                     |
| TOTAL 433176 1  |      | 164,979 |                                     |

|  |      |         |                                     |
|--|------|---------|-------------------------------------|
| ITEM NUMBER:433181 1 PROJECT DESCRIPTION:ST ANNS SCHOOL SIDEWALKS AT VARIOUS LOCATIONS |      |         | *NON-SIS*                           |
| DISTRICT:01 COUNTY:COLLIER   |      |         |                                     |
| ROADWAY ID: PROJECT LENGTH: .000   |      |         | TYPE OF WORK:SIDEWALK               |
| FUND   | 2019 |         | LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0 |
| CODE   |      |         |                                     |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT                              |      |         |                                     |
| SU   |      | -12,796 |                                     |
| TOTAL 433181 1   |      | -12,796 |                                     |
| TOTAL 433181 1   |      | -12,796 |                                     |

|   |      |          |                                     |
|---|------|----------|-------------------------------------|
| ITEM NUMBER:433185 1 PROJECT DESCRIPTION:HARBOR DR FROM CRAYTON RD TO BINNACLE DR |      |          | *NON-SIS*                           |
| DISTRICT:01 COUNTY:COLLIER  |      |          |                                     |
| ROADWAY ID:03516000 PROJECT LENGTH: .315MI  |      |          | TYPE OF WORK:SIDEWALK               |
| FUND  | 2019 |          | LANES EXIST/IMPROVED/ADDED: 1/ 0/ 0 |
| CODE  |      |          |                                     |
| PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT              |      |          |                                     |
| SU  |      | -8,132   |                                     |
| PHASE: RAILROAD AND UTILITIES / RESPONSIBLE AGENCY: MANAGED BY FDOT               |      |          |                                     |
| SA  |      | -142,349 |                                     |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT                         |      |          |                                     |
| SA  |      | -16,840  |                                     |
| TOTAL 433185 1  |      | -167,321 |                                     |
| TOTAL 433185 1  |      | -167,321 |                                     |



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ITEM NUMBER:433186 1 PROJECT DESCRIPTION:2ND STREET SOUTH FROM 11TH AVENUE SOUTH TO 6TH AVENUE SOUTH  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID: PROJECT LENGTH: .000

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

|   |  |      |        |
|---|--|------|--------|
| FUND  |  | 2019 |        |
| CODE  |  |      |        |
| -----   |  |      |        |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT |  |      |        |
| SU  |  |      | -8,861 |
| TOTAL 433186 1  |  |      | -8,861 |
| TOTAL 433186 1  |  |      | -8,861 |

ITEM NUMBER:433187 1 PROJECT DESCRIPTION:N BARFIELD DR FROM COLLIER BLVD TO SAN MARCO RD  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03000055 PROJECT LENGTH: 1.925MI

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 2/ 2/ 0

|   |  |      |         |
|---|--|------|---------|
| FUND  |  | 2019 |         |
| CODE  |  |      |         |
| -----   |  |      |         |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY CITY OF MARCO ISLAND |  |      | -27,962 |
| SU  |  |      |         |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT                 |  |      | -1,527  |
| TOTAL 433187 1  |  |      | -29,489 |
| TOTAL 433187 1  |  |      | -29,489 |

ITEM NUMBER:433188 1 PROJECT DESCRIPTION:3RD STREET NORTH FROM CENTRAL AVENUE TO 7TH AVE NORTH  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID: PROJECT LENGTH: .000

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

|   |  |      |        |
|---|--|------|--------|
| FUND  |  | 2019 |        |
| CODE  |  |      |        |
| -----   |  |      |        |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT |  |      | -1,864 |
| SU  |  |      | -1,864 |
| TOTAL 433188 1  |  |      | -1,864 |
| TOTAL 433188 1  |  |      | -1,864 |

ITEM NUMBER:433189 1 PROJECT DESCRIPTION:N COLLIER BLVD FROM E ELKCAM CIRCLE TO BUTTONWOOD COURT  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03030000 PROJECT LENGTH: .658MI

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 4/ 0/ 0

|   |  |      |         |
|---|--|------|---------|
| FUND  |  | 2019 |         |
| CODE  |  |      |         |
| -----   |  |      |         |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY CITY OF MARCO ISLAND |  |      | 655,579 |
| SU  |  |      |         |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT                 |  |      | 1,000   |
| TOTAL 433189 1  |  |      | 656,579 |
| TOTAL 433189 1  |  |      | 656,579 |

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ITEM NUMBER:433190 1 PROJECT DESCRIPTION:MOORING LINE DR FROM BRIDGE #030125 TO US 41  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03634001 PROJECT LENGTH: .617MI

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 4/ 0/ 0

|   |      |         |
|---|------|---------|
| FUND  | 2019 |         |
| CODE  |      |         |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT |      |         |
| SU  |      | -15,900 |
| TOTAL 433190 1  |      | -15,900 |
| TOTAL 433190 1  |      | -15,900 |

ITEM NUMBER:433540 1 PROJECT DESCRIPTION:WINTERBERRY DRIVE FROM PEACOCK TER TO BARFIELD DR  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03000039 PROJECT LENGTH: .777MI

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 2/ 0/ 0

|   |      |         |
|---|------|---------|
| FUND  | 2019 |         |
| CODE  |      |         |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY CITY OF MARCO ISLAND |      |         |
| SU  |      | 409,590 |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT                 |      |         |
| SU  |      | 1,000   |
| TOTAL 433540 1  |      | 410,590 |
| TOTAL 433540 1  |      | 410,590 |

ITEM NUMBER:434990 1 PROJECT DESCRIPTION:GOLDEN GATE VARIOUS LOCATIONS  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03000000 PROJECT LENGTH: .001MI

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

|  |      |         |
|--|------|---------|
| FUND   | 2019 |         |
| CODE   |      |         |
| PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY |      |         |
| SU   |      | -185    |
| PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT           |      |         |
| SU   |      | 1,000   |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY            |      |         |
| TALT   |      | 56,716  |
| TALU   |      | 222,598 |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT                      |      |         |
| TALU   |      | 1,000   |
| TOTAL 434990 1   |      | 281,129 |
| TOTAL 434990 1   |      | 281,129 |

ITEM NUMBER:435029 1 PROJECT DESCRIPTION:US 41 FROM CR 846 (111TH AVE) TO N OF 91ST AVE  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03010000 PROJECT LENGTH: 1.174MI

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 6/ 0/ 0

|  |      |        |
|--|------|--------|
| FUND   | 2019 |        |
| CODE   |      |        |
| PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT |      |        |
| SU   |      | 10,212 |
| TOTAL 435029 1   |      | 10,212 |
| TOTAL 435029 1   |      | 10,212 |

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ITEM NUMBER:435030 1  
DISTRICT:01  
ROADWAY ID:03000000

PROJECT DESCRIPTION:SUNSHINE BLVD FROM 17TH AVE SW TO GREEN BLVD  
COUNTY:COLLIER  
PROJECT LENGTH: .001MI

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND  
CODE

2019

PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY  
SU

43,592

PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT  
SU

2,514

PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY  
SU  
TALU

343,078  
69,869

PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT  
SU

TOTAL 435030 1 1,000  
TOTAL 435030 1 460,053  
TOTAL 435030 1 460,053

ITEM NUMBER:435042 1  
DISTRICT:01  
ROADWAY ID:03000000

PROJECT DESCRIPTION:YELLOWBIRD ST FROM JAMAICA RD TO COLLIER BLVD  
COUNTY:COLLIER  
PROJECT LENGTH: .001MI

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND  
CODE

2019

PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY CITY OF MARCO ISLAND  
TALU

TOTAL 435042 1 -41,596  
TOTAL 435042 1 -41,596  
TOTAL 435042 1 -41,596

ITEM NUMBER:435110 1  
DISTRICT:01  
ROADWAY ID:03514000

PROJECT DESCRIPTION:CR 887 (OLD US 41) FROM US 41 TO LEE COUNTY LINE  
COUNTY:COLLIER  
PROJECT LENGTH: 1.550MI

TYPE OF WORK:PD&E/EMO STUDY  
LANES EXIST/IMPROVED/ADDED: 2/ 2/ 2

FUND  
CODE

2019

PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT  
SU

TOTAL 435110 1 800,000  
TOTAL 435110 1 800,000  
TOTAL 435110 1 800,000

ITEM NUMBER:435116 1  
DISTRICT:01  
ROADWAY ID:03513000

PROJECT DESCRIPTION:GOLDEN GATE COLLECTOR SIDEWALKS VARIOUS LOCATIONS  
COUNTY:COLLIER  
PROJECT LENGTH: 1.213MI

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 4/ 4/ 0

FUND  
CODE

2019

PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY  
SA

TOTAL 435116 1 113  
TOTAL 435116 1 113  
TOTAL 435116 1 113

ITEM NUMBER:435117 1 PROJECT DESCRIPTION:NORTH NAPLES SIDEWALKS AT VARIOUS LOCATIONS  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03631000 PROJECT LENGTH: 1.248MI

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 6/ 0/ 0 \*NON-SIS\*

|   |      |         |
|---|------|---------|
| FUND  | 2019 |         |
| CODE  |      |         |
| <hr/>   |      |         |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY |      | 579,654 |
| SU  |      |         |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT           |      | 1,000   |
| TOTAL 435117 1  |      | 580,654 |
| TOTAL 435117 1  |      | 580,654 |

ITEM NUMBER:435118 1 PROJECT DESCRIPTION:CR 862 (VANDERBILT) FROM CR 901 TO GULF PAVILLION DR  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03550000 PROJECT LENGTH: .674MI

TYPE OF WORK:BIKE LANE/SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 2/ 0/ 0 \*NON-SIS\*

|  |      |        |
|--|------|--------|
| FUND   | 2019 |        |
| CODE   |      |        |
| <hr/>  |      |        |
| PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY |      | 4,150  |
| SU   |      |        |
| PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT           |      | 500    |
| SU   |      |        |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY            |      | 101    |
| SA   |      |        |
| TALT   |      | 56,716 |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT                      |      | 1,000  |
| TALT   |      |        |
| TOTAL 435118 1   |      | 62,467 |
| TOTAL 435118 1   |      | 62,467 |

ITEM NUMBER:435119 1 PROJECT DESCRIPTION:49TH TERRACE SW FROM 20TH PLACE SW TO 19TH PLACE SW  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03000000 PROJECT LENGTH: .001MI

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0 \*NON-SIS\*

|   |      |         |
|---|------|---------|
| FUND  | 2019 |         |
| CODE  |      |         |
| <hr/>   |      |         |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY |      | 23,764  |
| SU  |      |         |
| TALU  |      | 158,692 |
| PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT           |      | 1,000   |
| TALU  |      |         |
| TOTAL 435119 1  |      | 183,456 |
| TOTAL 435119 1  |      | 183,456 |

ITEM NUMBER:435368 1  
DISTRICT:01  
ROADWAY ID:03590000

PROJECT DESCRIPTION:CR 846/IMMOKALEE RD AT RANDALL BLVD  
COUNTY:COLLIER  
PROJECT LENGTH: .200MI

TYPE OF WORK:PD&E/EMO STUDY  
LANES EXIST/IMPROVED/ADDED: 6/ 0/ 0 \*NON-SIS\*

FUND  
CODE  
-----  
2019

PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT  
SU

TOTAL 435368 1 39,306  
TOTAL 435368 1 39,306

ITEM NUMBER:436585 1  
DISTRICT:01  
ROADWAY ID:03001000

PROJECT DESCRIPTION:SR 84 (DAVIS BLVD) FROM SR 90 (US 41) TO AIRPORT PULLING RD  
COUNTY:COLLIER  
PROJECT LENGTH: .952MI

TYPE OF WORK:RESURFACING  
LANES EXIST/IMPROVED/ADDED: 6/ 6/ 0 \*NON-SIS\*

FUND  
CODE  
-----  
2019

PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT

SA  
TOTAL 436585 1 18,828  
TOTAL 436585 1 18,828

ITEM NUMBER:436971 1  
DISTRICT:01  
ROADWAY ID:03000000

PROJECT DESCRIPTION:TRAFFIC COUNT STATIONS UPDATES COLLIER COUNTY  
COUNTY:COLLIER  
PROJECT LENGTH: .001MI

TYPE OF WORK:TRAFFIC OPS IMPROVEMENT  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0 \*NON-SIS\*

FUND  
CODE  
-----  
2019

PHASE: GRANTS AND MISCELLANEOUS / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY

SU  
TOTAL 436971 1 127,649  
TOTAL 436971 1 127,649

ITEM NUMBER:437185 1  
DISTRICT:01  
ROADWAY ID:

PROJECT DESCRIPTION:NAPLES BEACH ACCESS SIDEWALKS AT VARIOUS LOCATIONS  
COUNTY:COLLIER  
PROJECT LENGTH: .000

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0 \*NON-SIS\*

FUND  
CODE  
-----  
2019

PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT

SU  
TOTAL 437185 1 470,017  
TOTAL 437185 1 470,017

ITEM NUMBER:439002 1  
DISTRICT:01  
ROADWAY ID:03080000

PROJECT DESCRIPTION:SR 29 FROM NORTH 1ST STREET TO NORTH 9TH STREET  
COUNTY:COLLIER  
PROJECT LENGTH: .524MI

TYPE OF WORK:PEDESTRIAN SAFETY IMPROVEMENT  
LANES EXIST/IMPROVED/ADDED: 2/ 2/ 0 \*NON-SIS\*

FUND  
CODE  
-----  
2019

PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT  
SU

1,862,768

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TALU 46,478  
TOTAL 439002 1 1,909,246  
TOTAL 439002 1 1,909,246

ITEM NUMBER:440437 1 PROJECT DESCRIPTION:SOUTH GOLF DR FROM GULF SHORE BLVD TO W US 41  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03010000 PROJECT LENGTH: 2.537MI

TYPE OF WORK:BIKE LANE/SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 6/ 0/ 0

FUND CODE 2019

PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY CITY OF NAPLES

278,363

PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT

SU 1,000  
TOTAL 440437 1 279,363  
TOTAL 440437 1 279,363

ITEM NUMBER:441480 1 PROJECT DESCRIPTION:EDEN PARK ELEMENTARY  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID: PROJECT LENGTH: .000

TYPE OF WORK:SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND CODE 2019

PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY

54,738

PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT

SR2T 1,000  
TOTAL 441480 1 55,738  
TOTAL 441480 1 55,738

ITEM NUMBER:441846 1 PROJECT DESCRIPTION:111TH AVE NORTH FROM BLUEBILL AVE BRIDGE TO 7TH ST NORTH  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03000000 PROJECT LENGTH: .001MI

TYPE OF WORK:BIKE LANE/SIDEWALK  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND CODE 2019

PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY

63,740

PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT

SU 1,000  
TOTAL 441846 1 64,740  
TOTAL 441846 1 64,740  
TOTAL DIST: 01 16,901.071  
TOTAL HIGHWAYS 16,901.071



PAGE 10  
COLLIER MPO  
DATE RUN: 10/01/2019  
TIME RUN: 10:26:50  
MBROBLTP

FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF WORK PROGRAM  
ANNUAL OBLIGATIONS REPORT

PLANNING

ITEM NUMBER:436973 1  
DISTRICT:01  
ROADWAY ID:03000000  
PROJECT DESCRIPTION:NAPLES DOWNTOWN CIRCULATION AND MOBILITY  
COUNTY:COLLIER  
PROJECT LENGTH: .001MI  
TYPE OF WORK:PTO STUDIES  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0  
\*NON-SIS\*

| FUND<br>CODE   | 2019 |
|--|------|
| PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY CITY OF NAPLES |      |
| SU   |      |
| TOTAL 436973 1   | -20  |
| TOTAL 436973 1   | -20  |

ITEM NUMBER:439314 1  
DISTRICT:01  
ROADWAY ID:  
PROJECT DESCRIPTION:COLLIER COUNTY MPO FY 2016/2017-2017/2018 UPWP  
COUNTY:COLLIER  
PROJECT LENGTH: .000  
TYPE OF WORK:TRANSPORTATION PLANNING  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0  
\*NON-SIS\*

| FUND<br>CODE  | 2019     |
|---|----------|
| PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: RESPONSIBLE AGENCY NOT AVAILABLE |          |
| PL  |          |
| TOTAL 439314 1  | -293,423 |
| TOTAL 439314 1  | -293,423 |

ITEM NUMBER:439314 2  
DISTRICT:01  
ROADWAY ID:  
PROJECT DESCRIPTION:COLLIER COUNTY MPO FY 2018/2019-2019/2020 UPWP  
COUNTY:COLLIER  
PROJECT LENGTH: .000  
TYPE OF WORK:TRANSPORTATION PLANNING  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0  
\*NON-SIS\*

| FUND<br>CODE  | 2019    |
|---|---------|
| PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: RESPONSIBLE AGENCY NOT AVAILABLE |         |
| PL  |         |
| TOTAL 439314 2  | 729,033 |
| TOTAL 439314 2  | 729,033 |
| TOTAL DIST: 01  | 435,590 |
| TOTAL PLANNING  | 435,590 |

PAGE 11  
COLLIER MFO

FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF WORK PROGRAM  
ANNUAL OBLIGATIONS REPORT

DATE RUN: 10/01/2019  
TIME RUN: 10:26:50  
MROBLTP

TRANSIT  
=====

ITEM NUMBER:435008 1  
DISTRICT:01  
ROADWAY ID:03000000

PROJECT DESCRIPTION:COLLIER COUNTY AREA TRANSIT ITS PH IV  
COUNTY:COLLIER  
PROJECT LENGTH: .001MI

\*NON-SIS\*  
TYPE OF WORK:URBAN CORRIDOR IMPROVEMENTS  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

| FUND<br>CODE   | 2019    |
|--|---------|
| PHASE: GRANTS AND MISCELLANEOUS / RESPONSIBLE AGENCY: RESPONSIBLE AGENCY NOT AVAILABLE |         |
| SU   | 545,068 |
| TOTAL 435008 1   | 545,068 |
| TOTAL 435008 1   | 545,068 |

ITEM NUMBER:440439 1  
DISTRICT:01  
ROADWAY ID:

PROJECT DESCRIPTION:BUS SHELTERS IN COLLIER COUNTY AT VARIOUS LOCATIONS  
COUNTY:COLLIER  
PROJECT LENGTH: .000

\*NON-SIS\*  
TYPE OF WORK:PUBLC TRANSPORTATION SHELTER  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

| FUND<br>CODE   | 2019    |
|--|---------|
| PHASE: GRANTS AND MISCELLANEOUS / RESPONSIBLE AGENCY: RESPONSIBLE AGENCY NOT AVAILABLE |         |
| SU   | 286,180 |
| TOTAL 440439 1   | 286,180 |
| TOTAL 440439 1   | 286,180 |
| TOTAL DIST: 01   | 831,248 |
| TOTAL TRANSIT  | 831,248 |

PAGE 12  
COLLIER MFO

FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF WORK PROGRAM  
ANNUAL OBLIGATIONS REPORT

MISCELLANEOUS

ITEM NUMBER:433002 1 PROJECT DESCRIPTION:HURRICANE IRMA COUNTY WIDE (03) DISASTER RECOVERY  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID: PROJECT LENGTH: .000

FUND  
CODE

2019

PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT  
ERI7

49,413

PHASE: GRANTS AND MISCELLANEOUS / RESPONSIBLE AGENCY: MANAGED BY FDOT

140,071

189,484

189,484

ITEM NUMBER:433178 1 PROJECT DESCRIPTION:TMOC VIDEO WALL REPLACEMENT  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID: PROJECT LENGTH: .000

FUND  
CODE

2019

PHASE: GRANTS AND MISCELLANEOUS / RESPONSIBLE AGENCY: MANAGED BY COLLIER COUNTY

28,095

28,095

28,095

ITEM NUMBER:438066 1 PROJECT DESCRIPTION:VIDEO WALL MONITORS FOR THE CITY OF NAPLES  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03000000 PROJECT LENGTH: .001MI

FUND  
CODE

2019

PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT  
SU

1,000

PHASE: GRANTS AND MISCELLANEOUS / RESPONSIBLE AGENCY: MANAGED BY CITY OF NAPLES

129,000

130,000

130,000

ITEM NUMBER:438094 1 PROJECT DESCRIPTION:SIGNAL PRE-EMPTION FOR THE CITY OF NAPLES  
DISTRICT:01 COUNTY:COLLIER  
ROADWAY ID:03000000 PROJECT LENGTH: .001MI

FUND  
CODE

2019

PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT

1,000

1,000

1,000

348,579

348,579

GRAND TOTAL

18,516,488

\*NON-SIS\*  
TYPE OF WORK:EMERGENCY OPERATIONS  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

\*NON-SIS\*  
TYPE OF WORK:TRAFFIC MANAGEMENT CENTERS  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

\*NON-SIS\*  
TYPE OF WORK:TMC SOFTWARE & SYSTEM INTEGRAT  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

\*NON-SIS\*  
TYPE OF WORK:TRAFFIC CONTROL DEVICES/SYSTEM  
LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

## **PART VII**

### **FTA OBLIGATED PROJECTS FOR FY 2019**

The Federal Transit Administration (FTA) annually produces a list of projects for which federal funds have been obligated in the preceding year. The list is shown on the next page.

| FY 2019 Obligated FTA Funds |             |                |                    |  |
|-----------------------------|-------------|----------------|--------------------|--|
| Description                 | FTA FL#     | Awarded Amount | Executed Date      |  |
| FY19 5307                   | FL 2019-088 | \$2,611,614    | September 24, 2019 |  |
| FY18 5339                   | FL 2018-084 | \$411,466      | October 29, 2018   |  |

## **PART VIII**

### **COLLIER MPO FUNDING SUMMARY**

The FDOT Five-Year TIP Funding Summary for the Collier MPO is shown on the following page.



Effective Date: 01/15/2020 Florida Department of Transportation Run: 02/03/2020 10.43.40  
**5 Year TIP - Fund Summary**  
**DISTRICT 1**

| Fund               | Fund Name                      | <2021              | 2021              | 2022               | 2023              | 2024               | 2025               | >2025             | All Years          |
|--------------------|--------------------------------|--------------------|-------------------|--------------------|-------------------|--------------------|--------------------|-------------------|--------------------|
|                    | TOTAL OUTSIDE YEARS            | 38,594,256         | 0                 | 0                  | 0                 | 0                  | 0                  | 0                 | 38,594,256         |
| ACBR               | ADVANCE CONSTRUCTION (BRT)     | 0                  | 0                 | 0                  | 15,000            | 0                  | 2,592,197          | 0                 | 2,607,197          |
| ACNP               | ADVANCE CONSTRUCTION NHP       | 0                  | 2,049,542         | 0                  | 3,337,329         | 3,367,007          | 71,657,500         | 4,293,916         | 84,705,294         |
| ACSA               | ADVANCE CONSTRUCTION (SA)      | 6,963,038          | 0                 | 0                  | 0                 | 0                  | 0                  | 0                 | 6,963,038          |
| ACSS               | ADVANCE CONSTRUCTION (SS,HSP)  | 0                  | 1,125,809         | 0                  | 0                 | 0                  | 0                  | 0                 | 1,125,809          |
| ACSU               | ADVANCE CONSTRUCTION (SU)      | 1,000,000          | 508,685           | 0                  | 0                 | 0                  | 0                  | 0                 | 1,508,685          |
| BNSD               | BOND - STATE                   | 100,000            | 0                 | 0                  | 0                 | 0                  | 0                  | 0                 | 100,000            |
| BNIR               | INTRASTATE R/W & BRIDGE BONDS  | 6,030,090          | 2,118,990         | 0                  | 0                 | 0                  | 0                  | 0                 | 8,149,080          |
| BRRP               | STATE BRIDGE REPAIR & REHAB    | 263,421            | 2,710,949         | 0                  | 200,000           | 459,819            | 0                  | 0                 | 3,634,189          |
| CIGP               | COUNTY INCENTIVE GRANT PROGRAM | 0                  | 1,500,000         | 0                  | 4,928,100         | 1,600,000          | 0                  | 0                 | 8,028,100          |
| CM                 | CONGESTION MITIGATION - AQ     | 522,705            | 0                 | 1,915,473          | 1,855,749         | 0                  | 0                  | 0                 | 4,293,927          |
| D                  | UNRESTRICTED STATE PRIMARY     | 17,193,890         | 2,719,507         | 2,734,671          | 2,750,289         | 2,766,378          | 2,113,898          | 0                 | 30,278,633         |
| DDR                | DISTRICT DEDICATED REVENUE     | 28,071,729         | 19,044,396        | 9,452,933          | 7,320,972         | 15,560,645         | 7,578,633          | 0                 | 87,029,308         |
| DI                 | ST. - S/W INTER/INTRASTATE HWY | 8,406              | 0                 | 0                  | 5,450,000         | 47,663,258         | 27,106,000         | 26,061,807        | 106,289,471        |
| DIH                | STATE IN-HOUSE PRODUCT SUPPORT | 1,211,027          | 30,520            | 17,848             | 43,240            | 72,215             | 17,160             | 0                 | 1,392,010          |
| DPTO               | STATE - PTO                    | 8,163,266          | 1,167,926         | 1,134,013          | 269,753           | 1,534,701          | 1,245,420          | 0                 | 13,515,079         |
| DS                 | STATE PRIMARY HIGHWAYS & PTO   | 7,158,198          | 1,404,789         | 3,045,823          | 197,875           | 1,288,007          | 0                  | 0                 | 13,094,692         |
| DSB2               | EVERGLADES PKY/ALLIGATOR ALLEY | 14,143,304         | 1,400,000         | 82,222,700         | 1,400,000         | 1,445,150          | 1,400,000          | 2,800,000         | 104,811,154        |
| DU                 | STATE PRIMARY/FEDERAL REIMB    | 5,727,114          | 445,470           | 443,232            | 483,535           | 458,797            | 575,559            | 0                 | 8,133,707          |
| FAA                | FEDERAL AVIATION ADMIN         | 360,193            | 4,500,000         | 237,330            | 900,000           | 0                  | 0                  | 0                 | 5,997,523          |
| FTA                | FEDERAL TRANSIT ADMINISTRATION | 35,313,336         | 2,794,740         | 2,509,476          | 2,972,560         | 3,464,147          | 3,588,170          | 0                 | 50,642,429         |
| GFSA               | GF STPBG ANY AREA              | 609,339            | 0                 | 0                  | 0                 | 0                  | 0                  | 0                 | 609,339            |
| GF SU              | GF STPBG >200 (URBAN)          | 1,232,807          | 774,974           | 0                  | 0                 | 0                  | 0                  | 0                 | 2,007,781          |
| GMR                | GROWTH MANAGEMENT FOR SIS      | 1,799,608          | 0                 | 0                  | 0                 | 0                  | 0                  | 0                 | 1,799,608          |
| IMD                | INTERSTATE MAINTENANCE DISCRET | 204,989            | 0                 | 0                  | 0                 | 0                  | 0                  | 0                 | 204,989            |
| LF                 | LOCAL FUNDS                    | 29,256,529         | 6,600,538         | 2,363,105          | 7,634,099         | 10,027,951         | 11,179,227         | 0                 | 67,061,449         |
| PL                 | METRO PLAN (85% FA; 15% OTHER) | 0                  | 548,485           | 548,485            | 548,485           | 548,485            | 548,485            | 0                 | 2,742,425          |
| REPE               | REPURPOSED FEDERAL EARMARKS    | 3,756,698          | 0                 | 0                  | 0                 | 0                  | 0                  | 0                 | 3,756,698          |
| SA                 | STP, ANY AREA                  | 1,194,685          | 51,300            | 7,028,525          | 171,000           | 0                  | 0                  | 0                 | 8,445,510          |
| SR2T               | SAFE ROUTES - TRANSFER         | 55,738             | 0                 | 663,333            | 90,943            | 0                  | 0                  | 0                 | 810,014            |
| STED               | 2012 SB1998-STRATEGIC ECON COR | 0                  | 6,900,638         | 0                  | 0                 | 0                  | 0                  | 0                 | 6,900,638          |
| SU                 | STP, URBAN AREAS > 200K        | 1,700,140          | 4,716,443         | 4,706,820          | 4,705,205         | 4,704,837          | 4,699,969          | 0                 | 25,233,414         |
| TALT               | TRANSPORTATION ALTS- ANY AREA  | 0                  | 20,000            | 122,498            | 1,022,587         | 0                  | 0                  | 0                 | 1,165,085          |
| TALU               | TRANSPORTATION ALTS- >200K     | 343,087            | 383,276           | 382,494            | 382,363           | 382,333            | 381,937            | 0                 | 2,255,490          |
| TCSP               | TRANS. COMMUNITY & SYSTEM PRES | 754,574            | 0                 | 0                  | 0                 | 0                  | 0                  | 0                 | 754,574            |
| TO02               | EVERGLADES PARKWAY             | 69,298,666         | 4,170,000         | 4,175,000          | 4,185,000         | 4,185,000          | 4,185,000          | 20,925,000        | 111,123,666        |
| TRIP               | TRANS REGIONAL INCENTIVE PROGM | 0                  | 0                 | 0                  | 0                 | 2,725,601          | 3,224,716          | 0                 | 5,950,317          |
| TRWR               | 2015 SB2514A-TRAN REG INCT PRG | 0                  | 0                 | 0                  | 0                 | 24,399             | 989,722            | 0                 | 1,014,121          |
| <b>Grand Total</b> |                                | <b>281,030,833</b> | <b>67,686,977</b> | <b>123,703,759</b> | <b>50,864,084</b> | <b>102,278,730</b> | <b>143,083,593</b> | <b>54,080,723</b> | <b>822,728,699</b> |

**PART IX**  
**APPENDICES**

## **APPENDIX A**

### **FDOT'S STRATEGIC INTERMODAL SYSTEM**

**FIRST FIVE YEAR PLAN FY2019/20 – FY2023/24**

**SECOND FIVE YEAR PLAN FY2024/25 – FY2028/29**

**COST FEASIBLE PLAN FY2028/29 – FY2044/45 (2018 Edition)**

The following pages illustrate the FDOT Strategic Intermodal System (SIS) Plans for District 1. The plans may be downloaded at:  
<https://www.fdot.gov/planning/systems/programs/mspi/plans/default.shtm>



Strategic Intermodal System

# First Five Year Plan

2019/2020  
FY 2023/2024



The FDOT Systems Planning Office produces a document set known as the SIS Funding Strategy, which includes three inter-related sequential documents that identify potential Strategic Intermodal System (SIS) Capacity Improvement projects in various stages of development. All of the projects identified within the SIS Funding Strategy are considered financially feasible for implementation within the next 25 year period. The Florida Legislature established the SIS in 2003 to enhance Florida's economic prosperity and competitiveness. The system encompasses transportation facilities of statewide and interregional significance, and is focused on the efficient movement of passengers and freight. The combined document set, as illustrated below, illustrates projects that are funded (Year 1), programmed for proposed funding (Years 2 through 5), planned to be funded (Years 6 through 10), and considered financially feasible based on projected State revenues (Years 11 through 25).

## First Five Year Plan\*

The First Five Plan illustrates projects on the SIS that are funded by the legislature in the Work Program (Year 1) and projects that are programmed for proposed funding in the next 2 to 5 years.

**Update Cycle:** Adopted annually by the Legislature, effective July 1<sup>st</sup> each year with the start of the new fiscal year.

\*SIS Capacity Projects included in the Adopted Five-Year Work Program

## Second Five Year Plan

The Second Five Year Plan illustrates projects that are planned to be funded in the five years (Years 6 through 10) beyond the Adopted Work Program, excluding Turnpike.

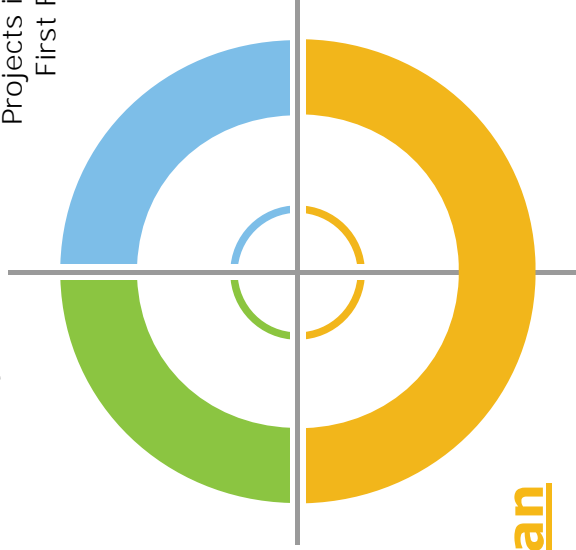
Projects in this plan could move forward into the First Five Year Plan as funds become available.

**Update Cycle:** Typically updated annually, usually in late summer following the First Five Plan update.

## Cost Feasible Plan

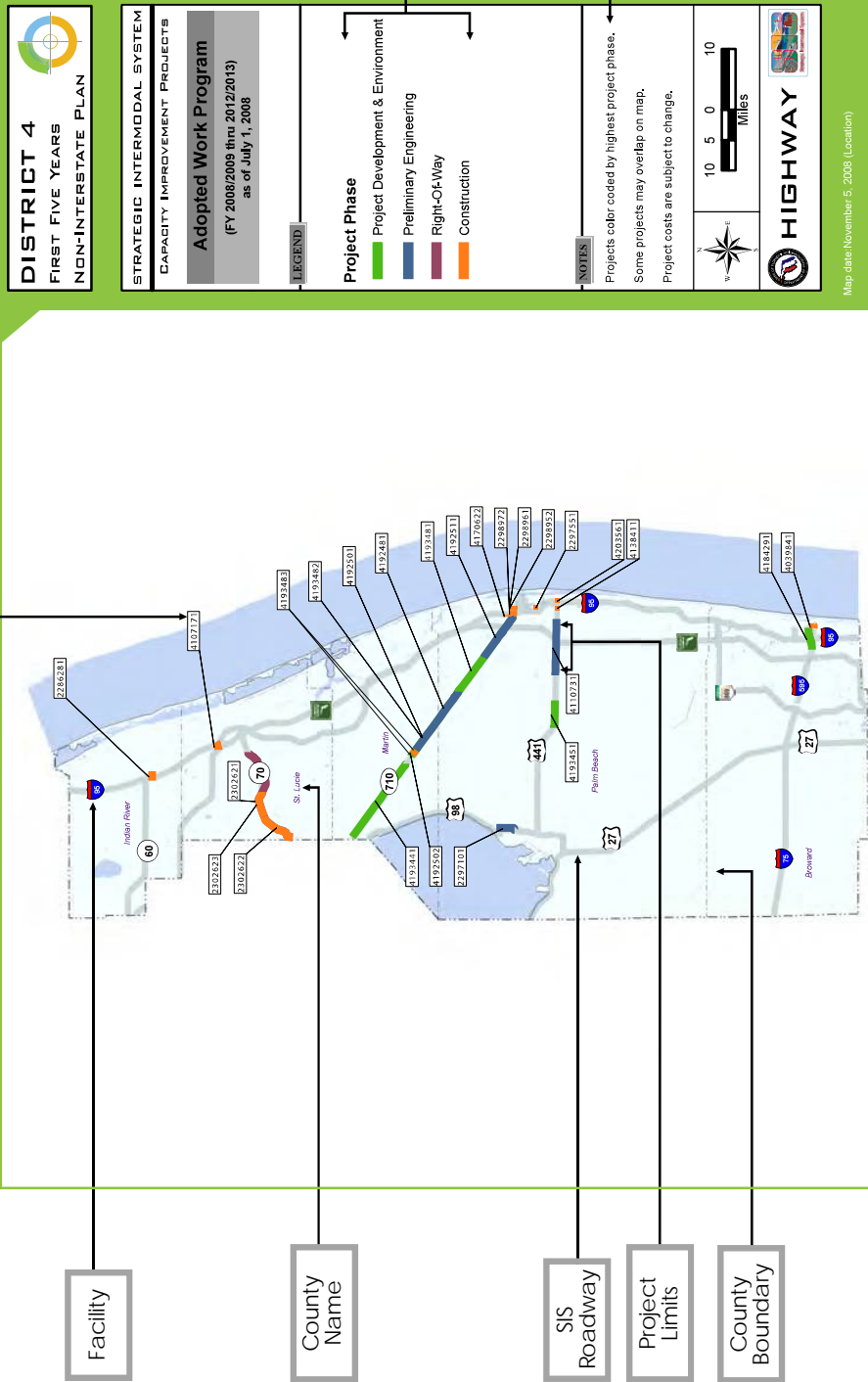
The Cost Feasible Plan illustrates projects on the SIS that are considered financially feasible during the last fifteen years (years 11 to 25) of the State's Long Range Plan, based on current revenue forecasts. Projects in this plan could move forward into the Second Five as funds become available or backwards into the Needs Plan if revenues fall short of projections.

**Update Cycle:** Typically updated every 2 to 3 years as new revenue forecasts become available.





## MAP KEY:



## Project Phases

**Project Phases**  
Work Program Phase consists of Phase Group (major areas of work performed) and Phase Type (who is being paid to perform the work). Phases include all Phase Types other than Phase Type 1 (In-House) and Phase Type 9 (Indirect Support). See the Work Program Instructions at <http://www.dot.state.fl.us/programdevelopment/office/> for additional information.

**Project Development and Environment** - Study that satisfies the National Environmental Policy Act (NEPA) process resulting in a location design concept for an engineering and environmentally feasible alternative to meet the need determined in the planning phase. Defined by Phase Group 2 (PD&E).

**Preliminary Engineering** - Program to further develop and analyze location and design engineering phases of highway and bridge construction projects. Defined by Phase Group 3 (PE) and Phase Group C (Environmental).

**Right of Way** - The phase of acquiring land to support the construction projects. Defined by Phase Group 4 (ROW).

**Construction** - Phase consists of the physical work performed to build or assemble the infrastructure. Defined by Phase Group 5 (Construction) and Phase Group 6 (Construction Support).





# District 1 SIS Interstate Plan



| MAP ID        | FACILITY   | DESCRIPTION             | 2020      | 2021      | 2022     | 2023     | 2024     | TOTAL<br>STATE<br>MANAGED | TOTAL<br>DISTRICT<br>MANAGED | TOTAL<br>LOCAL<br>FUNDS | PD&E | PE | ENV | ROW | CON |
|---------------|--|-------------------------|-----------|-----------|----------|----------|----------|---------------------------|------------------------------|-------------------------|------|----|-----|-----|-----|
| 4301855       | Fgt I-4 at SR 33 Interchange Modification                              | Modify Interchange      | \$5,005   | \$10,000  | \$0      | \$0      | \$0      | \$10,000                  | \$5,005                      | \$0                     |      |    |     |     |     |
| 2012103       | I-4 (SR 400) from W of US 27 (SR 25) to E of CR 532                    | Add 4 to Build 10 Lanes | \$5,359   | \$0       | \$0      | \$0      | \$0      | \$0                       | \$5,359                      | \$0                     |      |    |     |     |     |
| 4425122       | I-4 (SR 400) from W of SR 570 (polk Parkway) to W of US 27 Interchange | Project Dev. & Env.     | \$40      | \$0       | \$0      | \$0      | \$0      | \$0                       | \$40                         | \$0                     |      |    |     |     |     |
| 4301853       | I-4 at SR 33 Interchange Modification                                  | Modify Interchange      | \$8,321   | \$50      | \$0      | \$0      | \$0      | \$6,755                   | \$1,616                      | \$0                     |      |    |     |     |     |
| 2012153       | I-4 at SR 557  | Modify Interchange      | \$80,763  | \$0       | \$0      | \$0      | \$0      | \$80,762                  | \$1                          | \$0                     |      |    |     |     |     |
| 2010325       | I-75 (SR 93) at US 301 Interchange                                     | Modify Interchange      | \$13,272  | \$160,816 | \$0      | \$4,000  | \$0      | \$173,019                 | \$4,539                      | \$530                   |      |    |     |     |     |
| 4425193       | I-75 (SR 93) from Collier/lee County Line to SR 78 (bayshore Dr)       | Project Dev. & Env.     | \$40      | \$0       | \$0      | \$0      | \$0      | \$0                       | \$40                         | \$0                     |      |    |     |     |     |
| 4425192       | I-75 (SR 93) from E of SR 951 to Collier/lee County Line               | Project Dev. & Env.     | \$34      | \$0       | \$0      | \$0      | \$0      | \$0                       | \$34                         | \$0                     |      |    |     |     |     |
| 4425183       | I-75 (SR 93) from N River Rd to SR 681                                 | Project Dev. & Env.     | \$20      | \$0       | \$0      | \$0      | \$0      | \$0                       | \$20                         | \$0                     |      |    |     |     |     |
| 2012775       | I-75 (SR93) at Bee Ridge Road  | Modify Interchange      | \$126     | \$2,795   | \$10,644 | \$7,202  | \$0      | \$20,320                  | \$447                        | \$0                     |      |    |     |     |     |
| 4062253       | I-75 at Corkscrew Interchange  | Modify Interchange      | \$49      | \$0       | \$0      | \$0      | \$0      | \$49                      | \$0                          | \$0                     |      |    |     |     |     |
| 4062256       | I-75 at Corkscrew Interchange  | Add Turn Lane           | \$20      | \$0       | \$0      | \$0      | \$0      | \$0                       | \$20                         | \$0                     |      |    |     |     |     |
| 4206132       | I-75 at Fruitville Road/CR 780   | Modify Interchange      | \$139     | \$750     | \$30     | \$500    | \$6,399  | \$5,649                   | \$594                        | \$2,075                 |      |    |     |     |     |
| 2010326       | I-75 at SR 64  | Modify Interchange      | \$596     | \$0       | \$0      | \$0      | \$0      | \$53                      | \$543                        | \$0                     |      |    |     |     |     |
| 2012773       | I-75 at SR 72 (dark Road) Interchange                                  | Modify Interchange      | \$43      | \$61,238  | \$0      | \$0      | \$0      | \$59,828                  | \$1,078                      | \$375                   |      |    |     |     |     |
| 4130651       | I-75 at SR 884 (colonial Blvd) Interchange                             | Modify Interchange      | \$63,132  | \$0       | \$2,000  | \$0      | \$0      | \$61,710                  | \$3,422                      | \$0                     |      |    |     |     |     |
| 4258432       | I-75 at SR 951   | Modify Interchange      | \$7,507   | \$0       | \$45     | \$2,536  | \$89,457 | \$96,886                  | \$1,416                      | \$1,243                 |      |    |     |     |     |
| 4062254       | I-75 from S of Corkscrew Road to S of Daniels Parkway                  | Add 2 to Build 6 Lanes  | \$1,192   | \$0       | \$0      | \$0      | \$0      | \$1,185                   | \$7                          | \$0                     |      |    |     |     |     |
| 4425211       | Interstate Program Manager - Gec                                       | Project Dev. & Env.     | \$2,000   | \$2,000   | \$2,000  | \$2,000  | \$0      | \$6,000                   | \$2,000                      | \$0                     |      |    |     |     |     |
| ANNUAL TOTALS |  |                         | \$187,658 | \$237,649 | \$14,719 | \$16,238 | \$96,356 | \$522,216                 | \$26,181                     | \$4,223                 |      |    |     |     |     |

All Values in Thousands of "As Programmed" Dollars

PD&E - Project Development & Environmental;

PE - Preliminary Engineering;

ENV - Environmental Mitigation;

ROW - Right-of-Way;  
CON - Construction & Support (may Include Grants);

TOTAL LOCAL FUNDS include all funds that start with LF fund code;

189



# DISTRICT 1

## First Five Years

### Interstate Plan

#### STRATEGIC INTERMODAL SYSTEM

Capacity Improvement Projects

#### Adopted Work Program

FY 2019/2020 through FY 2023/2024  
(as of July 1, 2019)

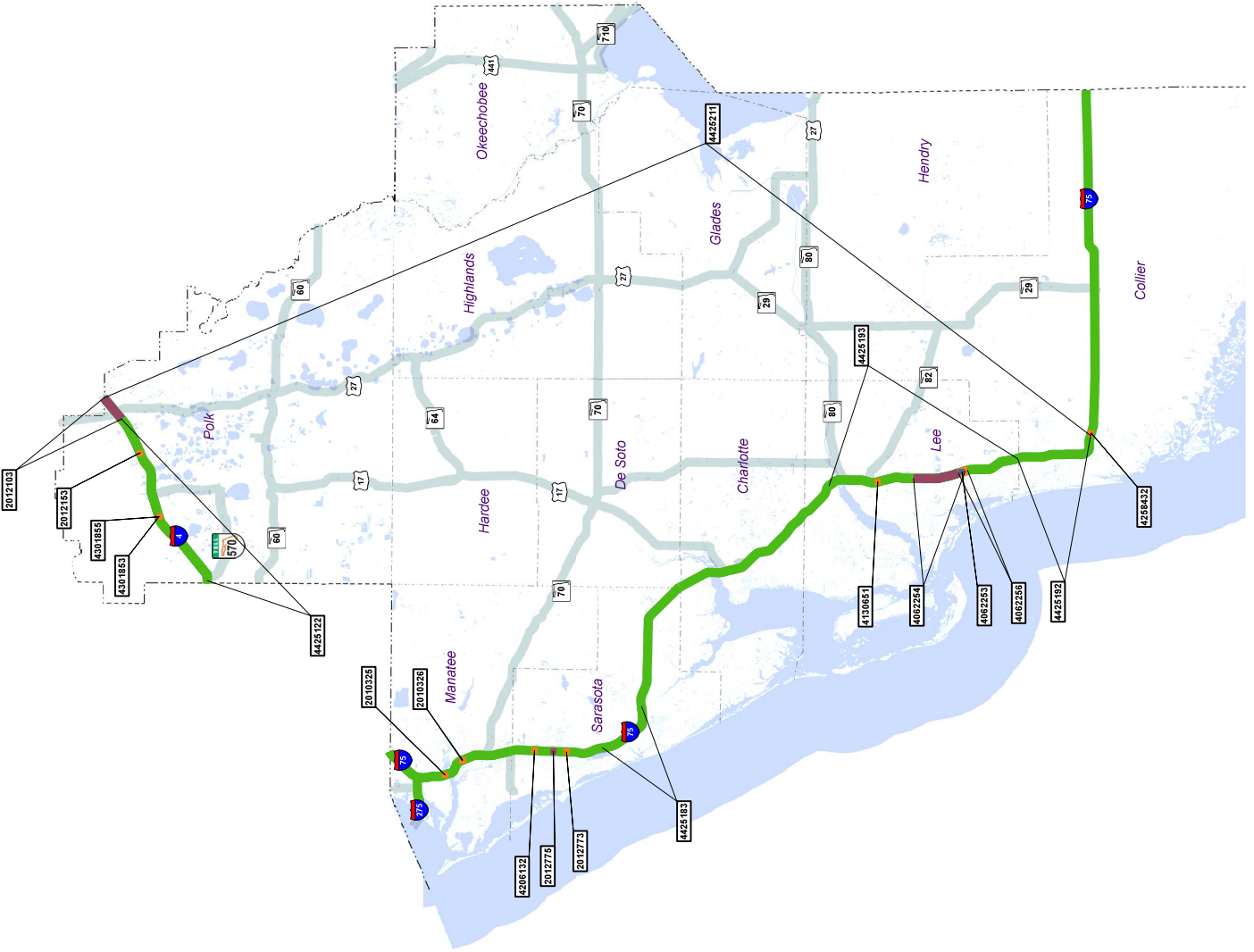
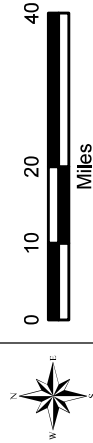
#### LEGEND

##### Project Phase

- Project Development & Environment
- Environmental Mitigation
- Preliminary Engineering
- Right-Of-Way
- Construction

#### NOTES

Projects color coded by highest project phase.  
Some projects may overlap on map.  
Project costs are subject to change.





# District 1 SIS Non-Interstate Plan



| MAP ID               | FACILITY  | DESCRIPTION            | 2020             | 2021            | 2022            | 2023             | 2024            | TOTAL<br>STATE<br>MANAGED | TOTAL<br>DISTRICT<br>MANAGED | TOTAL<br>LOCAL<br>FUNDS | PD&E | FE | ENV | ROW | CON |
|----------------------|---|------------------------|------------------|-----------------|-----------------|------------------|-----------------|---------------------------|------------------------------|-------------------------|------|----|-----|-----|-----|
| 4365631              | North Jones Loop Rd from Burnt Store Road to Piper Road         | Project Dev. & Env.    | \$1,220          | \$0             | \$0             | \$0              | \$0             | \$0                       | \$1,220                      | \$0                     | •    |    |     |     |     |
| 4380021              | SR 15/700 (US 98/441) at Se 18th Terr Roundabout                | Modify Intersection    | \$2,046          | \$0             | \$0             | \$0              | \$0             | \$0                       | \$2,046                      | \$0                     | •    | •  | •   | •   | •   |
| 4178788              | SR 29 from CR 80a (cowboy Way) to CR 731 (whidden Rd)           | Add 2 to Build 4 Lanes | \$1,589          | \$2,166         | \$2,673         | \$7,374          | \$0             | \$12,088                  | \$1,589                      | \$125                   | •    | •  | •   | •   | •   |
| 4178781              | SR 29 from CR 80-a to CR 731 (whidden Rd)                       | Project Dev. & Env.    | \$3              | \$500           | \$0             | \$0              | \$0             | \$0                       | \$503                        | \$0                     | •    |    |     |     |     |
| 4178787              | SR 29 from CR 832 (keri Rd) to F Rd                             | Add 2 to Build 4 Lanes | \$24             | \$0             | \$0             | \$1,607          | \$0             | \$1,523                   | \$108                        | \$0                     | •    | •  | •   | •   | •   |
| 4175405              | SR 29 from CR 846 E to N of New Market Road N                   | New Road               | \$26             | \$0             | \$0             | \$0              | \$1,022         | \$1,022                   | \$26                         | \$0                     | •    | •  | •   | •   | •   |
| 4178783              | SR 29 from F Road to Cowboy Way                                 | Add 2 to Build 4 Lanes | \$9,817          | \$4,842         | \$0             | \$0              | \$0             | \$13,914                  | \$745                        | \$0                     | •    | •  | •   | •   | •   |
| 4344901              | SR 29 from I-75 to Oil Well Rd                                  | Project Dev. & Env.    | \$26             | \$0             | \$0             | \$0              | \$0             | \$0                       | \$26                         | \$0                     | •    |    |     |     |     |
| 4175406              | SR 29 from N of New Market Rd N Road to SR 82                   | Add 2 to Build 4 Lanes | \$50             | \$0             | \$0             | \$380            | \$1,123         | \$1,123                   | \$430                        | \$0                     | •    | •  | •   | •   | •   |
| 4175402              | SR 29 from Oil Well Road to Sunniland Nursery Road              | Add 2 to Build 4 Lanes | \$0              | \$0             | \$0             | \$0              | \$8,275         | \$8,275                   | \$0                          | \$0                     | •    | •  | •   | •   | •   |
| 4175404              | SR 29 from S of Agriculture Way to CR 846 E                     | Add 2 to Build 4 Lanes | \$50             | \$0             | \$0             | \$270            | \$0             | \$0                       | \$320                        | \$0                     | •    | •  | •   | •   | •   |
| 4178784              | SR 29 from SR 82 to Hendry C/I                                  | Add 2 to Build 4 Lanes | \$508            | \$1,274         | \$0             | \$9,970          | \$475           | \$11,644                  | \$583                        | \$0                     | •    | •  | •   | •   | •   |
| 4175403              | SR 29 from Sunniland Nursery Road to S of Agriculture Way       | Add 2 to Build 4 Lanes | \$48             | \$0             | \$0             | \$500            | \$0             | \$0                       | \$548                        | \$0                     | •    | •  | •   | •   | •   |
| 4419421              | SR 31 from SR 80 (palm Beach Blvd) to SR 78 (bayshore Rd)       | Project Dev. & Env.    | \$51             | \$0             | \$0             | \$0              | \$0             | \$0                       | \$51                         | \$0                     | •    |    |     |     |     |
| 4338562              | SR 60 from CR 630 to Grape Hammock Rd                           | Add 2 to Build 6 Lanes | \$149            | \$0             | \$0             | \$0              | \$0             | \$149                     | \$0                          | \$0                     | •    | •  | •   | •   | •   |
| 4338563              | SR 60 from Grape Hammock Road to East of Kissimmee River Bridge | Add 2 to Build 4 Lanes | \$0              | \$350           | \$0             | \$0              | \$0             | \$350                     | \$0                          | \$0                     | •    | •  | •   | •   | •   |
| 4145065              | SR 70 from CR 29 to Lonesome Island Road                        | Project Dev. & Env.    | \$792            | \$0             | \$0             | \$0              | \$0             | \$0                       | \$792                        | \$0                     | •    |    |     |     |     |
| 4145062              | SR 70 from Lorraine Rd to CR 675/waterbury Road                 | Project Dev. & Env.    | \$3,835          | \$7,863         | \$0             | \$47,742         | \$0             | \$27,431                  | \$30,326                     | \$1,683                 | •    | •  | •   | •   | •   |
| 4193444              | SR 710 from E of L-63 Canal to Sherman Wood Ranches             | Add 2 to Build 4 Lanes | \$0              | \$0             | \$0             | \$3,300          | \$0             | \$3,250                   | \$50                         | \$0                     | •    | •  | •   | •   | •   |
| 4193445              | SR 710 from Sherman Wood Ranches to CR 714 (martin C/I)         | Add 2 to Build 4 Lanes | \$0              | \$0             | \$6,350         | \$0              | \$0             | \$6,350                   | \$0                          | \$0                     | •    | •  | •   | •   | •   |
| 4193443              | SR 710 from US 441 to L-63 Canal                                | New Road               | \$5,886          | \$3,315         | \$0             | \$0              | \$0             | \$5,431                   | \$3,770                      | \$0                     | •    | •  | •   | •   | •   |
| 4308491              | SR 82 from Gator Slough Lane to SR 29                           | Add 2 to Build 4 Lanes | \$33,933         | \$0             | \$0             | \$0              | \$0             | \$33,613                  | \$207                        | \$114                   | •    | •  | •   | •   | •   |
| 4308481              | SR 82 from Hendry County Line to Gator Slough Lane              | Add 2 to Build 4 Lanes | \$2,789          | \$0             | \$20            | \$45,354         | \$0             | \$47,329                  | \$833                        | \$0                     | •    | •  | •   | •   | •   |
| 4192432              | US 27 (SR 25) from Highlands County Line to CR 630a             | Add 2 to Build 6 Lanes | \$7              | \$1,346         | \$2,571         | \$50             | \$500           | \$400                     | \$4,074                      | \$0                     | •    | •  | •   | •   | •   |
| 4192434              | US 27 at SR 60  | Modify Interchange     | \$61,024         | \$0             | \$0             | \$0              | \$0             | \$52,391                  | \$8,633                      | \$0                     | •    | •  | •   | •   | •   |
| 4349861              | US 27 at SR 64  | Modify Intersection    | \$595            | \$0             | \$0             | \$0              | \$0             | \$25                      | \$570                        | \$0                     | •    | •  | •   | •   | •   |
| 4424031              | US 27 from South of Sun 'n Lake to North of Sun 'n Lake         | Add Turn Lane          | \$0              | \$0             | \$0             | \$200            | \$0             | \$0                       | \$200                        | \$0                     | •    | •  | •   | •   | •   |
| 4192433              | US 27 from CR 630a to Presidents Drive                          | Add 2 to Build 6 Lanes | \$604            | \$4,731         | \$1,964         | \$0              | \$70            | \$500                     | \$6,769                      | \$100                   | •    | •  | •   | •   | •   |
| 4449581              | US 441 (SR 15) at CR 68 (ne 160th St)                           | Add Turn Lane          | \$0              | \$0             | \$0             | \$0              | \$65            | \$0                       | \$65                         | \$0                     | •    | •  | •   | •   | •   |
| 4448861              | US 441 (SR 15) at Potter Rd (ne 144th St)                       | Add Turn Lane          | \$0              | \$0             | \$0             | \$0              | \$75            | \$0                       | \$75                         | \$0                     | •    | •  | •   | •   | •   |
| <b>ANNUAL TOTALS</b> |   |                        | <b>\$125,072</b> | <b>\$26,387</b> | <b>\$13,578</b> | <b>\$116,747</b> | <b>\$11,605</b> | <b>\$226,808</b>          | <b>\$64,559</b>              | <b>\$2,022</b>          |      |    |     |     |     |

All Values in Thousands of "As Programmed" Dollars

PD&E - Project Development & Environmental;

PE - Preliminary Engineering;

ENV - Environmental Mitigation;

ROW - Right-of-Way;  
CON - Construction & Support (may Include Grants);

TOTAL LOCAL FUNDS include all funds that start with LF fund code;

191

First Five Years  
Non-Interstate Plan



## Capacity Improvement Projects

## Adopted Work Program

**FY 2019/2020 through FY 2023/2024  
(as of July 1, 2019)**

## LEGEND

## Project Phase

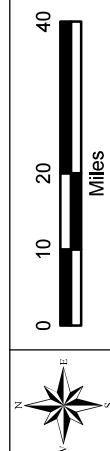
- Project Development & Environment
- Environmental Mitigation
- Preliminary Engineering
- Right-Of-Way
- Construction

## NOTES

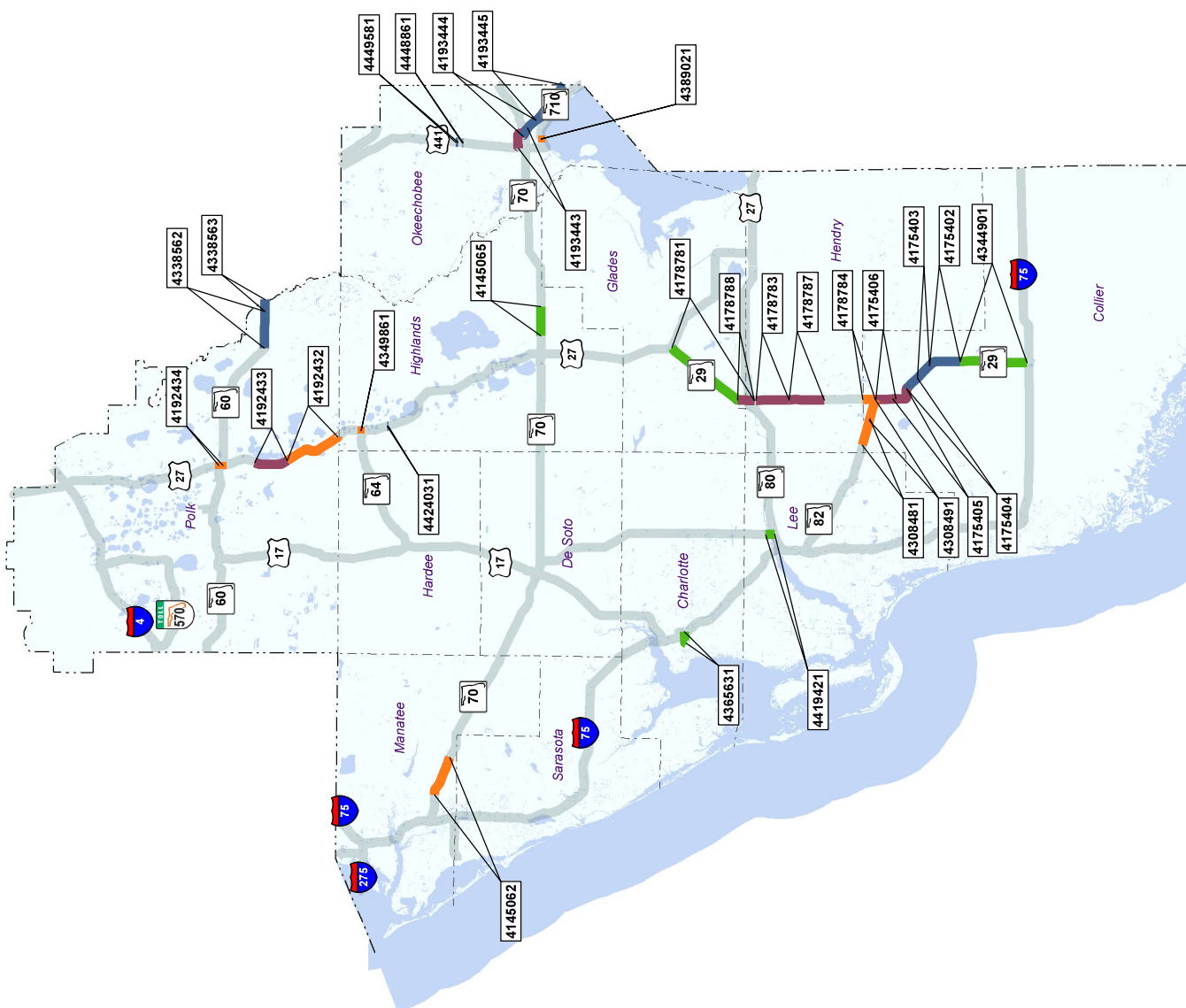
Projects color coded by highest project phase.

Some projects may overlap on map.

Project costs are subject to change.



HIGHWAY







Strategic Intermodal System

# Second Five Year Plan

2024/2025  
FY 2028/2029



The FDOT Systems Planning Office produces a document set known as the SIS Funding Strategy, which includes three inter-related sequential documents that identify potential Strategic Intermodal System (SIS) Capacity Improvement projects in various stages of development. All of the projects identified within the SIS Funding Strategy are considered financially feasible for implementation within the next 25 year period. The Florida Legislature established the SIS in 2003 to enhance Florida's economic prosperity and competitiveness. The system encompasses transportation facilities of statewide and interregional significance, and is focused on the efficient movement of passengers and freight. The combined document set, as illustrated below, illustrates projects that are funded (Year 1), programmed for proposed funding (Years 2 through 5), planned to be funded (Years 6 through 10), and considered financially feasible based on projected State revenues (Years 11 through 25).

## First Five Year Plan\*

The First Five Year Plan illustrates projects on the SIS that are funded by the Legislature in the Work Program (Year 1) and projects that are programmed for proposed funding in the next 2 to 5 years.

**Update Cycle:** Adopted annually by the FDOT Secretary, effective July 1<sup>st</sup> each year with the start of the new fiscal year.

\*SIS Capacity Projects included in the Adopted Five-Year Work Program

## Second Five Year Plan

The Second Five Year Plan illustrates projects that are planned to be funded in the five years (Years 6 through 10) beyond the Adopted Work Program, excluding Turnpike.

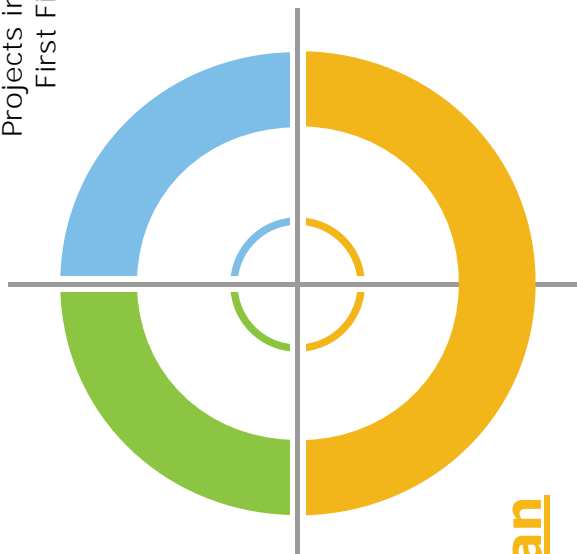
Projects in this plan could move forward into the First Five Year Plan as funds become available.

**Update Cycle:** Typically updated annually, usually in late summer following the First Five Plan update.

## Cost Feasible Plan

The Cost Feasible Plan illustrates projects on the SIS that are considered financially feasible during the last fifteen years (years 11 to 25) of the SIS Funding Strategy, based on current revenue forecasts. Projects in this plan could move forward into the Second Five as funds become available or backwards into the Unfunded Needs Plan if revenues fall short of projections.

**Update Cycle:** Typically updated every 2 to 3 years as new revenue forecasts become available.







# District 1 SIS Plan



| MAP ID        | FACILITY  | DESCRIPTION            | 2025      | 2026      | 2027 | 2028     | 2029 | TOTAL STATE MANAGED | TOTAL DISTRICT MANAGED | TOTAL LOCAL FUNDS | PD&E | PE | ENV | ROW | CON |
|---------------|---|------------------------|-----------|-----------|------|----------|------|---------------------|------------------------|-------------------|------|----|-----|-----|-----|
| 4301853       | I-4 AT SR 33 INTERCHANGE MODIFICATION               | Modify Interchange     | \$0       | \$0       | \$0  | \$86,479 | \$0  | \$85,735            | \$244                  | \$500             |      |    |     |     |     |
| 2012775       | I-75 (SR93) AT BEE RIDGE ROAD                       | Modify Interchange     | \$0       | \$142,293 | \$0  | \$0      | \$0  | \$142,293           | \$0                    | \$0               |      |    |     |     |     |
| 4206132       | I-75 AT FRUITVILLE ROAD/CR 780                      | Modify Interchange     | \$111,136 | \$0       | \$0  | \$0      | \$0  | \$111,112           | \$24                   | \$0               |      |    |     |     |     |
| 4178785       | SR 29 FROM COLLIER C/L TO CR 832 (KERI RD)          | Add 2 to Build 4 Lanes | \$2,318   | \$6,733   | \$0  | \$0      | \$0  | \$9,051             | \$0                    | \$0               |      |    |     |     |     |
| 4178787       | SR 29 FROM CR 832 (KERI RD) TO F RD                 | Add 2 to Build 4 Lanes | \$2,653   | \$0       | \$0  | \$0      | \$0  | \$0                 | \$2,653                | \$0               |      |    |     |     |     |
| 4175405       | SR 29 FROM CR 846 E TO N OF NEW MARKET ROAD N       | New Road               | \$5,879   | \$0       | \$0  | \$0      | \$0  | \$5,879             | \$0                    | \$0               |      |    |     |     |     |
| 4175406       | SR 29 FROM N OF NEW MARKET RD N ROAD TO SR 82       | Add 2 to Build 4 Lanes | \$0       | \$29,943  | \$0  | \$0      | \$0  | \$29,943            | \$0                    | \$0               |      |    |     |     |     |
| 4193444       | SR 710 FROM E OF L-63 CANAL TO SHERMAN WOOD RANCHES | Add 2 to Build 4 Lanes | \$2,051   | \$5,076   | \$0  | \$0      | \$0  | \$7,127             | \$0                    | \$0               |      |    |     |     |     |
| 4193443       | SR 710 FROM US 441 TO L-63 CANAL                    | New Road               | \$0       | \$67,377  | \$0  | \$0      | \$0  | \$66,852            | \$0                    | \$525             |      |    |     |     |     |
| 4308481       | SR 82 FROM HENDRY COUNTY LINE TO GATOR SLOUGH LANE  | Add 2 to Build 4 Lanes | \$2,800   | \$0       | \$0  | \$0      | \$0  | \$0                 | \$2,800                | \$0               |      |    |     |     |     |
| 4192432       | US 27 (SR 25) FROM HIGHLANDS COUNTY LINE TO CR 630A | Add 2 to Build 6 Lanes | \$0       | \$107,007 | \$0  | \$0      | \$0  | \$105,107           | \$0                    | \$1,900           |      |    |     |     |     |
| 4192433       | US 27 FROM CR 630A TO PRESIDENTS DRIVE              | Add 2 to Build 6 Lanes | \$0       | \$67,379  | \$0  | \$0      | \$0  | \$67,379            | \$0                    | \$0               |      |    |     |     |     |
| 4449581       | US 441 (SR 15) AT CR 68 (NE 160TH ST)               | Add Turn Lane          | \$0       | \$611     | \$0  | \$0      | \$0  | \$0                 | \$611                  | \$0               |      |    |     |     |     |
| 4448861       | US 441 (SR 15) AT POTTER RD (NE 144TH ST)           | Add Turn Lane          | \$0       | \$399     | \$0  | \$0      | \$0  | \$0                 | \$399                  | \$0               |      |    |     |     |     |
| ANNUAL TOTALS |   |                        | \$126,837 | \$426,818 | \$0  | \$86,479 | \$0  | \$630,478           | \$6,731                | \$2,925           |      |    |     |     |     |

All Values in Thousands of "As Programmed" Dollars

PD&E - Project Development & Environmental;

PE - Preliminary Engineering;

ENV - Environmental Mitigation;

ROW - Right-of-Way;  
CON - Construction & Support (may Include Grants);

TOTAL LOCAL FUNDS include all funds that start with LF fund code;

195

# DISTRICT 1

## Second Five Years

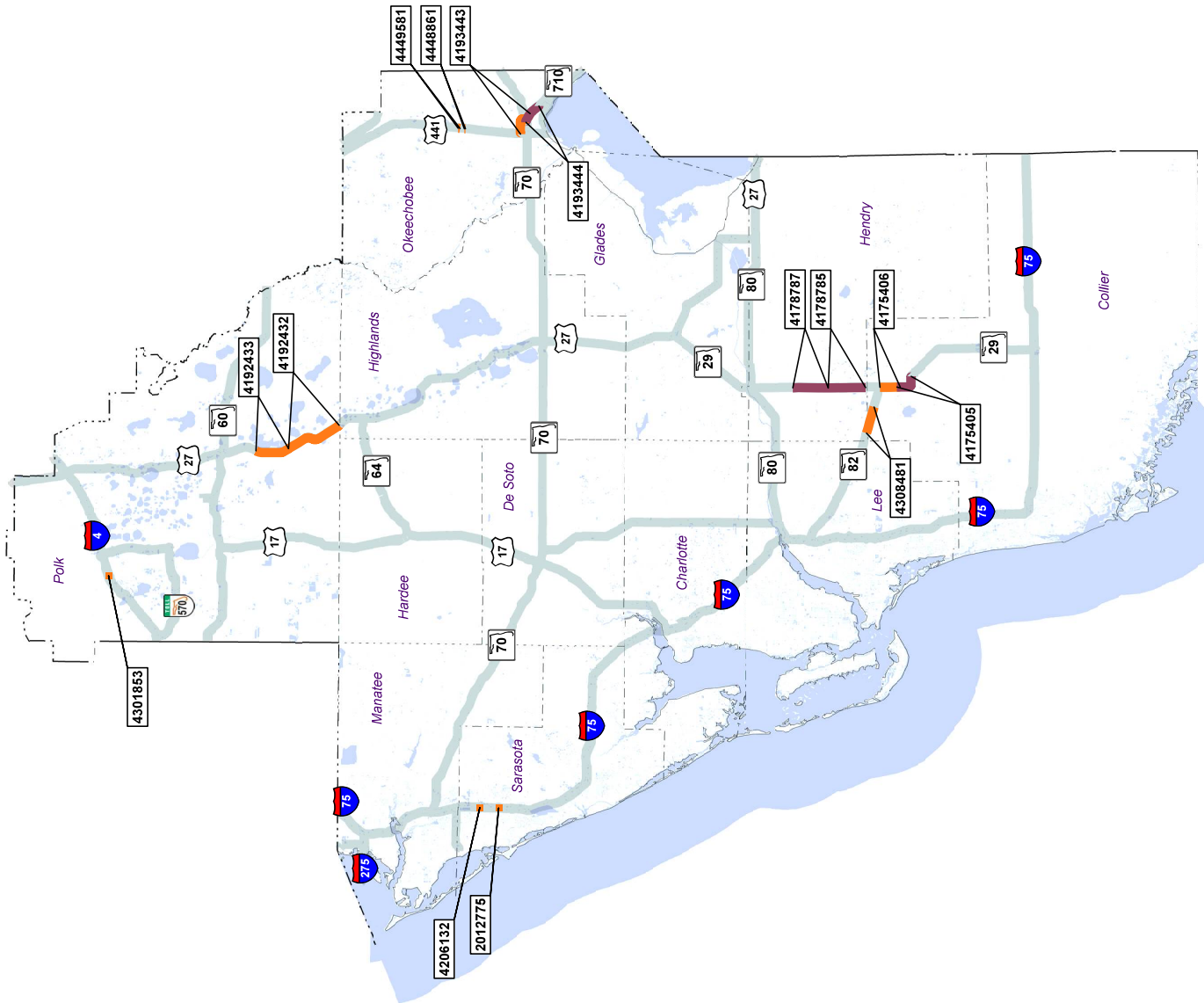
STRATEGIC INTERMODAL SYSTEM

Capacity Improvement Projects

**Approved Plan**  
 FY 2024/2025 through FY 2028/2029  
 (as of July 1, 2019)

**LEGEND**  
  
**Project Phase**  
 Project Development & Environment  
 Environmental Mitigation  
 Preliminary Engineering  
 Right-Of-Way  
 Construction

**NOTES**  
  
 Projects color coded by highest project phase.  
 Some projects may overlap on map.  
 Project costs are subject to change.





# Strategic Intermodal System

## Long Range Cost Feasible Plan FY 2029-2045



2018 EDITION

PRESENT DAY COSTS

197

| ID                   | FACILITY                                  | FROM                       | TO                    | PDE     | Design  | ROW       | Right of Way / Construction | P3 Funds | Other Funds | IMPRV TYPE                 |
|----------------------|---|----------------------------|-----------------------|---------|---------|-----------|-----------------------------|----------|-------------|----------------------------|
|                      |   |                            |                       | PE      | TOTAL   | CON       | TOTAL                       | Cost     | #Yrs        | TOTAL                      |
| 3331 -I-4            | West of US 27 / SR 25                     | Polk / Osceola County Line | West of US 27 / SR 25 |         |         |           |                             |          |             | MGLANE                     |
| 3330 -I-4            | West of SR 570 / Polk Parkway (West)      | SR 78                      | SR 78                 | 99,360  | 99,360  | 347,080   | 398,766                     |          |             | MGLANE                     |
| 3333 -I-75           | Collier/Lee County Line                   |                            |                       | 136,800 | 136,800 | 1,656,000 | 1,905,680                   |          |             | MGLANE                     |
| 3334 -I-75           | at North Jones Loop Rd                    |                            |                       | 6,500   | 6,500   |           | 271,300                     |          |             | M-INCH                     |
| 3335 -I-75           | at US 17/SR 35                            |                            |                       | 7,500   | 7,500   |           |                             |          |             | M-INCH                     |
| 3336 -I-75           | at CR 776/Harbor View                     |                            |                       | 6,500   | 6,500   |           |                             |          |             | M-INCH                     |
| 3337 -I-75           | at CR 769/Kings Highway                   |                            |                       | 6,500   | 6,500   |           |                             |          |             | M-INCH                     |
| 3339 -I-75           | South of University Parkway               |                            |                       | 60,480  | 60,480  | 821,344   | 996,584                     |          |             | MGLANE                     |
| 3338 -I-75           | South of River Road                       |                            |                       | 34,200  | 34,200  | 64,538    | 64,538                      |          |             | MGLANE                     |
| 3463 -I-75           | SR 681                                    |                            |                       | 49,014  | 49,014  | 152,341   | 152,341                     |          |             | MGLANE                     |
| 3332 -I-75           | East of SR 951                            |                            |                       | 63,245  | 63,245  | 145,427   | 145,427                     |          |             | MGLANE                     |
| 1379 -SR 29          | I-75                                      |                            |                       | 4,333   | 4,333   |           |                             |          |             | A2-4                       |
| 1383 -SR 29          | CR80A                                     |                            |                       |         |         | 113,434   | 113,434                     |          |             | A2-4                       |
| 3341 -SR 29          | Oil Well Rd. / CR 658                     |                            |                       |         |         | 4,548     | 4,548                       |          |             | A2-4                       |
| 3342 -SR 29          | Sumiland Nursery Rd.                      |                            |                       |         |         | 2,378     | 2,378                       |          |             | A2-4                       |
| 3343 -SR 29          | S. of Agriculture Way                     |                            |                       |         |         | 5,628     | 28,946                      |          |             | A2-4                       |
| 3346 -SR 29          | F Rd                                      |                            |                       |         |         | 47,899    | 47,899                      |          |             | A2-4                       |
| 3347 -SR 29          | CR 846 E                                  |                            |                       |         |         | 49,905    | 49,905                      |          |             | NR                         |
| 3348 -SR 31          | SR 80                                     |                            |                       | 9,350   | 9,350   |           |                             |          |             | A2-4                       |
| 3349 -SR 31          | SR 78                                     |                            |                       | 956     | 956     |           |                             |          |             | A2-4                       |
| 3350 -SR 31          | CR 78/River Rd                            |                            |                       | 3,049   | 3,049   | 6,376     | 10,567                      |          |             | A2-4                       |
| 3354 -SR 60          | East of CR 630                            |                            |                       |         |         | 10,610    | 30,934                      |          |             | A2-4                       |
| 3353 -SR 60          | Hillsborough / Polk County Line           |                            |                       |         |         | 7,830     | 7,830                       |          |             | A2-4                       |
| 3355 -SR 60          | SR 60A / Van Fleet Dr.                    |                            |                       |         |         |           |                             |          |             | A2-6                       |
| 3359 -SR 64          | Hardree / Highlands County Line           |                            |                       |         |         |           |                             |          |             | A2-4                       |
| 3357 -SR 64          | US 17                                     |                            |                       |         |         |           |                             |          |             | A2-4                       |
| 3358 -SR 64          | Old Town Creek Rd. / CR 671 / Parnell Rd. |                            |                       |         |         |           |                             |          |             | A2-4                       |
| 3367 -SR 70          | NW 38th Terrace                           |                            |                       |         |         |           |                             |          |             | A2-4                       |
| 3363 -SR 70          | Jefferson Avenue                          |                            |                       | 1,200   | 2,879   |           |                             |          |             | A2-4                       |
| 3364 -SR 70          | CR 29                                     |                            |                       | 2,456   | 2,456   |           |                             |          |             | A2-4                       |
| 3365 -SR 70          | CR 29                                     |                            |                       | 1,083   | 1,083   |           |                             |          |             | A2-4                       |
| 3362 -SR 70          | East of SR 31                             |                            |                       | 3,500   | 39,000  |           |                             |          |             | A2-4                       |
| 3361 -SR 70          | Manatee County Line                       |                            |                       | 2,500   | 18,500  |           |                             |          |             | A2-4                       |
| 3360 -SR 70          | DeSoto County Line                        |                            |                       | 3,000   | 26,000  |           |                             |          |             | A2-4                       |
| 3366 -SR 70          | Lonesome Island Road                      |                            |                       | 4,000   | 39,000  |           |                             |          |             | A2-4                       |
| 3369 -SR 710         | Sherman Woods Ranch                       |                            |                       |         |         |           |                             |          |             | A2-4                       |
| 3370 -SR 80          | SR 31 / Arcadia Rd.                       |                            |                       | 1,500   | 4,500   |           | 7,399                       |          |             | A2-6                       |
| 3371 -SR 82          | SR 739 / Fowler Ave.                      |                            |                       | 2,500   | 7,000   |           |                             |          |             | HWYCAP                     |
| 3373 -SR 82          | Alabama Road                              |                            |                       | 2,189   | 2,189   |           |                             |          |             | A2-6                       |
| 3372 -SR 82          | Michigan Link Ave.                        |                            |                       | 3,000   | 9,000   |           | 12,000                      |          |             | HWYCAP                     |
| 3374 -US 17          | Palmetto St.                              |                            |                       | 750     | 674     |           | 1,424                       |          |             | HWYCAP                     |
| 3375 -US 17          | SR 70 / Hickory St.                       |                            |                       | 750     | 1,965   |           | 2,715                       |          |             | HWYCAP                     |
| 969 -US 17           | Copley Drive                              |                            |                       | 1,045   | 2,000   |           | 3,045                       |          |             | A2-6                       |
| 3376 -US 17          | Mann Rd.                                  |                            |                       | 1,250   | 2,500   |           | 3,750                       |          |             | A2-6                       |
| 3377 -US 17          | Main St.                                  |                            |                       | 3,500   | 3,000   |           | 4,000                       |          |             | A2-6                       |
| 3378 -US 19          | I-275 Ramp                                |                            |                       | 3,500   | 4,182   |           | 7,682                       |          |             | A2-6                       |
| 3382 -US 27          | North of Kokomo Rd                        |                            |                       | 16,320  | 16,320  |           | 6,664                       |          |             | HWYCAP                     |
| 3379 -US 27          | Palm Beach / Hendry County Line           |                            |                       | 2,500   | 18,000  |           | 20,500                      |          |             | FRTCAP                     |
| 3380 -US 27          | Grades / Highlands County Line            |                            |                       | 3,000   | 18,000  |           | 21,000                      |          |             | A2-6                       |
| 3381 -US 27          | South of Skipper Rd.                      |                            |                       | 1,250   | 1,500   |           | 2,750                       |          |             | A2-4                       |
| 3383 -US 98 / US 441 | 18th Terrace                              |                            |                       | 1,500   | 2,500   |           | 4,000                       |          |             | A2-4                       |
| Funded CFP Totals    |   |                            |                       |         | 814,080 |           | 4,245,139                   |          |             | Total CFP Funds= 5,059,219 |

## LEGEND

|                                |
|--------------------------------|
| FY 2028/2029 - 2034/2035       |
| FY 2035/2036 - 2039/2040       |
| FY 2040/2041 - 2044/2045       |
| Mega Projects Phased Over Time |

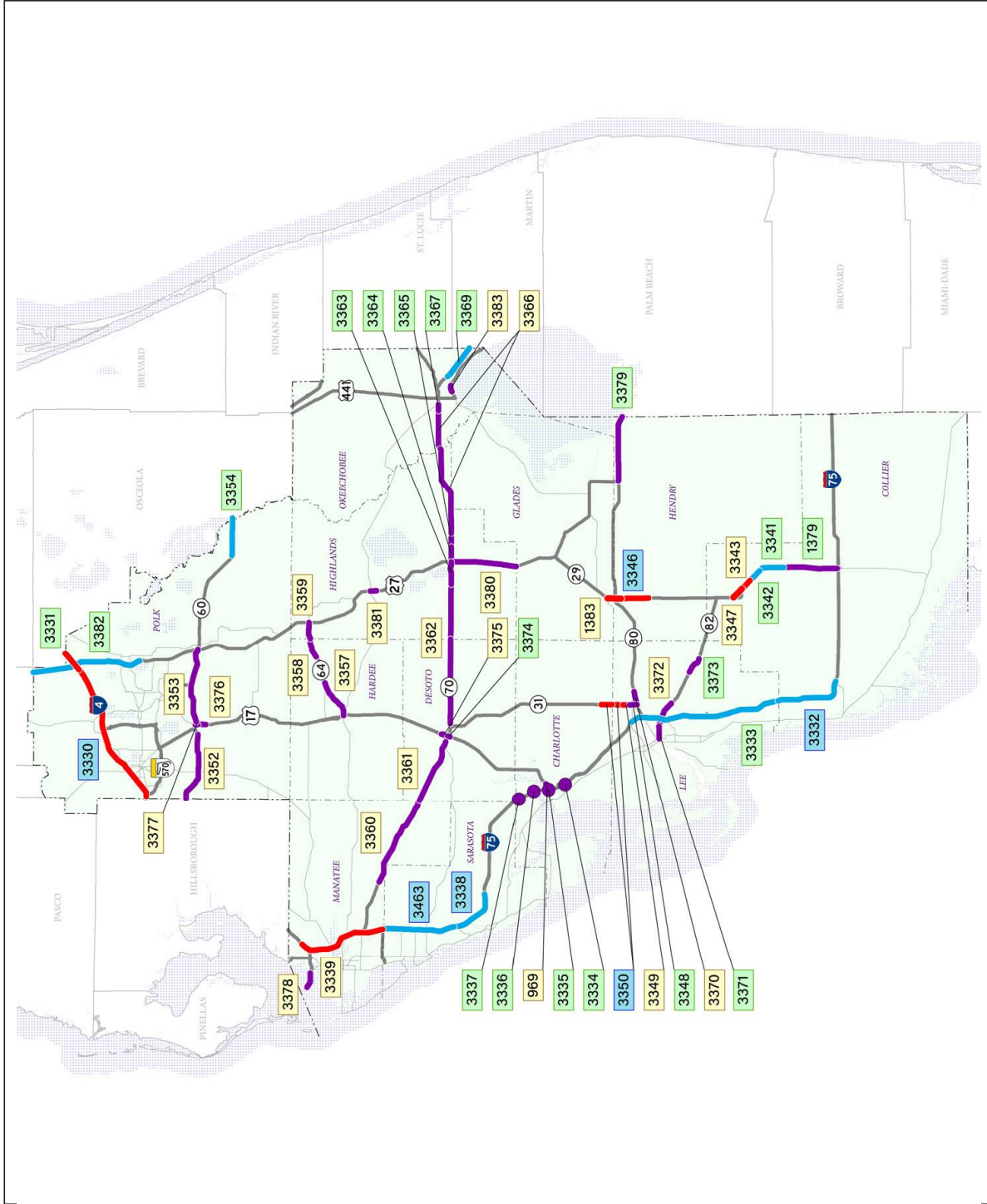
## NOTES

- (1) All values in thousands of Present Day Dollars (2017).
- (2) All phase costs shown as supplied by each District.
- (3) CON includes both Construction (CON52) and Construction Support (CEI).
- (4) ROW includes both Right-of-Way Acquisition/Mitigation (ROWA3/45) and Right-of-Way Support.
- (5) "P3 Funds" - Used to fund Public-Private Partnership projects over a specified number of years.
- (6) Revenue forecast provides separate values for PDE and PE than for ROW and CON.
- (7) Other Funds - assumed to be toll revenue or partner funded.

## IMPROVEMENT TYPES

- ACCESS: Access  
 BRIDGE: Bridge  
 FRTCAP: Freight Capacity  
 HWYCAP: Grade Separation  
 HWYCAP: Highway Capacity  
 PDE: Paved Over  
 PTERM: Present Term  
 ITS: Intelligent Transp. Sys  
 STUDY: Study  
 UP: Ultimate Plan
- ACCESS: Access  
 BRIDGE: Bridge  
 FRTCAP: Freight Capacity  
 HWYCAP: Grade Separation  
 HWYCAP: Highway Capacity  
 PDE: Paved Over  
 PTERM: Present Term  
 ITS: Intelligent Transp. Sys  
 STUDY: Study  
 UP: Ultimate Plan





# Long Range Cost Feasible Plan

## FY 2029-2045

### District 1

### LEGEND

**Bridge, Intersection Improvements (Project with highest phase funded)**

- Construction & Mega Projects (CON)
- Right of Way (ROW)
- Preliminary Engineering (PE)
- Project Development and Environmental (PDE)

**Add Lanes, New Roads, etc. Improvements (Project with highest phase funded)**

- Construction & Mega Projects (CON)
- Right of Way (ROW)
- Preliminary Engineering (PE)
- Project Development and Environmental (PDE)

**1234**

- Green Band - FY 2028/2029 to FY 2034/2035
- Yellow Band - FY 2035/2036 to FY 2039/2040
- Blue Band - FY 2040/2041 to FY 2044/2045
- Mega Projects Phased Over Time

**Existing Conditions for SIS Highways**

- SIS Highways
- Other State roads
- Planned Add

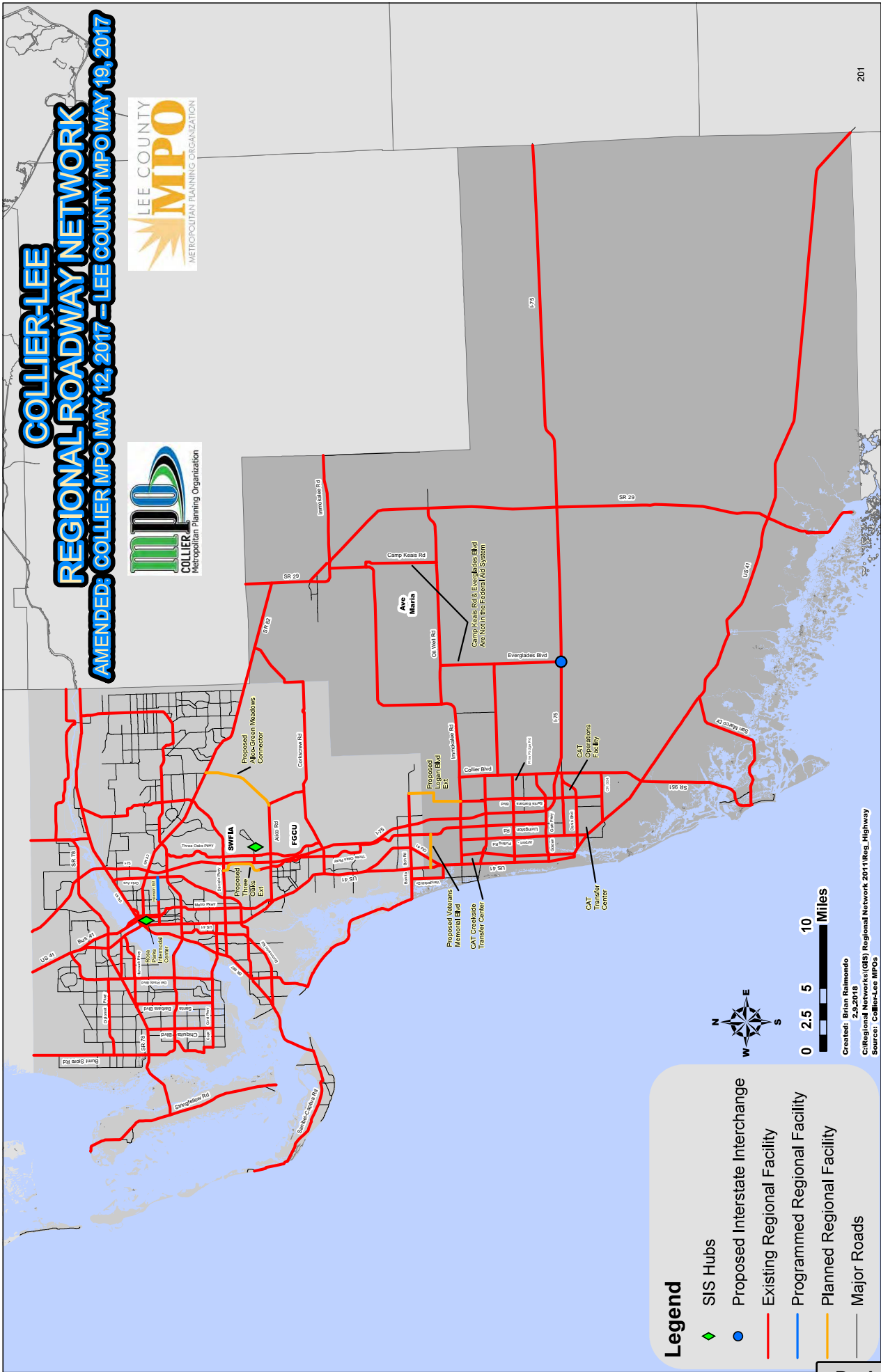
**Scale:** 0 10 20 40 Miles

**North Arrow**

**APPENDIX B**

**COLLIER COUNTY AND LEE COUNTY REGIONAL ROADWAY MAP**





## **APPENDIX C**

### **AIRPORT CAPITAL IMPROVEMENT PROGRAMS**

**INCLUDES:**  
**EVERGLADES AIRPARK**  
**IMMOKALEE REGIONAL AIRPORT**  
**MARCO ISLAND AIRPORT**  
**NAPLES MUNICIPAL AIRPORT**

The Naples and Collier County Airport Authorities develop annual aviation project priorities. These project priorities are listed in their Joint Airport Capital Improvement Programs. (JACIP) and capital improvement plans for each of the airports within the Collier MPO planning area. These programs and plans have been coordinated with the Florida Department of Transportation (FDOT) and the Federal Aviation Administration (FAA).

## AIRPORT SPONSOR REQUESTED FUNDING - CAPITAL IMPROVEMENT PLAN SUMMARY

| Airport: Naples Municipal Airport  |            | Local ID: APF   |          | NPIAS No.: 12-0053 |             |             |              |
|--|------------|-----------------|----------|--------------------|-------------|-------------|--------------|
| Sponsor: City of Naples Airport Authority                                  |            | Sponsor ID: APF |          | Site No.: 03379.*A |             |             |              |
| Project Description:   |            | Fed Priority    | Sponsor  | Sponsor Year       | Federal     | State       | Local        |
| Sponsor Requested Funding Breakdown  |            |                 |          |                    |             |             |              |
| Extend TW B, Apron Construction, Wildlife Habitat Removal - North Quadrant |            |                 |          |                    |             |             |              |
| UPIN:  | PFL0011418 | FDOT Item No.:  |          | 2020               | \$3,600,000 | \$200,000   | \$4,000,000  |
| Box and T-Hangar Construction - South Quadrant                             |            |                 |          |                    |             |             |              |
| UPIN:  | PFL0011685 | FDOT Item No.:  | 446353 1 | 2020               | \$0         | \$1,440,000 | \$1,800,000  |
| Runway 5-23 Drainage Swale Improvements                                    |            |                 |          |                    |             |             |              |
| UPIN:  | PFL0011686 | FDOT Item No.:  | 441765 1 | 2020               | \$2,700,000 | \$150,000   | \$3,000,000  |
| GA Terminal Traffic,Parking and Airport Entrance Road Improvements         |            |                 |          |                    |             |             |              |
| UPIN:  | PFL0012398 | FDOT Item No.:  |          | 2020               | \$0         | \$0         | \$2,000,000  |
| 14 CFR Part 150 Study Update   |            |                 |          |                    |             |             |              |
| UPIN:  | PFL0012915 | FDOT Item No.:  | 446899 1 | 2020               | \$300,000   | \$15,000    | \$676,000    |
| ATCT Upgrade and Improvements  |            |                 |          |                    |             |             |              |
| UPIN:  | PFL0012916 | FDOT Item No.:  |          | 2020               | \$0         | \$0         | \$1,000,000  |
| General Aviation Terminal Improvements                                     |            |                 |          |                    |             |             |              |
| UPIN:  | PFL0012917 | FDOT Item No.:  |          | 2020               | \$0         | \$0         | \$3,500,000  |
| North GA Apron Rehabilitation  |            |                 |          |                    |             |             |              |
| UPIN:  | PFL0012918 | FDOT Item No.:  |          | 2020               | \$0         | \$0         | \$2,000,000  |
| Yearly Total   | 2020       |                 |          |                    | \$6,600,000 | \$1,805,000 | \$17,976,000 |
| Box and T-Hangar Construction - South Quadrant                             |            |                 |          |                    |             |             |              |
| UPIN:  | PFL0011685 | FDOT Item No.:  | 446353 1 | 2021               | \$0         | \$4,488,000 | \$5,610,000  |
| 14 CFR Part 150 Study Update   |            |                 |          |                    |             |             |              |
| UPIN:  | PFL0012915 | FDOT Item No.:  | 446899 1 | 2021               | \$150,000   | \$7,500     | \$338,000    |
| Taxiways A and B Safety Improvements Design and Construction               |            |                 |          |                    |             |             |              |
| UPIN:  | PFL0013032 | FDOT Item No.:  |          | 2021               | \$1,620,000 | \$90,000    | \$1,800,000  |
| Yearly Total   | 2021       |                 |          |                    | \$1,770,000 | \$4,585,500 | \$7,748,000  |

|  |            |                |          |      |             |             |             |             |
|--|------------|----------------|----------|------|-------------|-------------|-------------|-------------|
| Airport Security Upgrade   |            |                |          |      |             |             |             |             |
| UPIN:  | PFL0011715 | FDOT Item No.: | 441675 1 | 2022 | \$0         | \$800,000   | \$200,000   | \$1,000,000 |
| 14 CFR Part 150 Study Update   |            |                |          |      |             |             |             |             |
| UPIN:  | PFL0012915 | FDOT Item No.: | 446899 1 | 2022 | \$150,000   | \$7,500     | \$180,500   | \$338,000   |
| EA of Short Term Improvements  |            |                |          |      |             |             |             |             |
| UPIN:  | PFL0013033 | FDOT Item No.: | 3        | 3    | 2022        | \$360,000   | \$20,000    | \$400,000   |
| Yearly Total   | 2022       |                |          |      | \$510,000   | \$827,500   | \$400,500   | \$1,738,000 |
| Commercial Terminal Apron Rehabilitation                               |            |                |          |      |             |             |             |             |
| UPIN:  | PFL0012395 | FDOT Item No.: |          | 2024 | \$0         | \$750,000   | \$750,000   | \$1,500,000 |
| Expand General Aviation Terminal Apron Phase 1 Design and Construction |            |                |          |      |             |             |             |             |
| UPIN:  | PFL0013030 | FDOT Item No.: | 4        | 4    | 2024        | \$106,200   | \$5,900     | \$118,000   |
| Yearly Total   | 2024       |                |          |      | \$106,200   | \$755,900   | \$755,900   | \$1,618,000 |
| East Quadrant Apron Construction Phase 2 Design and Construction       |            |                |          |      |             |             |             |             |
| UPIN:  | PFL0009409 | FDOT Item No.: | 446385 1 | 5    | 2025        | \$0         | \$140,000   | \$35,000    |
| Expand General Aviation Terminal Apron Phase 1 Design and Construction |            |                |          |      |             |             |             |             |
| UPIN:  | PFL0013030 | FDOT Item No.: | 4        | 4    | 2025        | \$1,530,000 | \$85,000    | \$1,700,000 |
| Yearly Total   | 2025       |                |          |      | \$1,530,000 | \$225,000   | \$120,000   | \$1,875,000 |
| East Quadrant Apron Construction Phase 2 Design and Construction       |            |                |          |      |             |             |             |             |
| UPIN:  | PFL0009409 | FDOT Item No.: | 446385 1 | 5    | 2026        | \$0         | \$2,000,000 | \$500,000   |
| Yearly Total   | 2026       |                |          |      | \$0         | \$2,000,000 | \$500,000   | \$2,500,000 |

# AIRPORT SPONSOR REQUESTED FUNDING - CAPITAL IMPROVEMENT PLAN SUMMARY

| Airport: Everglades Airport                      |                | Local ID: X01   |         | NPIAS No.: 12-0021  |             |             |             |
|--|----------------|-----------------|---------|---|-------------|-------------|-------------|
| Sponsor: Collier County Airport Authority        |                | Sponsor ID: MKY |         | Site No.: 03182.*A  |             |             |             |
| Project Description:                             |                | Fed Priority    | Sponsor | Sponsor Year  | Federal     | State       | Local       |
| Reconstruct and widen Runway 15/33               |                |                 |         |   |             |             |             |
| UPIN:  | PFL0003358     | 441671          | 1       | 2   | 2020        | \$2,000,000 | \$0         |
|  | FDOT Item No.: |                 |         |   |             |             | \$2,000,000 |
| Design, Permit, Bid and Construct Seaplane Base  |                |                 |         |   |             |             |             |
| UPIN:  | PFL0012389     | 444394          | 1       | NOTE: 4443941 - Design, permit, bit and construction have been rescheduled for 2021 | 2020        | \$0         | \$630,000   |
|  | FDOT Item No.: |                 |         |   |             |             | \$157,500   |
| Design, Permit & Bid Runway 15/33 Reconstruction |                |                 |         |   |             |             |             |
| UPIN:  | PFL0012390     |                 |         | 2020  | \$0         | \$8,500     | \$8,500     |
|  | FDOT Item No.: |                 |         |   |             |             | \$17,000    |
| Yearly Total                                     | 2020           |                 |         |   | \$2,000,000 | \$638,500   | \$2,804,500 |
| Reconstruct and widen Runway 15/33               |                |                 |         |   |             |             |             |
| UPIN:  | PFL0003358     | 441671          | 1       | 2   | 2021        | \$0         | \$112,500   |
|  | FDOT Item No.: |                 |         |   |             |             | \$225,000   |
| Install VASI System                              |                |                 |         |   |             |             |             |
| UPIN:  | PFL0008819     |                 |         | 4   | 2021        | \$150,000   | \$0         |
|  | FDOT Item No.: |                 |         |   |             |             | \$150,000   |
| Airport Master Plan Update                       |                |                 |         |   |             |             |             |
| UPIN:  | PFL0010198     |                 |         | 3   | 2021        | \$180,000   | \$0         |
|  | FDOT Item No.: |                 |         |   |             |             | \$180,000   |
| Yearly Total                                     | 2021           |                 |         |   | \$330,000   | \$112,500   | \$555,000   |
| Land Acquisition                                 |                |                 |         |   |             |             |             |
| UPIN:  | PFL0008818     |                 |         | 5   | 2022        | \$1,125,000 | \$0         |
|  | FDOT Item No.: |                 |         |   |             |             | \$1,125,000 |
| Install VASI System                              |                |                 |         |   |             |             |             |
| UPIN:  | PFL0008819     |                 |         | 4   | 2022        | \$0         | \$8,250     |
|  | FDOT Item No.: |                 |         |   |             |             | \$16,500    |
| Airport Master Plan Update                       |                |                 |         |   |             |             |             |
| UPIN:  | PFL0010198     |                 |         | 3   | 2022        | \$0         | \$10,000    |
|  | FDOT Item No.: |                 |         |   |             |             | \$20,000    |
| Yearly Total                                     | 2022           |                 |         |   | \$1,125,000 | \$18,250    | \$1,161,500 |
| Land Acquisition                                 |                |                 |         |   |             |             |             |
| UPIN:  | PFL0008818     |                 |         | 5   | 2023        | \$0         | \$56,250    |
|  | FDOT Item No.: |                 |         |   |             |             | \$112,500   |

|  |            |                |      |           |           |             |
|--|------------|----------------|------|-----------|-----------|-------------|
| Design, Permit, Bid and Construct Apron                            |            |                |      |           |           |             |
| UPIN:  | PFL0008820 | FDOT Item No.: | 2023 | \$150,000 | \$0       | \$150,000   |
| Yearly Total   | 2023       |                |      | \$150,000 | \$56,250  | \$262,500   |
| Design, Permit, Construct T-Hangar                                 |            |                |      |           |           |             |
| UPIN:  | PFL0008311 | FDOT Item No.: | 2024 | \$0       | \$600,000 | \$750,000   |
| Design, Permit, Bid and Construct Apron                            |            |                |      |           |           |             |
| UPIN:  | PFL0008820 | FDOT Item No.: | 2024 | \$0       | \$192,500 | \$250,000   |
| Yearly Total   | 2024       |                |      | \$0       | \$792,500 | \$1,000,000 |
| Design, Permit, Bid & Construct General Aviation Terminal Building |            |                |      |           |           |             |
| UPIN:  | PFL0008821 | FDOT Item No.: | 2025 | \$0       | \$800,000 | \$1,000,000 |
| Yearly Total   | 2025       |                |      | \$0       | \$800,000 | \$1,000,000 |



# AIRPORT SPONSOR REQUESTED FUNDING - CAPITAL IMPROVEMENT PLAN SUMMARY

|   |                                  |                    |                |  |                |              |              |
|---|----------------------------------|--------------------|----------------|--|----------------|--------------|--------------|
| <b>Airport:</b>   | Marco Island Executive Airport   | <b>Local ID:</b>   | MKY            | <b>NPIAS No.:</b>                          | 12-0142        |              |              |
| <b>Sponsor:</b>   | Collier County Airport Authority | <b>Sponsor ID:</b> | MKY            | <b>Site No.:</b>                           | 03315.44*A     |              |              |
|   |                                  |                    |                |  |                |              |              |
| <b>Project Description:</b>   |                                  | <b>Fed</b>         |                | <b>Sponsor Requested Funding Breakdown</b> |                |              |              |
|   |                                  | <b>Priority</b>    | <b>Sponsor</b> | <b>Sponsor Year</b>                        | <b>Federal</b> | <b>State</b> | <b>Local</b> |
|   |                                  |                    |                |  |                |              |              |
| Construct New Terminal, Auto Parking, Airport Entrance and Aircraft Apron |                                  |                    |                |  |                |              |              |
| <b>UPIN:</b>  | PFL0005820                       | 2                  |                | 2020                                       | \$0            | \$3,247,620  | \$811,905    |
|   |                                  |                    |                |  |                |              |              |
| Construct Apron Expansion   |                                  |                    |                |  |                |              |              |
| <b>UPIN:</b>  | PFL0011428                       | 5                  |                | 2020                                       | \$0            | \$80,000     | \$20,000     |
|   |                                  |                    |                |  |                |              |              |
| Acquire 5,000 Gallon Jet-A Refueler Truck                                 |                                  |                    |                |  |                |              |              |
| <b>UPIN:</b>  | PFL0013062                       |                    |                | 2020                                       | \$0            | \$200,000    | \$50,000     |
| <b>Yearly Total</b>   | <b>2020</b>                      |                    |                |  | \$0            | \$3,527,620  | \$881,905    |
|   |                                  |                    |                |  |                |              |              |
| Construct New Terminal, Auto Parking, Airport Entrance and Aircraft Apron |                                  |                    |                |  |                |              |              |
| <b>UPIN:</b>  | PFL0005820                       | 2                  |                | 2021                                       | \$0            | \$2,000,000  | \$500,000    |
|   |                                  |                    |                |  |                |              |              |
| Preliminary Planning and Design of Air Traffic Control Tower              |                                  |                    |                |  |                |              |              |
| <b>UPIN:</b>  | PFL0009401                       | 5                  |                | 2021                                       | \$285,000      | \$0          | \$0          |
|   |                                  |                    |                |  |                |              |              |
| Design, permit, and Construct Aircraft Hangars                            |                                  |                    |                |  |                |              |              |
| <b>UPIN:</b>  | PFL0010945                       |                    |                | 2021                                       | \$0            | \$120,000    | \$30,000     |
|   |                                  |                    |                |  |                |              |              |
| Construct Apron Expansion   |                                  |                    |                |  |                |              |              |
| <b>UPIN:</b>  | PFL0011428                       | 5                  |                | 2021                                       | \$0            | \$800,000    | \$200,000    |
|   |                                  |                    |                |  |                |              |              |
| Construct Aircraft Operations/Maintenance/GSE Facility                    |                                  |                    |                |  |                |              |              |
| <b>UPIN:</b>  | PFL0012373                       |                    |                | 2021                                       | \$0            | \$600,000    | \$150,000    |
| <b>Yearly Total</b>   | <b>2021</b>                      |                    |                |  | \$285,000      | \$3,520,000  | \$880,000    |
|   |                                  |                    |                |  |                |              |              |
| Construct ATCT  |                                  |                    |                |  |                |              |              |
| <b>UPIN:</b>  | PFL0006538                       | 5                  |                | 2022                                       | \$2,398,750    | \$0          | \$0          |
|   |                                  |                    |                |  |                |              |              |
| Preliminary Planning and Design of Air Traffic Control Tower              |                                  |                    |                |  |                |              |              |
| <b>UPIN:</b>  | PFL0009401                       | 5                  |                | 2022                                       | \$0            | \$7,500      | \$7,500      |
|   |                                  |                    |                |  |                |              |              |
| Design, permit, and Construct Aircraft Hangars                            |                                  |                    |                |  |                |              |              |
| <b>UPIN:</b>  | PFL0010945                       |                    |                | 2022                                       | \$0            | \$2,000,000  | \$500,000    |
|   |                                  |                    |                | 207  |                |              |              |

[illegible]

# AIRPORT SPONSOR REQUESTED FUNDING - CAPITAL IMPROVEMENT PLAN SUMMARY

| Airport: Immokalee Regional Airport                           |                | Local ID: IMM   |         | NPIAS No.: 12-0031 |             |             |             |
|---|----------------|-----------------|---------|--------------------|-------------|-------------|-------------|
| Sponsor: Collier County Airport Authority                     |                | Sponsor ID: MKY |         | Site No.: 03245.*A |             |             |             |
| Project Description:  |                | Fed Priority    | Sponsor | Sponsor Year       | Federal     | State       | Local       |
| Construct Extension of Taxiway C                              |                |                 |         |                    |             |             |             |
| UPIN:   | PFL0003510     | 441783          | 1       | 3                  | 2020        | \$2,013,300 | \$0         |
|   | FDOT Item No.: | 441783          | 1       |                    |             | \$0         | \$2,013,300 |
| Security Updates and Additions                                |                |                 |         |                    |             |             |             |
| UPIN:   | PFL0009404     | 433632          | 1       | 2020               | \$0         | \$624,000   | \$156,000   |
|   | FDOT Item No.: | 433632          | 1       |                    |             | \$0         | \$780,000   |
| Design, Permit and Bid Extension of Taxiway C                 |                |                 |         |                    |             |             |             |
| UPIN:   | PFL0009406     | 441783          | 1       | 3                  | 2020        | \$0         | \$8,500     |
|   | FDOT Item No.: | 441783          | 1       |                    |             | \$0         | \$17,000    |
| Design Rehabilitation of Runway 18/36                         |                |                 |         |                    |             |             |             |
| UPIN:   | PFL0011323     | 438977          | 1       | 2020               | \$0         | \$352,000   | \$88,000    |
|   | FDOT Item No.: | 438977          | 1       |                    |             | \$0         | \$440,000   |
| Yearly Total  | 2020           |                 |         |                    | \$2,013,300 | \$984,500   | \$3,250,300 |
| Construct Extension of Taxiway C                              |                |                 |         |                    |             |             |             |
| UPIN:   | PFL0003510     | 441783          | 1       | 3                  | 2021        | \$0         | \$111,850   |
|   | FDOT Item No.: | 441783          | 1       |                    |             | \$0         | \$223,700   |
| Rehabilitate Runway 18/36                                     |                |                 |         |                    |             |             |             |
| UPIN:   | PFL0009405     | 438977          | 1       | 2021               | \$0         | \$5,280,000 | \$1,320,000 |
|   | FDOT Item No.: | 438977          | 1       |                    |             | \$0         | \$6,600,000 |
| Design, Permit & Bid Perimeter Road & Taxiway A Modifications |                |                 |         |                    |             |             |             |
| UPIN:   | PFL0012380     | 446359          | 1       | 2021               | \$237,330   | \$0         | \$0         |
|   | FDOT Item No.: | 446359          | 1       |                    |             | \$0         | \$237,330   |
| Yearly Total  | 2021           |                 |         |                    | \$237,330   | \$5,391,850 | \$7,061,030 |
| Design, Permit, Construct Aircraft Storage Hangars            |                |                 |         |                    |             |             |             |
| UPIN:   | PFL0008323     |                 |         | 2022               | \$0         | \$1,200,000 | \$300,000   |
|   | FDOT Item No.: |                 |         |                    |             | \$0         | \$1,500,000 |
| Design, Permit & Bid Perimeter Road & Taxiway A Modifications |                |                 |         |                    |             |             |             |
| UPIN:   | PFL0012380     | 446359          | 1       | 2022               | \$0         | \$13,185    | \$13,185    |
|   | FDOT Item No.: | 446359          | 1       |                    |             | \$0         | \$26,370    |
| Construct Perimeter Road & Taxiway A Modifications            |                |                 |         |                    |             |             |             |
| UPIN:   | PFL0012381     | 446359          | 1       | 2022               | \$900,000   | \$0         | \$0         |
|   | FDOT Item No.: | 446359          | 1       |                    |             | \$0         | \$900,000   |
| Yearly Total  | 2022           |                 |         |                    | \$900,000   | \$1,213,185 | \$2,426,370 |

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**APPENDIX D**  
**ACRONYMS and FUND and PHASE CODES**

### Acronyms that are used in this Transportation Improvement Program

| Acronym  | Description                                       | Acronym2   | Description2  |
|----------|---|------------|---|
| ADA      | Americans with Disabilities Act                   | JARC       | Job Access and Reverse Commute  |
| AUIR     | Annual Update and Inventory Report                | LCB        | Local Coordinating Board  |
| BCC/BOCC | Board of County Commissioners                     | LRTP       | Long Range Transportation Plan  |
| BPAC     | Bicycle and Pedestrian Advisory Committee         | MAP-21     | Moving Ahead for Progress in the 21st Century   |
| BPMP     | Bicycle & Pedestrian Master Plan                  | MPA        | Metropolitan Planning Area  |
| BRT      | Bus Rapid Transit                                 | MPO        | Metropolitan Planning Organization  |
| CAT      | Collier Area Transit                              | NHS        | National Highway System   |
| CEI      | Construction Engineering Inspection               | OA         | Other Arterial  |
| CFR      | Code of Federal Regulations                       | OPS        | Operations  |
| CAC      | Citizens Advisory Committee                       | PD&E       | Project Development and Environmental   |
| CIGP     | County Incentive Grant Program                    | PE         | Preliminary Engineering   |
| CMC      | Congestion Management Committee                   | PTO        | Public Transportation Organization  |
| CMP      | Congestion Management Process                     | RACEC      | Rural Area of Critical Economic Concern   |
| CMS      | Congestion Management System                      | ROW        | Right of Way  |
| COA      | Comprehensive Operational Analysis                | RRU        | Railroad/Utilities  |
| CR       | County Road                                       | SA         | Surface Transportation Program - Any Area   |
| CST      | Construction                                      | SE, TE     | Surface Transportation Program - Enhancement  |
| CTC      | Community Transportation Coordinator              | SHS        | State Highway System  |
| CTD      | Commissioner for the Transportation Disadvantaged | SIS        | Strategic Intermodal System   |
| CTST     | Community Traffic Safety Team                     | SR         | State Road  |
| DSB      | Design Build                                      | SRTS, SR2S | Safe Routes to School   |
| EIS      | Environmental Impact Study                        | STIP       | State Transportation Improvement Program  |
| EMO      | Environmental Management Office                   | STP        | Surface Transportation Program  |
| ENG      | Engineering                                       | SU, XU     | Surface Transportation Funds for Urbanized Area formula based - population over 200,000 |
| ENV      | Environmental                                     | TAC        | Technical Advisory Committee  |
| FAA      | Federal Aviation Administration                   | TAP        | Transportation Alternative Program  |
| FDOT     | Florida Department of Transportation              | TD         | Transportation Disadvantaged  |
| FHWA     | Federal Highway Administration                    | TDTF       | Transportation Disadvantaged Trust Fund   |
| FM       | Financial Management                              | TDP        | Transit Development Plan  |
| FPN      | Financial Project Number                          | TDSP       | Transportation Disadvantaged Service Plan   |
| F.S.     | Florida Statute                                   | TIP        | Transportation Improvement Program  |
| FTA      | Federal Transit Administration                    | TMA        | Transportation Management Area  |
| FY       | Fiscal Year                                       | TRIP       | Transportation Regional Incentive Program   |
| HSIP     | Highway Safety Improvement Program                | TSM        | Transportation System Management  |
| HWY      | Highway   | UPWP       | Unified Planning Work Program   |
| I        | Interstate  | UZA        | Urbanized Area  |
| INC      | Incentive Contractor                              | YOE        | Year of Expenditure   |
| ITS      | Intelligent Transportation System                 |            |   |
| JACIP    | Joint Airport Capital Improvement Program         |            |   |

Additional Acronyms Added: CRA Community Redevelopment Agency, JPA Joint Participation Agreement, TMC Traffic Management Center, TOC Traffic Operations Center



**Phase Codes that are used in this Transportation Improvement Program**

|     |  |
|-----|--|
| CAP | Capital                                  |
| CST | Construction                             |
| DSB | Design Build                             |
| ENV | Environmental                            |
| INC | Contract Incentives                      |
| MNT | Maintenance                              |
| OPS | Operations                               |
| PDE | Project Development & Environment (PD&E) |
| PE  | Preliminary Engineering                  |
| PLN | Planning                                 |
| ROW | Right-of-Way                             |
| RRU | Railroad & Utilities                     |

# Work Program Instructions Appendix D Funds Codes

As Of: 1/27/2020

<https://fdotewp1.dot.state.fl.us/fmsupportapps/WorkProgram/support/appendixd.aspx?CT=FC>

| Code | Description                    | Fund Group | Fund Group Description    |
|------|--------------------------------|------------|---------------------------|
| ACAN | ADVANCE CONSTRUCTION ANY AREA  | F32        | O.F.A. - AC FUNDING       |
| ACBR | ADVANCE CONSTRUCTION (BRT)     | F22        | NH - AC FUNDING           |
| ACBZ | ADVANCE CONSTRUCTION (BRTZ)    | F32        | O.F.A. - AC FUNDING       |
| ACCM | ADVANCE CONSTRUCTION (CM)      | F32        | O.F.A. - AC FUNDING       |
| ACEM | EARMARKS AC                    | F43        | 100% FEDERAL DEMO/EARMARK |
| ACER | ADVANCE CONSTRUCTION (ER)      | F32        | O.F.A. - AC FUNDING       |
| ACFP | AC FREIGHT PROG (NFP)          | F32        | O.F.A. - AC FUNDING       |
| ACID | ADV CONSTRUCTION SAFETY (HSID) | F32        | O.F.A. - AC FUNDING       |
| ACLD | ADV CONSTRUCTION SAFETY (HSLD) | F32        | O.F.A. - AC FUNDING       |
| ACNH | ADVANCE CONSTRUCTION (NH)      | F22        | NH - AC FUNDING           |
| ACNP | ADVANCE CONSTRUCTION NHPP      | F22        | NH - AC FUNDING           |
| ACSA | ADVANCE CONSTRUCTION (SA)      | F32        | O.F.A. - AC FUNDING       |
| ACSB | ADVANCE CONSTRUCTION (SABR)    | F32        | O.F.A. - AC FUNDING       |
| ACSL | ADVANCE CONSTRUCTION (SL)      | F32        | O.F.A. - AC FUNDING       |
| ACSN | ADVANCE CONSTRUCTION (SN)      | F32        | O.F.A. - AC FUNDING       |
| ACSS | ADVANCE CONSTRUCTION (SS,HSP)  | F32        | O.F.A. - AC FUNDING       |
| ACSU | ADVANCE CONSTRUCTION (SU)      | F32        | O.F.A. - AC FUNDING       |
| ACTA | ADVANCE CONSTRUCTION TALT      | F32        | O.F.A. - AC FUNDING       |
| ACTL | ADVANCE CONSTRUCTION TALL      | F32        | O.F.A. - AC FUNDING       |
| ACTN | ADVANCE CONSTRUCTION TALN      | F32        | O.F.A. - AC FUNDING       |
| ACTU | ADVANCE CONSTRUCTION TALU      | F32        | O.F.A. - AC FUNDING       |
| BNBR | AMENDMENT 4 BONDS (BRIDGES)    | N31        | BONDS                     |
| BNDS | BOND - STATE                   | N31        | BONDS                     |

| BNIR | INTRASTATE R/W & BRIDGE BONDS  | N31 | BONDS                         |
|------|--------------------------------|-----|-------------------------------|
| BRAC | BRT (AC/REGULAR)               | F34 | O.F.A. - AC/REGULAR           |
| BRP  | STATE BRIDGE REPLACEMENT       | N11 | 100% STATE                    |
| BRRP | STATE BRIDGE REPAIR & REHAB    | N11 | 100% STATE                    |
| BRT  | FED BRIDGE REPL - ON SYSTEM    | F31 | O.F.A. - REGULAR FUNDS        |
| BRTD | FED BRIDGE REPL--DISCRETIONARY | F33 | O.F.A. - DEMO/EARMARK FUNDS   |
| BRTZ | FED BRIDGE REPL - OFF SYSTEM   | F31 | O.F.A. - REGULAR FUNDS        |
| CFA  | CONTRACTOR FUNDS ADVANCE       | N49 | OTHER NON-FEDERAL FUNDS       |
| CIGP | COUNTY INCENTIVE GRANT PROGRAM | N12 | 100% STATE - SINGLE AUDIT ACT |
| CM   | CONGESTION MITIGATION - AQ     | F31 | O.F.A. - REGULAR FUNDS        |
| COE  | CORP OF ENGINEERS (NON-BUDGET) | F49 | 100% FEDERAL NON-FHWA         |
| COOP | COOPERATIVE AGREEMENTS - FHWA  | F49 | 100% FEDERAL NON-FHWA         |
| D    | UNRESTRICTED STATE PRIMARY     | N11 | 100% STATE                    |
| DC   | STATE PRIMARY PE CONSULTANTS   | N11 | 100% STATE                    |
| DDR  | DISTRICT DEDICATED REVENUE     | N11 | 100% STATE                    |
| DEM  | ENVIRONMENTAL MITIGATION       | N11 | 100% STATE                    |
| DER  | EMERGENCY RELIEF - STATE FUNDS | N11 | 100% STATE                    |
| DFTA | FED PASS-THROUGH \$ FROM FTA   | F49 | 100% FEDERAL NON-FHWA         |
| DI   | ST. - S/W INTER/INTRASTATE HWY | N11 | 100% STATE                    |
| DIH  | STATE IN-HOUSE PRODUCT SUPPORT | N11 | 100% STATE                    |
| DIOH | STATE 100% - OVERHEAD          | N11 | 100% STATE                    |
| DIS  | STRATEGIC INTERMODAL SYSTEM    | N11 | 100% STATE                    |
| DITS | STATEWIDE ITS - STATE 100%.    | N11 | 100% STATE                    |
| DL   | LOCAL FUNDS - PTO - BUDGETED   | N44 | LOCAL                         |
| DPTO | STATE - PTO                    | N11 | 100% STATE                    |
| DRA  | REST AREAS - STATE 100%        | N11 | 100% STATE                    |
| DS   | STATE PRIMARY HIGHWAYS & PTO   | N11 | 100% STATE                    |
| DSB0 | UNALLOCATED TO FACILITY        | N41 | TOLL CAPITAL IMPROVEMENT      |
| DSB1 | SKYWAY                         | N41 | TOLL CAPITAL IMPROVEMENT      |

|      |                                |     |                              |
|------|--------------------------------|-----|------------------------------|
| DSB2 | EVERGLADES PKY/ALLIGATOR ALLEY | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSB3 | PINELLAS BAYWAY                | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSB6 | TAMPA-HILLSBOROUGH EXPR. AUTH. | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSB7 | MID-BAY BRIDGE AUTHORITY       | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSBC | GARCON POINT BRIDGE            | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSBD | I-95 EXPRESS LANES             | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSBF | I-595                          | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSBG | I-75 ML TOLL CAP IMPROVEMENT   | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSBH | I-4 ML TOLL CAP IMPROVEMENT    | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSBI | PALMETTO ML TOLL CAP IMPROVE   | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSBJ | I-295 EXPRESS LANES - CAPITAL  | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSBK | TAMPA BAY EXPRESS LANES        | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSBT | TURNPIKE/REIMBURSED BY TOLL    | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSBW | WEKIVA PARKWAY                 | N41 | TOLL CAPITAL IMPROVEMENT     |
| DSPC | SERVICE PATROL CONTRACT        | N11 | 100% STATE                   |
| DU   | STATE PRIMARY/FEDERAL REIMB    | F49 | 100% FEDERAL NON-FHWA        |
| DWS  | WEIGH STATIONS - STATE 100%    | N11 | 100% STATE                   |
| EB   | EQUITY BONUS                   | F31 | O.F.A. - REGULAR FUNDS       |
| EBBP | EQUITY BONUS SUPPLEMENTING BDG | F34 | O.F.A. - AC/REGULAR          |
| EBNH | EQUITY BONUS SUPPLEMENTING NH  | F34 | O.F.A. - AC/REGULAR          |
| EBOH | EQUITY BONUS - OVERHEAD        | F31 | O.F.A. - REGULAR FUNDS       |
| EM18 | GAA EARMARKS FY 2018           | N11 | 100% STATE                   |
| EM19 | GAA EARMARKS FY 2019           | N11 | 100% STATE                   |
| EM20 | GAA EARMARKS FY 2020           | N11 | 100% STATE                   |
| ER12 | 2012 EMERGENCY RELIEF EVENTS   | F42 | 100% FEDERAL EMERGENCY FUNDS |
| ER13 | 2013 EMERGENCY RELIEF EVENTS   | F42 | 100% FEDERAL EMERGENCY FUNDS |
| ER14 | SPRING FLOODING 2014           | F42 | 100% FEDERAL EMERGENCY FUNDS |
| ER16 | 2016 EMERGENCY RELIEF EVENTS   | F42 | 100% FEDERAL EMERGENCY FUNDS |
| ER17 | 2017 EMERGENCY RELIEF EVENTS   | F42 | 100% FEDERAL EMERGENCY FUNDS |

|      |                                 |     |                               |
|------|---------------------------------|-----|-------------------------------|
| ER18 | 2018 EMERGENCY RELIEF EVENTS    | F42 | 100% FEDERAL EMERGENCY FUNDS  |
| ER19 | 2019 EMERGENCY RELIEF EVENTS    | F42 | 100% FEDERAL EMERGENCY FUNDS  |
| F001 | FEDERAL DISCRETIONARY - US19    | F33 | O.F.A. - DEMO/EARMARK FUNDS   |
| F330 | SEC 330 STP EARMARKS 2003       | F43 | 100% FEDERAL DEMO/EARMARK     |
| FAA  | FEDERAL AVIATION ADMIN          | F49 | 100% FEDERAL NON-FHWA         |
| FBD  | FERRYBOAT DISCRETIONARY         | F33 | O.F.A. - DEMO/EARMARK FUNDS   |
| FCO  | PRIMARY/FIXED CAPITAL OUTLAY    | N11 | 100% STATE                    |
| FD21 | FDM-DODGE ISLAND TUNNEL         | F33 | O.F.A. - DEMO/EARMARK FUNDS   |
| FEDR | FEDERAL RESEARCH ACTIVITIES     | F43 | 100% FEDERAL DEMO/EARMARK     |
| FEMA | FED EMERGENCY MGT AGENCY        | F49 | 100% FEDERAL NON-FHWA         |
| FHPP | FEDERAL HIGH PRIORITY PROJECTS  | F33 | O.F.A. - DEMO/EARMARK FUNDS   |
| FINC | FINANCING CORP                  | N51 | FINC - FINANCING CORP.        |
| FLAP | FEDERAL LANDS ACCESS PROGRAM    | F41 | 100% FEDERAL FUNDS            |
| FLEM | FL DIV OF EMERGENCY MANAGEMENT  | N49 | OTHER NON-FEDERAL FUNDS       |
| FRA  | FEDERAL RAILROAD ADMINISTRATION | F49 | 100% FEDERAL NON-FHWA         |
| FSF1 | FED STIMULUS, S/W MANAGED       | F45 | 100% FEDERAL STIMULUS PROGRAM |
| FTA  | FEDERAL TRANSIT ADMINISTRATION  | F49 | 100% FEDERAL NON-FHWA         |
| FTAT | FHWA TRANSFER TO FTA (NON-BUD)  | F43 | 100% FEDERAL DEMO/EARMARK     |
| GFSA | GF STPBG ANY AREA               | F31 | O.F.A. - REGULAR FUNDS        |
| GFSL | GF STPBG <200K<5K (SMALL URB)   | F31 | O.F.A. - REGULAR FUNDS        |
| GFSN | GF STPBG <5K (RURAL)            | F31 | O.F.A. - REGULAR FUNDS        |
| GFUS | GF STPBG >200 (URBAN)           | F31 | O.F.A. - REGULAR FUNDS        |
| GMR  | GROWTH MANAGEMENT FOR SIS       | N11 | 100% STATE                    |
| GR17 | GENERAL REVENUE FOR FY2017 GAA  | N11 | 100% STATE                    |
| GREM | GENERAL REVENUE EMERGENCY MGMT  | N11 | 100% STATE                    |
| GRSC | GROWTH MANAGEMENT FOR SCOP      | N11 | 100% STATE                    |
| HP   | FEDERAL HIGHWAY PLANNING        | F31 | O.F.A. - REGULAR FUNDS        |
| HPP  | HIGH PRIORITY PROJECTS          | F43 | 100% FEDERAL DEMO/EARMARK     |
| HR   | FEDERAL HIGHWAY RESEARCH        | F31 | O.F.A. - REGULAR FUNDS        |

|      |                                |     |                             |
|------|--------------------------------|-----|-----------------------------|
| HRRR | HIGH RISK RURAL ROAD           | F31 | O.F.A. - REGULAR FUNDS      |
| HSID | INTERSECTION CRASHES           | F31 | O.F.A. - REGULAR FUNDS      |
| HSLD | LANE DEPARTURE CRASHES         | F31 | O.F.A. - REGULAR FUNDS      |
| HSP  | SAFETY (HIWAY SAFETY PROGRAM)  | F31 | O.F.A. - REGULAR FUNDS      |
| HSPT | SAFETY EDUCATIONAL-TRANSFERRED | F31 | O.F.A. - REGULAR FUNDS      |
| IBRC | INNOVATIVE BRIDGE RES & CONST  | F43 | 100% FEDERAL DEMO/EARMARK   |
| IM   | INTERSTATE MAINTENANCE         | F11 | I, IM - REGULAR FUNDING     |
| IMAC | IM (AC/REGULAR)                | F13 | IM - AC/REGULAR             |
| IMD  | INTERSTATE MAINTENANCE DISCRET | F14 | I, IM - DISCRETIONARY       |
| IVH  | INTELLIGENT VEHICLE HIWAY SYST | F33 | O.F.A. - DEMO/EARMARK FUNDS |
| LF   | LOCAL FUNDS                    | N44 | LOCAL                       |
| LFB  | LOCAL FUNDS BUDGET             | N44 | LOCAL                       |
| LFBN | LOCAL TO RESERVE BNDS BUDGET   | N31 | BONDS                       |
| LFD  | "LF" FOR STTF UTILITY WORK     | N11 | 100% STATE                  |
| LFF  | LOCAL FUND - FOR MATCHING F/A  | N44 | LOCAL                       |
| LFI  | LOCAL FUNDS INTEREST EARNED    | N44 | LOCAL                       |
| LFNE | LOCAL FUNDS NOT IN ESCROW      | N44 | LOCAL                       |
| LFP  | LOCAL FUNDS FOR PARTICIPATING  | N44 | LOCAL                       |
| LFR  | LOCAL FUNDS/REIMBURSIBLE       | N44 | LOCAL                       |
| LFRF | LOCAL FUND REIMBURSABLE-FUTURE | N44 | LOCAL                       |
| LFU  | LOCAL FUNDS FOR UNFORSEEN WORK | N11 | 100% STATE                  |
| MCOR | MULTI-USE COR S.338.2278,F.S.  | N11 | 100% STATE                  |
| MCSG | MOTOR CARRIER SAFETY GRANT     | F49 | 100% FEDERAL NON-FHWA       |
| NFP  | NATIONAL FREIGHT PROGRAM       | F31 | O.F.A. - REGULAR FUNDS      |
| NFPD | NAT FREIGHT PGM-DISCRETIONARY  | F31 | O.F.A. - REGULAR FUNDS      |
| NH   | PRINCIPAL ARTERIALS            | F21 | NH - REGULAR FUNDING        |
| NHAC | NH (AC/REGULAR)                | F23 | NH - AC/REGULAR             |
| NHBR | NATIONAL HIGHWAYS BRIDGES      | F21 | NH - REGULAR FUNDING        |
| NHEX | NATIONAL PERFORM PROG. EXEMPT  | F21 | NH - REGULAR FUNDING        |



|      |                                |     |                              |
|------|--------------------------------|-----|------------------------------|
| NHPP | IM, BRDG REPL, NATNL HWY-MAP21 | F21 | NH - REGULAR FUNDING         |
| NHRE | NAT HWY PERFORM - RESURFACING  | F31 | O.F.A. - REGULAR FUNDS       |
| NHTS | NATIONAL HWY TRAFFIC SAFETY    | F49 | 100% FEDERAL NON-FHWA        |
| NSTP | NEW STARTS TRANSIT PROGRAM     | N11 | 100% STATE                   |
| NSWR | 2015 SB2514A-NEW STARTS TRANST | N11 | 100% STATE                   |
| PKBD | TURNPIKE MASTER BOND FUND      | N21 | TURNPIKE CAPITAL IMPROVEMENT |
| PKED | 2012 SB1998-TURNPIKE FEEDER RD | N11 | 100% STATE                   |
| PKER | TPK MAINTENANCE RESERVE-ER     | N24 | TURNPIKE EMERGENCY           |
| PKLF | LOCAL SUPPORT FOR TURNPIKE     | N45 | LOCAL - TURNPIKE             |
| PKM1 | TURNPIKE TOLL MAINTENANCE      | N21 | TURNPIKE CAPITAL IMPROVEMENT |
| PKOH | TURNPIKE INDIRECT COSTS        | N21 | TURNPIKE CAPITAL IMPROVEMENT |
| PKY1 | TURNPIKE IMPROVEMENT           | N21 | TURNPIKE CAPITAL IMPROVEMENT |
| PKYO | TURNPIKE TOLL COLLECTION/OPER. | N22 | TURNPIKE OPERATIONS          |
| PKYR | TURNPIKE RENEWAL & REPLACEMENT | N21 | TURNPIKE CAPITAL IMPROVEMENT |
| PL   | METRO PLAN (85% FA; 15% OTHER) | F41 | 100% FEDERAL FUNDS           |
| PLH  | PUBLIC LANDS HIGHWAY           | F41 | 100% FEDERAL FUNDS           |
| PLHD | PUBLIC LANDS HIGHWAY DISCR     | F43 | 100% FEDERAL DEMO/EARMARK    |
| POED | 2012 SB1998-SEAPORT INVESTMENT | N11 | 100% STATE                   |
| PORB | PORT FUNDS RETURNED FROM BONDS | N11 | 100% STATE                   |
| PORT | SEAPORTS                       | N11 | 100% STATE                   |
| RBRP | REIMBURSABLE BRP FUNDS         | N11 | 100% STATE                   |
| RECT | RECREATIONAL TRAILS            | F31 | O.F.A. - REGULAR FUNDS       |
| RED  | REDISTR. OF FA (SEC 1102F)     | F31 | O.F.A. - REGULAR FUNDS       |
| REPE | REPURPOSED FEDERAL EARMARKS    | F43 | 100% FEDERAL DEMO/EARMARK    |
| RHH  | RAIL HIGHWAY X-INGS - HAZARD   | F31 | O.F.A. - REGULAR FUNDS       |
| RHP  | RAIL HIGHWAY X-INGS - PROT DEV | F31 | O.F.A. - REGULAR FUNDS       |
| S112 | STP EARMARKS - 2006            | F43 | 100% FEDERAL DEMO/EARMARK    |
| S115 | STP EARMARKS - 2004            | F43 | 100% FEDERAL DEMO/EARMARK    |
| S117 | STP EARMARKS - 2005            | F43 | 100% FEDERAL DEMO/EARMARK    |

|      |                                |     |                               |
|------|--------------------------------|-----|-------------------------------|
| S125 | STP EARMARKS - 2009            | F43 | 100% FEDERAL DEMO/EARMARK     |
| S129 | STP EARMARKS - 2008            | F43 | 100% FEDERAL DEMO/EARMARK     |
| SA   | STP, ANY AREA                  | F31 | O.F.A. - REGULAR FUNDS        |
| SAAN | STP, ANY AREA - NOT ON NHS     | F31 | O.F.A. - REGULAR FUNDS        |
| SABR | STP, BRIDGES                   | F31 | O.F.A. - REGULAR FUNDS        |
| SAFE | SECURE AIRPORTS FOR FL ECONOMY | N11 | 100% STATE                    |
| SB   | SCENIC BYWAYS                  | F33 | O.F.A. - DEMO/EARMARK FUNDS   |
| SCED | 2012 SB1998-SMALL CO OUTREACH  | N11 | 100% STATE                    |
| SCMC | SCOP M-CORR S.338.2278,F.S.    | N11 | 100% STATE                    |
| SCOP | SMALL COUNTY OUTREACH PROGRAM  | N12 | 100% STATE - SINGLE AUDIT ACT |
| SCRA | SMALL COUNTY RESURFACING       | N12 | 100% STATE - SINGLE AUDIT ACT |
| SCRC | SCOP FOR RURAL COMMUNITIES     | N11 | 100% STATE                    |
| SCWR | 2015 SB2514A-SMALL CO OUTREACH | N12 | 100% STATE - SINGLE AUDIT ACT |
| SE   | STP, ENHANCEMENT               | F31 | O.F.A. - REGULAR FUNDS        |
| SED  | STATE ECONOMIC DEVELOPMENT     | N11 | 100% STATE                    |
| SIB1 | STATE INFRASTRUCTURE BANK      | N48 | OTHER SIB FUNDS               |
| SIBF | FEDERAL FUNDED SIB             | F49 | 100% FEDERAL NON-FHWA         |
| SIWR | 2015 SB2514A-STRATEGIC INT SYS | N11 | 100% STATE                    |
| SL   | STP, AREAS <= 200K             | F31 | O.F.A. - REGULAR FUNDS        |
| SN   | STP, MANDATORY NON-URBAN <= 5K | F31 | O.F.A. - REGULAR FUNDS        |
| SPN  | PROCEED FROM SPONSOR AGREEMENT | N11 | 100% STATE                    |
| SR2E | SAFE ROUTES - EITHER           | F31 | O.F.A. - REGULAR FUNDS        |
| SR2N | SAFE ROUTES NON-INFRASTRUCTURE | F31 | O.F.A. - REGULAR FUNDS        |
| SR2S | SAFE ROUTES - INFRASTRUCTURE   | F31 | O.F.A. - REGULAR FUNDS        |
| SR2T | SAFE ROUTES - TRANSFER         | F31 | O.F.A. - REGULAR FUNDS        |
| SRMC | SCRAP M-CORR S.338.2278,F.S.   | N11 | 100% STATE                    |
| SROM | SUNRAIL REVENUES FOR O AND M   | N49 | OTHER NON-FEDERAL FUNDS       |
| SSM  | FED SUPPORT SERVICES/MINORITY  | F41 | 100% FEDERAL FUNDS            |
| ST10 | STP EARMARKS - 2010            | F43 | 100% FEDERAL DEMO/EARMARK     |

|      |                                 |     |                             |
|------|---------------------------------|-----|-----------------------------|
| STED | 2012 SB1998-STRATEGIC ECON COR  | N11 | 100% STATE                  |
| SU   | STP, URBAN AREAS > 200K         | F31 | O.F.A. - REGULAR FUNDS      |
| TALL | TRANSPORTATION ALTS- <200K      | F31 | O.F.A. - REGULAR FUNDS      |
| TALN | TRANSPORTATION ALTS- < 5K       | F31 | O.F.A. - REGULAR FUNDS      |
| TALT | TRANSPORTATION ALTS- ANY AREA   | F31 | O.F.A. - REGULAR FUNDS      |
| TALU | TRANSPORTATION ALTS- >200K      | F31 | O.F.A. - REGULAR FUNDS      |
| TCP  | FUEL TAX COMPLIANCE PROJECT     | F41 | 100% FEDERAL FUNDS          |
| TCSP | TRANS, COMMUNITY & SYSTEM PRES  | F43 | 100% FEDERAL DEMO/EARMARK   |
| TD18 | TD COMMISSION EARMARKS FY 2018  | N11 | 100% STATE                  |
| TD19 | TD COMMISSION EARMARKS FY 2019  | N11 | 100% STATE                  |
| TD20 | TD COMMISSION EARMARKS FY 2020  | N11 | 100% STATE                  |
| TDDR | TRANS DISADV - DDR USE          | N49 | OTHER NON-FEDERAL FUNDS     |
| TDED | TRANS DISADV TRUST FUND - \$10M | N49 | OTHER NON-FEDERAL FUNDS     |
| TDMC | TD M-CORR S.338.2278,F.S.       | N11 | 100% STATE                  |
| TDPD | TD PAYROLL REDIST D FUNDS       | N11 | 100% STATE                  |
| TDTF | TRANS DISADV - TRUST FUND       | N49 | OTHER NON-FEDERAL FUNDS     |
| TGR  | TIGER/BUILD GRANT THROUGH FHWA  | F43 | 100% FEDERAL DEMO/EARMARK   |
| TIFI | TRANS INFRAST FIN & INNOV ACT   | F49 | 100% FEDERAL NON-FHWA       |
| TIFR | TIFIA FUNDS REDISTRIBUTED       | F41 | 100% FEDERAL FUNDS          |
| TIGR | TIGER/BUILD HIGHWAY GRANT       | F49 | 100% FEDERAL NON-FHWA       |
| TIMP | TRANSPORTATION IMPROVEMENTS     | F33 | O.F.A. - DEMO/EARMARK FUNDS |
| TLWR | 2015 SB2514A-TRAIL NETWORK      | N11 | 100% STATE                  |
| TM01 | SUNSHINE SKYWAY                 | N43 | TOLL MAINTENANCE            |
| TM02 | EVERGLADES PARKWAY              | N43 | TOLL MAINTENANCE            |
| TM03 | PINELLAS BAYWAY                 | N43 | TOLL MAINTENANCE            |
| TM06 | TAMPA-HILLSBOROUGH EXPR. AUTH.  | N43 | TOLL MAINTENANCE            |
| TM07 | MID-BAY BRIDGE AUTHORITY        | N43 | TOLL MAINTENANCE            |
| TM11 | ORLANDO-ORANGE CO. EXPR. SYSTE  | N43 | TOLL MAINTENANCE            |
| TMBC | GARCON POINT BRIDGE             | N43 | TOLL MAINTENANCE            |

|      |                                |     |                               |
|------|--------------------------------|-----|-------------------------------|
| TMBD | I-95 EXPRESS LANES             | N43 | TOLL MAINTENANCE              |
| TMBG | I-75 ML TOLL MAINTENANCE       | N43 | TOLL MAINTENANCE              |
| TMBH | I-4 ML TOLL MAINTENANCE        | N43 | TOLL MAINTENANCE              |
| TMBI | PALMETTO ML TOLL MAINTENANCE   | N43 | TOLL MAINTENANCE              |
| TMBJ | I-295 EXPRESS LANES - MAINT    | N43 | TOLL MAINTENANCE              |
| TMBK | TAMPA BAY EXPRESS LANES-MAINT  | N43 | TOLL MAINTENANCE              |
| TMBW | WEKIVA PARKWAY TOLL MAINT      | N43 | TOLL MAINTENANCE              |
| TO01 | SUNSHINE SKYWAY                | N42 | TOLL OPERATIONS               |
| TO02 | EVERGLADES PARKWAY             | N42 | TOLL OPERATIONS               |
| TO03 | PINELLAS BAYWAY                | N42 | TOLL OPERATIONS               |
| TO04 | MIAMI-DADE EXPRESSWAY AUTH.    | N42 | TOLL OPERATIONS               |
| TO06 | TAMPA-HILLSBOROUGH EXPR. AUTH. | N42 | TOLL OPERATIONS               |
| TO07 | MID-BAY BRIDGE AUTHORITY       | N42 | TOLL OPERATIONS               |
| TO11 | ORLANDO-ORANGE CO. EXPR. SYST. | N42 | TOLL OPERATIONS               |
| TOBC | GARCON POINT BRIDGE            | N42 | TOLL OPERATIONS               |
| TOBD | I-95 EXPRESS LANES             | N42 | TOLL OPERATIONS               |
| TOBF | I-595                          | N42 | TOLL OPERATIONS               |
| TOBG | I-75 ML TOLL OPERATIONS        | N42 | TOLL OPERATIONS               |
| TOBH | I-4 ML TOLL OPERATIONS         | N42 | TOLL OPERATIONS               |
| TOBI | PALMETTO ML TOLL OPERATIONS    | N42 | TOLL OPERATIONS               |
| TOBJ | I-295 EXPRESS LANES-OPERATING  | N42 | TOLL OPERATIONS               |
| TOBK | TAMPA BAY EXP LANES OPERATING  | N42 | TOLL OPERATIONS               |
| TOBW | WEKIVA PARKWAY TOLL OPERATIONS | N42 | TOLL OPERATIONS               |
| TPFP | TRUCK PARKING FACILITIES PGM   | F33 | O.F.A. - DEMO/EARMARK FUNDS   |
| TRIP | TRANS REGIONAL INCENTIVE PROGM | N12 | 100% STATE - SINGLE AUDIT ACT |
| TRWR | 2015 SB2514A-TRAN REG INCT PRG | N12 | 100% STATE - SINGLE AUDIT ACT |
| TSM  | TRANSPORT SYSTEMS MANAGEMENT   | F41 | 100% FEDERAL FUNDS            |
| WFMC | WF M-CORR S.338.2278,F.S.      | N11 | 100% STATE                    |
| WKBL | 2012 SB1998-TRANS BEACHLINE-TP | N11 | 100% STATE                    |

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| WKOC | 2012 SB1998-REPAYMNT OOC DEBT | N11 | 100% STATE |
|------|-------------------------------|-----|------------|

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**APPENDIX E**  
**COLLIER MPO'S LONG RANGE TRANSPORTATION PLAN (LRTP) COST FEASIBLE**  
**PLAN (HIGHWAY AND TRANSIT)**

To view the entire Collier 2040 LRTP please visit:  
<https://www.colliermpo.org/lrtp/>





## LRTP Transit Cost Feasible Plan – Service Schedule

**COLLIER 2040**  
Long Range Transportation Plan



**Table 6-6 | Transit Cost Feasible Plan – Service Schedule**

| Route No.                   | Route Name  | 2040 Weekday and Saturday |          |               |           | 2040 Sunday |          |               |           |
|-----------------------------|---|---------------------------|----------|---------------|-----------|-------------|----------|---------------|-----------|
|                             |   | Start (AM)                | End (PM) | Service Hours | Frequency | Start (AM)  | End (PM) | Service Hours | Frequency |
| Existing Route Improvements |   |                           |          |               |           |             |          |               |           |
| 11                          | US 41/Creekside   | 6:00                      | 10:00    | 16:00         | 45 mins.  | 7:30        | 5:50     | 10:20         | 90 mins.  |
| 12                          | Airport/Creekside   | 6:00                      | 10:00    | 16:00         | 45 mins.  | 7:30        | 5:50     | 10:20         | 90 min.   |
| 13                          | NCH/Coastland Mall  | 6:00                      | 10:00    | 16:00         | 30 mins.  | 7:00        | 5:50     | 10:50         | 60 mins.  |
| 14                          | Bayshore/Coastland Mall                                     | 6:30                      | 10:00    | 15:30         | 30 mins.  |             |          |               |           |
| 15                          | Golden Gate City (A)  | 5:35                      | 10:00    | 16:25         | 45 mins.  | 6:58        | 5:28     | 10:30         | 90 mins.  |
| 16                          | Golden Gate City (B)  | 4:35                      | 10:00    | 17:25         | 45 mins.  | 7:28        | 5:58     | 10:30         | 90 mins.  |
| 17                          | Rattlesnake/Edison College (Rattlesnake-Hammock Ext.)       | 6:00                      | 10:00    | 16:00         | 45 mins.  | 7:30        | 5:45     | 10:15         | 90 mins.  |
| 18                          | US 41 East/Naples Manor (Rattlesnake-Hammock Ext.)          | 6:30                      | 10:00    | 15:30         | 45 mins.  | 6:30        | 6:20     | 11:50         | 90 mins.  |
| 19                          | GG Estates/Immokalee (Realigned via Ave Maria)              | 3:45                      | 10:00    | 18:15         | 75 mins.  | 7:00        | 7:25     | 12:25         | 150 mins. |
| 20                          | Pine Ridge (Replaced by Routes 28 and 29 in 2030)           |                           |          |               |           |             |          |               |           |
| 21                          | Marco Island Circulator                                     | 8:15                      | 10:00    | 13:45         | 50 mins.  | 8:15        | 4:50     | 6:30          | 100 mins. |
| 121                         | Express Immokalee/Marco                                     | 5:30                      | 7:00     | 4:20          | N/A       | 5:30        | 7:00     | 4:20          | N/A       |
| 22                          | Immokalee Circulator  | 5:50                      | 10:00    | 16:10         | 45 mins.  | 5:50        | 7:55     | 14:05         | 90 mins.  |
| 23                          | Immokalee Circulator  | 6:20                      | 10:00    | 15:40         | 45 mins.  | 6:20        | 8:25     | 14:05         | 90 mins.  |
| 24                          | US 41 East/Charlee Estates                                  | 7:00                      | 10:00    | 15:00         | 45 mins.  | 8:30        | 5:15     | 8:45          | 90 mins.  |
| 25                          | Golden Gate Pkwy/Goodlette Road                             | 6:00                      | 10:00    | 16:00         | 45 mins.  | Noon        | 4:25     | 4:25          | 90 mins.  |
| 26                          | Pine Ridge/Clam Pass (No full day service)                  | 9:00                      | 10:00    | 13:00         | 45 mins.  | 9:00        | 4:20     | 7:20          | 90 mins.  |
| 27                          | CR 951/Immokalee Rd   | 6:00                      | 10:00    | 16:00         | 45 mins.  | 7:30        | 6:22     | 10:52         | 90 mins.  |
| 28                          | Pine Ridge Road (Replaces existing Route 20)                | 6:00                      | 10:00    | 16:00         | 45 mins.  | 6:00        | 10:00    | 16:00         | 60 mins.  |
| 29                          | Logan Blvd (Replaces existing Route 20)                     | 6:00                      | 10:00    | 16:00         | 45 mins.  | 6:00        | 10:00    | 16:00         | 60 mins.  |
| Proposed New Services       |   |                           |          |               |           |             |          |               |           |
| New Circulator Services     |   |                           |          |               |           |             |          |               |           |
| 302                         | Beach to Seagate via Goodlette-Frank                        | 6:00                      | 10:00    | 16:00         | 60 mins.  | 6:00        | 10:00    | 16:00         | 60 mins.  |
| 307                         | Seasonal Beach Access Route                                 | 9:00                      | 3:00     | 6:00          | 60 mins.  | 9:00        | 3:00     | 6:00          | 60 mins.  |
| New Fixed-Route Services    |   |                           |          |               |           |             |          |               |           |
| 36                          | Mercato/5th Ave (Thursday-Saturday Only)                    | 6:00                      | 10:00    | 16:00         | 40 mins.  |             |          |               |           |
| New Express Services        |   |                           |          |               |           |             |          |               |           |
| 124                         | Gov Center to Florida Southwestern State College-Lee Campus | AM Peak                   | PM Peak  | 6:00          | 60 mins.  |             |          |               |           |
| 125                         | Collier-Lee County Connector                                | AM Peak                   | PM Peak  | 8:00          | 60 mins.  |             |          |               |           |

## L RTP Transit Cost Feasible Plan – Operating and Capital Costs Summary

COLLIER 2040  
Long Range Transportation Plan



Table 6-7 | Operating and Capital Costs Summary

| Project Description                                      | Implementation Year | Capital Costs (YOE)                        |                                    |                    | Operating Cost (YOE) | Total Cost (YOE)     |
|--|---------------------|--|------------------------------------|--------------------|----------------------|----------------------|
|  |                     | Replacement Vehicles for Existing Services | Vehicle Purchases for New Services | Infrastructure     |                      |                      |
| Continue existing fixed-route service                    | Ongoing             | \$23,618,735                               | \$0                                | \$0                | \$177,312,459        | \$200,931,194        |
| Continue existing demand response service (ADA)          | Ongoing             | \$9,916,974                                | \$0                                | \$0                | \$100,880,036        | \$110,797,010        |
| Support vehicles   | Ongoing             | \$382,499                                  | \$0                                | \$0                | \$0                  | \$382,499            |
| Service frequency and hours expansion on existing routes | 2039                | \$0  | \$16,933,372                       | \$0                | \$35,677,992         | \$52,611,364         |
| Add Sunday service to Routes 16, 18, and 23              | 2039                | \$0  | \$0                                | \$0                | \$1,171,068          | \$1,171,068          |
| Beach to Seagate via Goodlette-Frank                     | 2039                | \$0  | \$846,669                          | \$0                | \$1,708,676          | \$2,555,345          |
| Seasonal Beach Access                                    | 2016                | \$0  | \$1,483,720                        | \$0                | \$2,287,228          | \$3,770,948          |
| Seasonal Beach Access - service hours improvement        | 2040                | \$0  | \$0                                | \$0                | \$40,769             | \$40,769             |
| Mercato/5th Ave (Thursday-Saturday Only)                 | 2038                | \$0  | \$1,644,017                        | \$0                | \$2,126,143          | \$3,770,160          |
| Government Center to FSW                                 | 2039                | \$0  | \$2,466,025                        | \$0                | \$1,695,043          | \$4,161,068          |
| Collier-Lee County Connector                             | 2035                | \$0  | \$1,504,508                        | \$0                | \$4,371,080          | \$5,875,588          |
| Paratransit (ADA) service for new local routes           | 2021-2040           | \$0  | \$2,128,564                        | \$0                | \$361,402            | \$2,489,966          |
| Spare vehicles for improved and new fixed-route service  | 2021-2040           | \$0  | \$4,975,662                        | \$0                | \$0                  | \$4,975,662          |
| Staff Position - Mobility Management                     | 2021-2040           |  |                                    |                    | \$1,795,286          | \$1,795,286          |
| Major TDP Update   | 2021-2040           |  |                                    |                    | \$826,149            | \$826,149            |
| Evaluate Fare Policy                                     | 2021-2040           |  |                                    |                    | \$165,230            | \$165,230            |
| Bus Stop Inventory Assessment Update, COA, Etc.          | 2021-2040           |  |                                    |                    | \$852,451            | \$852,451            |
| Miscellaneous Planning and Technical Studies             | 2021-2040           |  |                                    |                    | \$561,027            | \$561,027            |
| Amenities Program  | 2021-2040           | \$0  | \$0                                | \$1,122,962        |                      | \$1,122,962          |
| ITS Improvements   | 2021-2040           | \$0  | \$0                                | \$608,489          |                      | \$608,489            |
| ADA Compliance Improvements                              | 2021-2040           | \$0  | \$0                                | \$802,116          |                      | \$802,116            |
| Miscellaneous Capital                                    | 2021-2040           | \$0  | \$0                                | \$481,269          |                      | \$481,269            |
| Transfer Point-Existing (2)                              | 2021-2040           | \$0  | \$0                                | \$278,784          |                      | \$278,784            |
| Transfer Point-Future(2)                                 | 2021-2040           | \$0  | \$0                                | \$1,481,692        |                      | \$1,481,692          |
| <b>Total</b>   |                     | <b>\$33,918,207</b>                        | <b>\$31,982,537</b>                | <b>\$4,775,313</b> | <b>\$331,832,039</b> | <b>\$402,508,096</b> |

**APPENDIX F**

**FEDERAL LANDS APPROPRIATIONS**  
(Eastern Federal Lands Highway Division of the  
Federal Highway Administration (FHWA))



FDOT coordinates with the MPO on projects included on federal lands. Projects are included in the TIP as appropriate. The FY2020-FY2024 TIP contains one project on federal lands (see FW\_FFLPA\_419(1) Florida Panther National Wildlife Refuge (page 51)) which was approved by the MPO Board on April 12, 2019

The MPO's Government to Government Policy and Public Participation Plan describe the processes used for communication with the Miccosukee Tribe and Seminole Tribe. The draft TIP was made available for comment to the appropriate representatives from each Tribe.

#### Federal Lands Highway Program (see 23 US Code §204)

Recognizing the need for all public Federal roads to be treated with a uniform set of policies similar to the policies that apply to Federal-aid highways; the Federal Lands Highway Program (23 US Code §204) was established with rules that apply to all public land highways, park roads and parkways, refuge roads, and Native American reservation roads and bridges. In general, funds made available for these roads shall be used by the Secretary of Transportation and the Secretary of the appropriate Federal land management agency. Funds may be used for: transportation planning, research, engineering and construction of highways, roads and parkways; and transit facilities located on public lands, national parks and Native American reservations. Funds may also be used for operation and maintenance of transit facilities located on public lands, national parks and Native American reservations.

Eligible projects for each type of Federal land highway include: transportation planning for tourism, recreational travel and recreational development; adjacent parking areas; interpretive signage; acquisition of scenic easements and scenic or historical sites; provisions for bicycles and pedestrians; roadside rest areas including sanitary and water facilities; and other appropriate facilities such as visitor centers. Lastly, a project to build a replacement of the federally owned bridge over the Hoover Dam is eligible for funding.

In general, funds available for refuge roads may only be used for maintenance and improvement of refuge roads and associated facilities, and for the administrative costs of these improvements.

#### Forest Development Roads and Trails (see 23 US Code §205)

Funds available for forest development roads and trails shall be used by the Secretary of Agriculture for construction and maintenance of eligible roads and trails. In addition, funds shall be available for adjacent parking areas and for sanitary, water and fire control facilities.

### Defense Access Roads (see 23 US Code §210)

The Secretary of Transportation is authorized to use funds appropriated for defense access roads for construction, maintenance and repair of defense access roads (including bridges and tunnels) to military reservations, defense industries, defense industry sites, and to the sources of raw materials when such roads are deemed important to the national defense by the Secretary of Defense or such other official as the President may designate.

### Bicycle Transportation and Pedestrian Walkways (see 23 US Code §217)

Subject to the approval of the Secretary of Transportation a State may obligate Surface Transportation Program (STP) and Congestion Mitigation Program funds for construction of pedestrian walkways, bicycle transportation facilities, and or carrying out non-construction projects related to safe bicycle use. In addition, and subject to approval of the Secretary of Transportation, a State may obligate funds for construction of pedestrian walkways and bicycle transportation facilities that are on land adjacent of any highway on the National Highway System (NHS).

At the discretion of the department charged with the administration of Federal Lands Highway Funds, funds authorized for forest highways, forest development roads and trails, public lands development roads and trails, park roads, parkways, Native American reservation roads and public lands highways may be used for the construction of pedestrian walkways and bicycle transportation facilities. Any eligible pedestrian walkway or bicycle transportation facility in this section shall be deemed a highway project and subject to Federal cost-sharing.

In general, bicycle transportation facilities and pedestrian walkways shall be considered, where appropriate, in conjunction with all new construction and reconstruction of transportation facilities except for bicycle and pedestrian uses are prohibited. Transportation plans shall also provide due consideration for safety and contiguous routes for bicyclists and pedestrians. No bicycle project may be carried out unless it has been determined that such project is primarily for transportation purposes as opposed to recreational purposes



**APPENDIX G**

**SUMMARY OF PUBLIC COMMENTS**

Public Comments received on October 21, 2019 during joint FDOT/MPO outreach at the Orange Blossom Library

1. Susan – sidewalks are needed on Palm River Blvd.; it is very dark; I will only walk on the grass; too dangerous
  - a. Response - empathized, noted that the County has looked at putting sidewalks on Palm River Blvd., but that extensive drainage work would be needed
2. John Kasian – lives on Countryside between Radio and Davis – Davis Blvd is a scary road; too much develop is happening which is causing too much traffic; wants a dedicated left-turn from Davis onto Glen Eagle Blvd
  - a. Response – empathized, noted that FDOT is looking at Davis Blvd, recent resurfacing project on Davis included specific safety improvements
3. Kal Dutta – wife needs medical transportation, concerned that Uber is difficult if it is in a car; suggested Collier look into something similar to Ann Arbor’s Med Transit for people w/disabilities which is called “A- Ride” as an example for ideas to implement for local medical transportation; two worst intersections in Collier County are US41@VBR and US41@Immokalee Rd; suggested a 10-sec red in all directions to prevent crashes resulting from red-light runners – they are doing it in Sacramento; who do I call if I see a traffic infraction; need better signage such as California airport that says “Car Return Next Left” and then “Missed Car Return – Turn Here”
  - a. Response – informed him about CAT services including paratransit service; the sheriff, local or state police would be the one to call about traffic infractions; noted that the 10-sec delay would be passed on to the traffic engineers
4. M Hoffman – inquired about project at Pine Ridge and Whippoorwill
  - a. Response - explained that the County had incorporated it into a larger project
5. Conservancy of Southwest Florida (Kelly and June) – asked if MCORES was included in Draft Tentative; questions about the status of SR29 projects and the “bypass”
  - a. Response – MCORES is not in Draft Tentative; SR29 is still in design, no construction has been funded
6. Robert – Collier County needs less infrastructure and more green space
7. Shari Monetta – the (Golden Gate) Estates does not want commercial development
8. Carol Ann Marlons – Detroit traffic is much worse than traffic in Collier; likes Goodlette because it isn’t crowded and uses it as a “shortcut” to avoid traffic; loves our roads
9. Tracy Williams – spoke with here about Coastal Paradise Bike Route; NPC’s Paradise Coast Trail Vision and the Southwest Connector – gave her multiple copies on bike/ped map for distribution
10. John Gomoliski - No comments related to transportation
11. Un-named person – No comments related to transportation

**APPENDIX H**  
**FISCAL CONSTRAINT**

The FY 2021 - FY 2025 Transportation Improvement Program (TIP) is fiscally constrained as shown below.

| FY 2020/21 - FY 2024/25 TIP Funding Estimates and Project Cost Estimates |                     |                      |                     |                      |                      |                      |
|--|---------------------|----------------------|---------------------|----------------------|----------------------|----------------------|
| Federal, State and Local Funding Estimates                               |                     |                      |                     |                      |                      |                      |
|  | 2020/21             | 2021/22              | 2022/23             | 2023/24              | 2024/25              | Total                |
| Federal  | 17,918,724          | 18,557,666           | 16,484,756          | 12,925,606           | 84,043,817           | \$149,930,569        |
| State  | 43,167,715          | 102,782,988          | 26,745,229          | 79,325,173           | 47,860,549           | \$299,881,654        |
| Local  | 6,600,538           | 2,363,105            | 7,634,099           | 10,027,951           | 11,179,227           | \$37,804,920         |
|  | <u>\$67,686,977</u> | <u>\$123,703,759</u> | <u>\$50,864,084</u> | <u>\$102,278,730</u> | <u>\$143,083,593</u> | <u>\$487,617,143</u> |
| Project Funding Source Estimates   |                     |                      |                     |                      |                      |                      |
|  | 2020/21             | 2021/22              | 2022/23             | 2023/24              | 2024/25              | Total                |
| Highways   | 16,819,449          | 587,175              | 17,476,592          | 77,087,159           | 111,818,840          | \$223,789,215        |
| Bridges  | 2,731,469           | 4,933,943            | 215,000             | 1,692,376            | 2,592,197            | \$12,164,985         |
| Pathways   | 4,071,073           | 1,667,694            | 5,740,813           | 0                    | 0                    | \$11,479,580         |
| CMS/ITS  | 2,108,833           | 1,826,098            | 2,023,469           | 4,380,386            | 5,600,218            | \$15,939,004         |
| Planning   | 548,485             | 548,485              | 548,485             | 548,485              | 548,485              | \$2,742,425          |
| Maintenance  | 22,784,251          | 106,803,208          | 16,571,255          | 8,351,378            | 8,888,790            | \$163,398,882        |
| Transit  | 6,816,207           | 6,260,956            | 7,288,470           | 8,243,946            | 8,635,063            | \$37,244,642         |
| Aviation   | 11,807,210          | 1,076,200            | 1,000,000           | 1,975,000            | 5,000,000            | \$20,858,410         |
|  | <u>\$67,686,977</u> | <u>\$123,703,759</u> | <u>\$50,864,084</u> | <u>\$102,278,730</u> | <u>\$143,083,593</u> | <u>\$487,617,143</u> |
| Project Cost Estimates   |                     |                      |                     |                      |                      |                      |
|  | 2020/21             | 2021/22              | 2022/23             | 2023/24              | 2024/25              | Total                |
| Highways   | 16,819,449          | 587,175              | 17,476,592          | 77,087,159           | 111,818,840          | 223,789,215          |
| Bridges  | 2,731,469           | 4,933,943            | 215,000             | 1,692,376            | 2,592,197            | 12,164,985           |
| Pathways   | 4,071,073           | 1,667,694            | 5,740,813           | -                    | -                    | 11,479,580           |
| CMS/ITS  | 2,108,833           | 1,826,098            | 2,023,469           | 4,380,386            | 5,600,218            | 15,939,004           |
| Planning   | 548,485             | 548,485              | 548,485             | 548,485              | 548,485              | 2,742,425            |
| Maintenance  | 22,784,251          | 106,803,208          | 16,571,255          | 8,351,378            | 8,888,790            | 163,398,882          |
| Transit  | 6,816,207           | 6,260,956            | 7,288,470           | 8,243,946            | 8,635,063            | 37,244,642           |
| Aviation   | 11,807,210          | 1,076,200            | 1,000,000           | 1,975,000            | 5,000,000            | 20,858,410           |
|  | <u>\$67,686,977</u> | <u>\$123,703,759</u> | <u>\$50,864,084</u> | <u>\$102,278,730</u> | <u>\$143,083,593</u> | <u>487,617,143</u>   |

Please note that the fiscal constraint demonstrated above is from the FDOT Central Office report run on February 4, 2020.

**APPENDIX I**

**CRITERIA USED FOR PROJECT PRIORITIZATION**

## MPO Board Allocation of its Transportation Management Area (TMA) Funds

The MPO Board adopted a temporary suspension of its former allocation formula for TMA funds on March 10, 2017. The new, temporary policy allocates 100% of its TMA Funds annually for five-years as follows: Year 1 – Pedestrian and Bicycle, Year 2 – Bridges, Year 3, Congestion Management, Year 4 – Pedestrian and Bicycle, and Year 5 – Congestion Management. The Cost Feasible Plan of the Long Range Transportation Plan (LRTP) contains a budget line item for these project categories but does not list individual projects (except for bridge projects) within these categories.

FDOT requires that the TIP includes the MPO's criteria and process for prioritizing projects. The questions/criteria used by the MPO to prioritize projects are listed in the tables below.

### Bicycle and Pedestrian Projects

On March 8, 2019, the MPO Board adopted the Bicycle and Pedestrian Master Plan which contains the criteria and point system that will be used to evaluate bicycle and pedestrian projects. Project evaluation occurs in a two-step process. First, MPO staff conducts a preliminary assessment for eligibility according to the following criteria: a) timeliness, b) constructability and c) funding availability. Next, MPO staff and advisory committees evaluate, score and rank the projects according to the criteria, points, and associated Long Range Transportation Plan (LRTP) goal(s) listed below.

|   |
|---|
| <p><b>Safety</b><br/>LRTP Goal: Improve the safety of the transportation system for users</p> <ul style="list-style-type: none"> <li>• Implements a recommended action in a Bicycle/Pedestrian Road Safety Audit – 5 points</li> <li>• Addresses a safety concern involving serious injuries and fatalities as identified in this Plan, absent a Safety Audit to verify the proposed mitigation measure – 3 points</li> <li>• Addresses a safety concern involving crashes of less severity, absent a Safety Audit to verify the proposed mitigation measure – 2 points</li> <li>• Addresses a safety concern expressed by members of the public in the absence of crash records – 1 point</li> </ul> |
| <p><b>Equity</b><br/>LRTP Goal: Promote the integrated planning of transportation and land use</p> <ul style="list-style-type: none"> <li>• Fills a need associated with an Environmental Justice community or use identified in this Plan – 5 points</li> <li>• Fills a need associated with an area that meets some, but not all EJ criteria used in identifying EJ communities for this Plan – 3 points</li> <li>• Fills a need associated with an area that does not have adequate access to nonmotorized transportation facilities based upon public input received in the development of this Plan – 1 point</li> </ul>   |



|   |
|---|
| <b>Connectivity</b><br>LRTP Goal: Improve System Continuity and Connectivity<br>LRTP Goal: Promote multi-modal solutions  |
| <ul style="list-style-type: none"> <li>• Fills a prioritized infrastructure gap identified in this Plan – 5 points</li> <li>• Fills a need for improved connectivity based upon public input received in the development of this Plan – 2 points</li> </ul> |

### Congestion Management Projects

Congestion management projects were evaluated based on the Congestion Management Process (CMP) 2017 Update. Project eligibility was first determined based on the 11 criteria below, which reflect the Performance Measures adopted as part of the CMP 2017 Update. Each of the criteria addresses one or more goals of the LRTP which are also listed below. The Congestion Management Committee (CMC) then prioritized the eligible projects using a Delphi method.

| Eligibility Criteria   | LRTP Goal   |
|--|---|
| Maintains concurrency w/FDOT Regional ITS and/or Technical advances  | <ul style="list-style-type: none"> <li>• reduce roadway congestion</li> </ul>   |
| Increases number of connected signalized intersections   | <ul style="list-style-type: none"> <li>• reduce roadway congestion</li> <li>• increase the safety of the transportation system</li> </ul>   |
| Improves Travel Time Reliability   | <ul style="list-style-type: none"> <li>• reduce roadway congestion</li> </ul>   |
| Capacity Enhancement   | <ul style="list-style-type: none"> <li>• improve system continuity and connectivity</li> </ul>  |
| Increases ridership on existing route and increases number of riders at specific transit stops before/after installation | <ul style="list-style-type: none"> <li>• promote multi-modal solutions</li> </ul>   |
| Improves bike/ped connections to bus shelters, inclusive of meeting ADA requirements                                     | <ul style="list-style-type: none"> <li>• promote multi-modal solutions</li> <li>• improve system continuity and connectivity</li> </ul>   |
| Reduces the miles of gaps in cycling network per 2016 Inventory  | <ul style="list-style-type: none"> <li>• promote multi-modal solutions</li> <li>• improve system continuity and connectivity</li> <li>• increase the safety of the transportation system</li> </ul> |
| Addresses a problem area identified in B/P safety study, Walkability Study or B/P Safety Audit                           | <ul style="list-style-type: none"> <li>• increase the safety of the transportation system</li> </ul>  |

|  |
|--|
| Study that is Travel Demand Management (TDM) related |
| Study that is related to New Network Connections     |
| Study that is related to an Intermodal Hub(s)        |

### Bridge Project Application Criteria

Bridge projects were drawn from the County's East of CR 951 Bridge Report. The LRTP and therefore Transportation Improvement Program (TIP) recommendations for bridge projects come directly from this report. The criteria used to evaluate bridge projects and the associated LRTP goal are listed in the table below.

| Question/Criteria   | LRTP Goal   |
|---|---|
| Emergency response times and proximity to responding agency.    | Increase the safety of the transportation system for users. |
| Impact of bridge on increasing mobility and ease of evacuation. | Improve system continuity and connectivity.                 |
| Gains in service efficiency, particularly for schools.          | Improve system continuity and connectivity.                 |
| Public sentiment.   |   |

### Transit Project Selection

Collier Area Transit (CAT) provides the MPO with transit priorities. These priorities are based on the Transit Development Plan which is the strategic guide for public transportation in Collier County. The plan is updated annually, and a major update is completed every five years. The development of proposed transit projects is based on:

1. Situational Appraisal which is an assessment of CAT's operating environment to identify community needs.
  2. Transit Demand Assessment which is a technical analysis of transit demand and needs used to identify areas with characteristics supportive of transit.
  3. Discussion with public agency staffs, visioning surveys, workshops, and stakeholder discussions.
  4. Coordination with the MPO in the long-range transportation planning process
- Long Range Transportation Plan Goals associated with the selection of transit projects include:

- Reduce roadway congestion.
- Promote multi-modal solutions.

- Promote the integrated planning of transportation and land use.

5. Transit Asset Management (TAM) Performance Measures – The MPO adopted the Board of County Commissioners' TAM Targets on November 9, 2018:

| Measure               | Target                        | Existing Conditions | Meets | Responsible Agency   |
|-----------------------|-------------------------------|---------------------|-------|----------------------|
| Transit Rolling Stock | ≤10% have met or exceeded ULB | 0%                  | Yes   | Collier County - CAT |
| Transit Equipment     | ≤25% have met or exceeded ULB | 50%                 | No    | Collier County - CAT |
| Transit Facilities    | ≥25% < 3 TERM                 | 0%                  | Yes   | Collier County - CAT |

Although the 2019 Transit Priorities submitted by County staff did not include State of Good Repair related projects, the MPO gave staff direction in December 2019 to use available SU funds to purchase a replacement bus for \$500,000 and to fund a project to enhance accessibility at 10 bus stops to meet ADA requirements for \$250,000 in FY 2020. The MPO will request the inclusion of State of Good Repair related projects when soliciting Transit Priorities in calendar year 2020.

### The LRTP and the TIP

The LRTP is also the source of other projects contained in the TIP. Proposed projects in an LRTP's Cost Feasible Plan are evaluated, in part, on their merits to improve traffic flow, capacity and congestion as analyzed using the Travel Demand Model (D1RPM). The LRTP used several additional criteria in project evaluation including:

1. Freight system improvement
2. Wetland and species impacts
3. Evacuation route
4. Cost per lane mile
5. Reduction in congestion

Projects identified in an LRTP needs analysis are selected for inclusion in the Cost Feasible Plan based on their needs analysis ranking and on a financial analysis of funds that can reasonably be expected to be available for transportation investments during the timeframe of the plan. Each year, the MPO will select a subset of the projects in the Cost Feasible Plan for inclusion in the upcoming TIP.

## **APPENDIX J**

### **ADDITIONAL PLANS and STUDIES**

(That are in the UPWP and that are using SU funds, but that are not included in the TIP.)

### 2045 Long Range Transportation Plan (LRTP) Project Priority

On September 13, 2019, the MPO Board unanimously approved designating the development of the 2045 Long Range Transportation Plan (LRTP) as a project priority. As a result of this action, the MPO added \$200,000 of its Surface Transportation Funds for Urbanized Area (SU) to the development of the LRTP bringing the total LRTP budget to \$590,418.

A LRTP is a long-range planning document that comprehensively considers the future needs of all forms of transportation based on projected economic growth and an increasing population.

2019 Planning Study Priorities

| Priority | Fiscal Year | Project Cost | Plan or Study |
|----------|-------------|--------------|---------------|
| 1        | 2020        | \$590,418    | 2045 LRTP     |

### Local Road Safety Plan (LRSP)

The Local Road Safety Plan was formerly called the Strategic Highway Safety Plan. On October 11, 2019 the MPO Board unanimously approved a \$200,000 contract for development of a Local Road Safety Plan (LRSP). The Plan will be completed in the second half of 2020. The LRSP will prioritize opportunities to improve highway safety and recommend strategies and budgets for programs and policies that can reduce the loss of life, injuries and property damage from crashes occurring on the county-wide network of streets and highways.

### Park and Ride Study

The Park and Ride Study, funded in FY 2019 for \$60,000. will identify prime locations, site plan considerations and planning level cost estimates that will aid the County and MPO Board in prioritizing future project expenditures. The anticipated completion date is October 2020.

## APPENDIX K

### OTHER REGIONAL AND ONGOING PROJECTS MANAGED BY FDOT

**FM 435347-1 CR 887 (Old US 41) From US41/SR45 to Lee/Collier County Line:** Add lanes and Reconstruct. Currently in PD&E phase. Part of larger regional project that includes FM 435110-1 from Lee/Collier County Line to Bonita Beach Rd in Lee County, also in PD&E. Traffic Studies underway; precede development of Typical Sections. Once these are done, the staff will meet with both Collier and Lee County to coordinate and get their input to start developing the Alternate Sections.

**US 41 Traffic Analysis and Modeling Forecasting from 9th ST/5th Ave intersection to Goodlette Rd Intersection:** Current activities include:

- o Collected turning movement counts (TMC) in late January / early February 2020
- o Calibrating the Travel Demand Model with TMC
- o Calculating growth rate
- o Preparing Synchro model
- o Vissim model at specific intersections

Upon completion of analysis, FDOT will convene staff committee to review

**FM 4156213 US 41/Tamiami Trail from Greenway Rd to 6 L Farm Rd:** 2-lane to 4-lane with paved outside shoulder – PD&E completed in 2008. It is still an approved candidate for design-build and the Project Manager is waiting on funding.



## APPENDIX L

### AMENDMENTS and ADMINISTRATIVE MODIFICATIONS

All amendments and administrative modifications made to the FY2021 - FY2025 TIP are contained in this appendix.

#### Roll Forward Report

On July 1 of each year, when the “new” TIP and Florida Department of Transportation (FDOT) Five-Year Work Program (WP) become adopted, there are often projects that were supposed to get authorized prior to June 30 when the “old” TIP and WP were in effect but did not receive authorization. These projects automatically “roll forward” in the WP but not in the TIP. Since the TIP and WP must match each other, there is a need to amend the TIP to include those projects that did not get authorized prior to June 30. Additionally, Federal Transit Administration (FTA) projects do not automatically roll forward in the WP and TIP therefore a roll forward amendment to the TIP must include these projects as well.

Each July, FDOT Work Program Office prepares a Roll Forward Report which lists all projects that require a Roll Forward Amendment to the TIP. The Roll Forward Amendment will not be recognized by the Federal Highway Administration (FHWA) until October 1<sup>st</sup> which is the effective date of the “new” TIP. The Roll Forward Amendment is anticipated in the Fall of 2020.

**MPO RESOLUTION #2020-07**

**A RESOLUTION OF THE COLLIER METROPOLITAN PLANNING ORGANIZATION ENDORSING  
THE FY 2020/21 – 2024/25 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

**WHEREAS**, the Collier Metropolitan Planning Organization is required to develop an annually updated Transportation Improvement Program pursuant to 23 U.S.C. 134(j), 23 C.F.R. 450.104, 23 C.F.R. 450.324(a), and F.S. 339.175(8)(c)(1); and

**WHEREAS**, the Collier Metropolitan Planning Organization has reviewed the proposed Transportation Improvement Program and determined that it is consistent with its adopted Plans and Program; and

**WHEREAS**, in accordance with the Florida Department of Transportation's MPO Administrative Manual, the Transportation Improvement Program must be accompanied by an endorsement indicating official MPO approval;

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

1. The FY 2020/21 – 2024/25 Transportation Improvement Program and the projects programmed therein are hereby adopted.
2. The Collier Metropolitan Planning Organization's Chair is hereby authorized to execute this Resolution certifying the MPO Board's endorsement of the FY 2020/21 – 2024/25 Transportation Improvement Program and the projects programmed therein.

This Resolution PASSED and duly adopted by the Collier Metropolitan Planning Organization Board after majority vote on this 12<sup>th</sup> day of June 2020.

Attest:

By: Anne McLaughlin  
MPO Executive Director

By: Councilwoman Elaine Middelstaedt  
Collier MPO Chair

COLLIER METROPOLITAN PLANNING ORGANIZATION

Approved as to form and legality:

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

## EXECUTIVE SUMMARY

### Approve 2020 Priority Projects

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**OBJECTIVE:** For the Board to approve the 2020 Priority Projects.

**CONSIDERATIONS:** The 2020 Priority Projects are shown in **Attachment 1**; summarized by page number as follows:

- **P1. Bike-Ped:** Bicycle and pedestrian projects are slated to receive 100% of the MPO's annual Surface Transportation-Urban (SU) federal funding allocation for FY2026, approximately \$4.1 million. The Bicycle and Pedestrian Advisory Committee (BPAC) rated and ranked ten new projects submitted in response to the MPO's Call for Projects. Based on project phases, the first year of funding would total roughly \$3.1 million. Total project costs are estimated to be \$13.4 million, roughly equivalent to three years of SU funding. FDOT has in the past programmed funds from a variety of sources to augment the MPO's SU funds as projects move from design to construction. FDOT is currently reviewing project scopes and cost estimates and has advised MPO staff of the potential for significant cost increases on two projects in particular. 1) The Project Development and Environmental (PD&E) study for the Marco Island Loop Trail is likely to be costly due to potential environmental impacts and the need to coordinate with many environmental groups and stakeholders, including tribal governments, and the Feasibility Study's cost estimate has increased from \$90,000 to \$250,000. 2) The Naples Freedom Park Pedestrian Overpass will first have to have a PD&E programmed and the Design phase cost estimate will most likely need to be increased due to various environmental, utility, bridge placement and design and other factors that need to be addressed. Once the cost estimates are better defined, MPO staff will work with City of Naples staff to confirm the City Council's support for the project. This may require MPO staff to present at a City Council meeting over the summer.
- **P2. Bridge:** Priorities have not changed; project status updated. Collier County is in the process of reviewing priorities established in the East of 951 Bridge Study (2008).
- **P3. Congestion Management:** Priorities have not changed; project status updated.
- **P4. Transit:** County Public Transportation and Neighborhood Enhancement (PTNE) Division staff submit new transit priorities annually. This year's list identifies more asset management-related projects as a reflection of the Transit Asset Management Plan targets, which the MPO adopted.
- **P5. Highways:** New projects added, and project status updated. MPO staff added a new 2040 LRTP priority project slated for construction in the 2026-2030 timeframe: US 41/Tamiami Trail from Greenway Rd to 6-L Farm. FDOT completed the PD&E in 2008.
- **P6. Planning:** MPO staff added a new planning study - the 2050 LRTP. Work on the update begins in FY 2024.
- **P7. Joint Lee/Collier TRIP:** County Transportation Planning Division staff coordinated the updates to this list with Lee County MPO staff. Lee County TAC endorsed the TRIP priorities on 5/7/2020.

**COMMITTEE RECOMMENDATIONS:** The Bike-Ped projects were evaluated, prioritized and endorsed by BPAC in November 2019 and the committee received a briefing on project cost estimates at their May 19, 2020 meeting. The Citizens Advisory Committee and Technical Advisory Committee voted to endorse the 2020 Priority Projects at their May 18, 2020 meeting.

06/12/2020

**STAFF RECOMMENDATION:** That the Board approve the 2020 Priority Projects with the caveat that MPO staff is directed to confirm whether the new Naples City Council supports the Naples Freedom Park Pedestrian Overpass project.

Prepared By: Anne McLaughlin, MPO Director

**ATTACHMENT(S)**

1. 2020 Project Priorities (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 9.A**Doc ID:** 12553**Item Summary:** Approve 2020 Priority Projects**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:03 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:03 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 11:07 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/03/2020 12:19 PM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |

| 2020 Collier MPO Bicycle Pedestrian Priorities as Ranked by the BPAC on Nov. 19,<br>2019 cost estimates updated as of 6/3/20 |       |                           |  |                            |                     |                      |
|--|-------|---------------------------|--|----------------------------|---------------------|----------------------|
| Rank   | Score | Location/<br>Jurisdiction | Project  | Project Type               | Yr 1                | Totals               |
| 1  | 13    | District 5                | Carson, S 9th, N 9th                               | Sidewalks                  | \$ 136,132          | \$ 762,334           |
| 2  | 10    | District 2                | Wiggins Pass                                       | Sidewalks, Bike Lanes      | \$ 125,400          | \$ 1,086,900         |
| 2  | 10    | Marco                     | N Collier Blvd Alt Bike Lanes                      | In-Road Bike Lanes         | \$ 965,734          | \$ 965,734           |
| 2  | 10    | District 4                | Pine St, Wisconsin, Illinois,<br>Hollygate, Cooper | Sidewalks                  | \$ 90,666           | \$ 728,528           |
| 2  | 10    | District 1                | Holland, Caldwell, Sholtz                          | Sidewalks                  | \$ 241,861          | \$ 1,354,416         |
| 2  | 10    | District 3                | 24th Pl, 27th Pl, 43rd St, 47th Terr               | Sidewalks                  | \$ 226,352          | \$ 1,267,571         |
| 3  | 8     | Everglades                | Copeland, Hisbiscus, Broadway                      | Sidewalks, Bike Lanes      | \$ 137,292          | \$ 1,290,544         |
| 3  | 8     | MPO                       | MPO Feasibility CR951 & CR92                       | Trail Feasibility Study    | \$ 250,000          | \$ 250,000           |
| 4  | 7     | Naples                    | Freedom Park Ped Overpass                          | Pedestrian Overpass        | \$ 200,000          | \$ 4,982,794         |
| 5  | 2     | Naples                    | 26 Ave N   | Sidewalk                   | \$ 673,488          | \$ 673,488           |
|  |       |                           | <b>TOTALS</b>                                      |                            | <b>\$ 3,046,925</b> | <b>\$ 13,362,309</b> |
|  |       |                           |  |                            |                     |                      |
|  |       |                           |  | <b>Total cost estimate</b> |                     | <b>\$13,362,309</b>  |
|  |       |                           |  |                            |                     |                      |



**2020 Bridge Priorities - 2018 & 2019 priorities w/ funding status updated\***

| Rank | Location  | Proposed Improvement    | Cost Estimate | Status                                    |
|------|---|-------------------------|---------------|---|
| 1    | 16th Street NE, south of 10th Ave NE                                  | New Bridge Construction | \$8,000,000   | CST \$4.9 m SU/CM CST<br>FY22 FY21-25 TIP |
| 2    | 47th Avenue NE, west of Everglades Boulevard                          | New Bridge Construction | \$8,000,000   | PD&E completed                            |
| 3    | Wilson Boulevard, south of 33rd Avenue NE                             | New Bridge Construction | \$8,000,000   |   |
| 4    | 18th Ave NE, between Wilson Boulevard N and 8th Street NE             | New Bridge Construction | \$8,000,000   |   |
| 5    | 18th Ave NE, between 8th Street NE and 16th Street NE                 | New Bridge Construction | \$8,000,000   |   |
| 6    | 13th Street NW, north end at proposed Vanderbilt Beach Road Extension | New Bridge Construction | \$8,000,000   |   |
| 7    | 16th Street SE, south end   | New Bridge Construction | \$8,000,000   |   |
| 8    | Wilson Boulevard South, south end                                     | New Bridge Construction | \$8,000,000   |   |
| 9    | Location TBD, between 10th Avenue SE and 20th Avenue SE               | New Bridge Construction | \$8,000,000   |   |
| 10   | 62nd Avenue NE, West of 40th Street NE                                | New Bridge Construction | \$8,000,000   |   |

\*Collier County is in process of reviewing priorities established in the East of 951 Bridge Study (2008)

**2020 Congestion Management Project Priorities** (continuation of 2019 Priorities)

| PROJECT RANKING | Project Name   | Submitting Agency/ Jurisdiction | Current Estimated Project Costs | Phase                | Funding Status Per Draft FY21-25 TIP          |
|-----------------|--|---------------------------------|---------------------------------|----------------------|---|
| 1               | Crayton Road & Harbour Drive Intersection Improvements - Roundabout  | City of Naples                  | \$ 892,211                      | CST FY24             | FPN 4463171                                   |
| 2               | ITS Fiber Optic and FPL Power Infrastructure - 13 locations  | Collier County                  | \$ 273,725                      | CST FY25             | FPN 4462501                                   |
| 3               | Travel Time Data Collection & Performance Measurements   | Collier County                  | \$ 701,000                      | CST FY25             | FPN 4462511                                   |
| 4               | Mooring Line Drive & Crayton Road Intersection Improvements - Roundabout   | City of Naples                  | \$ 850,533                      | PE FY25              | FPN 4463172 (PE \$126,000)                    |
| 5               | Golden Gate Parkway & US-41 Intersection Improvements (lane restriping to add left turn lane sb/eb US41)                       | City of Naples                  | \$ 1,366,107                    | PE FY23; ROW FY25    | FPN 4464511<br>PE \$270,000;<br>ROW \$225,942 |
| 6               | New- Updated School Flasher System   | Collier County                  | \$ 354,250                      | CST FY 23            | FPN 4462521                                   |
| 7               | New-Vehicle Count Station Update - 31 locations  | Collier County                  | \$ 312,562                      | CST FY25             | FPN 4462541                                   |
| 8               | Bicycle Detection Systems at 4 intersections: US41/Central Ave, US41/3rd AveS; Park Shore Drive/Crayton Rd: 8th St S/3rd Ave S | City of Naples                  | \$ 67,429                       | CST FY24             | FPN 4462531                                   |
| 9               | Adaptive Traffic Control System - 13 intersections on Santa Barbara & Golden Gate Pkwy   | Collier County                  | \$ 894,000                      | PE FY 24<br>CST FY25 | FPN 4463421                                   |
| <b>Total</b>    |  |                                 | <b>\$ 5,711,817</b>             |                      |   |

Attachment: 2020 Project Priorities (12553 : Approve 2020 Priority Projects)

| 2020 Transit Priorities  |                                       |   |                                      |  |  |
|--|---------------------------------------|---|--------------------------------------|--|--|
| Priority Ranking   | Requested Funding / Project Estimates | * | Location                             | Description  |  |
| 1  | \$142,847.10                          | * | Route 11 US41                        | Increase Frequency To Peak Service - Add 2 Loops   |  |
| 2  | \$285,694.20                          | * | Route 12 Airport Pulling Rd          | Increase Frequency To Peak Service - Add 1 Loop  |  |
| 3  | \$222,723.60                          | * | Route 19 Immokalee                   | Increase Frequency To Morning Service - Add 1 Loop   |  |
| 4  | \$428,541.30                          | * | Route 15 Golden Gate Pkwy            | Increase Frequency To Peak Service - Add 3 Loops   |  |
| 5  | \$334,085.40                          | * | Route 25 Golden Gate Pkwy            | Add 2 Loops (Currently The Route Has A Gap During The Day)   |  |
| 6  | \$334,085.40                          | * | Route 17 East Naples                 | Extend Evening Service By 2 Loops  |  |
| 7  | \$167,042.70                          | * | Route 11 US41                        | Extend Evening Service By 1 Loop   |  |
| 8  | \$222,723.60                          | * | Route 28 Ave Maria & Immokalee       | Increase Frequency During The Day - Add 1 Loop   |  |
| 9  | \$167,042.70                          | * | Route 27 Collier Blvd & Immokalee Rd | Extend Morning Service By 1 Loop   |  |
| 10   | \$606,975.00                          | * | Route 13 City of Naples and Bayshore | Increased Peak Service Frequency - Add 4 Loop and Purchase a Bus   |  |
| 11   | \$5,000,000.00                        |   | 8300 Radio Rd, Naples FL 34104       | Maintenance Facility Rehabilitation for State of Good Repair and enhancement                                   |  |
| 12   | \$250,000.00                          |   | Throughout Collier County            | Enhance accessibility to bus stops to meet American with Disabilities Act (ADA) requirements - 10 stops a year |  |
| 13   | \$480,000.00                          |   | Throughout Collier County            | Construct 12 new bus shelters & amenities per year (bike rack, bench, trash can, etc.)                         |  |
| 14   | \$500,000.00                          |   | Throughout Collier County            | Purchase Replacement Bus   |  |
| * Includes cost for 3 years of operation based on existing routes costs. |                                       |   |                                      |  |  |
|  |                                       |   |                                      |  |  |

**Collier MPO Priorities for Highway Projects from 2040 LRTP  
and MPO Priority Safety Projects**

**HIGHWAY PRIORITIES 2020** (updated status of 2019 List, added new 5-yr in 2040 CFP)

| LRTP Priority Ranking | Facility   | Limit From                      | Limit To                        | Final Proposed Improvement - 2040 LRTP                       | Link in Miles | Total Project Cost (PDC) | Construction Time Frame | 5-Year Window in which CST is Funded by Source |        |                 |                        | PROJECT STATUS Including Projects Funded in Draft FY2021-25 TIP |              |                  |             |                   |              |
|-----------------------|--|---------------------------------|---------------------------------|--|---------------|--------------------------|-------------------------|--|--------|-----------------|------------------------|---|--------------|------------------|-------------|-------------------|--------------|
|                       |  |                                 |                                 |  |               |                          |                         | 2021-25  |        |                 | Projects Funded in CFP |   |              |                  |             |                   |              |
|                       |  |                                 |                                 |  |               |                          |                         | Phase  | Source | YOE Cost        | YOE                    | FPN   | Phase        | Source           | FY          | Amount            |              |
| 2                     | Golden Gate Parkway  | I-75 Interchange                | I-75 Interchange                | Eastbound on-ramp - New 2 lane Ramp                          |               | \$2,000,000              | 2021-2025               | PE   | OA     | \$590,000       | \$3,130,000            |   |              |                  |             |                   |              |
|                       |  |                                 |                                 |  |               |                          |                         | CST  | OA     | \$2,540,000     |                        |   |              |                  |             |                   |              |
| 3                     | Pine Ridge Rd  | I-75 Interchange                | I-75 Interchange                | Intersection Traffic Signalization                           |               | \$5,000,000              | 2021-2025               | PE   | OA     | \$800,000       | \$7,150,000            |   |              |                  |             |                   |              |
|                       |  |                                 |                                 |  |               |                          |                         | CST  | OA     | \$6,350,000     |                        | 4452962   | CST          | DI               | 2023        | \$5,450,000       |              |
| 5                     | CR 951 (Collier Blvd)                                      | Golden Gate Canal               | Green Blvd                      | 4 to 6 lane roadway  | 2.0           | \$30,000,000             | 2021-2025               | PE   | OA     | \$3,600,000     | \$41,700,000           | 4464121   | PE           | LF, CIGP         | 2024        | \$3,200,000       |              |
|                       |  |                                 |                                 |  |               |                          |                         | CST  | OA     | \$38,100,000    |                        |   |              |                  |             |                   |              |
| 7                     | Immokalee Rd   | I-75 Interchange                | I-75 Interchange                | Intersection Traffic Signalization                           |               | \$2,750,000              | 2021-2025               | PE   | OA     | \$510,000       | \$4,000,000            |   |              |                  |             |                   |              |
|                       |  |                                 |                                 |  |               |                          |                         | CST  | OA     | \$3,490,000     |                        |   |              |                  |             |                   |              |
| 12                    | Old US 41  | US 41 (SR 45)                   | Lee/Collier County line         | Add Lanes and Reconstruct                                    | 1.5           | \$15,030,000             | 2026-2030               | PE   | OA     | \$2,720,000     |                        | FDOT PD&E, FPN 4353471 Collier, 4351101 Lee MPO                 |              |                  |             |                   |              |
| 19a                   | Critical Needs Intersection (Randall Blvd at Immokalee Rd) | Immokalee Rd                    | 8th Street                      | Interim At-Grade Improvements, including 4 laning 8th Street |               | \$4,000,000              | 2021-2025               | CST  | OA     | \$5,080,000     | \$5,080,000            | funded with County Sales Surtax                                 |              |                  |             |                   |              |
| 21                    | US 41  | Goodlette Rd                    | N/A                             | Intersection Improvements                                    |               | \$2,000,000              | 2021-2025               | PE   | OA     | \$370,000       | \$2,912,000            | FDOT Traffic Analysis & Modeling                                |              |                  |             |                   |              |
|                       |  |                                 |                                 |  |               |                          |                         | CST  | OA     | \$2,542,000     |                        |   |              |                  |             |                   |              |
| 41                    | SR 951 (Collier Blvd)                                      | South of Manatee Rd             | North of Tower Rd               | 4 to 6 lane roadway  | 1             | \$13,350,000             | 2026-2030               | PE   | OA     | \$2,020,000     | \$22,050,000           | 4351112   | ROW,RRU, CST | DDR, DS, LF, DIH | 2021 & 2024 | \$17,341,882      |              |
|                       | Subtotal   |                                 |                                 |  |               |                          |                         |  |        |                 | \$74,130,000           |   |              |                  |             | Subtotal          | \$25,991,882 |
| HIGHWAY SAFETY        |  |                                 |                                 |  |               |                          |                         |  |        |                 |                        |   |              |                  |             |                   |              |
| LRTP                  | Facility   | Limit From                      | Limit To                        | Project Description  | Miles         | Total Project Cost (PDC) | Time Frame              | Phase  | Source | Funding Request | YOE                    | FPN   | Phase        | Source           | FY          | Amount            |              |
| n/a                   | Corkscrew Rd (north section)                               | 750 Feet South of Wildcat Drive | 1200 Feet East of Wildcat Drive | Increase curve radius & widen 10' lanes to 11'               | 0.552         | \$1,400,000              | 2020                    | CST  | OA, SU | \$700,000       | \$1,400,000            | 4463231   | CST          | GRSU, LF         | 2021        | \$1,478,586       |              |
| n/a                   | Corkscrew Rd (south section)                               | Lee County Curve                | Collier County Proposed Curve   | Widen Lanes from 10' -11', Add 2 '- shoulders both sides     | 1.005         | \$1,200,000              | 2020                    | CST  | OA, SU | \$600,000       | \$1,200,000            | 4463232   | CST          | SU               | 2024        | \$1,321,000       |              |
| Subtotal Corkscrew Rd |  |                                 |                                 |  |               | \$2,600,000              |                         |  |        | \$1,300,000     |                        |   |              |                  |             | \$2,799,586       |              |
| LRTP Priority Ranking | Facility   | Limit From                      | Limit To                        | Final Proposed Improvement - 2040 LRTP                       | Link in Miles | Total Project Cost (PDC) | Construction Time Frame | 5-Year Window in which CST is Funded by Source |        |                 |                        |   |              |                  |             |                   |              |
|                       |  |                                 |                                 |  |               |                          |                         | 2026-2030                                      |        |                 |                        |   |              |                  |             |                   |              |
|                       |  |                                 |                                 |  |               |                          |                         | Phase  | Source | YOE Cost        | YOE                    | FPN   | Phase        | Source           | FY          | Amount            |              |
| 5                     | US 41/Tamiami Trail  | Greenway Rd                     | 6 L Farm Rd                     | 2-lane roadway to 4 lanes with outside shoulder paved        |               | \$21,830,000             | 2026-2030               | PE   | OA     | \$6,010,000     | TBD                    | 4156213   |              |                  |             |                   |              |
|                       |  |                                 |                                 |  |               |                          |                         |  |        |                 |                        | PD&E completed 2008   | CST          | OA               | 26-30       | Pending from FDOT |              |

**Attachment: 2020 Project Priorities (12553 : Approve 2020 Priority Projects)**

**2020 Planning Study Priorities**

| <b>Priority</b> | <b>Fiscal Year</b> | <b>Project Cost</b> | <b>Plan or Study</b> |
|-----------------|--------------------|---------------------|----------------------|
| 1               | 2020/21            | \$ 600,000          | 2045 LRTP            |
| 1               | 2024/25            | \$ 600,000          | 2050 LRTP            |

Joint TRIP Priorities for Lee and Collier  
2020

| Sponsor        | Route                       | From                        | To                 | Proposed Improvement | Requested Phase | Total Cost   | Requested TRIP Funds | Staff Priority Order | State Funding Level | Fiscal Year | (1)<br>Utilizing or relieving an SIS Facility | (2)<br>SIS Connectivity | (3)<br>County Enterprise Zones, Rural Area | (4)<br>Corridor Management Techniques | (5)<br>Production Readiness | (6)<br>TRIP Funding Not Received | (7)<br>Job Access and Economic | (8)<br>Performance on Previous TRIP Projects | (9)<br>Overmatch | (10)<br>Public Private Partnerships | Total Points |
|----------------|-----------------------------|-----------------------------|--------------------|----------------------|-----------------|--------------|----------------------|----------------------|---------------------|-------------|---|-------------------------|--|---------------------------------------|-----------------------------|----------------------------------|--------------------------------|--|------------------|-------------------------------------|--------------|
| 2020/2021      |                             |                             |                    |                      |                 |              |                      |                      |                     |             |   |                         |  |                                       |                             |                                  |                                |  |                  |                                     |              |
| Lee County     | Corkscrew Road              | E.of Ben Hill Griffin       | Bella Terra        | 2L to 4L             | CST             | \$23,590,800 | \$6,975,000          | Funded               | \$ 2,651,966        | FY 20/21    | 3   | 3                       | 0  | 3                                     | 5                           | 0                                | 4                              | 2  | 1                | 0                                   | 21           |
| Lee County     | Three Oaks Ext.             | Fiddlesticks Canal Crossing |                    | New 4L               | CST             | \$20,900,000 | \$4,000,000          |                      |                     |             | 3   | 0                       | 0  | 3                                     | 5                           | 0                                | 4                              | 2  | 1                | 0                                   | 18           |
| 2021/2022      |                             |                             |                    |                      |                 |              |                      |                      |                     |             |   |                         |  |                                       |                             |                                  |                                |  |                  |                                     |              |
| Lee County     | Ortiz                       | Colonial Blvd               | SR 82              | 2L to 4L             | CST             | \$20,025,000 | \$5,000,000          |                      |                     |             | 0   | 1                       | 2  | 3                                     | 5                           | 0                                | 4                              | 2  | 1                | 0                                   | 18           |
| Lee County     | Three Oaks Ext.             | Fiddlesticks Canal          | Pony Drive         | New 4L               | CST             | \$20,930,000 | \$5,000,000          |                      |                     |             | 0   | 0                       | 0  | 3                                     | 5                           | 0                                | 4                              | 2  | 1                | 0                                   | 15           |
| 2022/2023      |                             |                             |                    |                      |                 |              |                      |                      |                     |             |   |                         |  |                                       |                             |                                  |                                |  |                  |                                     |              |
| Lee County     | Corkscrew Road              | Bella Terra                 | Alico Road         | 2L to 4L             | CST             | \$17,795,300 | \$4,500,000          |                      |                     |             | 3   | 3                       | 0  | 3                                     | 5                           | 0                                | 4                              | 2  | 1                | 0                                   | 21           |
| Lee County     | Three Oaks Ext.             | Pony Drive                  | Daniels Parkway    | New 4L               | CST             | \$31,720,000 | \$7,500,000          |                      |                     |             | 3   | 0                       | 0  | 3                                     | 5                           | 0                                | 4                              | 2  | 3                | 0                                   | 20           |
| Collier County | Veterans Memorial Boulevard | High School Entrance        | US 41              | New 4L               | CST             | \$13,400,000 | \$6,000,000          |                      |                     |             | 3   | 0                       | 0  | 3                                     | 5                           | 0                                | 4                              | 2  | 1                | 0                                   | 18           |
| 2023/2024      |                             |                             |                    |                      |                 |              |                      |                      |                     |             |   |                         |  |                                       |                             |                                  |                                |  |                  |                                     |              |
| Collier County | Goodlette Road              | Vanderbilt Beach Road       | Immokalee Road     |                      | CST             | \$5,500,000  | \$2,750,000          | Funded               | \$ 2,750,000        | FY 23/24    | 3   | 0                       | 0  | 3                                     | 5                           | 0                                | 4                              | 2  | 1                | 0                                   | 18           |
| Lee County     | Burnt Store Rd              | Van Buren Pkwy              | Charlotte Co/L     | 2L to 4L             | PE              | \$8,320,000  | \$4,100,000          |                      |                     |             | 3   | 3                       | 0  | 3                                     | 1                           | 0                                | 4                              | 2  | 1                | 0                                   | 17           |
| 2024/2025      |                             |                             |                    |                      |                 |              |                      |                      |                     |             |   |                         |  |                                       |                             |                                  |                                |  |                  |                                     |              |
| Collier County | Vanderbilt Beach Rd         | 16th Street                 | Everglades Blvd    | New 2L               | CST             | \$8,250,000  | \$4,125,000          |                      |                     |             | 3   | 0                       | 3  | 3                                     | 5                           | 0                                | 4                              | 2  | 1                | 0                                   | 24           |
| Collier County | Collier Blvd                | Golden Gate Main Canal      | Golden Gate Pkwy   | 4L to 6L             | CST             | \$33,000,000 | \$5,000,000          |                      |                     |             | 3   | 3                       | 0  | 3                                     | 5                           | 0                                | 4                              | 2  | 3                | 0                                   | 23           |
| Collier County | Oil Well Road               | Everglades                  | Oil Well Grade Rd. | 2L to 6L             | CST             | \$31,400,000 | \$15,700,000         |                      |                     |             | 3   | 1                       | 3  | 3                                     | 5                           | 0                                | 4                              | 2  | 1                | 0                                   | 22           |
| Collier County | Santa Barbara/Logan Blvd.   | Painted Leaf Lane           | Pine Ridge Road    | Operational Imp.     | CST             | \$8,000,000  | \$4,000,000          |                      |                     |             | 3   | 0                       | 0  | 3                                     | 5                           | 0                                | 4                              | 2  | 1                | 0                                   | 18           |
| Collier County | Vanderbilt Beach Rd         | US 41                       | E. of Goodlette    | 4L to 6L             | CST             | \$8,428,875  | \$4,214,438          | Funded               | \$ 4,214,438        | FY 24/25    | 3   | 0                       | 0  | 3                                     | 5                           | 0                                | 4                              | 2  | 1                | 0                                   | 18           |

Attachment: 2020 Project Priorities (12553 : Approve 2020 Priority Projects)



## EXECUTIVE SUMMARY

### **Approve Collier County National Highway System (NHS) Justification Report and SR 82 NHS Justification Report**

**OBJECTIVE:** For the Board to approve the Collier County NHS Justification Report and SR 82 NHS Justification Report.

**CONSIDERATIONS:** Two reports were recently published by the Florida Department of Transportation (FDOT) District One which provide justification for modifications to the National Highway System (NHS). This justification package requests de-designation of three segments from NHS designation as NHS Intermodal Connectors as well as the addition of one segment to NHS designation as an NHS Principal Arterial, as described in Table 1. The proposed revision is made using the guidelines and procedures available on the Federal Highway Administration (FHWA) web site.

**Table 1: Proposed NHS Addition/Deletions**

| <b>Roadway ID</b> | <b>Roadway Name</b>  | <b>From</b>                | <b>From MP</b> | <b>To</b>            | <b>To MP</b> | <b>Current NHS Designation</b> | <b>Requested NHS Designation Change</b> |
|-------------------|----------------------|----------------------------|----------------|----------------------|--------------|--------------------------------|---|
| 03000010          | North Road           | Terminal Drive             | 0.000          | Airport Pulling Road | 0.515        | NHS IC <sup>(1)</sup>          | None                                    |
| 03003000          | Airport Pulling Road | North Road                 | 1.313          | Pine Ridge Road      | 5.835        | NHS IC <sup>(1)</sup>          | None                                    |
| 03504000          | Pine Ridge Road      | Airport Pulling Road       | 1.467          | I-75                 | 3.643        | NHS IC <sup>(1)</sup>          | None                                    |
| 03050000          | SR 82                | Hendry/Collier County Line | 0.000          | Gator Slough Lane    | 4.008        | None                           | NHS PA <sup>(2)</sup>                   |
|                   |                      | Gator Slough Lane          | 4.008          | SR 29                | 7.058        | None                           | NHS PA <sup>(2)</sup>                   |

*(1) IC - Intermodal Connector; (2) PA - Principal Arterial*

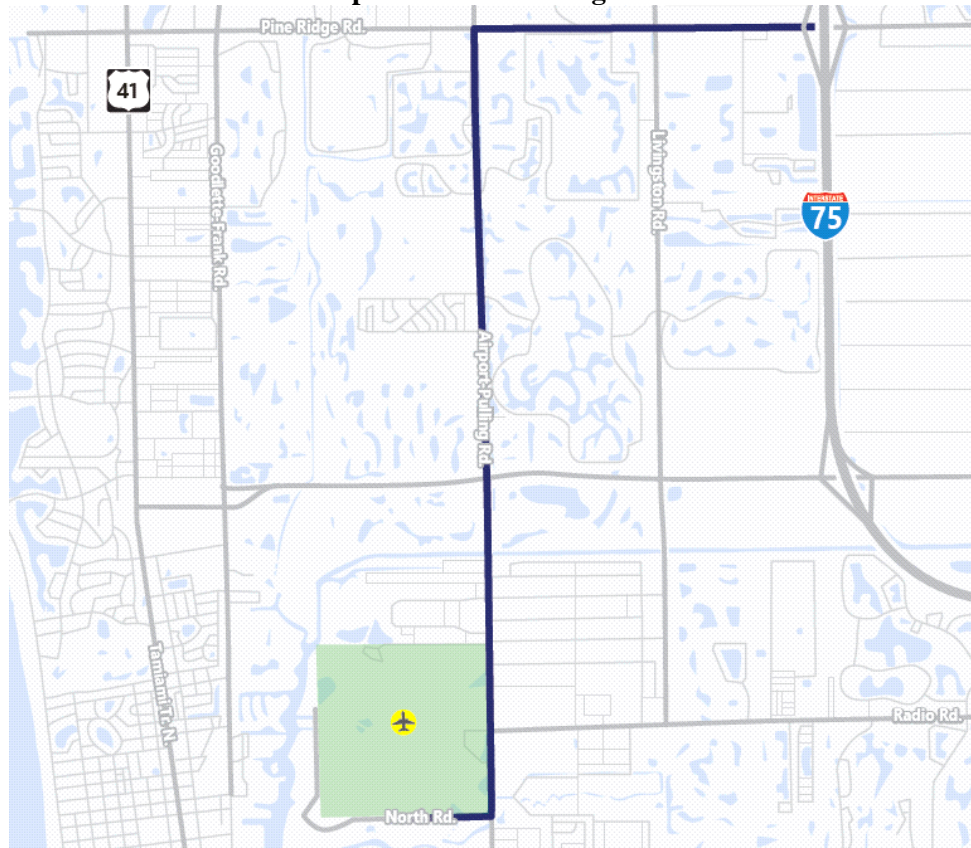
#### **North Road/Airport Pulling Road/Pine Ridge Road**

Interstate 75 (I-75) which runs north-south to the east of the Naples Airport (APF) and US 41 (Tamiami Trail) which runs north-south to the west of APF, are the two major corridors within the vicinity of the APF. I-75 and US 41 (Tamiami Trail) both are designated NHS corridors. APF is connected to I-75 via NHS Intermodal Connectors listed below:

- North Road from Terminal Drive to Airport Pulling Road
- Airport Pulling Road from North Road to Pine Ridge Road
- Pine Ridge Road from Airport Pulling Road to I-75

The proposed revision is made using the guidelines and procedures available on the Federal Highway Administration (FHWA) web site. APF has not met the NHS requirements for an intermodal facility for the past five years, totaling 2,212 enplanements in 2018. The proposed de-designations of three segments (listed above) from NHS designation as NHS Intermodal Connectors would streamline the existing NHS system by removing links that no longer meet the required criteria.

**Figure 1 : North Road/Airport Pulling Road/Pine Ridge Road  
Proposed NHS De-designation**

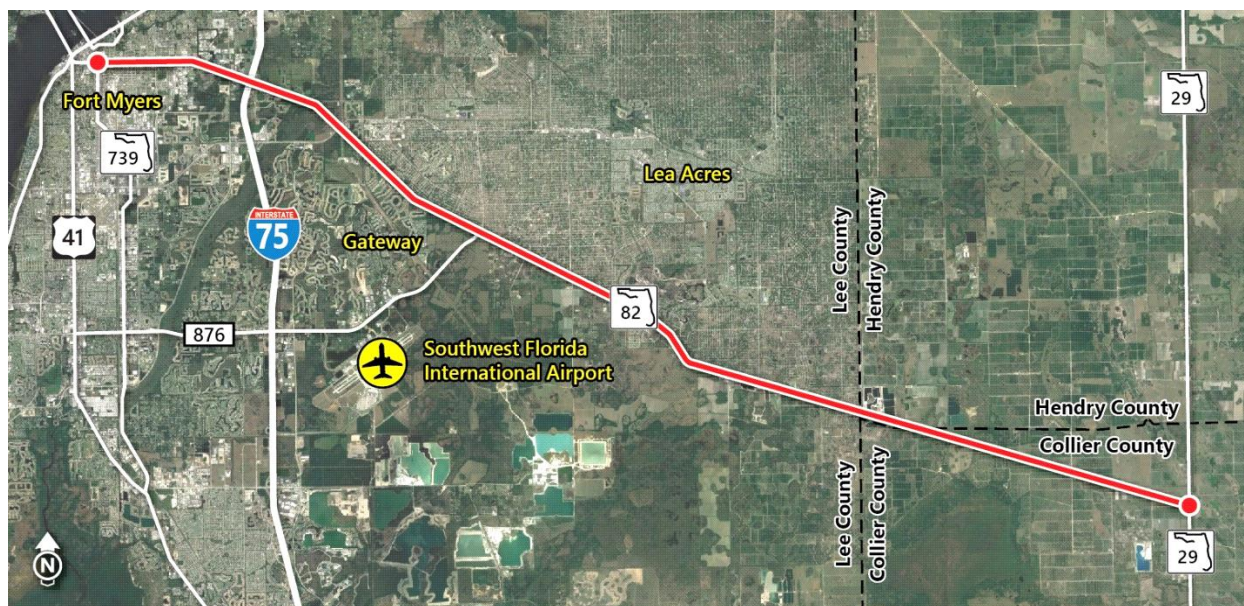


### **SR 82**

SR 82, currently functionally classified as a principal arterial, is proposed to be added to the NHS from SR 739 to SR 29, extending beyond Lee County into Hendry and Collier Counties. The portion of SR 82 from I-75 to SR 29 is designated as a Strategic Intermodal Connector (SIS) Highway corridor by FDOT. The ends of the proposed addition (SR 739 to the west and SR 29 to the east) are both currently designated as NHS principal arterials. SR 82 serves as a major freight transportation route, connecting Lee, Hendry and Collier Counties. SR 82, from SR 739 to SR 29 meets NHS guidance criteria and is recommended by FDOT for NHS designation.

**Figure 2: SR 82 Proposed NHS Addition**

06/12/2020



**COMMITTEE RECOMMENDATIONS:** The Technical Advisory Committee and Citizens Advisory Committee voted to endorse the modifications at their (virtual) meetings held on May 18, 2020.

**STAFF RECOMMENDATION:** That the Board approve the Collier County NHS Justification Report and the SR 82 Justification Report recommending to the FHWA the proposed addition of SR 82 to the NHS and de-designations of three segments from NHS designation as NHS Intermodal Connectors.

Prepared By: Anne McLaughlin, MPO Director

**ATTACHMENT(S)**

1. Collier County NHS justification Report, FDOT (PDF)
2. SR 82 NHS Justification Report, FDOT (PDF)
3. FDOT Powerpoint Presentation (PPTX)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 9.B**Doc ID:** 12554**Item Summary:** Approve Collier County National Highway System (NHS) Justification Report and SR 82 NHS Justification Report**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:11 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:11 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 8:01 PM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 8:19 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |





# COLLIER COUNTY NATIONAL HIGHWAY SYSTEM JUSTIFICATION REPORT

**FLORIDA DEPARTMENT OF TRANSPORTATION  
DISTRICT ONE**

APRIL 2020





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# 1 Introduction

This report provides justification for modifications to the National Highway System (NHS) proposed by the Florida Department of Transportation (FDOT) District One, Collier MPO, and Collier County. This justification package requests NHS de-designation for three corridors. All proposed revisions were made using the guidelines and procedures available on the Federal Highway Administration (FHWA) web site. **Table 1** lists the corridors for which NHS de-designation is requested.

**Table 1: Proposed NHS Modifications**

| Roadway ID | Roadway Name         | From                 | From MP | To                   | To MP | Current NHS Designation | Requested NHS Designation |
|------------|----------------------|----------------------|---------|----------------------|-------|-------------------------|---------------------------|
| 03000010   | North Road           | Terminal Drive       | 0.000   | Airport Pulling Road | 0.515 | NHS IC <sup>(1)</sup>   | None                      |
| 03003000   | Airport Pulling Road | North Road           | 1.313   | Pine Ridge Road      | 5.835 | NHS IC <sup>(1)</sup>   | None                      |
| 03504000   | Pine Ridge Road      | Airport Pulling Road | 1.467   | I-75                 | 3.643 | NHS IC <sup>(1)</sup>   | None                      |

(1) IC - Intermodal Connector

The following subsection 1.1 provides the background into the basis of this justification report including the authority provided by the federal government to the state to propose modifications, as well as the methodology used for justification by the state in accordance with applicable federal law.

## 1.1 Background

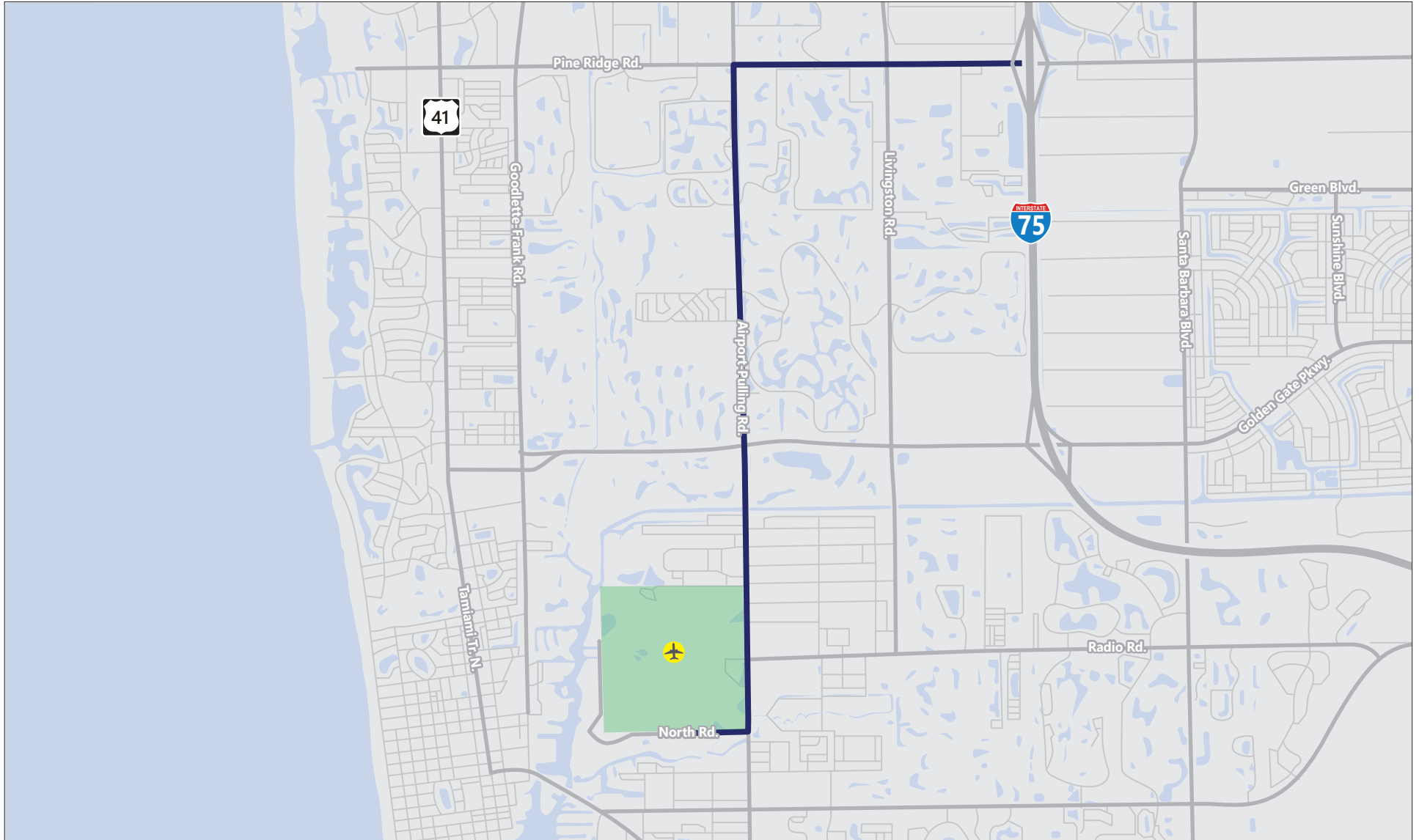
According to Section 470.107 – Federal-aid highway systems of the Federal-Aid Policy Guide:

*The National Highway System shall consist of interconnected urban and rural arterials and highways (including toll facilities) which serve major population centers, international border crossings, ports, airports, public transportation facilities, other intermodal facilities and other major travel destinations; meet national defense requirements; and serve interstate and regional travel. All routes on the Interstate System are part of the National Highway System.*

In addition, States can propose modifications to the National Highway System (NHS) and authorizes the Secretary of the U.S. Department of Transportation (DOT) to approve such modifications provided they meet the criteria established for the NHS and enhance the characteristics of the NHS.

The Naples Airport (APF) is located within the city limits of the City of Naples, in Collier County, Florida. **Figure 1** illustrates the APF location and the roadway network surrounding it.

Source: Google Earth



 Naples Airport



**Figure 1**

Naples Airport Intermodal Connector  
Proposed NHS De-designation

APF has been in place since the 1940s, however, it was used for military purposes at that time. As the airport was not deemed necessary after the war, the property was returned to the City of Naples and Collier County. Collier County sold its interests in the airport to the City of Naples in 1958. Since 2008, APF has not seen significant growth, with annual enplanements fluctuating every year. **Table 2** shows the historical enplanements at APF starting in 2008.

**Table 2: Naples Airport Annual Enplanements**

| Year | Total Enplanements | Percent change |
|------|--------------------|----------------|
| 2008 | 3,316              |                |
| 2009 | 514                | -84.5%         |
| 2010 | 581                | 13.04%         |
| 2011 | 239                | -58.86%        |
| 2012 | 687                | 187.45%        |
| 2013 | 2,333              | 239.59%        |
| 2014 | 874                | -62.54%        |
| 2015 | 110                | -87.41%        |
| 2016 | 1,337              | 1,115.45%      |
| 2017 | 505                | -62.23%        |
| 2018 | 2,212              | 338.02%        |

APF experienced increasing traffic from the 1960s to the mid-1980s. With the opening of Southwest Florida International Airport in Fort Myers, APF has experienced reduction in annual enplanements. Several airlines ceased operations beginning in 2001 and the final scheduled commercial service was eliminated in 2017 due to low demand.

APF currently serves general aviation aircraft, charter airlines, flight training, fire/rescue services, mosquito control, and the Collier County Sheriff's Aviation Unit, among other community services. Naples Airport is designated by National Plan of Integrated Airport Systems (NPIAS) as a "General Aviation Airport" and has held this designation since 2013 (based on historical NPIAS reports). Before 2013, APF was classified as a "Non-Primary Commercial Service Airport."

Interstate 75 (I-75) which runs north-south to the east of APF and US 41 (Tamiami Trail) which runs north-south to the west of APF, are the two major corridors within the vicinity of the APF. I-75 and US 41 (Tamiami Trail) are designated NHS corridors. APF is connected to I-75 via NHS Intermodal Connectors listed below:

- North Road from Terminal Drive to Airport Pulling Road
- Airport Pulling Road from North Road to Pine Ridge Road
- Pine Ridge Road from Airport Pulling Road to I-75

## 2 FHWA Evaluation Criteria

According to Section 103(b), of Title 23, U.S.C., States must ensure that any facilities recommended for addition to the NHS satisfy the criteria stated in Appendix D of Section 103(b), of Title 23, U.S.C. Below are the nine criteria to be addressed, and their respective justifications.

- 1) **Proposed additions to the NHS should be included in either an adopted State or Metropolitan transportation plan or program.**

This criterion is not applicable.

- 2) **Proposed additions should connect at each end with other routes on the NHS or serve as a major traffic generator.**

This criterion is not applicable.

- 3) **Proposals should be developed in consultation with local and regional officials.**

Throughout the preparation of this proposal, the state has coordinated with local officials on multiple occasions to ensure consensus regarding the proposed NHS de-designation. Please see the NHS documentation attached in **Appendix A**.

- 4) **Proposals to add routes to the NHS should include information on the type of service served (i.e. percent of trucks, average trip lengths, local, commuter, interregional, interstate) by the route, the population centers or major traffic generators served by the route, and how this service compares to existing NHS routes.**

**Table 3** below shows the identifying information for the three segments recommended for de-designation from the NHS.

**Table 3: Summary of Existing Intermodal Connectors for Naples Airport**

| Street Name          | From                 | To                   | # Lanes | 2019 AADT | T Factor (%) |
|----------------------|----------------------|----------------------|---------|-----------|--------------|
| North Road           | Terminal Drive       | Airport Pulling Road | 2       | 2,000     | 4.90%        |
| Airport Pulling Road | North Road           | Pine Ridge Road      | 6       | 48,500    | 5.60%        |
| Pine Ridge Road      | Airport Pulling Road | I-75                 | 6       | 58,000    | 4.90%        |

The identified segments serve similar amounts of truck traffic, however, the amount of truck traffic heading to the airport is minimal as indicated by the low counts along North Road which provides a direct connection to the airport.

**5) Proposals should include information on existing and anticipated needs and any planned improvements to the route.**

The only planned improvement along this NHS corridor is an interchange improvement project at the interchange of Pine Ridge Road and I-75. The proposed interchange project would include a Diverging Diamond Interchange (DDI). This improvement is included as part of Collier MPO's 2040 Long Range Transportation Plan.

In addition, the FDOT work program shows PD&E study (FM # 445296-1) for the interchange of I-75 and Pine Ridge Road in FY 2020 with planned construction for FY 2023 (FM # 445296-2). Collier MPO Transportation Improvement Program (TIP) identifies a corridor improvement project along Pine Ridge Road between Livingston Road and I-75 (Project# 60201). This project includes the intersection improvements at Livingston Road and Whippoorwill Lane.

**6) Proposals should include information concerning the possible effects of adding or deleting a route to or from the NHS might have on other existing NHS routes that are in close proximity.**

The de-designation of the proposed roadway segments to NHS does not affect the existing NHS routes (I-75 and U.S. 41) since it exists only to provide a connection between APF and I-75.

- 7) **Proposals to add routes to the NHS should include an assessment of whether modifications (adjustments or deletions) to existing NHS routes, which provide similar services may be appropriate.**

This criterion is not applicable.

- 8) **Proposed modifications that might affect adjoining States should be developed in cooperation with those states.**

The proposed modifications neither connects to nor affect adjoining states.

- 9) **Proposed modifications consisting of connectors to major intermodal facilities should be developed using the criteria set forth. These criteria were used for identifying initial NHS connections to major intermodal terminals.**

The FHWA primary criteria which must be met by a commercial aviation airport to achieve eligibility for an NHS intermodal connector are as follows:

- *Passengers – scheduled commercial service with more than 250,000 annual enplanements.*
- OR
- *Cargo – 100 trucks per day in each direction on the principle connecting route, or 100,000 tons per year arriving or departing by highway mode.*

**Table 4** below shows the cargo data for the principle connecting route for APF.

**Table 4: North Road Cargo Data**

| Criteria                         | Value       | Meets NHS Criteria? |
|----------------------------------|-------------|---------------------|
| Trucks per day in each direction | 49*         | No                  |
| Tons per year along route        | Unavailable | N/A                 |

*\* Approximate value based on 2019 traffic counts.*



Table 5 below shows the APF enplanements for the last available five years.

**Table 5: APF Annual Total Enplanements**

| <b>Year</b> | <b>Enplanements</b> | <b>Meets NHS Criteria?</b> |
|-------------|---------------------|----------------------------|
| 2013        | 2,333               | No                         |
| 2014        | 874                 | No                         |
| 2015        | 110                 | No                         |
| 2016        | 1,337               | No                         |
| 2017        | 505                 | No                         |
| <b>2018</b> | <b>2,212</b>        | <b>No</b>                  |

As can be seen in Table 5, APF has not met the NHS requirements for an intermodal facility for the past five years, totaling 2,212 enplanements in 2018.

### 3 Conclusion

The Naples Airport does not meet the FHWA's enplanements criteria for major intermodal facility. The proposed de-designations would streamline the existing NHS system by removing links that no longer meet the required criteria.

# Appendix A: Multi-Agency Coordination with Local and Regional Officials



# SR 82 NATIONAL HIGHWAY SYSTEM JUSTIFICATION REPORT

**FLORIDA DEPARTMENT OF TRANSPORTATION  
DISTRICT ONE**  
APRIL 2020



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# 1 Introduction

This report provides justification for modifications to the National Highway System (NHS) requested in the latest update proposed by the Florida Department of Transportation (FDOT) District One, Lee County, Hendry County, Collier County, Lee County MPO, Heartland TPO, and Collier MPO. This justification package requests NHS designation for SR 82 between SR 739 (Fowler Street) in Lee County and SR 29 in Collier County. The proposed revision is made using the guidelines and procedures available on the Federal Highway Administration (FHWA) web site.

The following subsection 1.1 will provide background into the basis of this justification report including the authority provided by the federal government to the state to propose modifications, as well as the methodology used for justification by the state in accordance with applicable federal law.

## 1.1 Background

According to Section 470.107 – Federal-aid highway systems of the Federal-Aid Policy Guide:

*The National Highway System shall consist of interconnected urban and rural arterials and highways (including toll facilities) which serve major population centers, international border crossings, ports, airports, public transportation facilities, other intermodal facilities, and other major travel destinations; meet national defense requirements; and serve interstate and regional travel. All routes on the Interstate System are part of the National Highway System.*

In addition, States can propose modifications to the National Highway System (NHS) and authorizes the Secretary of the U.S. Department of Transportation (DOT) to approve such modifications provided they meet the criteria established for the NHS and enhance the characteristics of the NHS.

## 1.2 SR 82

SR 82, is a tri-county corridor that runs east-west serving regional traffic between Lee, Hendry and Collier Counties. The segment of SR 82 between SR 739/Fowler Avenue and I-75 is currently classified as a Principal Arterial, and the segment of SR 82 between I-75 and SR 29 is classified as a Strategic Intermodal System (SIS) highway corridor. Lee County MPO, identifies the segment of SR 82 between SR 739 and I-75 as a Tier Two Freight Facility and the segment between I-75 and Hendry County Line as Tier One Freight Facility. The segment of 82 proposed for NHS addition has a functional classification of Principal Arterial and is owned and maintained by FDOT. Table 1 below summarizes the roadway information for the proposed addition as well as ongoing construction projects.

Table 1: SR 82 Roadway Information

| Roadway ID | State Road | From                       | From MP | To                         | To MP  | County  | Existing Lanes | UC/Lanes <sup>(1)</sup> |
|------------|------------|----------------------------|---------|----------------------------|--------|---------|----------------|-------------------------|
| 12070000   | SR 82      | SR 739                     | 0.645   | Michigan Link Avenue       | 2.966  | Lee     | 4              | No                      |
|            |            | Michigan Link Avenue       | 2.966   | Ortiz Avenue               | 3.826  |         | 5              | No                      |
|            |            | Ortiz Avenue               | 3.826   | I-75                       | 4.300  |         | 6              | No                      |
|            |            | I-75                       | 4.300   | Colonial Boulevard         | 6.874  |         | 6              | No                      |
|            |            | Colonial Boulevard         | 6.874   | Shawnee Road               | 11.512 |         | 2              | Yes/6                   |
|            |            | Shawnee Road               | 11.512  | Alabama Road               | 14.696 |         | 2              | Yes/6                   |
|            |            | Alabama Road               | 14.696  | Homestead Road             | 17.891 |         | 2              | Yes/4                   |
|            |            | Homestead Road             | 17.891  | Hendry/Lee County Line     | 21.551 |         | 2              | Yes/4                   |
| 07020000   |            | Hendry/Lee County Line     | 0.000   | Hendry/Collier County Line | 1.275  | Hendry  | 4              | No                      |
| 03050000   |            | Hendry/Collier County Line | 0.000   | Gator Slough Lane          | 4.008  | Collier | 2              | Yes/4                   |
|            |            | Gator Slough Lane          | 4.008   | SR 29                      | 7.058  |         | 2              | Yes/4                   |

(1) UC – Under Construction; Lane - # of lanes after the construction is completed (programmed # of lanes)

### 1.3 FHWA Evaluation Criteria

According to Section 103(b), of Title 23, U.S.C., States must ensure that any facilities recommended for addition to the NHS satisfy the criteria stated in Appendix D of Section 103(b), of Title 23, U.S.C. This subsection provides a general evaluation of all proposed modifications contained in this report. Certain criteria require route-specific information (i.e., service type, traffic information, planned improvements, etc.) that will be provided independently in subsequent sections.

#### 1) Proposed additions to the NHS should be included in either an adopted State or Metropolitan transportation plan or program.

The proposed addition SR 82 (SR 739 to SR 29) is part of FDOT's State Highway System. Further, the segment of SR 82 (I-75 to SR 29) is identified as a SIS highway corridor.



**2) Proposed additions should connect at each end with other routes on the NHS or serve as a major traffic generator.**

The ends of the proposed addition (SR 739 to the west and SR 29 to the east) are both currently designated as NHS principal arterials.

**3) Proposals should be developed in consultation with local and regional officials.**

Throughout the preparation of this proposal, the state has coordinated with Lee County, Hendry County, Collier County, Lee County MPO, Heartland TPO, and Collier MPO officials on multiple occasions to ensure consensus regarding the proposed NHS modifications. Please see the NHS documentation attached in **Appendix A**.

**4) Proposals to add routes to the NHS should include information on the type of service served (i.e. percent of trucks, average trip lengths, local, commuter, interregional, interstate) by the route, the population centers or major traffic generators served by the route, and how this service compares to existing NHS routes.**

The AADT along SR 82 ranges from 48,100 veh/day along the western segment to 13,300 veh/day along the eastern segment with a daily truck volume of about 3,780 trucks/day along the western segment to 1,537 trucks/day along the eastern segment. According to the recent FDOT District One Freight Mobility Transportation Plan, Hendry and Collier Counties rank among the top three counties in the harvesting of vegetable, tomatoes, and watermelons. In addition to serving the regional traffic, SR 82 serves the freight traffic between the Freight Activity Centers located in Lee, Collier and Hendry counties, Tradeport Area and Southwest Florida International Airport (Lee County), and Interstate-75.

SR 80 is the closest NHS route in the vicinity of SR 82 corridor. SR 80 runs east-west serving Lee, Hendry, Glades, and Palm Beach County. SR 80 and SR 82 have similar characteristics; however, the alignment of SR 82 runs southeast towards the east, separating SR 80 and SR 82 at SR 29 by approximately 20 miles.

**5) Proposals should include information on existing and anticipated needs and any planned improvements to the route.**

Table 2 lists the existing and programmed needs along the proposed addition.

**Table 2: Summary of Programmed and Planned Improvements along SR 82**

| <b>FM Number</b> | <b>Project Limits</b>                  | <b>Work Summary</b>       | <b>Current Phase</b>   | <b>Programmed Lanes</b> |
|------------------|--|---------------------------|------------------------|-------------------------|
| 438008-1         | Rockfill Road to Ortiz Avenue          | Resurfacing               | Construction (Ongoing) | NA                      |
| 425841-1         | C.R. 884/Lee Boulevard to Shawnee Road | Add Lanes and Reconstruct | Construction (Ongoing) | 6                       |
| 425841-2         | Shawnee Road to Alabama Road S         | Add Lanes and Reconstruct | Construction (Ongoing) | 6                       |
| 425841-3         | Alabama Road S to Homestead Road S     | Add Lanes and Reconstruct | Construction (Ongoing) | 4                       |
| 425841-4         | Homestead Road S to Hendry C/L         | Add Lanes and Reconstruct | Construction (Ongoing) | 4                       |
| 430848-1         | Hendry C/L to Gator Slough Lane        | Add Lanes and Reconstruct | Construction (FY 2023) | 4                       |
| 430849-1         | Gator Slough Lane to SR 29             | Add Lanes and Reconstruct | Construction (FY 2020) | 4                       |

Source: FDOT Work Program (<https://fdotwp1.dot.state.fl.us/fmsupportapps/WorkProgram/WorkProgram.aspx>)

No additional needs are currently identified in the Lee County MPO 2040 Cost Feasible Plan, Heartland TPO 2040 Cost Feasible Plan and Collier MPO 2040 Cost Feasible Plan.

**6) Proposals should include information concerning the possible effects of adding or deleting a route to or from the NHS might have on other existing NHS routes that are in close proximity.**

The proposed addition does not have any effect on the existing NHS routes. Rather, it enhances the NHS network by improving the connectivity between the existing route and providing alternate NHS route for travel.

**7) Proposals to add routes to the NHS should include an assessment of whether modifications (adjustments or deletions) to existing NHS routes, which provide similar services may be appropriate.**

No further modification (adjustments or deletions) are proposed, in addition, to the proposed addition of SR 82 (SR 739 to SR 29).

- 8) **Proposed modifications that might affect adjoining States should be developed in cooperation with those states.**

The proposed modification neither connects to nor affect adjoining states.

- 9) **Proposed modifications consisting of connectors to major intermodal facilities should be developed using the criteria set forth. These criteria were used for identifying initial NHS connections to major intermodal terminals.**

This is not applicable to the proposed modification.

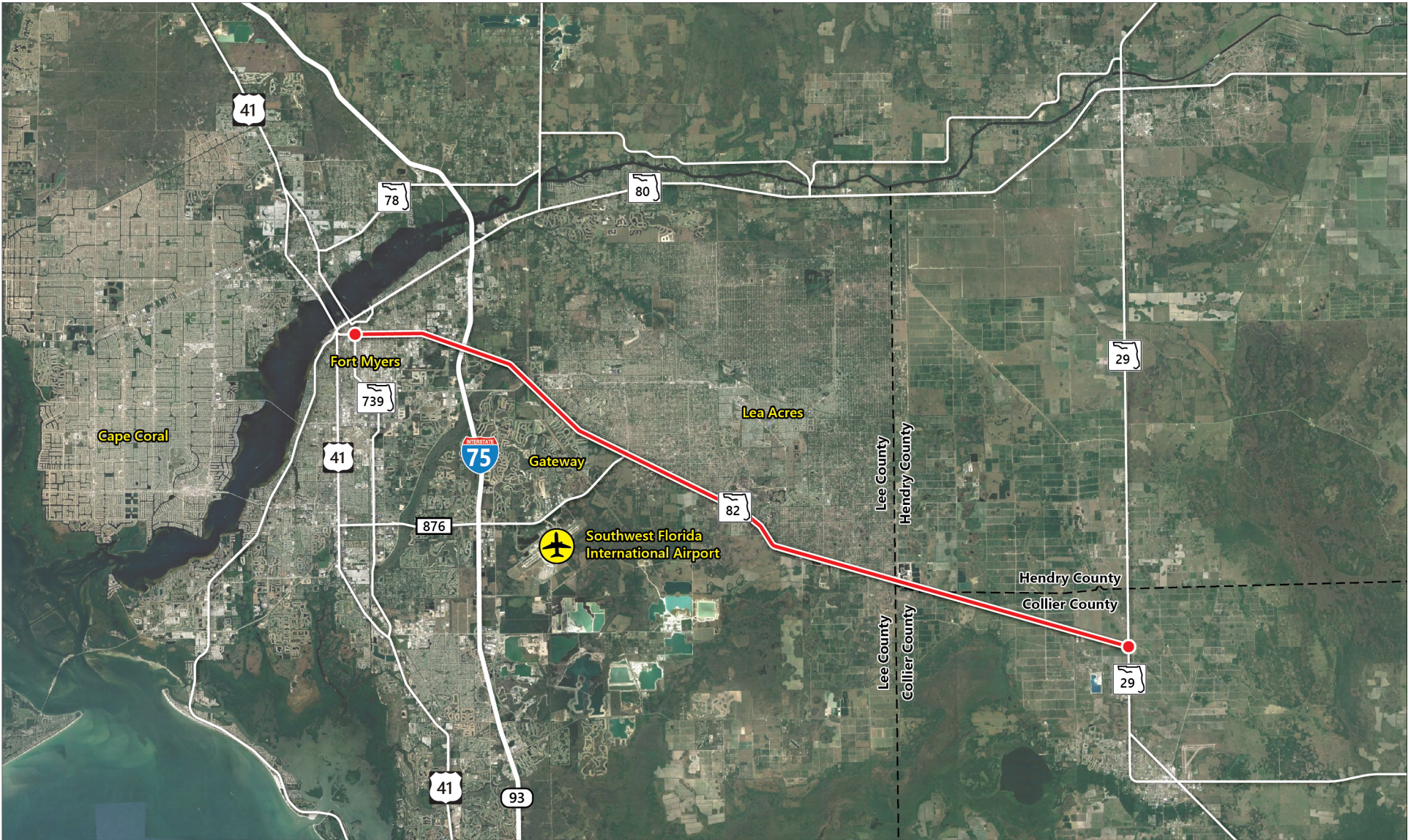
## 2 Justification Statement

Adding this segment would enhance the national transportation characteristics of the NHS by two means. First, the addition of this segment to the existing NHS connector provide additional routing in the NHS system. Second, the addition of this segment will enhance connectivity of the local area by ensuring connections occur among existing NHS routes and newly proposed NHS routes providing additional options for users. The justification and supporting evidences were summarized as follows:

- The proposed NHS connector meets the guidance criteria for evaluating request for modifications to the National Highway System.
- FDOT District One, Lee County, Hendry County, Collier County, Lee County MPO, Heartland TPO, and Collier MPO supports the modification of adding this SR 82 segment (from SR 739/Fowler Avenue to SR 29) to the NHS.



Source: Google Earth



— Proposed NHS Addition



**Figure 1**  
State Road 82 Location Map

Attachment: SR 82 NHS Justification Report, FDOT (12554 : Approve Collier County National Highway



# Appendix A: Multi-Agency Coordination with Local and Regional Officials

# NHS Modification in Collier County





# What is the National Highway System (NHS)?

**According to Section 470.107** – Federal-aid highway systems:

The National Highway System shall consist of interconnected urban and rural arterials and highways (including toll facilities) which serve major population centers, international border crossings, ports, airports, public transportation facilities, other intermodal facilities, and other major travel destinations; meet national defense requirements; and serve interstate and regional travel. All routes on the Interstate System are part of the National Highway System.

In addition, **States can propose modifications to the National Highway System (NHS)** and authorizes the Secretary of the U.S. Department of Transportation (DOT) to approve such modifications provided they meet the criteria established for the NHS and enhance the characteristics of the NHS.

**National Highway System**



# Proposed NHS Changes

| Roadway Name         | From                       | To                   | Current NHS Designation | Requested NHS Designation |
|----------------------|----------------------------|----------------------|-------------------------|---------------------------|
| North Road           | Terminal Drive             | Airport Pulling Road | NHS IC                  | None                      |
| Airport Pulling Road | North Road                 | Pine Ridge Road      | NHS IC                  | None                      |
| Pine Ridge Road      | Airport Pulling Road       | I-75                 | NHS IC                  | None                      |
| SR 82                | Hendry/Collier County Line | SR 29                | None                    | NHS PA                    |

IC = Intermodal Connector PA = Principal Arterial

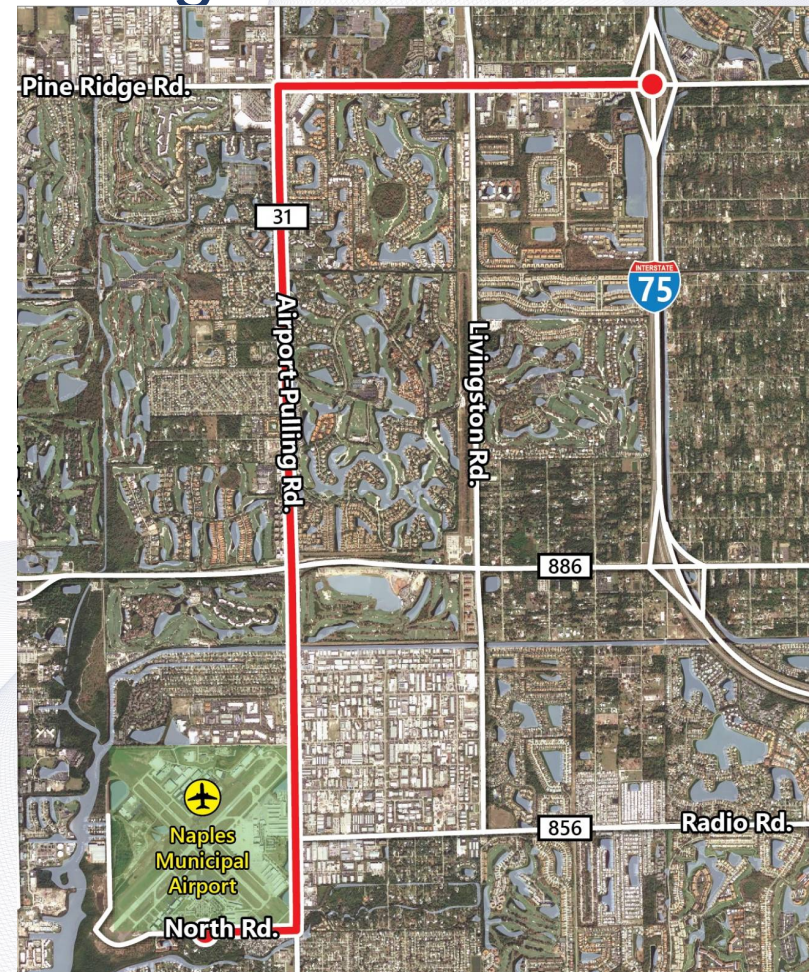


## Proposed NHS De-Designation

The Naples Airport does not meet the FHWA's 250,000 annual enplanements criteria for major intermodal facility.

### APF Total Enplanements

| Year | Enplanements | Meets NHS Criteria? |
|------|--------------|---------------------|
| 2013 | 2,333        | No                  |
| 2014 | 874          | No                  |
| 2015 | 110          | No                  |
| 2016 | 1,337        | No                  |
| 2017 | 505          | No                  |
| 2018 | 2,212        | No                  |





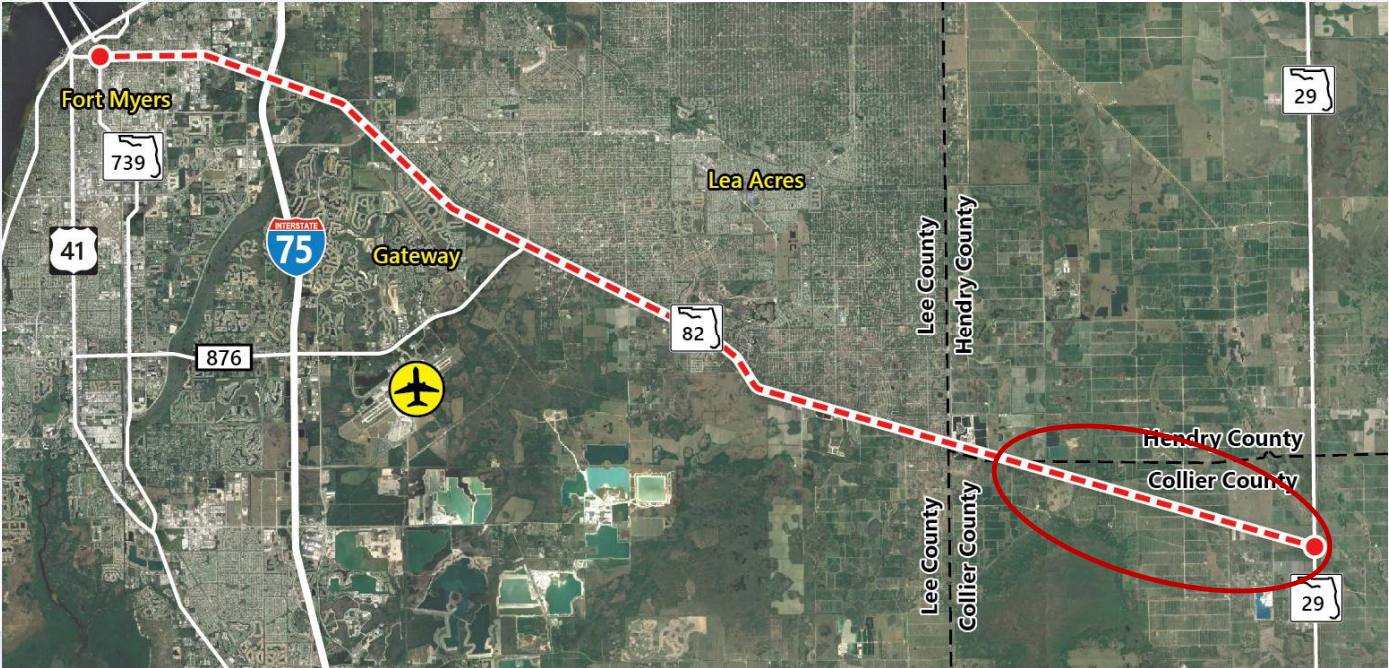
# Proposed NHS Addition

SR 82 between SR 739 (USB 41) in Lee County to SR 29 in Collier County is proposed for NHS Principal Arterial designation.\* SR 82 serves as a major freight transportation route, connecting Lee, Hendry and Collier Counties.

\* SR 82 between I-75 in Lee County and SR 29 in Collier County is designated as a SIS Highway corridor.

## Programmed Improvements

| Roadway ID | Roadway Name                    | Work Summary              | Current Phase          | Programme Lanes |
|------------|---------------------------------|---------------------------|------------------------|-----------------|
| 430848-1   | Hendry C/L to Gator Slough Lane | Add Lanes and Reconstruct | Construction (FY 2023) | 4               |
| 430849-1   | Gator Slough Lane to SR 29      | Add Lanes and Reconstruct | Construction (FY 2020) | 4               |





## Action Requested | Approval of the Modification to the NHS.

### Your approval will:

- ü Assist FDOT in their recommendation to FHWA.
- ü Enhance the NHS network connectivity within Collier County and the region.



## **EXECUTIVE SUMMARY**

### **Election of Representative to Serve on the Metropolitan Planning Organization Advisory Council (MPOAC) Board for Remainder of Calendar Year 2020.**

---

**OBJECTIVE:** For the MPO Board to elect a MPOAC representative to serve for the remainder of calendar year 2020.

**CONSIDERATIONS:** The MPO Board elected Councilman Reg Buxton to serve as the MPO representative on the MPOAC Governing Board for calendar year 2020. The alternate was Commissioner William McDaniel. However, Councilman Buxton was not re-elected to the Naples City Council and therefore is no longer a member of the MPO Board.

Commissioner McDaniel is willing to serve as the MPO representative for the remainder of 2020.

The tentative dates and locations for the remaining 2020 MPOAC meetings are:

|                  |             |
|------------------|-------------|
| July 30, 2020    | Orlando, FL |
| October 29, 2020 | Orlando, FL |

**COMMITTEE RECOMMENDATION:** Not applicable

**STAFF RECOMMENDATION:** For the MPO Board to elect a MPOAC representative to serve for the remainder of calendar year 2020.

Prepared By: Anne McLaughlin, MPO Director

### **ATTACHMENT(S)**

1. Email requesting Appointment of members to the MPOAC (PDF)



06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 9.C**Doc ID:** 12556

**Item Summary:** Election of Representative to Serve on the Metropolitan Planning Organization Advisory Council (MPOAC) Board for Remainder of Calendar Year 2020.

**Meeting Date:** 06/12/2020

---

**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:16 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:16 AM

---

**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 11:59 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/03/2020 12:35 PM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |

**From:** [Mikyska, Carl](#)  
**Subject:** Appointment of members to the MPOAC  
**Date:** Wednesday, January 08, 2020 5:17:34 PM

---

Dear MPOAC Staff Directors,

My apologies to each of you, in years past MPOAC has sent a memo out in early December requesting your annual appointments to the MPOAC Governing Board and Staff Directors' Advisory Committee. I did not send out a memo last month and impressively many of you automatically sent your letters and/or emails appointing members to MPOAC for calendar year 2020. As a reminder MPOAC does need your appointments to the MPOAC Governing Board and Staff Directors for calendar year 2020. This is a requirement of the MPOAC bylaws. Each MPO may submit a member and up to two alternates (a primary alternate and a secondary alternate) for both the MPOAC Governing Board and the Staff Directors' Advisory Committee. Submittals must be in writing whether that be a formal letter or an email to me.

If you have submitted your appointments to MPOAC, please do so quickly as we will need these to seat individuals at the January 30<sup>th</sup> MPOAC Meeting. I thank you for your assistance in completing this effort.

Sincerely,

CARL MIKYSKA, EXECUTIVE DIRECTOR  
MPOAC  
605 SUWANNEE STREET, MS 28B  
TALLAHASSEE, FL 32399-0450

[carl.mikyska@mpoac.org](mailto:carl.mikyska@mpoac.org)  
850/414-4062

## **EXECUTIVE SUMMARY**

### **Appointment of Representative to Multi-use Corridors of Regional Economic Significance (M-CORES) Southwest Central Florida Connector Task Force (SCFC)**

---

**OBJECTIVE:** To appoint a representative to the M-CORES-SCFC Task Force.

**CONSIDERATIONS:** The MPO Board elected Councilman Reg Buxton to serve as the MPO representative on the M-CORES SCFC Task Force in September 2019. Commissioner Donna Fiala was elected to serve as his alternate. However, Councilman Buxton was not re-elected to the Naples City Council and therefore is no longer a member of the MPO Board, and Commissioner Fiala does not wish to serve as either the primary or alternate going forward. Ms. McLaughlin, MPO Director, is serving in the interim and will give a brief report on the SCFC webinar held on June 11, 2020. Commissioner Taylor is representing the Board of County Commissioners on the Task Force and Commissioner William McDaniel is representing the Southwest Florida Regional Planning Council.

The Task Force's final report is due to the Governor and Legislature by October 1, 2020. The remaining meetings are:

| <b>Date</b>   | <b>Meeting</b> | <b>Time</b>      | <b>Location</b>                               |
|---------------|----------------|------------------|---|
| June 24, 2020 | Webinar        | 9:30 am-12:00 pm | On-line                                       |
| July 15, 2020 | Meeting        | 10 am - 4 pm     | Agricultural Civic Center, Wauchula, FL 33873 |

**COMMITTEE RECOMMENDATION:** n/a

**STAFF RECOMMENDATION:** For the Board to appoint a representative to the M-CORES-SCFC Task Force.

Prepared By: Anne McLaughlin, Executive Director

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 9.D**Doc ID:** 12557**Item Summary:** Appointment of Representative to Multi-use Corridors of Regional Economic Significance (M-CORES) Southwest Central Florida Connector Task Force (SCFC)**Meeting Date:** 06/12/2020

---

**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:18 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:18 AM

---

**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 11:58 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/03/2020 12:36 PM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |

## **EXECUTIVE SUMMARY**

### **Approve Public Participation Plan (PPP) Amendment**

---

**OBJECTIVE:** For the Board to approve the Public Participation Plan (PPP) Amendment.

**CONSIDERATIONS:** The MPO canceled the March and April committee meetings due to the COVID-19 pandemic, and in their place, distributed documents to committee members and the public to review via email and the MPO website. The mandatory minimum 45-day public comment was met as of May 22, 2020. Comments from two members of the public have been received to-date, as noted in Appendix H of the PPP.

The revisions are shown in Track Changes on **Attachment 1**. The clean version of the amended PPP is shown in **Attachment 2**. The revisions address comments received from the Federal Highway Administration (FHWA) regarding civil rights, statutory language and references to federal land management agencies, emergency public involvement provisions related to the COVID-19 pandemic, and minor corrections to the Transportation Disadvantaged Standard Operating Procedures. Staff will provide a brief overview of the changes at the Board meeting.

**STAFF RECOMMENDATION:** That the Board approve the Public Participation Plan amendment with the understanding that MPO staff will conduct a final review in order to correct typos, grammatical errors and other non-substantive clean-up items.

Prepared By: Anne McLaughlin, MPO Director

### **ATTACHMENT(S)**

1. Amended PPP – Track Changes (PDF)
2. Amended PPP – Clean Version (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 9.E**Doc ID:** 12559**Item Summary:** Approve Public Participation Plan (PPP) Amendment**Meeting Date:** 06/12/2020

---

**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:25 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:25 AM

---

**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 7:54 PM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 8:17 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |





# Public Participation Plan



Adopted ~~February 8,~~  
2019 June 12, 2020

ADDITIONAL REVISIONS RELATED TO  
CIVIL RIGHTS and COVID-19  
EMERGENCY DRAFT 2020  
AMENDMENT for SECOND 45-Day  
Public Comment Period



Scan the QR code with your  
smartphone to visit our website.

The MPO's Public Involvement Coordinator,  
Anne McLaughlin, may be reached by phone at  
239-252-5884, by cell at 239-919-4378, or by  
email at: [anne.mclaughlin@colliercountyfl.gov](mailto:anne.mclaughlin@colliercountyfl.gov)

Collier MPO  
2885 South Horseshoe Drive  
Naples, FL 34104  
(239) 252-5814  
[CollierMPO.com](http://CollierMPO.com)

## PUBLIC PARTICIPATION PLAN

### COLLIER COUNTY METROPOLITAN PLANNING ORGANIZATION

2885 South Horseshoe Drive

Naples, Florida 34104

[www.colliermmpo.com](http://www.colliermmpo.com)

E-mail: [colliermmpo@colliergov.net](mailto:colliermmpo@colliergov.net)

phone: 239-252-5814

### ACKNOWLEDGEMENT

The preparation of this document has been financed in part through grants from the Federal Highway Administration and the Federal Transit Administration, the U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104 (f) of Title 23, U.S. Code, and local funding. The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation. Persons consulted with in the development of this Public Participation Plan (PPP) are acknowledged at the end of the document.

### TITLE VI AND RELATED LAWS

¶ The MPO does not discriminate against anyone on the basis of race, color, religion, sex, age, national origin, disability or family status. For more information on the MPO's commitment to equity and nondiscrimination, or to express concerns visit <https://www.colliermmpo.org/get-involved/civil-rights/www.mpo-civilrights.org>. Anyone requiring special accommodation under the Americans with Disabilities Act or language interpretation services (free of charge) should contact Anne McLaughlin at least ten (days) prior to the service date: [annemclaughlin@colliercountyfl.gov](mailto:annemclaughlin@colliercountyfl.gov) - (239) 252-5884 - Telerelay 711.

he MPO's public participation is conducted in accordance with Title VI of the Civil Rights Act of 1964 and related statutes. Public participation in the MPO's planning process is solicited without regard to race, color, national origin, sex, age, disability, religion or family status. Persons requiring special accommodations for MPO meetings or to participate in MPO activities under the Americans with Disabilities Act of 1990 (ADA) should contact the MPO Executive Director, Anne McLaughlin at (239) 252-5884 or [annemclaughlin@colliergov.net](mailto:annemclaughlin@colliergov.net)

## PUBLIC PARTICIPATION PLAN

### LEARNING FROM OUR COLLEAGUES

This document represents a significant departure from prior versions of Collier MPO's Public Involvement Plan adopted in 2013 and revised in 2015 and 2017. Staff reviewed Public Participation Plans produced by other Florida MPOs to identify elements that were innovative and applicable to Collier MPO's needs. This PPP borrows a great deal of material from the Polk Transportation Planning Organization's 2016 PPP. ~~Public Participation Plan (2016)~~. Interested readers may wish to view the entire Polk TPO PPP at [www.polktpo.com](http://www.polktpo.com)

**Collier MPO places a high value on public involvement. For questions regarding public involvement and to learn more about how you can get involved, contact the MPO office at (239) 252-5814.**



### **You Can Make a Difference**

**There are several ways for you to help shape the future of transportation:**

Become a member of Collier MPO's Adviser Network

Page ~~10~~1

How to submit your comments to the Collier Metropolitan Planning Organization

Page ~~14~~5

## PUBLIC PARTICIPATION PLAN

How to leave comments about a specific plan or study

Page ~~16~~7

Submit an application to serve on an MPO Advisory Committee

Page ~~16~~7

## PUBLIC PARTICIPATION PLAN

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**Commented [AM1]:** Added to Table of Contents response to COVID-19 pandemic

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## INTRODUCTION

The goal of the Collier Metropolitan Planning Organization's (MPO) Public Involvement Plan is to ensure that all citizens regardless of race, color, religion, national origin, sex, age, disability, or familial status, have an equal opportunity to participate in the MPO's decision-making process. A 1994 Presidential Executive Order directed every Federal agency to make Environmental Justice part of its mission by identifying and addressing the effects of all programs, policies, and activities on "minority populations and low-income populations." The MPO strives to accomplish this by involving the potentially affected public in MPO outreach programs. MPO staff activities are designed to develop partnerships and enhance the



## PUBLIC PARTICIPATION PLAN

participation in the transportation planning process, with groups and individuals of “traditionally underserved” communities. These communities include minorities, low income, the elderly, and persons with disabilities. Staff activities include, but are not limited to, participation in groups serving these communities, targeted communications with local media outlets, conducting meetings at convenient times and in locations that are accessible to transit, when possible, and the publication of MPO documents in non-technical, accessible formats when needed.

### GUIDING PRINCIPLES

The Public Participation Plan (PPP) serves as a framework to the public involvement process in regard to MPO planning related activities. The plan identifies federal, state and MPO requirements, PPP goals and objectives, PPP policies, planning activities which require public involvement and the process involved when providing the public with full access and notice to planning activities. The PPP incorporates the following guiding principles into the development of any required transportation plans and programs:

- Early and continuous public involvement opportunities throughout the planning and programming process;
- Timely information to citizens, affected public agencies, representatives of transportation agencies, private sector transportation entities and other interested parties, including segments of the community affected by transportation plans, programs, and projects;
- Adequate public notice of public involvement activities and ample time for public review and comment at key decision points;
- Consideration of the needs of the traditionally underserved, including low-income and minority citizens;
- Periodic review of public involvement efforts by the MPO to ensure full and open access to all;
- Review of public involvement procedures by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) when necessary;
- Coordination of MPO public involvement processes with statewide efforts whenever possible;
- Reasonable public access to information; and
- Consideration and reasonable response to public comments received.

### ABOUT US

Established in 1982, the Collier MPO is a federally mandated transportation policy-making organization composed of locally elected officials from Collier County, City of Naples, City of Marco Island, and the City of Everglades City. The MPO is tasked to provide both the urban and rural areas of the County with a **Continuing, Cooperative, and Comprehensive (3-C) planning process** to ensure that highways, transit, bicycle, pedestrian and other facilities are properly considered within the context of the overall transportation needs of the community.

## PUBLIC PARTICIPATION PLAN

The MPO staff reports directly to the MPO Board and provides information and technical assistance to the advisory committees. On a regular basis the committees, along with the MPO staff, provide recommendations to the MPO Board regarding short and long-range planning, implementation of projects, and related issues. The MPO Board and each of its advisory committees operate under bylaws approved by the MPO Board. The advisory committees include the Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC), Bicycle and Pedestrian Advisory Committee (BPAC), Local Coordinating Board (LCB) and the Congestion Management Committee (CMC). Members of these committees, various interested parties and citizens make up the MPO Master Database of Contacts. The committees review plans, documents and programs and provide comments and recommendations during the development of plans and major studies. Documents presented to the MPO Board for approval, endorsement or ratification have typically been reviewed by the TAC and CAC.



The Collier MPO Board adopted new Vision and Mission statements in 2017. The MPO's goal is to work together with the public citizens of the Collier MPO planning area to fulfill the MPO's Mission and Vision.

### Vision Statement

The MPO strives to provide a fully integrated and multi-modal transportation system that safely and efficiently moves people and goods while promoting economic development and protecting natural and man-made regional assets.

### Mission Statement

Provide transportation planning leadership through a collaborative effort to maintain a safe, efficient, integrated, and multi-modal transportation system.

## ABOUT THE REGION

The Collier MPO's jurisdiction includes Collier County and the cities of Naples, Marco Island and Everglades City.

## PUBLIC PARTICIPATION PLAN

## Collier Metropolitan Planning Area Map



Collier MPO FY2014/15 - 2018/19 TIP

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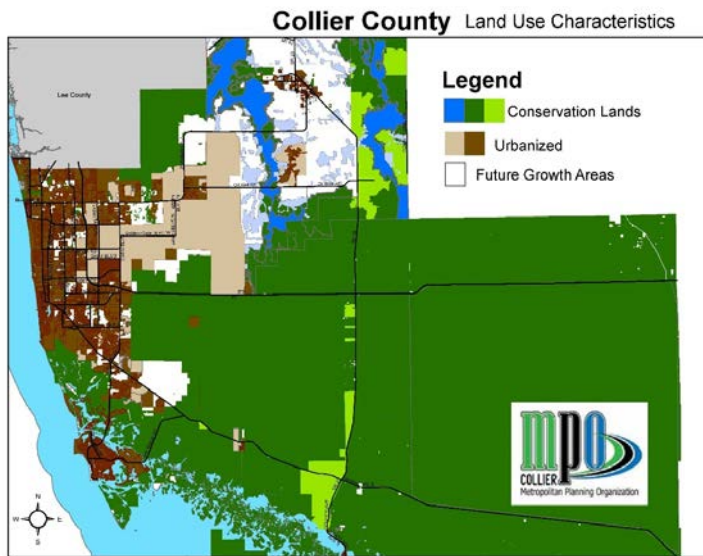
Collier County has an estimated 2017 population of 356,774. The 2017 Median Household Income in Collier County is \$62,407 compared with \$50,883 for the state of Florida as a whole. The 2017 Percent of Households Below Poverty Level is 13% in Collier County, compared with 16% for Florida.<sup>1</sup>

All of Collier County - including the Cities of Naples, Marco Island, and Everglades City – experience a large, seasonal increase in population and traffic between October and April, with the highest traffic volumes occurring in the months of February and March. Collier County is expected to continue growing in population. Approximately 77% of Collier County's ~~has a large~~ land area is preserved under various conservation mechanisms combined with State and Federal conservation lands, shown in green on the map below. The conservation lands provide recreational opportunities and help sustain the natural environment. They also constrain development.

<sup>1</sup> 2017 American Community Survey (ACS) 5-yr Estimates, Tables S0101, DP03, CP03

## PUBLIC PARTICIPATION PLAN

The protected lands to the southeast buffer Collier County somewhat from the intense traffic impacts and pressures that interconnectivity with urban areas to the southeast. As a result, Collier County has a minimal system of Federal Aid Eligible roadways, as shown on the map on the following page, which somewhat constrains the availability of State and Federal funding for the MPO.



## PUBLIC PARTICIPATION PLAN



## PUBLIC PARTICIPATION PLAN

### WHAT IS THE COLLIER MPO RESPONSIBLE FOR?

The Collier MPO is required under State and Federal laws to develop the following documents:

1. **Long-Range Transportation Plan (LRTP)** – updated every five years, required to address a minimum time horizon of 20 years. The LRTP identifies needed improvements to the transportation network and provides a long-term investment framework that addresses current and future transportation needs. The LRTP must be multimodal and include, at a minimum, roadway, bicycle and pedestrian and transit infrastructure improvements.
2. **Transportation Improvement Program (TIP)** – identifies transportation projects and priorities that will be pursued over the next five years.
3. **Unified Planning Work Program (UPWP)** – a two-year plan that identifies funding sources for each MPO planning activity and a schedule of activities
4. **Public Participation Plan (PPP)** – provides a framework for public involvement in regard to MPO planning related activities.

### OUR PLANNING PARTNERS

#### **MPO BOARD (BOARD)**

The MPO Board establishes transportation policies and evaluates transportation needs for the area. The Board is comprised of 9 elected officials, including all 5 County Commissioners, 2 City Council members representing the City of Naples, 1 City Council member representing the City of Marco Island and 1 City Council member representing Everglades City. The Florida Department of Transportation (FDOT) attends and participates in all MPO Board meetings.

#### **FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)**

FDOT and the MPO work closely together and have a long-standing partnership. The majority of the MPO's funding comes through FDOT. The Department also provides guidance and assistance as needed and informs the MPO of new or different requirements and practices.

#### **STATE AND FEDERAL LAND MANAGEMENT AGENCIES**

[When developing the Transportation Improvement Program \(TIP\) and Long Range Transportation Plan \(LRTP\), the MPO consults with agencies and officials responsible for other planning activities within the MPO's jurisdiction that are affected by transportation, government agencies and non-profit organizations that receive Federal assistance from a source other than that the US Department of Transportation to provide non-emergency transportation services, Indian Tribal governments\(s\), State and Federal land Management Agencies. For consultation with Tribal Governments, see section on Intergovernmental Coordination Below. See P27 Requirements for Public Participation Plan for applicable code citations. The](#)



## PUBLIC PARTICIPATION PLAN

MPO has added contact information for the following Federal and State agencies to the email distribution list(s) to ensure their opportunity to participate in the development of the TIP and LRTP:

### Federal Lands Management Agencies

- [National Park Service \(Everglades National Park and Big Cypress National Preserve\)](#)
- [US Fish and Wildlife Service \(Florida Panther National Wildlife Refuge, Ten Thousand Islands National Wildlife Refuge\)](#)

### State Land Management Agencies

- [National Estuarine Research Reserve – Rookery Bay and Cape Romano – Ten Thousand Islands Aquatic Preserve](#)
- [Collier-Seminole State Park](#)
- [Picayune Strand State Forest](#)
- [Fakahatchee Strand Preserve State Park](#)
- [Delnor-Wiggins Pass State Park](#)
- [Okaloacoochee Slough State Forest](#)
- [South Florida Water Management District](#)
- [Florida Fish and Wildlife Conservation Commission](#)

### Land Management Nonprofit Agencies

- [National Audubon Society – Corkscrew Swamp Sanctuary](#)

## TECHNICAL ADVISORY COMMITTEE (TAC)

The TAC is composed of professional staff of member entities. The TAC advises the MPO on technical matters, promotes coordination among member agencies regarding transportation planning and programming, reviews MPO products for technical sufficiency, accuracy and completeness, makes priority recommendations for the LRTP, TIP, UPWP and provides technical analyses on other transportation planning issues.

## CITIZENS ADVISORY COMMITTEE (CAC)

The CAC advises the MPO by reviewing, reacting to, and providing comment on transportation planning issues and needs from the citizens' perspectives. The CAC consists of voting members appointed by the MPO Board to represent various regions and jurisdictions, the disabled, minorities and groups having civic, community and economic interests.

## BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

## PUBLIC PARTICIPATION PLAN

The BPAC provides citizen input on bicycle and pedestrian related issues within the community, advises on developing a Bicycle and Pedestrian Master Plan that is responsive to the needs of the community, recommends policies that will improve the walking and bicycling environment, recommend priorities for bicycle and pedestrian projects and program implementation. Members are appointed by the MPO Board to represent a broad cross-section of Collier County residents, neighborhoods and to include bike/ped safety professions, transit riders, local advocacy groups, organizations that encourage active transportation from a community health perspective and advocates for persons with disabilities and other transportation disadvantaged populations.

### CONGESTION MANAGEMENT COMMITTEE (CMC)

The CMC advises on technical matters related to updating the MPO's Congestion Management Process (CMP) and coordinating the CMP with regional Congestion Management System and Intelligent Transportation System architecture. Members are professional staff appointed by the division, department or agency they represent and one representative each from the TAC and CAC.

### LOCAL COORDINATING BOARD (LCB) FOR TRANSPORTATION DISADVANTAGED

The LCB assists the MPO in identifying local service needs, providing information and direction to the Community Transportation Coordinator (Board of County Commissioners) on the coordination of services. Members on the LCB are appointed by designated planning agencies. The designated official planning agency for Collier County is the MPO.

### ADVISER NETWORK

Collier MPO established the Adviser Network in 2018 to serve as an additional mechanism for citizen involvement with the objective of increasing participation by local residents who may not have the time to participate on a standing committee. The MPO gathers contact information from participants at MPO-sponsored public meetings and special events who express an interest in remaining informed of MPO activities and wish to comment on MPO actions of specific interest to them. Members of the Adviser Network have several options for participating in the MPO planning process, varying from interaction through social media, responding to surveys, submitting comments, and viewing of videos to attendance at community forums. Members are encouraged to participate on an as-desired basis as time allows and their interest dictates.

### INTERGOVERNMENTAL COORDINATION

The MPO adopted a **Government to Government Public Involvement Policy** effecting tribal entities in June 2016. The policy is incorporated in the PPP as **Appendix A**.

## PUBLIC PARTICIPATION PLAN

The MPO has an **Interlocal Agreement** with Lee County MPO to coordinate regional transportation planning. The Interlocal Agreement is incorporated in the PPP as **Appendix B**.

### PLANNING FACTORS

The Fixing America's Surface Transportation (FAST) Act, signed into law in December 2015, continued the performance-based planning and public involvement requirements of prior transportation acts. It is likely that future transportation appropriation acts will do likewise. However, to the extent that Planning Factors change in the future, this section of the PPP will be updated to reflect them.

The FAST Act identifies ten planning factors the MPO must consider when developing its LRTP.

1. Support the **economic vitality** of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the **safety** of the transportation system for motorized and non-motorized users.
3. Increase the **security** of the transportation system for motorized and non-motorized users.
4. Increase the **accessibility\*** and **mobility\*** of people and for freight.
5. Protect and enhance the **environment**, promote **energy conservation**, improve the **quality of life** and promote consistency between transportation improvements and state and local **planned growth** and **economic development** patterns.
6. Enhance the **integration and connectivity\*** of the transportation system, across and between modes, for **people and freight**.
7. Promote **efficient** system management and **operation**.
8. Improve the **resiliency and reliability** of the transportation system and reduce or mitigate **stormwater impacts** of the transportation system.
9. Emphasize the **preservation** of the existing transportation system.
10. Enhance travel and **tourism**.

\*the following definitions help explain the use of these words in transportation planning:

**Accessibility** – the ability to reach a desired destination

**Mobility** – physical movement from one place to another, relates to the availability of different modes or options for travel

**Connectivity** – the integration of transportation modes throughout the system

## PUBLIC PARTICIPATION PLAN

### GOALS, OBJECTIVES AND PERFORMANCE MEASURES

#### **PRIMARY GOAL: TO ACTIVELY ENGAGE A BROAD CROSS-SECTION OF THE PUBLIC IN TRANSPORTATION PLANNING AND SERVE AS A SOURCE OF INFORMATION ON MPO TRANSPORTATION PLANNING ACTIVITIES**

##### **OBJECTIVES**

1. Maintain an up-to-date master database of contacts
2. Develop an Adviser Network
3. Broaden public awareness of, and active engagement with, the MPO
4. Develop a presence on social media
5. Develop an interactive website, conduct on-line surveys and invite on-line commentary
6. Receive input from a diverse cross-section of the community
7. Demonstrate effectiveness of public input

##### **PERFORMANCE MEASURES**

1. Contact Database - updated quarterly at a minimum
2. Adviser Network – track numbers of Advisers listed and attendance at community forums on an annual basis
3. Public Awareness/Engagement – conduct annual on-line surveys
4. Social Media –establish a program and report on beginning levels of activities after year one
5. Interactive Website – track opportunities and participation numbers annually
6. Diversity – track and report on participation by demographics, businesses, NGO, civic groups
7. Effectiveness – track and report on changes that can be directly linked to public comments

#### **SECONDARY GOAL: TO COMPLY WITH STATE AND FEDERAL REGULATIONS**

##### **OBJECTIVES**

1. Identify regulatory requirements in PPP
2. Develop PPP to meet requirements.

##### **PERFORMANCE MEASURES**

1. FDOT review and concurrence
2. FDOT review and concurrence

## PUBLIC PARTICIPATION PLAN

### WHOM WE SEEK TO CONSULT WITH

|  |  |
|--|--|
| Tribal entities                                | Regional planning partners                   |
| Public Agencies                                | Minority communities                         |
| Business groups                                | Public health organizations                  |
| Civic organizations                            | Neighborhood/Homeowner Associations          |
| Freight industry representatives               | Private transportation providers             |
| Low-income communities                         | Environmental groups                         |
| Tourism industry representatives               | Bicyclists and pedestrians                   |
| Representatives of the disabled                | Higher education institutions                |
| Social service organizations                   | Transit dependent persons                    |
| Organizations focused on aging                 | Organizations focused on youth               |
| Community & economic development organizations | Workforce development organizations/agencies |

### HAVING YOUR SAY

The Collier MPO encourages public comments and provides the public with a variety of ways to voice their opinions and share their ideas.

### EARLY COORDINATION

The Adviser Network will have an opportunity to submit early comments and provide direction on the development of major work products such as the LRTP, PPP, UPWP and TIP. The Adviser Network will also have an opportunity to provide public input on transportation planning issues and subject areas prior to the MPO actually beginning work on developing a specific plan. Comments and suggestions will be used to guide the development of work products that will eventually go before the advisory committees and MPO Board.

### PUBLIC COMMENT PERIODS & NOTIFICATIONS

The primary opportunity for the public to share their thoughts and ideas occurs during public review and comment periods as major plans are developed through the MPO's planning process and reviewed at regularly scheduled advisory committee and Board meetings. **The public will have at least 30 days to review and comment as major plans make their way through the advisory committee process and ultimately, go to the MPO Board for formal action such as approval or adoption.** State statutes and Federal law require the provision of **adequate public notice** of public participation activities, providing **timely notice** and **reasonable access** to information about transportation issues, using **visualization techniques** to describe the **LRTP** and **TIP** and making information and meeting notices available in **electronic format** on the **Internet**. Rarely are public comment periods of specific duration specified by law except for the following with regards to the PPP and LRTP:

- **PPP - Adopting or revising the MPO's Public Participation Plan – 45 calendar days**

## PUBLIC PARTICIPATION PLAN

- **LRTP** - Posting the final adopted LRTP on the internet and having hard copies available at the MPO office— **no later than 90 days after adoption**

### HOW TO SUBMIT COMMENTS TO THE COLLIER MPO

- The MPO provides self-addressed stamped comment cards which may be mailed to the MPO office. Call 239-252-5814 for more information.
- Comments may be submitted on the MPO website with electronic comment cards. Go to [www.colliermmpo.com](http://www.colliermmpo.com)
- The public may comment at any MPO advisory committee or MPO Board meeting. The meeting schedule is available on the MPO website [Meeting Schedule](#) or by calling 239-252-5814

### HOW YOUR COMMENTS WILL BE USED

The Collier MPO values public input. All comments received will be considered as part of the transportation decision-making process. Staff will document all comments and forward them to the MPO advisory committees and Boards. All organizations and individuals who submit a comment in writing or via email and include their contact information will receive a written response to their comment. Staff will make every effort to respond to comments before a final vote by the MPO Board on an action item. Comments received using the methods described above are documented as part of the public record and are posted on line at [www.colliermmpo.com](http://www.colliermmpo.com)

Appendix F Standard Operating Procedures identifies how public comments will be documented.

### GETTING INVOLVED

The current calendar of MPO and advisory committee meetings may be found online at [www.colliermmpo.com](http://www.colliermmpo.com) or you may request a hard copy be mailed or faxed to you by calling 239-252-5814.

### MPO BOARD MEETINGS

The MPO Board meets on the second Friday of the month (with the exception of July, August and January, when there are no regularly scheduled meetings.) Board meetings are typically held in the Board of County Commissioners Chambers, 3299 E. Tamiami Blvd. Naples, Administration Building (F), third floor. See Site map for Collier County Government Center, following page. The Collier MPO traditionally holds its April Board meeting in a different location, rotating between facilities provided by member entities.

Joint Lee County MPO/Collier MPO advisory committee and Board meetings rotate locations between Lee County and Collier County. Additionally, special meetings are sometimes called on dates, times and locations that vary from the norm. Staff advises checking the MPO website prior to a Board meeting to confirm the location, date and time of a meeting you wish to attend. Please check the MPO calendar for advisory committee meeting dates, times and locations as well.



## PUBLIC PARTICIPATION PLAN

## Collier County Government Center

MPO Board Meetings - Arrow Shows Location



## PUBLIC PARTICIPATION PLAN

### ADVISER NETWORK PUBLIC FORUMS

In addition to providing notice via the MPO's listserv(s), the MPO will send email notice to the Adviser Network when hosting community meetings on plans and studies in process, to solicit public input on issues of current interest. As part of the process, MPO staff or the MPO's consultant will prepare a recap of the meeting to document public comments and to share the comments and recommendations with the advisory committees and MPO Board. See Appendix F – Standard Operating Procedures for more detail.

### APPOINTMENTS TO ADVISORY COMMITTEES

The Collier MPO Board appoints local residents to serve on two Advisory Committees – the Citizens Advisory Committee (CAC) and the Bicycle and Pedestrian Advisory Committee (BPAC). The MPO Bylaws specify the makeup of each committee. The MPO Bylaws may be viewed on the MPO website at the following link: [MPO Board Bylaws](#)

The bylaws of the CAC may be viewed at the following link(s): [CAC Bylaws](#)

BPAC Bylaws: [BPAC Bylaws](#)

If you are interested in serving on one of these two advisory committees, staff recommends first reviewing the bylaws to determine your eligibility, then contacting the MPO Director at 239-252-5884 if you have questions concerning eligibility or the time commitment entailed.

You may download an application to serve on an Advisory Committee at this link: [Advisory Committee Application](#)

As an alternative, you may call the MPO office at 239-252-5814 and ask that an application form be sent to your home address. Completed application forms must include your signature and may be scanned and sent electronically to [colliermmpo@colliergov.net](mailto:colliermmpo@colliergov.net). If you prefer, you may mail in or hand deliver applications to the MPO office at 2885 South Horseshoe Drive, Naples, FL 34104

### HOW TO LEAVE COMMENTS ABOUT A SPECIFIC PLAN OR STUDY

The MPO website features the Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), the Unified Public Work Program (UPWP) and other plans currently underway. Opportunities for the public to comment accompany each posted plan. Call the office if you have any questions (239) 252-5814 or cannot find what you are looking for on the website: [www.colliermmpo.com](http://www.colliermmpo.com)

### PUBLIC MEETING SCHEDULES

The meeting schedule is standardized but it is subject to change. Check the location by viewing the current agenda on the MPO website or call the MPO office at 239-252-5814 to have one sent to you. Link to agendas: [MPO Meeting Agendas](#)

## PUBLIC PARTICIPATION PLAN

### ACCESS FOR ALL

#### LIMITED ENGLISH PROFICIENCY PLAN

The purpose of the Collier MPO's Limited English Proficiency Plan is to provide meaningful access to the MPO for people with limited or no ability to speak, read, write or understand English. The LEP Plan is incorporated in the PPP as **Appendix C**.

#### NONDISCRIMINATION POLICY AND COMPLAINT PROCEDURE

Collier MPO places a high value on providing equal access to the transportation planning process. The MPO's Nondiscrimination Plan and Complaint Procedures are incorporated in the PPP as **Appendix D**.

#### IDENTIFYING UNDERSERVED POPULATIONS

Collier MPO maintains a GIS database and map that identifies traditionally underserved populations in the region. MPO staff updates the database and map periodically, based on conducting annual reviews of Census Bureau statistics. See **Appendix E** for the current version of the map and related statistics. The following Outreach Strategies are intended to reach a broad cross-section of the region's demographics, including traditionally underserved populations.

**Un traductor del idioma español está disponible en la oficina de MPO. Teléfono: 239-252-5814**

**Gen yon tradiktè Kreyòl Ayisyen ki disponib nan biwo MPO la. Telefòn: 239-252-5814**  
~~**Gen yon tradiktè Kreyòl Ayisyen ki disponib nan biwo MPO la. Telefòn: 239-252-5814**~~

### OUTREACH STRATEGIES

The MPO ~~will use~~ is using the following outreach strategies to engage the public in the transportation planning process. Appendix F – Standard Operating Procedures summarizes in graphic format how these strategies will be deployed on specific plans and studies along with public notification requirements for committee and Board meetings.

**ENHANCED INTERACTIVE WEBSITE: [www.colliermopo.com](http://www.colliermopo.com)**

The MPO ~~is updating~~ has updated its website to introduce interactive features that will enhance its ability to serve as a source of information. The site provides a calendar of events, links to agendas, minutes, and

## PUBLIC PARTICIPATION PLAN

draft MPO documents currently under review. Opportunities for the public to comment are available in the form of staff email and phone number listings. Interactive surveys and maps are frequently posted on the website while major plans and studies are in process.

### VISUALIZATION TECHNIQUES

The MPO ~~will invest~~is investing in enhanced visualization techniques such as videos, simulation models, animated graphics and 3D imaging in the course of developing updates to the Long-Range Transportation Plan and other major plans and studies that may be underway in any given year. For example, in 2018, staff posted a video created for the Golden Gate Walkability Study. The video was produced by a drone, fly-over camera view of people walking and crossing streets in the community. Information was added to generate interest in participating in public meetings to develop the plan. The video was also shown on local public access TV.

In addition, the MPO ~~will continue~~is continuing the use of a broad range of traditional visualization techniques such as maps, pictures or graphics in order to assist with the communication of complex concepts and to promote understanding of transportation plans and programs. A logo representing the MPO is used to identify products and publications of the MPO. The logo helps the public to become familiar with the MPO and recognize MPO products. The logo is used on all MPO publications.



### E-NOTIFICATIONS AND SOCIAL MEDIA

The MPO began posting information on Collier County's Facebook page in January 2018. Current MPO postings may be viewed at the following link: <https://www.facebook.com/CollierGov/>

In addition, E-blasts ~~will be~~are sent to members of the Adviser Network and other interested parties to provide helpful information on transportation planning, public meetings, events and opportunities for involvement. The MPO Master Database lists all contacts including businesses, residential associations, agencies, Native American Tribes, the Adviser Network, and the public. The database includes committee membership and e-mail addresses. Mailing addresses will be included for Individuals who do not have e-mail and require hard copy documents, surveys, comment cards, etc. to be mailed to them.

## PUBLIC PARTICIPATION PLAN

### SURVEYS & POLLS

The MPO ~~will conduct~~s surveys and polls on specific topics and plans as needed to engage a broad cross section of the public. The information will be shared on the MPO's website.

### PARTNERING

The MPO ~~will coordinate~~s with government agencies to conduct outreach at health care centers, food banks and food stamp offices, schools, offices on aging etc. and develop alliances with faith-based institutions, cultural centers, community-based organizations; partnering with local interest groups to conduct outreach at special events. Partners in outreach ~~will be~~are encouraged to take a leadership role in public participation efforts in the area. The purpose is to build relationships and identify strategies to bring former nonparticipants into the planning process.

### PUBLIC TELEVISION

Regular MPO Board meetings – those that take place at the Board of County Commissioners Chamber - are shown on Collier TV, and can be watched live and on-line at the following link: [Collier County TV](#)

Collier County maintains an archive of MPO Board meetings on-line. The MPO is currently working with Collier TV to also post video recordings and flyers produced by the MPO on Collier TV. [Collier County Meeting Video Archive](#)

### EARNED MEDIA

The MPO ~~will issue~~issues press releases and provide briefings in advance of special events and public meetings and workshops oriented to plan development or gathering public comments on major issues. The intention is to build relationships with local television, radio and print journalists and reporters to facilitate public information campaigns. For example, during the development of the Bicycle and Pedestrian Master Plan in 2018, the Project Manager with the MPO was interviewed on Univision, with translation services provided by the station for its Spanish speaking audience.

### PROJECT SPECIFIC PUBLIC INVOLVEMENT PLANS (PIP)

The MPO typically develops project specific PIPs targeting stakeholders who are most likely to be interested in the outcome of the plan or project in question. The public involvement strategies are geared to the target audience and may vary by topic or subarea of the MPO.

A PIP developed for a specific project must meet or exceed the notification commitments in the Board-adopted PPP.

## PUBLIC PARTICIPATION PLAN

### ~~SEMI-ANNUAL-MONTHLY~~ eNEWSLETTER

MPO staff has traditionally produced a semi-annual newsletter ~~that is~~ distributed via email and hard copy to the Master Database list of all contacts. The MPO has recently expanded that practice by publishing a monthly newsletter in digital format. MPO staff will continue to bring hard copies for distribution at public meetings and community outreach events held throughout the year. The newsletter promotes regular and special meetings, planning studies, publications and work products. The newsletter will be translated into Spanish or Haitian Creole upon request.

### PUBLIC WORKSHOPS/OPEN-HOUSES

Public workshops are generally open and informal with project team members interacting with the public on a one-on-one basis. Short presentations may be given at these meetings. Project-specific workshops and meetings provide detailed project information to the public and solicit public involvement. They are conducted for project-specific activities and the MPO's federal certification review. (See PIP above and Appendix F – Standard Operating Procedures for more detail.)

### PUBLIC MEETINGS

All MPO Board and advisory committee meetings are open to the public at ADA accessible facilities in convenient locations and used to solicit public comment. Members of the public are given an opportunity to address the MPO board or committee on any agenda item or transportation related topic not on the agenda. These meetings provide formal settings for citizens or interested parties to make comments to the MPO and advisory committees. They are recorded, and minutes are taken for the record. The MPO may also hold stand-alone public meetings related to specific projects or plans. These meetings can be held at any time during a project. Notice of the meetings is given to the public through the MPO website, e-mail, and if requested, by regular mail. The MPO issues press releases to notify the media of public meetings, as recommended by the Government in the Sunshine Manual (2017). Florida Sunshine Law.

### COMMUNITY OUTREACH EVENTS

MPO staff participation in community outreach events at public venues, fairs and festivals provides another method to inform the public about the Collier MPO and how individuals or groups can become involved in the metropolitan transportation planning process. MPO surveys, newsletters, maps or comment forms are often distributed to heighten the awareness of the public on functions of the MPO. MPO staff will participate in activities hosted by other agencies and organizations and provide printed materials at outreach events.

### COMMENT FORMS

Comment forms are used to solicit public comment on specific issues being presented at workshops or public meetings and community outreach events. Comment forms may be very general in nature, or very specific for soliciting feedback. Comment forms are sometimes included in publications and on the MPO website to solicit input.



## PUBLIC PARTICIPATION PLAN

### QR CODES

The MPO inserts Quick Response (QR) Codes on the covers of adopted plans such as the Long Range Transportation Plan, Public Participation Plan, Transportation Improvement Program, Unified Planning Work Program and the Bicycle and Pedestrian Master Plan. QR codes allow the public immediate access to view MPO documents using cell phone applications.

### ORIENTATIONS

MPO staff conduct individual orientations to inform new members of the MPO Board and committees of their roles and the MPO transportation planning process.

## EVALUATION

### ANNUAL REPORTING ON PERFORMANCE MEASURES

Reporting on the PPP performance measures is included in the MPO Director's Annual Report to the MPO Board at the end of each fiscal year. If the analysis indicates a need for modifications to the PPP, the Director will discuss options with the Board and follow-up with bringing the changes through the Advisory Committee review process during the coming year.

## REQUIRED NOTIFICATION

The MPO will review the PPP on an annual basis to ensure it remains consistent with the requirements in the Florida Department of Transportation's MPO Handbook. The MPO Handbook may be viewed in its entirety at the following link: [FDOT MPO Handbook](#)

Current requirements are summarized by planning product as follows.

### LONG RANGE TRANSPORTATION PLAN

Florida Statutes 339.175 – requires the MPO to provide the following interested parties, at a minimum, a **reasonable opportunity** to comment on the LRTP:

- Public
- Affected Public Agencies
- Representatives of Transportation Agencies
- Freight Transportation Service Providers and Shippers
- Private providers of Transportation
- Public Transit Representatives and Users

## PUBLIC PARTICIPATION PLAN

- 23 CFR 450.322 – All interested parties are to be given a reasonable opportunity to comment on the LRTP.
- **Administrative Modifications** are minor revisions to the LRTP and do not require public review and comment or re-demonstrating fiscal constraint. 23 CFR 450.104
- **Amendments** are major revisions to the LRTP and do require public involvement and re-demonstrating fiscal constraint.
- **Major Updates** are adopted every 5 years. The TAC and CAC are provided the opportunity to review and comment on Amendments and Major Updates prior to the MPO Board taking action. If the TAC and CAC achieve a quorum, the committees may vote to endorse the amendment or update as presented, or vote to endorse subject to revision, or may vote not to endorse. Whatever action an advisory committee takes is reported to the Board in the MPO staff Executive Summary. See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

## PUBLIC PARTICIPATION PLAN

**Maintaining Concurrency with MPO Handbook** - FDOT continually updates the MPO Handbook and notifies the MPOs of any changes. These FDOT-generated updates may on occasion trigger the need to update the PPP as well. When that occurs, the MPO will post notice containing the new PPP language on its website and distribute copies to the MPO Advisory Committees and Board. Other routine updates, such as identifying new MPO Board members and/or officers, new MPO contact information, new State and Federal code citations, correcting typographical or grammatical errors or clarifications, will be handled in the same manner

**Amendments and Adopting a New PPP** - Amendments and Major Updates will be previewed by the MPO TAC and CAC before being acted upon by the Board.

- **Federal law requires a minimum 45-day public comment period prior to amending or adopting a PPP. The public comment period begins with posting the CAC and TAC meeting agendas, posting notification on the MPO website, and emailing the Adviser Network. Final Board action may be scheduled to occur after the 45-day public comment period has ended.**

## TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP)

**Purpose** – A TDSP addresses the services provided to meet the public transportation and mobility needs of the elderly and persons with disabilities. The plan discusses the types of paratransit services available to citizens of the county. Examples include: ADA paratransit service and Transportation Disadvantaged Program (TD) services which are part of a coordinated human services requirement of all three core FTA grant programs as reauthorized under the FAST Act for the Urbanized Area Formula Funding program, 49 U.S.C. 5307, 5310 and 5311.

**Statutory Requirements** – Florida Statutes (F.S.) 427. Each county or each MPO is required to develop a TDSP with updates every five years. The Florida Commission for the Transportation Disadvantaged (FCTD)

## PUBLIC PARTICIPATION PLAN

oversees the implementation of the TDSP. The Community Transportation Coordinator (CTC) and the Local Coordinating Board (LCB) will use the TDSP as a guide for maintaining and improving transportation services. It is the requirement of the MPO to provide an annual performance evaluation of the CTC. The MPO is also required to provide annual minor updates to the TDSP and a major update every five years.

### Florida Commission for the Transportation Disadvantaged

The Florida Commission for the Transportation Disadvantaged has issued two regulatory documents – “Local Coordinating Board and Planning Agency Operating Guidelines (2014)” and an “Instruction Manual for the Memorandum of Agreement and the TDSP – 2007/2008” that remain in effect today. The documents may be viewed on the Commission’s website at: [TD Commission](#)

The Commission stipulates that Major Updates to the TDSP be announced by way of an “advertisement” published in the local newspaper with the greatest circulation. This requirement is carried out by the MPO.

### Major Update - adopted every 5 years

#### Public Comment Period

- 30-day public comment period required
- Legal ad required – place in Naples Daily News
- Additional public notice of public comment period provided by posting on the MPO website, emailing the Adviser Network and any other stakeholders the MPO and LCB have identified
- Distribute flyers on transit vehicles to notify riders of comment period and adoption meeting
- Distribute copies of the Major TDSP Update and/or QRC on comment forms to local government agency offices and libraries
- Post Major TDSP Update and comment forms on the MPO website
- Distribute copies of the Major TDSP Update to the LCB members

#### Response to Comments

- MPO staff will respond in writing to public input received during the comment period
- When significant written and oral comments are received, a summary, analysis or report will be included in the plan. The term, “significant” is used in State statutes and Federal law governing public involvement but remains undefined. The MPO’s working definition of “significant” is any comment that could potentially result in a change to the scope of a document, existing conditions analysis, issue definition, recommended projects, policies.

#### Adoption

- The LCB will meet at the end of the public comment period and allow time for public comment at the meeting prior to adoption of the TDSP
- The LCB will consider the comments received during the public comment period before adopting the TDSP by Roll Call Vote

## PUBLIC PARTICIPATION PLAN

- The MPO Board will ratify the Major TDSP Update after adoption by the LCB. Ratification may be placed on the MPO Board Consent Agenda

### Minor Update – adopted annually except in Major Update adoption years

- The ~~only~~ difference between the public involvement requirements of a Major and Minor Update is the required public comment period is shortened to 14 days and no distribution of flyers & comment forms on transit vehicles and CAT transfer Stations is required.

## TRANSPORTATION IMPROVEMENT PROGRAM

**Administrative Modifications** are minor revisions to the TIP and do not require public review and comment, or re-demonstrations of fiscal constraint. Administration Modifications will be distributed as informational items in MPO Board and advisory committee meeting packets, in addition to being posted on the MPO website's TIP page.

**Amendments** are major revisions to the TIP and do require public review and comment along with re-demonstration of financial constraint. The TAC and CAC are provided the opportunity to review and comment on amendments and the annual adoption of a new 5-year TIP based on the FDOT Work Program prior to the Board taking action. If they achieve a quorum, the TAC and CAC may vote to endorse the amendment as presented or vote to endorse subject to revision or may vote not to endorse. Whatever action an advisory committee takes is reported to the Board in the MPO staff Executive Summary. The MPO will follow the notification procedures outlined herein for MPO Board and Advisory Committee meetings See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

## UNIFIED PLANNING WORK PROGRAM

The two-year UPWP is adopted every other year. As with Amendments, the MPO adoption process requires that the two-year UPWP be previewed and commented upon by the MPO TAC and CAC, at a minimum, before being acted upon by the Board.

**Modifications** as defined by the FDOT MPO Handbook, do not require MPO Board or FDOT approval and do not require public involvement. Modifications will be posted on the MPO website on the UPWP page and distributed to FDOT, the MPO Board and Advisory Committees as informational items in agenda packets.

**Amendments** as defined by the FDOT MPO Handbook, do require MPO Board approval. The TAC and CAC are provided the opportunity to review and comment on amendments prior to the Board taking action. If the committees achieve a quorum, they may vote to endorse the amendment as presented, or vote to endorse subject to revision, or vote not to endorse. Whatever action an advisory committee takes is reported to the Board in the MPO staff Executive Summary. The MPO will follow the notification

## PUBLIC PARTICIPATION PLAN

procedures outlined herein for MPO Board and Advisory Committee meetings. See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

### MPO BOARD MEETINGS AND WORKSHOPS

The MPO commits to maintaining the following longstanding notification standard:

- Posting agenda and meeting packet **seven days in advance** on the MPO website
- Email distribution of agenda and packet to MPO Board members and delivering hard copies to members who have requested them, seven days in advance of the meeting
- Email distribution of agenda and packet to Advisor Network and to other interested parties on the MPO's email contact list
- [Working with Collier County Communications Division to Issue a press release a minimum of 48 hours prior to the meeting](#)

### MPO ADVISORY COMMITTEE MEETINGS

The MPO commits to maintaining the following longstanding notification standard:

- Posting agenda and meeting packet **seven days in advance** on the MPO website
- Email distribution of agenda and packet to committee members along with hard copies delivered to members who have requested them, seven days in advance of the meeting
- Email distribution of agenda and packet to Adviser Network and to other interested parties on the MPO's email contact list
- [Working with Collier County Communications Division to Issue a press release a minimum of 48 hours prior to the meeting](#)

### OTHER PUBLIC MEETINGS AND WORKSHOPS

The MPO may wish to schedule other public meetings and workshops in the course of developing a wide variety of planning documents, researching specific issues, conducting surveys and public education campaigns. The MPO commits to maintaining the longstanding notification standard of:

- Posting notices of public meetings a **minimum seven days in advance** on the MPO website,
- Posting agenda and meeting packet, to the extent materials are available, on MPO website
- Email distribution of agenda and packet to Advisor Network and to other interested parties on the MPO's contact list
- Issuing press release to major local newspapers, television and radio stations

## PUBLIC PARTICIPATION PLAN

- Emailing MPO Advisory Committee members notice of meetings on topics of interest to the Committee members as appropriate
- [Working with Collier County Communications Division to Issue a press release a minimum of 48 hours prior to the meeting](#)

### EXCEPTIONS TO NOTIFICATION COMMITMENTS

There are occasions when the MPO is required to act quickly in order to meet a grant deadline, preserve spending authority or respond to an unforeseen opportunity or emergency. Unforeseen opportunities are most likely to occur in response to a request by FDOT due to the severe time constraints the agency operates under. Emergency situations include manmade and natural disasters such as hurricanes, floods, epidemics and pandemics, chemical spills, acts of terrorism, cyber-attacks, etc.

In a nonemergency situation when an unforeseen opportunity demands immediate Board action, staff may bring proposed actions forward to the MPO Board that the TAC and CAC have not had the opportunity to preview and comment on. This allows the Board to be fully informed of the situation and to take action if it wishes to do so, or to decline to take immediate action and remand the item to one or more Advisory Committee for further study.

There are occasions when the MPO is required to act quickly in order to meet a grant deadline, preserve spending authority or respond to an unforeseen opportunity. This is most likely to occur in response to a request by FDOT due to the severe time constraints the agency operates under.

When situations demanding immediate Board action arise, staff may bring proposed actions forward to the MPO Board that the TAC and CAC have not had the opportunity to preview and comment on. This allows the Board to be fully informed of the situation and to take action if it wishes to do so, or to decline to take immediate action and remand the item to one or more Advisory Committee for further study.

### EMERGENCY PROVISIONS FOR PUBLIC INVOLVEMENT

Public engagement is very important to the MPO, FDOT, FHWA and FTA. In an effort to protect public health and to comply with instructions, recommendations and Executive Orders issued during a pandemic or other threat to community health, the MPO will be proactive but flexible in meeting public participation plan requirements. MPOs are expected to continue to provide opportunities for public involvement throughout their planning activities. However, some public participation plan activities may be delayed or deferred and be replaced with other engagement strategies to ensure that all sectors of the population have an opportunity to participate. The MPO will document any outreach activities that were originally documented in the PPP or in a PIP for a specific project that require modifications and provide strategies, if needed, to ensure sufficient and appropriate outreach is maintained.

#### Immediate/Short Term Response

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## PUBLIC PARTICIPATION PLAN

In the event of a manmade or natural emergency that precludes holding regular public meetings, the MPO Board may provide staff direction on how to proceed by way of passing a motion. The motion may include authorizing the MPO Chair to act on behalf of the Board and empower the MPO Director to bring issues requiring immediate attention forward to the MPO Chair to act upon. The MPO Board will have the opportunity to ratify all emergency actions taken at a later date.

### **Intermediate Response**

Once the scope of an emergency becomes better defined, the US President, Congress, Governor of the State of Florida or Local Governing Boards and Councils may issue declarations of emergency and Executive Orders that MPOs must follow. In the event of a declaration of manmade or natural emergency that precludes holding regular public meetings for a known or unknown period of time, the MPO Board will adopt a resolution to:

1. Recognize the emergency situation calling for alternative public involvement strategies
2. Stipulate that the emergency procedures for public involvement are temporary
3. Specify the alternative public involvement strategies to be used, including time periods for public comment and MPO responses to the comments
4. Ensure that public involvement strategies are inclusive as possible to the extent that they comply with emergency executive orders to protect public health, etc;
5. if public involvement strategies are not sufficiently inclusive due to public health concern or other limitations, the MPO may consider holding additional public involvement activities on the plans after adoption, and after the emergency is over, to ensure that the public is informed and has the ability to request reconsiderations/amendments to the MPO Board
6. Acknowledge that the resolution is provided as an interim measure and may be modified as new local, state or national technical assistance and/or guidance is issued

Public involvement strategies include but are not limited to virtual meetings, on-line surveys, telephone conferencing, social media and interactive components of the MPO website. It is desirable, and may be feasible, to maintain the public participation plan's standard methodologies and timeframes for reporting and responding to public comments. However, if the time frame must be shortened or the methodologies are curtailed due to the nature of the emergency, the MPO may take whatever steps are necessary to meet deadlines. In the event of a public health emergency coinciding with a cyber-attack, public involvement activities may have to be suspended for a period of time.

### **Long Term Response**

In the event that an emergency situation persists for several months or more and in the absence of action taken by the federal government to extend the deadlines for delivery of core MPO planning products such as the LRTP, UPWP, TIP and PPP; the MPO may take whatever action is necessary to meet the federal deadlines.

## PUBLIC PARTICIPATION PLAN

After the emergency is over, the MPO will resume its regular meeting schedule and public involvement activities with the highest priority given to meeting immediate deadlines and the next level of priority given to providing opportunities for the public to review, comment on and request amendments to any plans that were adopted during the emergency.

### Continuity of Operations Plans

The MPO is required to maintain a Continuity of Operations Plan (COOP) that outlines the course of action to be taken during an emergency. MPO staff participate in Collier County's annual updates to its COOP to facilitate concurrent implementation of both plans during an emergency.

## PUBLIC PARTICIPATION PLAN

### FEDERAL COMPLIANCE

#### **AMERICANS WITH DISABILITIES ACT**

The Americans with Disabilities Act (ADA), signed into law in 1990, is a landmark civil rights legislation ensuring equal opportunity for people with disabilities to access employment, public facilities, transportation, state and local government services and communications. The ADA requires coordinating with disabled community representatives in the development and improvement of transportation services. Persons with disabilities must also be able to access the sites where public involvement activities occur as well as the information presented. See [www.ada.gov](http://www.ada.gov) for more information.

#### **TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

Title VI of the Civil Rights Act of 1964 prohibits discrimination based upon race, color or national origin. Specifically, 42 USC § 2000d states, “No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” See [Title VI Civil Rights Act US Dept of Justice](#) for more information.

#### **EXECUTIVE ORDER 12898 – ENVIRONMENTAL JUSTICE**

Executive Order (EO) 12898; Federal Actions to Address Environmental justice in Minority and Low-Income Populations. The EO reinforced the requirements of Title VI of the Civil Rights Act of 1964 and focused federal attention on the environmental and human health conditions in minority and low-income communities. Furthermore, recent guidance issued by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) emphasizes the importance of considering and addressing Environmental Justice (EJ) in all phases of the transportation planning process. EJ calls for the fair treatment and meaningful involvement of all people regardless of race, color, national origin or income, and that the benefits, as well as the impacts, of transportation investments are fairly distributed.

#### **EXECUTIVE ORDER 13166 – LIMITED ENGLISH PROFICIENCY**

People with Limited English Proficiency (LEP) are those with a primary or home language other than English. EO 13166 requires any agency that receives federal funds to make their activities accessible to non-English speaking individuals. See [Limited English Proficiency Executive Order](#) for more information.

#### REQUIREMENT FOR PUBLIC PARTICIPATION PLAN

[The following material is excerpted from the electronic Code of Federal Regulations \(CFR\) Chapter 23 HIGHWAYS.](#)

#### “eCFR Ch 23 HIGHWAYS

[§450.316 Interested parties, participation, and consultation.](#)

## PUBLIC PARTICIPATION PLAN

(a) The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

(1) The MPO shall develop the participation plan in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

(i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;

(ii) Providing timely notice and reasonable access to information about transportation issues and processes;

(iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;

(iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;

(v) Holding any public meetings at convenient and accessible locations and times;

(vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;

(vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;

(viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts;

(ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and

(x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

(2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93, subpart A), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.

## PUBLIC PARTICIPATION PLAN

(3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

(b) In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, tourism, natural disaster risk reduction, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, the MPO shall develop the metropolitan transportation plans and TIPs with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

(1) Recipients of assistance under title 49 U.S.C. Chapter 53;

(2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and

(3) Recipients of assistance under 23 U.S.C. 201-204.

(c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.

(d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.

(e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.

[81 FR 34135, May 27, 2016, as amended at 81 FR 93473, Dec. 20, 2016; 82 FR 56544, Nov. 29, 2017]

### PUBLIC PARTICIPATION PLAN AND STATE STATUTES

The following is excerpted from Florida State Statutes, available at the following link:

[www.flsenate.gov/Laws/Statutes/2012/339.175](http://www.flsenate.gov/Laws/Statutes/2012/339.175)

#### “339.175 METROPOLITAN PLANNING ORGANIZATIONS

(7) 2.(e) LONG-RANGE TRANSPORTATION PLAN In the development of its long-range transportation plan, each M.P.O. must provide the public, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable

## PUBLIC PARTICIPATION PLAN

opportunity to comment on the long-range transportation plan. The long-range transportation plan must be approved by the M.P.O.

6/(e)1. Each M.P.O. shall appoint a citizens' advisory committee, the members of which serve at the pleasure of the M.P.O. The membership on the citizens' advisory committee must reflect a broad cross-section of local residents with an interest in the development of an efficient, safe, and cost-effective transportation system. Minorities, the elderly, and the handicapped must be adequately represented.

(8) TRANSPORTATION IMPROVEMENT PROGRAM. Each M.P.O. shall, in cooperation with the state and affected public transportation operators, develop a transportation improvement program for the area within the jurisdiction of the M.P.O. In the development of the transportation improvement program, each M.P.O. must provide the public, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable opportunity to comment on the proposed transportation improvement program."

### SUNSHINE LAW §286.011 F.S.

Source: "Government in the Sunshine" PPT by Office of the County Attorney, Jeffrey A. Klatzkow

Establishes a basic right of access to most meetings of boards, commissions and other governing bodies of state and local government agencies or authorities

- Meetings of public boards, commissions or committees ("boards") must be open to the public.
- Reasonable notice of such meetings must be given.
- Minutes of the meeting must be taken.

The public must be allowed to attend meetings; however, there is no obligation to allow the public to participate. The location:

- Must be accessible
- Sufficient size for turnout
- Facility cannot discriminate based on age, race, etc.
- Public access not unreasonably restricted
- Be within Collier County with few exceptions

Minutes of the meeting are required. Written minutes must be taken and made available promptly.

- Sound recordings may also be used, but only in addition to written minutes
- Minutes may be a brief summary of meeting's events
- Minutes are public records
- Minutes must record the votes.

Reasonable Notice, according to the "Government In The Sunshine Manual" (2017) Section 4a.

"The Sunshine Law does not define the term "reasonable notice." Therefore, the type of notice is variable and depends upon the facts of the situation and the board involved. In each case, an agency

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## PUBLIC PARTICIPATION PLAN

must give notice at such time and in such a manner as to enable the media and the general public to attend the meeting.”

The Attorney General’s office cannot specify the type of notice which must be given in all cases, the following notice guidelines are suggested:

1. Notice should contain time and place of meeting and an agenda if available, or a statement of the general subject matter to be considered.
2. Notice should be prominently displayed in the area in the agency’s offices set aside for that purpose and on the agency’s website.
3. Notice should be provided at least 7 days prior to meeting, except in the case of emergency or special meetings. Emergency meetings should provide the most effective and appropriate notice feasible under the circumstances.
4. Special meetings should have no less than 24 and preferably at least 72 hours reasonable notice to the public.
5. Use of press releases, faxes, e-mails and/or phone calls to the local news media is highly effective in providing notice of upcoming meetings.

The Sunshine Law does not mandate that an agency use a paid advertisement to provide public notice of a meeting.

## PUBLIC PARTICIPATION PLAN

### FDOT MPO HANDBOOK - COMPLIANCE

#### CHAPTER SIX PUBLIC INVOLVEMENT

Chapter Six of the FDOT MPO Handbook identifies Federal and State public involvement requirements for Metropolitan Planning Organizations (MPO) in Florida. The primary public involvement document that MPOs must develop and maintain is a Public Participation Plan (PPP) that defines a process for providing interested parties reasonable opportunities to review and comment on MPO work products. In addition, MPOs must make Long Range Transportation Plans (LRTP) and Transportation Improvement Plans (TIP) readily available for public review.

The MPO is required to develop the participation plan in consultation with all interested parties and must, at a minimum, describe explicit procedures, strategies, and desired outcomes for: [23 C.F.R. 450.316(a)(1)]

1. Providing **adequate public notice of public participation activities and time for public review and comment at key decision points**, including a **reasonable opportunity to comment** on the proposed LRTP and the TIP;
2. Providing **timely notice and reasonable access to information** about transportation issues and processes;
3. Employing **visualization techniques to describe LRTPs and TIPs**;
4. Making public information (technical information and meeting notices) **available in electronically accessible formats and means, such as the Internet**;
5. Holding any **public meetings at convenient and accessible locations and times**;
6. **Demonstrating explicit consideration and response to public input received during the development of the LRTP and the TIP**;
7. **Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services**;
8. **Providing an additional opportunity for public comment, if the final LRTP or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts**;
9. **Coordinating with the statewide transportation planning public involvement and consultation processes; and**
10. **Periodically reviewing the effectiveness** of the public involvement procedures and strategies contained in the PPP to ensure a full and open participation process.

## PUBLIC PARTICIPATION PLAN

### PUBLIC PARTICIPATION PLAN

When developing the PPP, it is important to allow enough time to receive and respond to public input to find a balance between addressing appropriate public comments and adopting the LRTP within the required timeframe, including any meetings or hearings that take place during that time.

**A minimum public comment period of 45 calendar days must be provided before the initial or revised participation plan is adopted by the MPO.** Copies of the approved PPP must be provided to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for informational purposes; and must be posted on the Internet to the maximum extent practicable. [23 C.F.R. 450.316(a)(3)]

### LRTP AND TIP

When “**significant**” written and oral comments are received on the draft LRTP and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the U.S. Environmental Protection Agency (EPA) transportation conformity regulations (40 C.F.R. Part 93, Subpart A), **a summary, analysis, and report on the disposition of comments are required to be included in the final LRTP and TIP.** [23 C.F.R. 450.316(a)(2)]

The term, “*significant*” is used in State statutes and Federal law but remains undefined.

THE COLLIER MPO DEFINES “SIGNIFICANT” AS ANY COMMENT THAT COULD POTENTIALLY RESULT IN A CHANGE TO THE SCOPE OF A PROJECT OR STUDY, TO REPORTING ON EXISTING CONDITIONS THAT LEADS TO DEFINING ISSUES AND RECOMMENDING SOLUTIONS IN TERMS OF PROJECTS OR POLICIES.

When the MPO area includes Indian Tribal lands, the MPO must appropriately involve the Indian Tribal government(s) in the development of the LRTP and the TIP. [23 C.F.R. 450.316(c)]

The MPO may develop a PPP specific to the LRTP as part of the scope of that project. If this is done, the PPP for the LRTP must be consistent with the overall PPP of the MPO.

Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs, U. S. Department of Transportation, November 2012. This additional guidance states that for LRTPs, MPO Boards, their advisory committees, and the public, should have the opportunity to periodically review the LRTP products, interim tasks, and reports that result in the final LRTP documentation. Furthermore, this guidance also states **that final adopted LRTP documentation should be posted to the Internet, and available at the MPO offices, no later than 90 days after adoption.**

## PUBLIC PARTICIPATION PLAN

Specific to the TIP, Federal requirements are that the MPO must provide all interested parties with a **reasonable opportunity to comment** on the proposed TIP, as required by the PPP. In addition, the MPO must **publish or otherwise make readily available the TIP for public review, including** (to the maximum extent practicable) **in electronically accessible formats** and means, such as the **Internet**, as described in the PPP. [23 C.F.R. 450.326(b)], [23 U.S.C. 134 (i)(6) and (7)]

In the event an MPO revises its TIP, the MPO must always use public participation procedures consistent with the MPO's PPP. However, public participation is not required for administrative modifications unless specifically addressed in the PPP. [23 C.F.R. 450.328(a)]

### ANNUAL LIST OF PRIORITIZED PROJECTS

Each MPO annually must prepare a list of project priorities and submit the list to the appropriate FDOT District by October 1 of each year. The list must have been **reviewed by the technical and citizens' advisory committees and approved by the MPO before submission to the District**. The annual list of project priorities **must be based upon project selection criteria that consider, among other items, the MPO's public involvement procedures**. [s.339.175(8)(b)(5), F.S.]

MOST METROPOLITAN PLANNING  
ORGANIZATIONS CONSIDER THEIR STANDING  
COMMITTEES TO BE A FUNDAMENTAL PART OF  
THEIR PUBLIC INVOLVEMENT ACTIVITIES.

### PUBLIC INVOLVEMENT AND MPO COMMITTEES

Most MPOs consider their standing committees to be a fundamental part of their public involvement activities. **The formation of a technical advisory committee (TAC) and citizens' advisory committee (CAC) are required pursuant to s.339.175(6)(d), F.S. and s.339.175(6)(e), F.S.;** and formation guidance is provided in Chapter 2 of the MPO Handbook.

**As an alternative to the use of a CAC, Florida Statute provides provisions for MPOs to adopt an alternate program or mechanism that ensures adequate citizen involvement in the transportation planning process following approval by FHWA, FTA, and FDOT.** MPOs may also consider additional standing committees as a public involvement activity to address specific needs, such as bicyclists, pedestrians, and multiuse trails, safety, goods/freight movement, etc. MPOs must address and include their committee activities in the PPP; and are encouraged to detail how the schedule for meetings, agenda packages, and actions of the committees will be communicated with the public and how the public can participate in those meetings.

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### SUNSHINE LAW

MPOs must provide reasonable notice of meetings and make adequate accommodations to hold open meetings and provide an opportunity for public input. Minutes of meetings must be available for public inspections. **MPOs are prohibited from holding public meetings at a facility or location that discriminates on the basis of sex, age, race, creed, color, origin, or economic status; or that otherwise restrict public access.** The statute establishes penalties for violations of these provisions and exceptions for specific situations. MPOs should consult legal counsel for any questions regarding Florida's Government-in-the-Sunshine Law. [The notification commitments identified herein comply with the State Attorney General's Office publication, "Government In The Sunshine Manual" \(2017\) Section 4a.](#)

## PUBLIC PARTICIPATION PLAN

### ACRONYMS

|                 |   |
|-----------------|---|
| <b>ADA</b>      | Americans with Disabilities Act                                 |
| <b>BPAC</b>     | Bicycle and Pedestrian Advisory Committee                       |
| <b>CFR</b>      | Code of Federal Regulations                                     |
| <b>EJ</b>       | Environmental Justice   |
| <b>EO</b>       | Executive Order   |
| <b>FAST Act</b> | Fixing America's Surface Transportation Act                     |
| <b>FDOT</b>     | Florida Department of Transportation                            |
| <b>FHWA</b>     | Federal Highway Administration                                  |
| <b>FTA</b>      | Federal Transit Administration                                  |
| <b>LCB</b>      | Local Coordinating Board  |
| <b>LEP</b>      | Limited English Proficiency                                     |
| <b>LRTP</b>     | Long Range Transportation Plan                                  |
| <b>MPO</b>      | Metropolitan Planning Organization (interchangeable with TPO)   |
| <b>PIP</b>      | Public Involvement Plan (for individual projects)               |
| <b>PPP</b>      | Public Participation Plan (adopted by the MPO)                  |
| <b>TDP</b>      | Transit Development Plan  |
| <b>TDSP</b>     | Transportation Disadvantaged Service Plan                       |
| <b>TIP</b>      | Transportation Improvement Program                              |
| <b>TPO</b>      | Transportation Planning Organization (interchangeable with MPO) |
| <b>UPWP</b>     | Unified Planning Work Program                                   |
| <b>USC</b>      | United States Code  |



## PUBLIC PARTICIPATION PLAN

### APPENDICES

- A. GOVERNMENT TO GOVERNMENT PUBLIC INVOLVEMENT POLICY
- B. LEE COUNTY MPO/COLLIER MPO INTERLOCAL AGREEMENT
- C. LIMITED ENGLISH PROFICIENCY PLAN
- D. NONDISCRIMINATION POLICY AND COMPLAINT PROCEDURE
- E. TRADITIONALLY UNDERSERVED COMMUNITIES
- F. STANDARD OPERATING PROCEDURES

PUBLIC PARTICIPATION PLAN

**APPENDIX A: COLLIER MPO'S GOVERNMENT TO GOVERNMENT  
PUBLIC INVOLVEMENT POLICY EFFECTING TRIBAL ENTITIES**

## PUBLIC PARTICIPATION PLAN

### GOVERNMENT TO GOVERNMENT PUBLIC INVOLVEMENT POLICY Adopted June 9, 2017

- I. **Purpose:** To promote Tribal involvement in the MPO planning process; initiate and maintain a positive working relationship between the MPO and Tribal governments; promote effective collaboration and communication between the MPO and Tribes;

II. **Goals of Tribal Consultation:**

- To create durable relationships between the Tribes and the MPO based on a mutual respect that promotes coordinated transportation partnerships in service to all of our citizens.
- For the MPO to take a proactive approach to consultation by ensuring Tribal participation in MPO planning processes that may affect Tribal governments, Tribal programs and Tribal citizens.

III. **Consultation Requirements**

**Federal Transportation Planning Requirements**

23 USC § 135(f)(2)c applies to FDOT, as follows: “With respect to each area of the State under the jurisdiction of an Indian Tribal government, the statewide transportation plan shall be developed in consultation with the Tribal government.”

23 CFR § 450.316(c), Interested parties, participation and consultation, applies to MPOs where an MPO *includes* Indian Tribal lands and provides:

- “When the MPO includes Indian Tribal lands, the MPO(s) shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.”

23 CFR § 450.316(e), Interested parties, participation and consultation, provides:

- “MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under § 450.314.”

In addition to the above-referenced consultation requirements, if a Tribe wishes to access federal transportation funds available to MPOs, the Tribe must do so through the MPO processes as provided by law.

IV. **Definitions**

**Collaboration:** – Indicates a process in which two or more parties work together to achieve a common set of goals. Collaboration is the timely communication and joint effort that lays the groundwork for mutually beneficial relationships, including identifying issues and problems, identifying solutions and providing follow-up as needed.

**Communication:** - Refers to verbal, electronic or written exchange of information between the MPO and the Tribe. Generally, posting information on a website or in the newspaper does not constitute consultation. Written correspondence, whether electronic or letter/postal format, should generally be sent to the Tribe Chair with a copy to staff, requesting review and comment on specific plans or

## PUBLIC PARTICIPATION PLAN

projects that will affect a Tribe. While Tribal review may occur concurrently with public review, Tribes are not considered the “public” for purposes of such communication.

**Consultation** – Means that one or more parties confer with other identified parties in accordance with an established process and, prior to taking action(s), considers the views of the other parties and periodically informs them about action(s) taken.” (See 23 CFR Part 450 Planning Assistance and Standards, subpart A §450.104).

**Government-to-Government Relations:** Refers to an intergovernmental relationship between a federally-recognized Tribe and the MPO Board during which consultation, meetings, and communications occur between top-level officials of the MPO and the Tribe.

**Tribal Sovereignty:** Refers to a unique, political relationship between American Indians and the United States government that recognizes that Tribes are sovereign nations with recognized powers of self-government.

### V. **Tribal Entities**

The two Federally-recognized Tribes with land holdings within or abutting Collier County are:

- The Miccosukee Tribe of Indians of Florida, represented by the Business Council, consisting of Chairman, Assistant Chairman, Treasurer, Secretary, and Lawmaker

Mailing address:

PO Box 440021

Tamiami Station

Miami, FL 33144

(o) 305-223-8380

- The Seminole Tribe of Florida, represented by the Tribal Council comprised of Chairman, Vice Chairman, Big Cypress Councilman, Brighton Councilman, and Hollywood Councilman

Mailing address:

Attn: Chairman and General Counsel

6300 Stirling Rd

Hollywood, FL 33024

(o) 239-354-5220 x 11402

### VI. **Core Principles**

1. The MPO wishes to establish a Government-to-Government relationship and communication protocol in recognition of the principle of Tribal sovereignty.
2. The MPO recognizes that good faith, mutual respect, and trust are fundamental to meaningful collaboration and communication between governmental entities.

## PUBLIC PARTICIPATION PLAN

3. Formal communication and consultation will take place between the MPO Chair or Vice Chair and the Tribal Chair or Assistant/Vice Chair. Written notification in the form of an email or letter requesting consultation may be initiated by either the Tribal government or the MPO and should include the following information:
  - Identify the proposed action, program or project requiring consultation; and
  - Identify the personnel authorized to consult on behalf of the MPO and the Tribe.
4. Informal Communications may occur between MPO and designated Tribal staff members on an as-needed basis. The MPO will include designated Tribal staff members or representatives on email distribution lists to receive notifications of all upcoming MPO advisory committee and Board meetings. MPO staff will provide convenient access to meeting agendas and packets for review and be available to answer questions.

### VII. Application of Tribal Consultation Policy

1. The MPO will make a good-faith effort to review all proposed plans, policies, rulemakings, actions or other aspects of the transportation planning process that may affect or impact Tribal resources and determine whether Tribal consultation or collaboration may assist in the process. The MPO will notify Tribal governments and inquire whether Tribal consultation should occur. Tribal Officials have the discretion whether to engage in the consultation process. Consultation will be initiated by formal, written request.
2. If the MPO does not receive a response from a Tribe requesting a response to a proposed plan, project or other matter that may affect or impact a Tribal government, the MPO is encouraged to follow up further with the Tribal government to ascertain its level of interest. If no response is provided, the MPO believes that it is only appropriate to move forward after the following: (a) directly contacting a Tribal government authorized representative to solicit its participation, review and comment after providing sufficient time for the Tribe's review and response; (b) that the direct communication/request for information or comment include a date when the MPO would like the response; and (c) that a minimum of thirty (30) days be provided for the Tribal government to provide for requests for information, or review and comment on draft documents.
3. The MPO recognizes that formal consultation may not be required in all situations or interactions. Tribal staff members and MPO staff may communicate on an as-needed basis. These communications do not negate the authority of the MPO and the Tribes to pursue formal consultation.
4. This policy will not diminish any administrative or legal remedies otherwise available by law to the MPO or the Tribe. This policy shall not be construed to waive the sovereign immunity of any party or create a cause of action for either party for failing to comply with this policy.
5. This policy is a working document and may be revised as needed. The MPO will consult periodically with the Tribes to evaluate its effectiveness and determine the need for revision.
6. The policy shall become effective upon the date signed by the MPO Chair following approval by the MPO Board.

PUBLIC PARTICIPATION PLAN

APPENDIX B: LEE COUNTY MPO/COLLIER MPO INTERLOCAL  
AGREEMENT



## PUBLIC PARTICIPATION PLAN

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

**AMENDED March 20, 2009**

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

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

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

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

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

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

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

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

Interlocal Coordination Agreement between Collier County and Lee County MPOs

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## PUBLIC PARTICIPATION PLAN

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

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

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

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

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

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

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

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

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

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

Interlocal Coordination Agreement between Collier County and Lee County MPOs

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**2018 AMENDMENT TO**

## PUBLIC PARTICIPATION PLAN

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

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

(a) **Joint Regional Transportation Model**

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

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

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

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

Interlocal Coordination Agreement between Collier County and Lee County MPOs

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## PUBLIC PARTICIPATION PLAN

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

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

**(c) Joint Regional Project Priorities**

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

**(d) Joint Regional Public Involvement Process Component**

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

**(e) Joint Regional Web Page**

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

## PUBLIC PARTICIPATION PLAN

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

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

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

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

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

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

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

Interlocal Coordination Agreement between Collier County and Lee County MPOs

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## PUBLIC PARTICIPATION PLAN

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

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


Director  
Collier MPO  
2885 South Horseshoe Drive  
Naples, Florida 34104


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

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

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

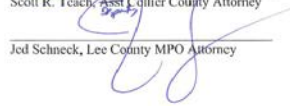
IN WITNESS WHEREOF, the parties herein have executed this Agreement by their duly authorized officials as of the day and year written below.

  
Commissioner Halas, Chair  
Collier MPO  
March 20, 2009

  
Michael Flanders, Chair  
Lee County MPO  
March 20, 2009

Approved as to form and legal sufficiency:

  
Scott R. Teach, Asst Collier County Attorney

  
Jed Schneck, Lee County MPO Attorney

Interlocal Coordination Agreement between Collier County and Lee County MPOs  
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**INTERLOCAL**

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



## PUBLIC PARTICIPATION PLAN

This INTERLOCAL AGREEMENT (hereinafter the Agreement) is made and entered into as of as of the date last signed below by and between the Collier Metropolitan Planning Organization (hereinafter the Collier MPO) and the Lee County Metropolitan Planning Organization (hereinafter the Lee County MPO):

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

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

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

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

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

**Whereas**, the parties agree that the MPOs should continue coordination efforts by having a member of each MPO's staff serve as a voting member of the other's technical advisory committee and by holding joint MPO policy board meetings on an as-needed basis and when necessary to resolve otherwise irresolvable differences; and

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

**Whereas**, the Collier and Lee County MPOs executed an agreement on January 27, 2004 and amended it in January 2006 to develop a joint regional long range transportation plan and joint long range regional transportation priorities; and

**Whereas**, the Collier and Lee County MPOs executed an amended agreement on March 20, 2009 to update the joint coordination activities to match the current requirements and processes at the time; and

**Whereas**, certain provisions of the amended Agreement now need updating;

## PUBLIC PARTICIPATION PLAN

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

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

~~**Section 2. Purpose.** The purpose of this Agreement is to promote and establish a forum for communication and coordination between the Collier and Lee County MPOs and to foster joint regional cooperation and conduct regarding transportation planning in accordance with Section 339.175, Florida Statutes, 23 C.F.R. 450.312, and the goals and requirements of current applicable Federal transportation appropriations legislation. More specifically, this Agreement establishes the commitment by the parties to develop joint regional transportation planning products and processes for the bi-county region of Collier and Lee Counties and provides targeted timeframes for the accomplishment of these products and processes.~~

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

~~**Section 4. Joint Meetings and Quorum Requirements.** Joint meetings of the governing boards, and advisory committees of the Collier and Lee County MPOs will be held at least annually. Quorum requirements for each MPO's Technical Advisory Committee at the joint meetings will be consistent with their respective bylaws, after leaving out the SWFRPC and MPO staff representatives from the quorum calculations. However, during voting on any items, while the SWFRPC representatives will each have a single vote, MPO representatives will abstain from voting as they provide the administrative support at these meetings. Quorum requirements for each MPO's Citizens Advisory Committee and Bicycle-Pedestrian Advisory Committee at the joint meetings will be as established for each committee under their respective MPO bylaws.~~

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

~~(a) **Joint Regional Long Range Transportation Plan (LRTP)**~~

~~The parties will continue to maintain and update as necessary the Joint Regional Multi-Modal Transportation System. The system will continue to remain a component of each MPO's LRTP and will continue to identify a network of regionally significant transportation corridors, facilities, and services. The two MPOs continue to participate in the development and implementation of the FDOT Districtwide Florida Standard Urban Transportation Model Structure (FSUTMS) through the Coordinated Urban Transportation Studies (CUTS) meetings and coordination with FDOT.~~

## PUBLIC PARTICIPATION PLAN

Each MPO has adopted a 2040 LRTP. The 2045 LRTP is due to be adopted in 2020. During the development of each MPO's 2045 LRTP update, the parties agree to identify where improvements may be needed, to propose and test appropriate alternative system improvements, and update the current joint regional long range transportation plan addressing those needs. The parties further agree to incorporate this regional plan in the updates of their own LRTPs, and to agree on any refinements or modifications to the regional plan that either MPO may wish to include in its LRTP prior to or concurrent with the adoption of their LRTPs. The joint regional long range transportation plan shall be published in and adopted as part of each MPO's LRTP. The target date for adoption of the initial LRTPs thus coordinated is December 2020.

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

**(b) Joint Regional Project Priorities**

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

**(c) Joint Regional Public Involvement Process Component**

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

**(d) Joint Regional Web Page**

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

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## PUBLIC PARTICIPATION PLAN

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

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

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

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

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

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

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

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## PUBLIC PARTICIPATION PLAN

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

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

|                                  |                                      |
|----------------------------------|--------------------------------------|
| Director _____                   | Director _____                       |
| Collier MPO _____                | Lee County MPO _____                 |
| 2885 South Horseshoe Drive _____ | P.O. Box 150045 _____                |
| Naples, Florida 34104 _____      | Cape Coral, Florida 33915-0045 _____ |

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

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

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

|   |  |
|---|--|
| _____<br>Commissioner Penny Taylor, Chair _____ | _____<br>Councilman Rick Williams, Chair _____ |
| Collier MPO _____                               | Lee County MPO _____                           |

|                      |                      |
|----------------------|----------------------|
| _____<br>Date: _____ | _____<br>Date: _____ |
|----------------------|----------------------|

Approved as to form and legality:

PUBLIC PARTICIPATION PLAN

\_\_\_\_\_  
\_\_\_\_\_  
Scott R. Teach, Deputy Collier County Attorney

\_\_\_\_\_  
\_\_\_\_\_  
Derek Rooney, Lee County MPO Attorney



PUBLIC PARTICIPATION PLAN

APPENDIX C. Limited English Proficiency Plan

## PUBLIC PARTICIPATION PLAN

### LIMITED ENGLISH PROFICIENCY PLAN

The Collier Metropolitan Planning Organization (MPO) is responsible for a continuing, cooperative, and comprehensive transportation planning process in Collier County (as well as a small portion of Lee County included in the MPO's Planning Area). This planning process guides the use of federal and state dollars spent on existing and future transportation projects or programs, and the **Limited English Proficiency (LEP) Plan** plays an integral role in this process. This document will detail the LEP Plan, developed in conjunction with best practice standards for public involvement.

#### Introduction

On August 11, 2000, President William J. Clinton signed an executive order, **Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency**, to clarify Title VI of the Civil Rights Act of 1964. Its purpose was to ensure accessibility to programs and services to eligible persons who are not proficient in the English language.

This executive order stated that individuals who do not speak English well and who have a limited ability to read, write, speak, or understand English are entitled to language assistance under Title VI of the Civil Rights Act of 1964 with respect to a particular type of service, benefit, or encounter. It reads in part,

*"Each Federal agency shall prepare a plan to improve access to its federally conducted programs and activities by eligible LEP persons. Each plan shall be consistent with the standards set forth in the LEP Guidance and shall include the steps the agency will take to ensure that eligible LEP persons can meaningfully access the agency's programs and activities."*

Not only do all federal agencies have to develop LEP Plans, as a condition of receiving federal financial assistance, but also state and local recipients are required to comply with Title VI and LEP guidelines of the federal agency from which they receive funds.

Federal financial assistance includes grants, training, use of equipment, donations of surplus property and other assistance. Recipients of federal funds range from state and local agencies to nonprofits and other organizations. Title VI covers a recipient's entire program or activity. This means all components of a recipient's operations are covered. Simply put, any organization that receives federal financial assistance is required to follow this Executive Order.

The US Department of Transportation (DOT) published: "**Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient Person**" in the December 14, 2005 Federal Register. The guidance explicitly identifies MPOs as organizations that must follow this guidance:

*The guidance applies to all DOT funding recipients, which include state departments of transportation, state motor vehicle administrations, airport operators, metropolitan planning organizations, and regional, state, and local transit operators, among many others. Coverage extends to a recipient's entire program or activity, i.e., to all parts of a recipient's operations. This is true even if only one part of the recipient receives the Federal assistance. For example, if DOT provides assistance to a state department of*

## PUBLIC PARTICIPATION PLAN

*transportation to rehabilitate a particular highway on the National Highway System, all of the operations of the entire state department of transportation—not just the particular highway program or project—are covered by the DOT guidance.*

The intent of this **Limited English Proficiency Plan** is to ensure access to the planning process and information published by the MPO where it is determined that a substantial number of residents in the Collier MPO Planning Area do not speak or read English proficiently. The production of multilingual publications and documents and/or interpretation at meetings or events will be provided to the degree that funding permits based on current laws and regulations.

### Laws and Policies Guiding Limited English Proficiency Plans

As part of Metropolitan Planning Organization certification by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), the *LEP Plan* will be assessed and evaluated. The following matrix illustrates these laws, policies and considerations:

| Title VI of the Civil Rights Act of 1964                             | Limited English Proficiency Executive Order 13166  |
|--|--|
| Federal Law  | Federal Policy   |
| Enacted in 1964  | Enacted in August 2000   |
| Considers all persons  | Considers eligible population  |
| Contains monitoring and oversight compliance review requirements     | Contains monitoring and oversight compliance review requirements                               |
| Factor criteria is required, no numerical or percentage thresholds   | Factor criteria is required, no numerical or percentage thresholds                             |
| Provides protection on the basis of race, color, and national origin | Provides protection on the basis of national origin  |
| Focuses on eliminating discrimination in federally funded programs   | Focuses on providing LEP persons with meaningful access to services using four factor criteria |
| <i>Annual Accomplishment and Upcoming Goals Report to FHWA</i>       | <i>Annual Accomplishment and Upcoming Goals Report to FHWA</i>                                 |

### Who is an LEP individual?

As defined in the 2000 United States Census, it is any Individual who speaks a language at home other than English as his/her primary language, **and** who speaks or understands English 'not well' or 'not at all'.

### Determining the need

As a recipient of federal funding, the MPO must take reasonable steps to ensure meaningful access to the information and services it provides. As noticed in the **Federal Register/ Volume 70, Number 239/ Wednesday, December 14, 2005/ Notices**, there are four factors to consider in determining "reasonable steps".

- Factor 1 - The number and proportion of LEP persons in the eligible service area;
- Factor 2 - The frequency with which LEP persons encounter MPO programs;

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- Factor 3 - The importance of the service provided by MPO programs;
- Factor 4 - The resources available and overall cost to the MPO.

The DOT Policy Guidance gives recipients of federal funds substantial flexibility in determining what language assistance is appropriate based on a local assessment of the four factors listed above. The following is an assessment of need in Collier MPO's Planning Area in relation to the four factors and the transportation planning process.

### LEP Assessment for the Collier MPO

#### Factor 1. The Number and proportion of LEP persons in the eligible service area

The first step towards understanding the profile of individuals who could participate in the transportation planning process is a review of Census data. Tables 1 and 2 on the following pages display the primary language spoken and number of individuals that are LEP. In Collier County, between 2010 and 2016, the number of people who speak a language other than English at home increased by 16,000 while the number of people who speak English less than "very well" decreased by 1,000.

For our planning purposes, we are considering people that speak English 'less than very well' and only the top four language groups are included in the analysis.

**Table 1**, derived from the 2016 American Community Survey (ACS) 5-year Estimates conducted by the US Census, shows the number and percent of the population, with regard to their English language skills, for the cities and unincorporated portions of Collier County as well as for the County as a whole. In unincorporated Collier County, 15.7% of the population age 5 years or older speak English less than "very well", compared to 14.5 for the entire County <sup>2</sup>

| Table 1: Limited English Proficient Persons in the MPO Planning area and local jurisdictions |                |                             |  |  |
|--|----------------|-----------------------------|--|--|
| 2016 American Community Survey – US Census - 5-year estimates                                |                |                             |  |  |
| Jurisdiction   | Population     | Population 5 years and over | Number of LEP Persons (5 years and over) | Percentage of LEP Persons (5 years and over) |
| Everglades City  | 232            | 228                         | 11                                       | 4.8%   |
| City of Naples   | 20,980         | 20,510                      | 828                                      | 4.0%   |
| City of Marco Island   | 17,361         | 17,135                      | 1,115                                    | 6.5%   |
| Unincorporated Collier County  | 309,663        | 293,645                     | 46,143                                   | 15.7%  |
| <b>Collier County</b>  | <b>348,236</b> | <b>331,518</b>              | <b>48,097</b>                            | <b>14.5%</b>                                 |

**Table 2** shows the number and percent of LEP persons by language spoken at the individual's home. Of the LEP persons within Collier County, 23.4% speak Spanish at home making this the most significant percentage of the area's population. The second most common language at home is Other Indo-European

<sup>2</sup> 2016 American Community Survey (ACS) 5-year Estimates, Tables B01003, S1601.

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languages at 7.8%; Asian and Pacific Islander languages represent 0.9% of the “other” languages spoken at home.

| <b>Table 2: Language Spoken at Home by LEP Persons - Collier MPO Planning Area</b><br>2016 American Community Survey, 5-year Estimates, US Census |                  |                               |                                    |                 |
|---|------------------|-------------------------------|------------------------------------|-----------------|
| LEP Persons   | Spanish Language | Other Indo-European Languages | Asian & Pacific Islander Languages | Other Languages |
| 5 years and over - Everglades City  | 9                | 7                             | 0                                  | 0               |
| 5 years and over - City of Naples   | 658              | 1,216                         | 83                                 | 14              |
| 5 years and over - Marco Island   | 1,162            | 1,006                         | 176                                | 71              |
| 5 years and over – Unincorporated County  | 75,843           | 23,630                        | 2,750                              | 764             |
| 5 years and over - Total  | 77,672           | 25,859                        | 3,009                              | 849             |
| <b>Percent of Total Population 5 years and over</b>   | <b>23.4%</b>     | <b>7.8%</b>                   | <b>0.9%</b>                        | <b>0.3%</b>     |

### Factor 2. The frequency in which LEP Persons encounter MPO programs

The MPO documents phone inquiries, public meetings and office visits. To date, the MPO has had no requests for interpreters and no requests for translated program documents or publications by either individuals or groups.

### Factor 3. The importance of the service provided by the MPO program

MPO programs use federal funds to plan for future transportation projects, and therefore do not include any direct service or program that requires vital, immediate or emergency assistance, such as medical treatment or services for basic needs (like food or shelter). Further, the MPO does not conduct required activities such as applications, interviews or other activities prior to participation in its programs or events. Involvement by any citizen with the MPO or its committees is voluntary.

However, the MPO must ensure that all segments of the population, including LEP persons, have been involved or have had the opportunity to be involved in the transportation planning process to be consistent with the goal of the Federal Environmental Justice program and policy. The impact of proposed transportation investments on underserved and under-represented population groups is part of the evaluation process in use of federal funds in three major areas for the MPO:

- the biennial Unified Planning Work Program,
- the five-year Transportation Improvement Program,
- the Long-Range Transportation Plan, covering 20+ years.

Inclusive public participation is a priority consideration in other MPO plans, studies and programs as well. The impacts of transportation improvements resulting from these planning activities have an impact on all residents. Understanding and continued involvement are encouraged throughout the process. The

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MPO is concerned with input from all stakeholders and makes every effort to ensure that the planning process is as inclusive as possible.

TRANSLATION OF MPO DOCUMENTS IS NOT  
CONSIDERED TO BE WARRANTED AT THIS TIME.

THE MPO WILL CONTINUE EFFORTS TO  
COLLABORATE WITH STATE AND LOCAL AGENCIES  
TO PROVIDE LANGUAGE TRANSLATION AND  
INTERPRETATION SERVICES WHEN PRACTICAL  
AND FUNDING IS AVAILABLE

As a result of the long range transportation planning process, selected projects receive approval for federal funding and progress towards project planning and construction under the responsibility of local jurisdictions or state transportation agencies. These state and local organizations have their own policies to ensure LEP individuals can participate in the process that shapes where, how and when a specific transportation project is implemented.

### Factor 4. The resources available and overall MPO cost

Given the size of the LEP population in the MPO area, the current financial constraints of the MPO and the expense of full multi-language translations of large transportation plan documents and maps which have frequent changes and are not often used by the public, translation of MPO documents is not considered to be warranted at this time.

The MPO will continue efforts to collaborate with state and local agencies to provide language translation and interpretation services when practical and funding is available. Spanish and other language outreach materials from organizations such as federal, state, and local transportation agencies will be used when possible. The MPO will monitor increases in the LEP population and adjust its LEP policy accordingly. If warranted in the future, the MPO will consider new techniques to reach the LEP population, such as (1) the translation of executive summaries for key MPO documents, such as the Long Range Transportation Plan, the Transportation Improvement Program, and the Public Involvement Plan, and (2) the translation of document summaries, brochures or newsletters, which are designed to capture significant points of the full document. Additionally, the MPO currently has an employee that is fluent in both English and Spanish. In addition, Collier County Growth Management Division and the Alternative Transportation Modes Department have employees fluent in English, Spanish and Haitian Creole, and are available as interpreters as needed.

### MEETING THE REQUIREMENTS

Engaging the diverse population within the MPO area is important. The MPO is committed to providing quality services to all citizens, including those with limited English proficiency. All language access activities detailed below will be coordinated in collaboration with the MPO Board and staff.

### Safe Harbor Stipulation

Federal law provides a 'safe harbor' stipulation so recipients of federal funding can ensure compliance with their obligation to provide written translations in languages other than English with greater certainty. A 'safe harbor' means that as long as a recipient (the MPO) has created a plan for the provision of written



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translations under a specific set of circumstances, such action will be considered strong evidence of compliance with written translation obligations under Title VI.

However, failure to provide written translations under the circumstances does not mean there is noncompliance, but rather provides for recipients a guide for greater certainty of compliance in accordance with the four-factor analysis. Evidence of compliance with the recipient's written translation obligations under 'safe harbor' includes providing written translations of vital documents for each eligible LEP language group that constitutes 5% or 1,000 persons, whichever is less of eligible persons served or likely to be affected. (Note: At this time, data on area language groups indicates that this requirement does not apply.) Translation also can be provided orally. The 'safe harbor' provision applies to the translation of written documents only. It does not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and reasonable to provide.

### Providing Notice to LEP Persons

US DOT guidance indicates that once an agency has decided, based on the four factors, to provide language services, it is important that the recipient notify LEP persons of services available free of charge in a language the LEP persons would understand. Example methods for notification include:

1. Signage that indicates when free language assistance is available with advance notice;
2. Stating in outreach documents that language services are available;
3. Working with community-based organizations and other stakeholders to inform LEP individuals of MPO services and the availability of language assistance;
4. Using automated telephone voice mail or menu to provide information about available language assistance services;
5. Including notices in local publications targeting Spanish-speaking and Haitian-Creole-speaking audiences in languages other than English;
6. Providing notices on non-English-language radio and television about MPO services and the availability of language assistance; and
7. Providing presentations and/or notices at schools and community-based organizations (CBO).

If deemed essential in the future in light of revised census data, the MPO will publicize the availability of interpreter services, free of charge, at least 7 days prior to MPO Board and committee meetings, workshops, forums or events which will be noticed on the MPO website, in meeting notices (packets), and using the following additional tools as appropriate:

- signage
- public outreach materials
- community-based organizations
- local publications as referenced above
- Non-English-language radio and television

The MPO defines an interpreter as a person who translates spoken language orally, as opposed to a translator, who translates written language and transfers the meaning of written text from one language into another. The MPO will request language interpreter services from Collier County staff, as needed, and will reciprocate by making MPO staff available as needed. As covered under Title VI requirements for

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nondiscrimination, at each meeting, the MPO will provide Title VI material and include this material in an alternative language when applicable.

### Language Assistance

A goal of the PPP is to provide user-friendly materials that will be appealing and easy to understand. The MPO will provide on an “as needed” basis, executive summaries in alternative formats, such as brochures or newsletters, depending on the work product.

### MPO Staff Training

This LEP Plan is incorporated in the PIP to maintain meaningful access to information and services for LEP individuals, the MPO will properly train its employees to assist in person, and/or by telephone, LEP individuals who request assistance. MPO Board members will receive a briefing on the PIP & LEP Plan, assuring that they are aware of and understand how the PIP implements the LEP Plan.

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APPENDIX D. NONDISCRIMINATION PLAN AND COMPLAINT  
PROCEDURE

## PUBLIC PARTICIPATION PLAN

### Title VI Nondiscrimination Program Policy and Complaint Procedure

#### Introduction

The Collier MPO is a recipient of federal funds from the U.S. Department of Transportation modal agencies, including the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). All recipients of federal funding must comply with the requirements of Title VI of the Civil Rights Act of 1964 and other nondiscrimination statutes, regulations and authorities. This Implementation Plan describes how the Department effectuates nondiscrimination in the delivery of its federally assisted programs, services and activities. The Plan includes the structure of the MPO's Title VI/Nondiscrimination program as well as the policies, procedures and practices that the Department uses to comply with nondiscrimination requirements. The Plan is intended to be a living document, regularly policed and updated by the Department to meaningfully reflect the program as it changes and grows. Anyone wishing to provide input into the Department's Title VI/Nondiscrimination Implementation Plan is encouraged to contact the Title VI/Nondiscrimination Program Coordinator, Anne McLaughlin at [AnneMcLaughlin@colliercountyfl.gov](mailto:AnneMcLaughlin@colliercountyfl.gov) or 239-252-5884 or by writing at 2885 South Horseshoe Drive, Naples, FL 34104.

#### Policy Statement

It is the policy of the MPO to comply with all federal and state authorities requiring nondiscrimination, including but not limited to Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), the Age Discrimination Act of 1975 and Executive Order 12898 (Environmental Justice) and 13166 (Limited English Proficiency). The MPO does not and will not exclude from participation in; deny the benefits of; or subject anyone to discrimination on the basis of race, color, national origin, sex, age, disability or income. In addition, the MPO complies with the Florida Civil Rights Act, and does not permit discrimination on the basis of religion or family status in its programs, services or activities.

The Collier MPO has adopted the Florida Department of Transportation's (Department) Title VI/Nondiscrimination policy and ADA policy by reference. Topic No.:275-010-010-f--Title VI Program and Related Statutes-Implementation and Review Procedures.

The Department's Title VI/Nondiscrimination policy and ADA policy statement may be found at: [US DOJ Title VI Nondiscrimination Policy](#). Those requiring information in alternative formats or in a language subject to the Department's Limited English Proficiency (LEP) Plan, should contact the Title VI/Nondiscrimination Coordinator.

#### MPO DISCRIMINATION COMPLAINT PROCEDURE

Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation prohibited by the Title VI of the Civil Rights Act of 1964, as amended, and related statutes, under the MPO's planning process may file a written complaint.

The MPO encourages the filing of a complaint in writing which includes a name, address, and other information so that you may be contacted in regard to the matter. Please see the Title VI Complaint Form.

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The MPO will investigate complaints received no more than 180 days after the alleged incident. The MPO will process complaints that are complete.

- All complaints will be investigated promptly. Reasonable measures will be undertaken to preserve any information that is confidential. The MPO's Title VI Specialist will review every complaint to determine if our office has jurisdiction.
- Within ten (10) calendar days, the Title VI Specialist will acknowledge receipt of the allegation(s), inform the Complainant of action taken or proposed action to process the allegation(s), and advise the Complainant of other avenues of redress available, such as the FDOT's Equal Opportunity Office (EOO).
- The MPO has sixty (60) calendar days to investigate the complaint. If more information is needed to resolve the complaint, the MPO's Title VI Specialist will contact the complainant. The complainant has 10 business days from the date of the letter to send the requested information to the Title VI Specialist. If the Title VI Specialist is not contacted by the complainant or does not receive the additional information within 15 business days, the MPO may administratively close the case. A case can also be administratively closed if the complainant no longer wishes to pursue their case.
- At a minimum, the investigation will:
  - Identify and review all relevant documents, practices, and procedures;
  - Identify and interview persons with knowledge of the Title VI violation, including the person making the complaint, witnesses, or anyone identified by the complainant; anyone who may have been subject to similar activity or anyone with relevant information.
- Within ninety (90) calendar days of the complaint, the MPO's Title VI Specialist will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff members or other action will occur.
- If no violation is found and the complainant wishes to appeal the decision, he/she has fourteen (14) days after the date of the letter or the LOF to do so.
- If the issue has not been satisfactorily resolved through the MPO's investigation, or if at any time the person(s) request(s) to file a formal complaint, the recipient's MPO Title VI Specialist shall refer the Complainant to the FDOT's District One Title VI Coordinator for processing in accordance with approved State procedures.
- The MPO's Title VI Specialist will advise the FDOT's District One Title VI Coordinator within five (5) calendar days of the completed investigation. The following information will be included in every notification to the FDOT's District One Title VI Coordinator:

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- (a) Name, address, and phone number of the Complainant.
  - (b) Name(s) and address(es) of Respondent.
  - (c) Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
  - (d) Date of alleged discriminatory act(s).
  - (e) Date of complaint received by the recipient.
  - (f) A statement of the complaint.
  - (g) Other agencies (state, local or Federal) where the complaint has been filed.
  - (h) An explanation of the actions the recipient has taken or proposed to resolve the allegation(s) raised in the complaint.
- The MPO's Title VI Specialist will maintain a log of complaints received by the MPO. The log will include the following information:
    - Name of Complainant
    - Name of Respondent
    - Basis of Complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation)
    - Date complaint was received by the recipient
    - Date that the MPO Title VI Specialist notified the FDOT's District One Title VI Coordinator of the complaint
    - Explanation of the actions the recipient has taken or proposed to resolve the issue raised in the complaint

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 as part of the MPO planning process they have been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Collier MPO Title VI Specialist Anne McLaughlin (239) 252-5884 by writing Ms. McLaughlin at 2885 South Horseshoe Dr., Naples, FL 34104 or via email at: [annemclaughlin@colliergov.net](mailto:annemclaughlin@colliergov.net); or by contacting Brandy Otero, ~~Senior~~ Principal Planner, by phone at 239-252-5859, in writing at the above address, or via email at:

[brandyotero@colliercountyfl.gov](mailto:brandyotero@colliercountyfl.gov)

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**Title VI Complaint Form**

*Before completing this form, please read the Collier MPO's Title VI Complaint Procedures located on our website or by visiting our office.*

*The following information is necessary and required to assist in processing your complaint. If you require assistance in completing this form, please contact us at the phone number listed. Complaints must be filed within 180 calendar days after the date alleged discrimination occurred.*

Complainant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone \_\_\_\_\_

Numbers: Home \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Date of alleged discrimination: \_\_\_\_\_

Which of the following best describes the reason you believe the discrimination took place?

Was it because of your: Race/Color: \_\_\_\_\_ National Origin: \_\_\_\_\_

Person discriminated against (if someone other than complainant). Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.

Name \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Have you filed this complaint with any other federal, state, or local agency?

☐ Yes ☐ No

If yes, check each box that applies:

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- ☐ Federal Transit Administration
- ☐ Department of Transportation
- ☐ Dept. of Justice
- ☐ Equal Opportunity Commission
- ☐ Other: \_\_\_\_\_

Have you filed a lawsuit regarding this complaint?

☐ Yes ☐ No

In your own words, describe the alleged discrimination. Explain what happened and whom you believe was responsible. Include specific details such as names, dates, times, route numbers, witnesses, and any other information that would assist us in our investigation of the allegations. Please also provide any other documentation that is relevant to this complaint.

Complainant’s Signature

Date

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APPENDIX E – TRADITIONALLY UNDERSERVED COMMUNITIES

## PUBLIC PARTICIPATION PLAN

### Environmental Justice Communities / Traditionally Underserved Communities

The Federal Highway Administration (FHWA) advised the MPO during the quadrennial Transportation Management Area (TMA) review in 2016 to incorporate an analysis of Environmental Justice Communities and issues in all new plans and studies. The FHWA advised MPO staff to include the type of analysis conducted for the MPO's Transportation Disadvantaged Service Plan.

According to guidance published by the Florida Department of Transportation (FDOT), it is important to see Environmental Justice as an opportunity to make better transportation decisions by doing the following:

- Making transportation decisions that meet the needs of all people
- Designing facilities that fit into communities
- Enhancing the public involvement process and strengthening community-based partnerships
- Improving the tools for analyzing the impacts of transportation decisions on minority and low-income communities
- Partnering with other public and private agencies to leverage resources and achieve a common vision for communities

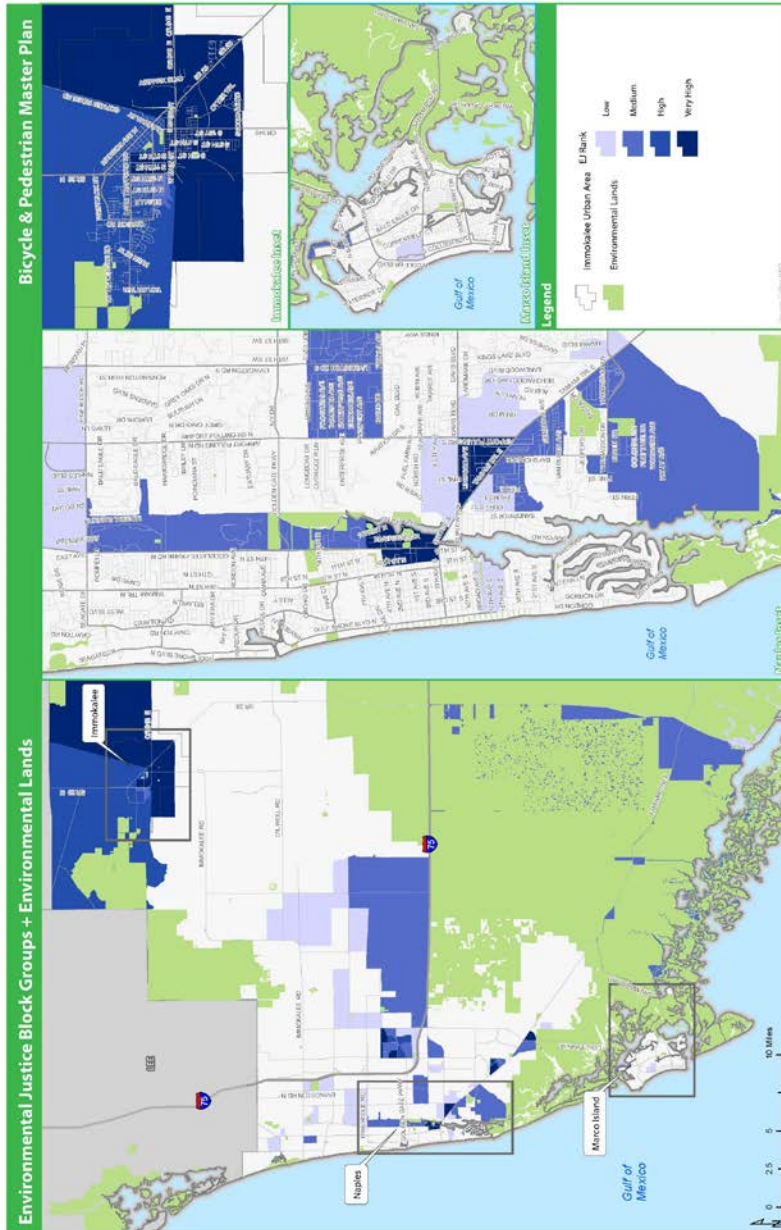
MPO staff began by reviewing the MPO's Transportation Disadvantaged Service Plan (TDSP), Major Update, adopted October 25, 2013 for maps showing *Populations in Poverty*, *Households with No Vehicles* and *Identified Areas of Need* as a starting point in identifying disadvantaged communities potentially underserved by transportation infrastructure and programs within Collier County.

FHWA advised using a variety of resources, and local knowledge to determine the location and needs of disadvantaged communities. MPO staff augmented the TDSP maps using the following sources:

- US Census Bureau *American Community Survey (ACS)*
- American Association of State Highway and Transportation Officials (AASHTO) *Census Transportation Planning Products (CTPP)*
- US Environmental Protection Agency (EPA) *Environmental Justice (EJ) Screening and Mapping Tool*
- MPO Advisory Committee review of findings (for local knowledge)

To address the issue of equity in terms of providing equal access to bicycle and pedestrian facilities County-wide, the MPO's previous identification of Environmental Justice (EJ) communities was updated for the Bicycle and Pedestrian Master Plan (2019). The EJ criteria used for the BPMP were minority status, poverty, no access to a vehicle, and limited ability to speak English. EJ areas were defined as areas where the criteria were 10% greater than the County average. The map on the following page shows the results of the EJ analysis. The map may be viewed in larger format on the MPO website.

PUBLIC PARTICIPATION PLAN



Environmental Justice (EJ) Communities, Collier County, 2019

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APPENDIX F – STANDARD OPERATING PROCEDURES

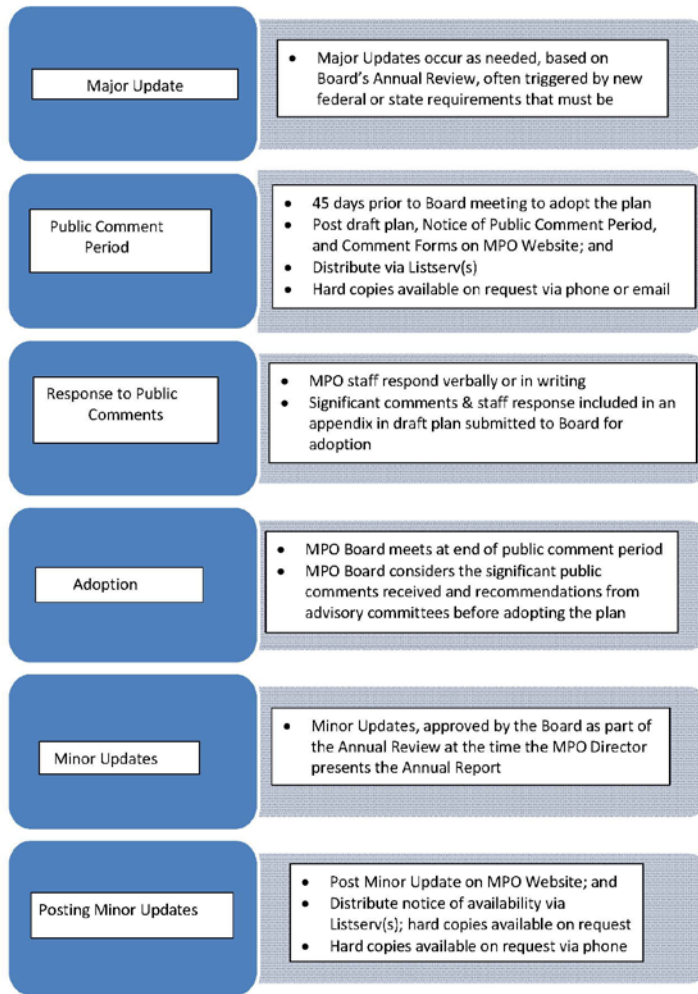


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~~APPENDIX F – STANDARD OPERATING PROCEDURES~~

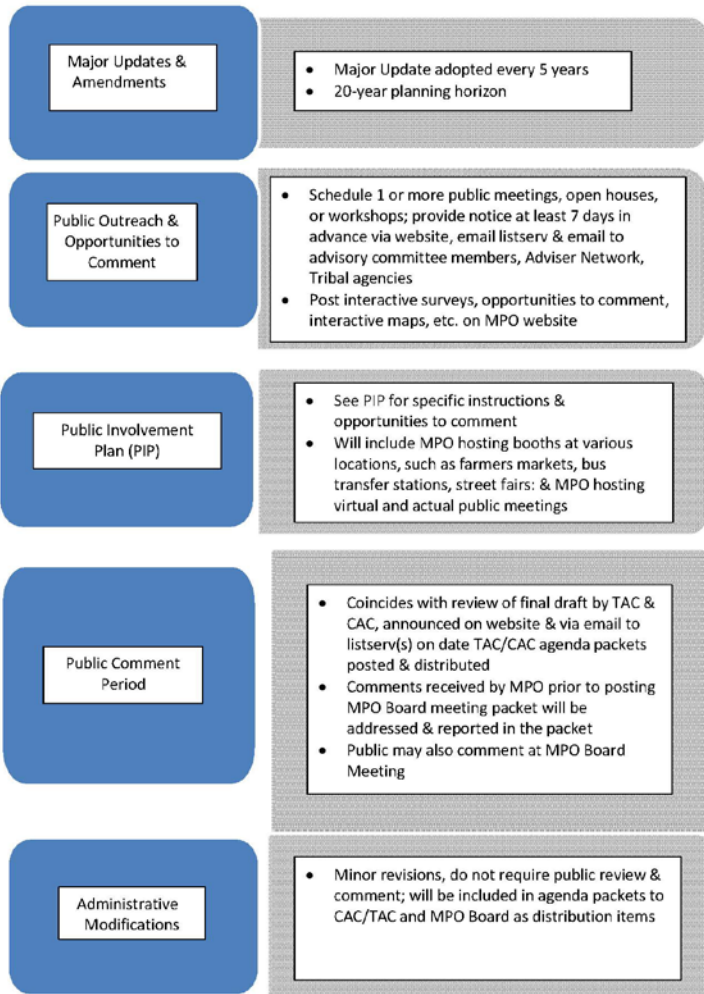
## PUBLIC PARTICIPATION PLAN

## PUBLIC PARTICIPATION PLAN UPDATES – PROCESS



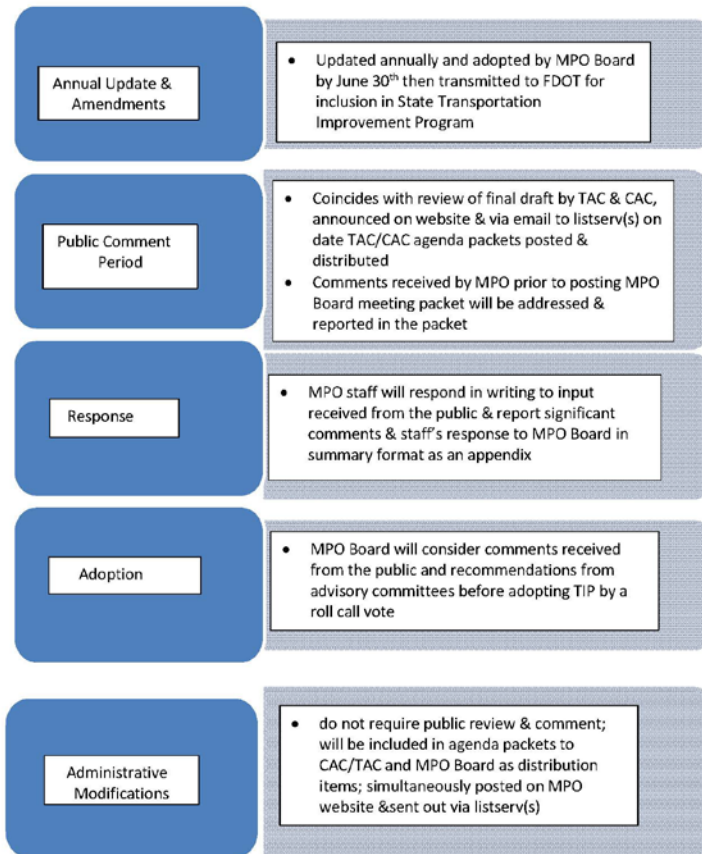
## PUBLIC PARTICIPATION PLAN

### LONG RANGE TRANSPORTATION PLAN - PROCESS



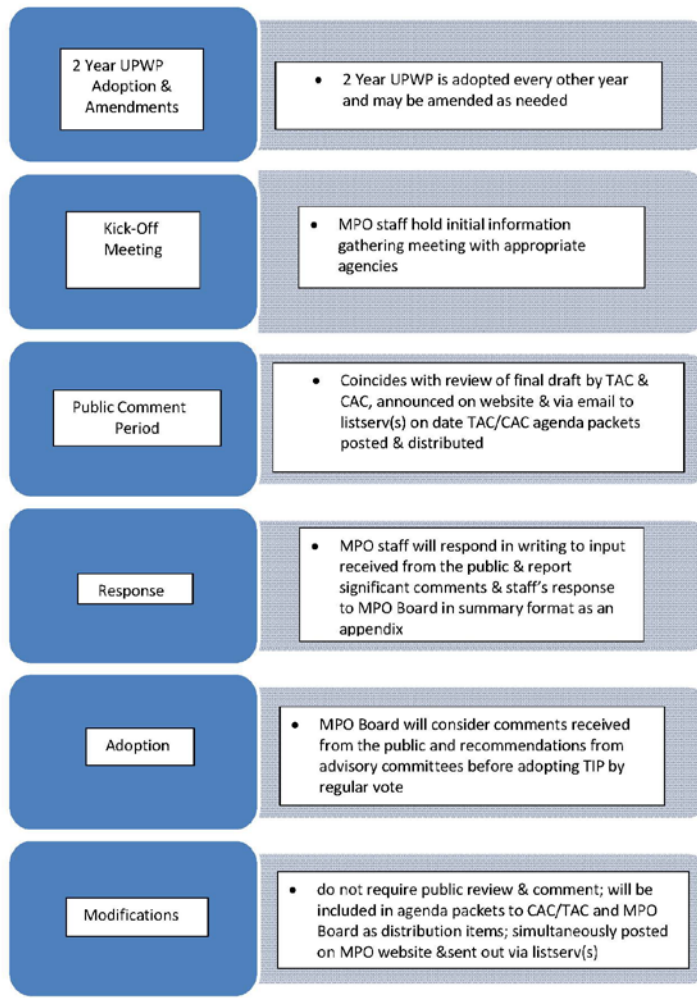
## PUBLIC PARTICIPATION PLAN

## TIP - PROCESS



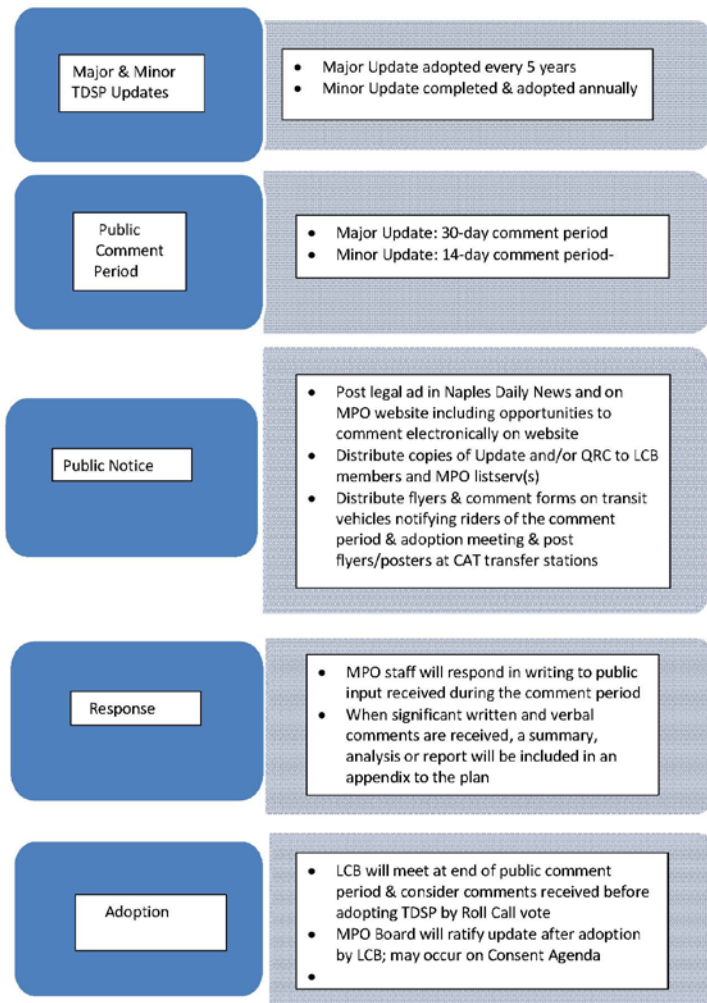
## PUBLIC PARTICIPATION PLAN

### UNIFIED PLANNING WORK PROGRAM - PROCESS



## PUBLIC PARTICIPATION PLAN

### TDSP – MAJOR & MINOR UPDATES - PROCESS





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## TDSP – MAJOR &amp; MINOR UPDATES - PROCESS

Major & Minor  
TDSP Updates

- Major Update adopted every 5 years
- Minor Update completed & adopted annually

Public Comment  
Period

- Major Update: 30-day comment period
- Minor Update: 14-day comment period-

## Public Notice

- Post legal ad in Naples Daily News and on MPO website including opportunities to comment electronically on website
- Distribute copies of Update and/or QRC to LCB members and MPO listserv(s)
- Distribute copies of the Major TDSP Update and/or QRC on comment forms to local government agency offices and libraries
- Major update: Distribute flyers & comment forms on transit vehicles notifying riders of the comment period & adoption meeting & post flyers/posters at CAT transfer stations

## Response

- MPO staff will respond in writing to public input received during the comment period
- When significant written and verbal comments are received, a summary, analysis or report will be included in an appendix to the plan

## Adoption

- LCB will meet at end of public comment period & consider comments received before adopting TDSP by Roll Call vote
- MPO Board will ratify update after adoption by LCB; may occur on Consent Agenda

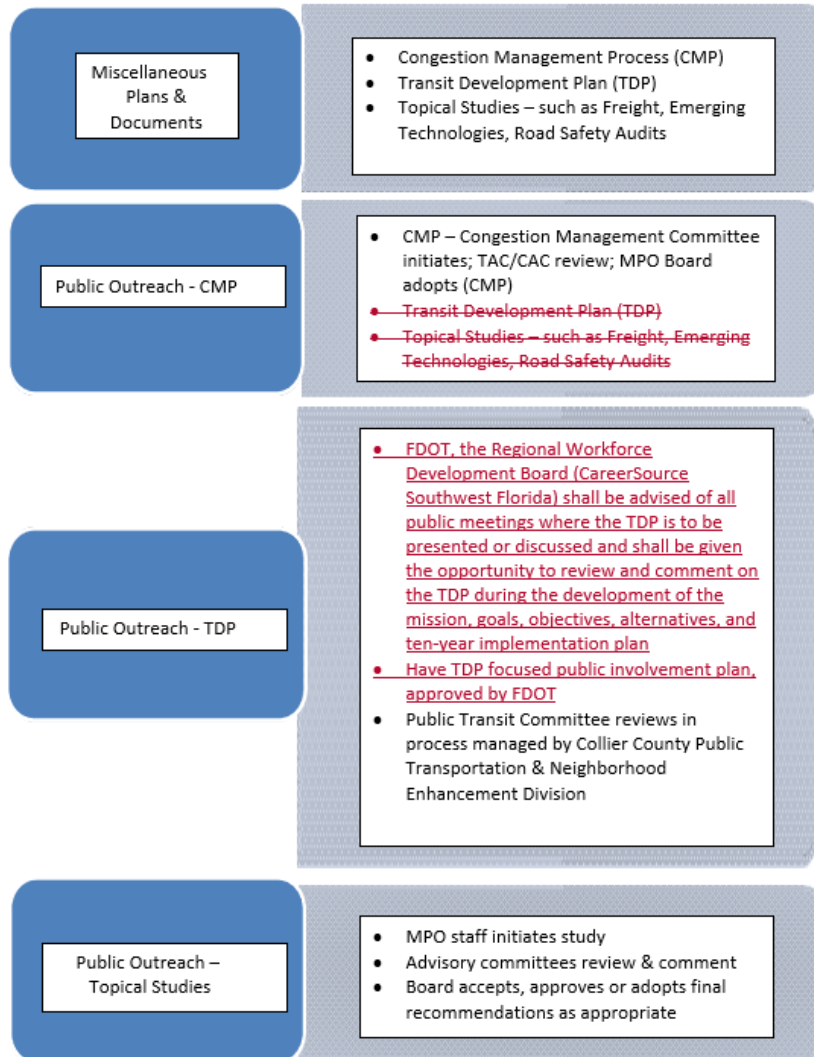
## PUBLIC PARTICIPATION PLAN

## MISCELLANEOUS PLANS &amp; DOCUMENTS - PROCESS

|                                   |  |
|-----------------------------------|--|
| Miscellaneous Plans & Documents   | <ul style="list-style-type: none"> <li>• Congestion Management Process (CMP)</li> <li>• Transit Development Plan (TDP)</li> <li>• Topical Studies – such as Freight, Emerging Technologies, Road Safety Audits</li> </ul>  |
| Public Outreach - CMP             | <ul style="list-style-type: none"> <li>• CMP – Congestion Management Committee initiates; TAC/CAC review; MPO Board adopts (CMP)</li> <li>• Transit Development Plan (TDP)</li> <li>• Topical Studies – such as Freight, Emerging Technologies, Road Safety Audits</li> </ul>  |
| Public Outreach - TDP             | <ul style="list-style-type: none"> <li>• Public Transit Committee reviews in process managed by Collier County Public Transportation &amp; Neighborhood Enhancement Division</li> </ul>  |
| Public Outreach – Topical Studies | <ul style="list-style-type: none"> <li>• MPO staff initiates study</li> <li>• Advisory committees review &amp; comment</li> <li>• Board accepts, approves or adopts final recommendations as appropriate</li> </ul>  |
| Public Comment Opportunities      | <ul style="list-style-type: none"> <li>• MPO staff follows notification requirements for advisory committees and Board</li> <li>• Additional opportunity to comment posted on MPO website and sent to listserv(s) via email</li> <li>• Topical Studies – MPO will host a discussion forum to obtain input from general public &amp; Adviser Network</li> </ul> |
| Response                          | <ul style="list-style-type: none"> <li>• MPO staff will respond in writing to input received from the public &amp; report significant comments &amp; staff's response to MPO Board in summary format as an appendix to the document</li> </ul>   |

## PUBLIC PARTICIPATION PLAN

## MISCELLANEOUS PLANS &amp; DOCUMENTS - PROCESS



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Public Comment  
Opportunities

- TDP - Transit Agency is authorized to establish time limits for receipt of comments (FAC 14.73.001)
- MPO staff follows notification requirements for advisory committees and Board
- Additional opportunity to comment posted on MPO website and sent to listserv(s) via email
- Topical Studies – MPO will host a discussion forum

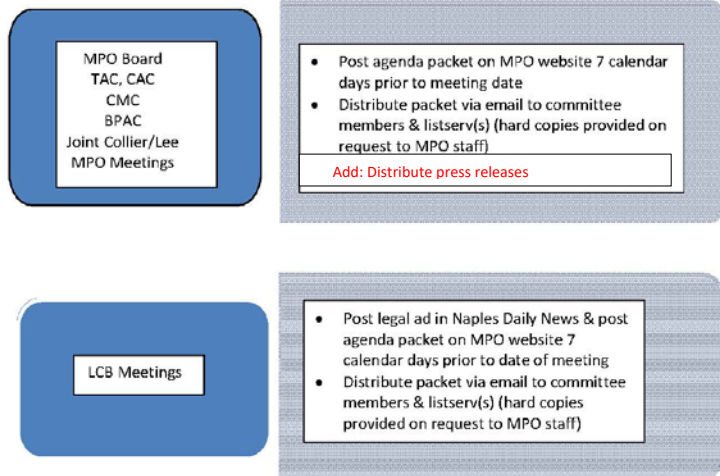
## Response

- MPO staff will respond in writing to input received from the public & report significant comments & staff's response to MPO Board in summary format as an appendix to the document

In the event that the MPO coordinates in the development, or share in the usage of a plan, study or document with other agencies, the MPO will follow the guidelines established in this PPP. Other agencies may have their own public involvement requirements and should comply with them separately.

## PUBLIC PARTICIPATION PLAN

### BOARD & COMMITTEE MEETING NOTICE REQUIREMENTS



## PUBLIC PARTICIPATION PLAN

## PUBLIC OUTREACH TECHNIQUES USED BY MPO

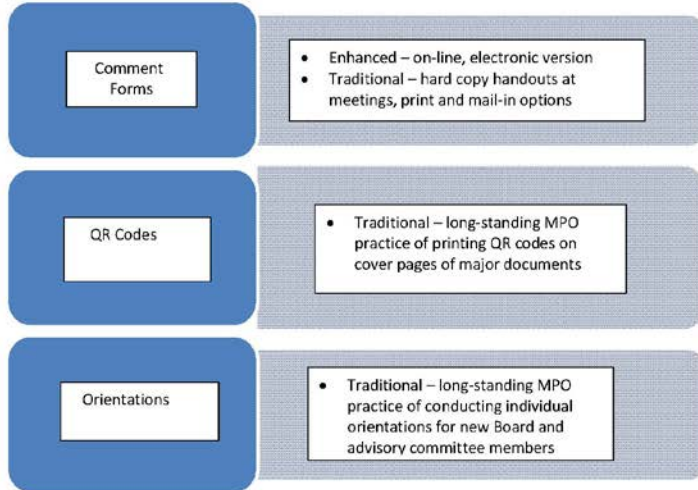
|                                |  |
|--------------------------------|--|
| Website                        | <ul style="list-style-type: none"> <li>Enhanced – interactive maps, surveys, opportunities to comment</li> <li>Traditional – News, Plans, Studies, Committees, Bylaws, Meeting Calendar, etc.</li> </ul> |
| Visualization Techniques       | <ul style="list-style-type: none"> <li>Enhanced – video, simulation modes, animated graphics and 3D imaging</li> <li>Traditional – maps, pictures, graphics, logo</li> </ul>                             |
| E-Notifications & Social Media | <ul style="list-style-type: none"> <li>Enhanced – Adviser Network listserv; Facebook, YouTube</li> <li>Traditional – Notification listserv; mail &amp; hard copies available on request</li> </ul>       |
| Surveys & Polls                | <ul style="list-style-type: none"> <li>Enhanced – Survey Monkey; &amp; consultant supported project-specific</li> <li>Traditional – Person to person outreach; hard copies, booths, meetings</li> </ul>  |
| Partnering                     | <ul style="list-style-type: none"> <li>Enhanced – project-specific partnering</li> <li>Traditional – piggy-back on special events conducted by member entities</li> </ul>                                |
| Public Television              | <ul style="list-style-type: none"> <li>Enhanced – videos, Public Service Announcements</li> <li>Traditional – MPO Board Meetings Live &amp; Archived</li> </ul>  |



## PUBLIC PARTICIPATION PLAN

|   |   |
|---|---|
| Earned Media                              | <ul style="list-style-type: none"> <li>Enhanced – cultivate media contacts &amp; provide background information on events</li> <li>Traditional – send press releases on events of general public interest</li> </ul>  |
| Project Specific Public Involvement Plans | <ul style="list-style-type: none"> <li>Traditional – long-standing MPO practice for major plans such as the L RTP, Community Walkability Studies and Bicycle and Pedestrian Master Plan</li> </ul>  |
| Monthly Newsletter                        | <ul style="list-style-type: none"> <li>Traditional – long-standing MPO practice; available in hard copy, posted to MPO website and distributed via email to Board, committees, listserv(s)</li> </ul>   |
| Public Workshops & Open Houses            | <ul style="list-style-type: none"> <li>Traditional – long-standing MPO practice; generally held in the context of major plan development and consultant supported</li> <li>Enhanced – expand semi-annual to monthly newsletter in digital format, hard copies still provided</li> </ul> |
| Public Meetings                           | <ul style="list-style-type: none"> <li>Traditional – long-standing MPO practice; includes MPO and advisory committee meetings, project specific meetings generally held in context of major plan development</li> </ul>   |
| Community Outreach Events                 | <ul style="list-style-type: none"> <li>Traditional – long-standing MPO practice; may be linked to major plan development or opportunities for MPO staff to piggy-back on special events to increase general public</li> </ul>   |

## PUBLIC PARTICIPATION PLAN



## PUBLIC PARTICIPATION PLAN

### **APPENDIX G – GROUPS, BUSINESSES, & AGENCIES CONSULTED WITH IN DEVELOPING THIS PLAN**

The following groups, businesses and agencies are members of the MPO's Adviser Network, along with roughly 400 private citizens who received notification of the revisions and the opportunity to comment. [Ms. Rae Ann Burton and Ms. April Olson \(Conservancy of Southwest Florida\) submitted public comments as shown in Appendix H.](#)

#### **Federal Lands Management Agencies**

- [National Park Service \(Everglades National Park and Big Cypress National Preserve\)](#)
- [US Fish and Wildlife Service \(Florida Panther National Wildlife Refuge, Ten Thousand Islands National Wildlife Refuge\)](#)

#### **State Land Management Agencies**

- [National Estuarine Research Reserve – Rookery Bay and Cape Romano – Ten Thousand Islands Aquatic Preserve](#)
- [Collier-Seminole State Park](#)
- [Picayune Strand State Forest](#)
- [Fakahatchee Strand Preserve State Park](#)
- [Delnor-Wiggins Pass State Park](#)
- [Okaloacoochee Slough State Forest](#)
- [South Florida Water Management District](#)
- [Florida Fish and Wildlife Conservation Commission](#)

#### **Land Management Nonprofit Agencies**

- [National Audubon Society – Corkscrew Swamp Sanctuary](#)

#### **Native American Tribes**

- [Miccosukee Tribe of Indians of Florida, Business Council](#)
- [Seminole Tribe of Florida, Chairman and General Counsel](#)

#### **MPO Advisory Committees**

- [Citizens Advisory Committee](#)
- [Technical Advisory Committee](#)

#### **MPO Adviser Network**

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## PUBLIC PARTICIPATION PLAN

- Immokalee and Bayshore Community Redevelopment Agencies
- Everglades Coordinating Council
- Bike/Walk Lee County
- Collier County Sheriff's office
- Lighthouse of Collier
- Conservancy of Southwest Florida
- Naples Pathways Coalition
- Collier Homeless Coalition
- City of Bonita Springs
- Blue Zones Initiative of Southwest Florida
- Community Transportation Safety Team – Collier County
- Florida American Society of Landscape Architects
- South Florida Water Management District
- Golden Gate Estates Area Community Association
- National Alliance for Mental Illness – Naples
- St. Matthews House
- Audubon
- Collier Public Schools
- Arthrex

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## PUBLIC PARTICIPATION PLAN

**APPENDIX G: PUBLIC COMMENTS****COMMENT RECEIVED**

**From:** Rae Ann Burton <raburton@embarqmail.com>  
**Sent:** Wednesday, April 08, 2020 6:23 PM  
**To:** McLaughlinAnne <Anne.McLaughlin@colliercountyfl.gov>  
**Subject:** Re: Additional Revisions to Public Participation Plan Proposed

Dear Ms. McLaughlin,

How can the public provide input in the MPO meetings if there is no public gathering?

There is also no agendas for this virtual meetings.

I am concerned that there maybe issues that effect the quality of Collier County and the estates, and that the developers will use this non-public meetings to further their building of the dense Villages in the Estates and

get rezoning on residential and agricultural properties as there is no public to protest.

I realize that life must go on, but I also fear that issues that concern the Estates Residents will be approved without the

the residents knowing.

regards - Keep safe.

Rae Ann Burton

**MPO RESPONSE**

**From:** "Anne McLaughlin" <Anne.McLaughlin@colliercountyfl.gov>  
**To:** "raburton" <raburton@embarqmail.com>  
**Cc:** "Brandy Otero" <Brandy.Otero@colliercountyfl.gov>  
**Sent:** Thursday, April 9, 2020 10:26:38 AM  
**Subject:** RE: Additional Revisions to Public Participation Plan Proposed

Good Morning Ms. Burton,

Please rest assured that we will keep everyone on our email distribution lists and visitors to the website informed about how the public can participate in the virtual meetings and will post and distribute agenda packets following our normal schedule - one week prior to a meeting. We are also making provisions in draft form for the MPO Board to vote on in June to revisit decisions made during the pandemic so that members of the public who don't have ready access to the internet can also participate.

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## PUBLIC PARTICIPATION PLAN

[Please don't hesitate to call or email me or Brandy Otero with any concerns or questions you may have regarding MPO operations during and after the pandemic.](#)

[Regards,](#)

[Anne McLaughlin](#)

[Executive Director](#)



### MS. BURTON'S RESPONSE

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[Dated 4/9/20](#)

[Ms. McLaughlin,](#)

[Thank you very much for the information.](#)

[Keep Safe](#)

[Rae Ann Burton](#)

### COMMENT RECEIVED

[From: April Olson <AprilO@conservancy.org>](#)

[Sent: Friday, May 08, 2020 11:24 AM](#)

[To: McLaughlinAnne <Anne.McLaughlin@colliercountyfl.gov>; OteroBrandy <Brandy.Otero@colliercountyfl.gov>](#)

[Subject: Public Participation Plan](#)



## PUBLIC PARTICIPATION PLAN

EXTERNAL EMAIL: [This email is from an external source. Confirm this is a trusted sender and use extreme caution when opening attachments or clicking links.](#)

[Hello Anne and Brandy.](#)

[I hope all is well with you and the rest of the MPO gang!](#)

[I see that you added a list of state and federal agencies to the PPP so those agencies have an opportunity to participate in the development of the TIP and LRTP. That's great! I have a few other suggestions of contacts: FL Division of Forestry, FL Department of Environmental Protection, and Florida Fish and Wildlife Conservation Commission. I have seen past comment letters from at least two of those agencies on proposed road projects. I didn't see that they were part of the list on page 277 of the agenda \(p. 12 of draft PPP\), so I thought I would make that recommendation.](#)

[Cheers,](#)

[\*April\*](#)

[April Olson](#)

[Senior Environmental Planning Specialist](#)

[Conservancy of Southwest Florida](#)

[1495 Smith Preserve Way](#)

[Naples, FL 34102](#)

[\(239\) 262-0304, Ext 250](#)

### MPO RESPONSE

**From:** [McLaughlinAnne <Anne.McLaughlin@colliercountyfl.gov>](#)

**Sent:** [Friday, May 08, 2020 12:13 PM](#)

**To:** [April Olson <AprilO@conservancy.org>](#)

**Subject:** [RE: Public Participation Plan](#)

## PUBLIC PARTICIPATION PLAN

Thanks April! I'll check my records, I may have already contacted them and asked if they wanted to receive regular updates from us. I only included the agencies who responded yes. But I could ask again.

Anne McLaughlin

Executive Director



Office: 239-252-5884

Cell: 239-919-4378

2885 South Horseshoe Dr.

Naples, FL 34104

### MPO FOLLOW-UP

Sent emails on 5/14 to the FL Division of Forestry, FL Department of Environmental Protection, and Florida Fish and Wildlife Conservation Commission. As of 6/2/20, only the Florida Fish and Wildlife Conservation Commission had responded that they would like to be included on the list to receive email notifications. They have been added to the MPO's Adviser Network and duly noted within the PPP on pages 12 and 92.

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PUBLIC PARTICIPATION PLAN

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# Public Participation Plan



Adopted June 12, 2020



Scan the QR code with your  
smartphone to visit our website.

The MPO's Public Involvement Coordinator,  
Anne McLaughlin, may be reached by phone at  
239-252-5884, by cell at 239-919-4378, or by  
email at: [anne.mclaughlin@colliercountyfl.gov](mailto:anne.mclaughlin@colliercountyfl.gov)

Collier MPO  
2885 South Horseshoe Drive  
Naples, FL 34104  
(239) 252-5814  
[CollierMPO.com](http://CollierMPO.com)

## PUBLIC PARTICIPATION PLAN

## COLLIER COUNTY METROPOLITAN PLANNING ORGANIZATION

2885 South Horseshoe Drive

Naples, Florida 34104

[www.colliermmpo.com](http://www.colliermmpo.com)E-mail: [colliermmpo@colliergov.net](mailto:colliermmpo@colliergov.net)

phone: 239-252-5814

**ACKNOWLEDGEMENT**

The preparation of this document has been financed in part through grants from the Federal Highway Administration and the Federal Transit Administration, the U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104 (f) of Title 23, U.S. Code, and local funding. The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation. Persons consulted with in the development of this Public Participation Plan (PPP) are acknowledged at the end of the document.

**TITLE VI AND RELATED LAWS**

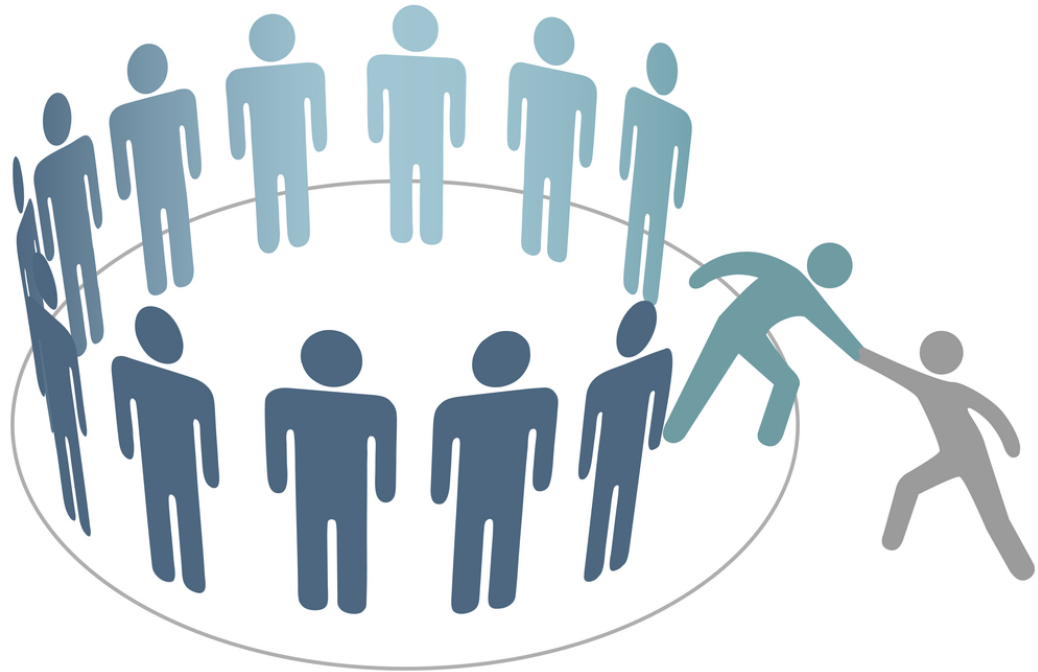
The MPO does not discriminate against anyone on the basis of race, color, religion, sex, age, national origin, disability or family status. For more information on the MPO's commitment to equity and nondiscrimination, or to express concerns visit <https://www.colliermmpo.org/get-involved/civil-rights/> Anyone requiring special accommodation under the Americans with Disabilities Act or language interpretation services (free of charge) should contact Anne McLaughlin at least ten (days) prior to the service date: [annemclaughlin@colliercountyfl.gov](mailto:annemclaughlin@colliercountyfl.gov) - (239) 252-5884 - Telerelay 711.

**LEARNING FROM OUR COLLEAGUES**

This document represents a significant departure from prior versions of Collier MPO's Public Involvement Plan adopted in 2013 and revised in 2015 and 2017. Staff reviewed Public Participation Plans produced by other Florida MPOs to identify elements that were innovative and applicable to Collier MPO's needs. This PPP borrows a great deal of material from the Polk Transportation Planning Organization's 2016 PPP. Interested readers may wish to view the entire Polk TPO PPP at [www.polktpo.com](http://www.polktpo.com)

## PUBLIC PARTICIPATION PLAN

Collier MPO places a high value on public involvement. For questions regarding public involvement and to learn more about how you can get involved, contact the MPO office at (239) 252-5814.



## You Can Make a Difference

There are several ways for you to help shape the future of transportation:

|   |         |
|---|---------|
| Become a member of Collier MPO's Adviser Network                              | Page 11 |
| How to submit your comments to the Collier Metropolitan Planning Organization | Page 15 |
| How to leave comments about a specific plan or study                          | Page 17 |
| Submit an application to serve on an MPO Advisory Committee                   | Page 17 |



## PUBLIC PARTICIPATION PLAN

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## PUBLIC PARTICIPATION PLAN

### INTRODUCTION

The goal of the Collier Metropolitan Planning Organization's (MPO) Public Involvement Plan is to ensure that all citizens regardless of race, color, religion, national origin, sex, age, disability, or familial status, have an equal opportunity to participate in the MPO's decision-making process. A 1994 Presidential Executive Order directed every Federal agency to make Environmental Justice part of its mission by identifying and addressing the effects of all programs, policies, and activities on "minority populations and low-income populations." The MPO strives to accomplish this by involving the potentially affected public in MPO outreach programs. MPO staff activities are designed to develop partnerships and enhance the participation in the transportation planning process, with groups and individuals of "traditionally underserved" communities. These communities include minorities, low income, the elderly, and persons with disabilities. Staff activities include, but are not limited to, participation in groups serving these communities, targeted communications with local media outlets, conducting meetings at convenient times and in locations that are accessible to transit, when possible, and the publication of MPO documents in non-technical, accessible formats when needed.

### GUIDING PRINCIPLES

The Public Participation Plan (PPP) serves as a framework to the public involvement process in regard to MPO planning related activities. The plan identifies federal, state and MPO requirements, PPP goals and objectives, PPP policies, planning activities which require public involvement and the process involved when providing the public with full access and notice to planning activities. The PPP incorporates the following guiding principles into the development of any required transportation plans and programs:

- Early and continuous public involvement opportunities throughout the planning and programming process;
- Timely information to citizens, affected public agencies, representatives of transportation agencies, private sector transportation entities and other interested parties, including segments of the community affected by transportation plans, programs, and projects;
- Adequate public notice of public involvement activities and ample time for public review and comment at key decision points;
- Consideration of the needs of the traditionally underserved, including low-income and minority citizens;
- Periodic review of public involvement efforts by the MPO to ensure full and open access to all;
- Review of public involvement procedures by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) when necessary;
- Coordination of MPO public involvement processes with statewide efforts whenever possible;

## PUBLIC PARTICIPATION PLAN

- Reasonable public access to information; and
- Consideration and reasonable response to public comments received.

### ABOUT US

Established in 1982, the Collier MPO is a federally mandated transportation policy-making organization composed of locally elected officials from Collier County, City of Naples, City of Marco Island, and the City of Everglades City. The MPO is tasked to provide both the urban and rural areas of the County with a **Continuing, Cooperative, and Comprehensive (3-C) planning process** to ensure that highways, transit, bicycle, pedestrian and other facilities are properly considered within the context of the overall transportation needs of the community.

The MPO staff reports directly to the MPO Board and provides information and technical assistance to the advisory committees. On a regular basis the committees, along with the MPO staff, provide recommendations to the MPO Board regarding short and long-range planning, implementation of projects, and related issues. The MPO Board and each of its advisory committees operate under bylaws approved by the MPO Board. The advisory committees include the Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC), Bicycle and Pedestrian Advisory Committee (BPAC), Local Coordinating Board (LCB) and the Congestion Management Committee (CMC). Members of these committees, various interested parties and citizens make up the MPO Master Database of Contacts. The committees review plans, documents and programs and provide comments and recommendations during the development of plans and major studies. Documents presented to the MPO Board for approval, endorsement or ratification have typically been reviewed by the TAC and CAC.



The Collier MPO Board adopted new Vision and Mission statements in 2017. The MPO's goal is to work together with the public citizens of the Collier MPO planning area to fulfill the MPO's Mission and Vision.

### Vision Statement

The MPO strives to provide a fully integrated and multi-modal transportation system that safely and efficiently moves people and goods while promoting economic development and protecting natural and man-made regional assets.

### Mission Statement

## PUBLIC PARTICIPATION PLAN

Provide transportation planning leadership through a collaborative effort to maintain a safe, efficient, integrated, and multi-modal transportation system.

### ABOUT THE REGION

The Collier MPO's jurisdiction includes Collier County and the cities of Naples, Marco Island and Everglades City.

#### Collier Metropolitan Planning Area Map



Collier MPO FY2014/15 - 2018/19 TIP

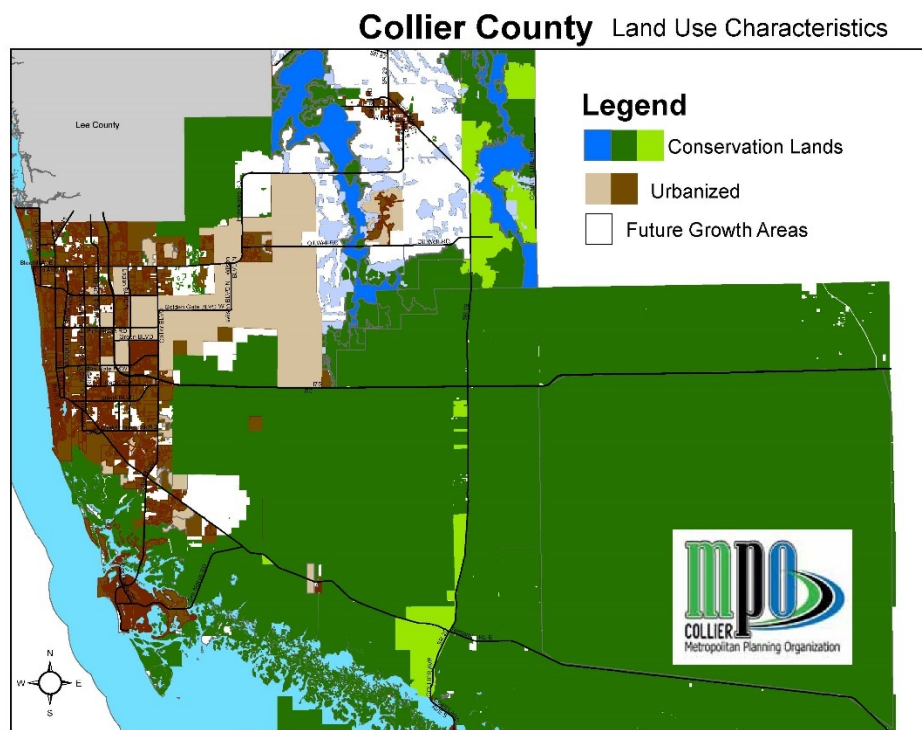
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## PUBLIC PARTICIPATION PLAN

Collier County has an estimated 2017 population of 356,774. The 2017 Median Household Income in Collier County is \$62,407 compared with \$50,883 for the state of Florida as a whole. The 2017 Percent of Households Below Poverty Level is 13% in Collier County, compared with 16% for Florida.<sup>1</sup>

All of Collier County - including the Cities of Naples, Marco Island, and Everglades City – experience a large, seasonal increase in population and traffic between October and April, with the highest traffic volumes occurring in the months of February and March. Collier County is expected to continue growing in population. Approximately 77% of Collier County's land area is preserved under various conservation mechanisms combined with State and Federal conservation lands, shown in green on the map below. The conservation lands provide recreational opportunities and help sustain the natural environment. They also constrain development.

The protected lands to the southeast buffer Collier County somewhat from the intense traffic impacts and pressures that interconnectivity with urban areas to the southeast. As a result, Collier County has a minimal system of Federal Aid Eligible roadways, as shown on the map on the following page, which somewhat constrains the availability of State and Federal funding for the MPO.



<sup>1</sup> 2017 American Community Survey (ACS) 5-yr Estimates, Tables S0101, DP03, CP03

## PUBLIC PARTICIPATION PLAN





## PUBLIC PARTICIPATION PLAN

### WHAT IS THE COLLIER MPO RESPONSIBLE FOR?

The Collier MPO is required under State and Federal laws to develop the following documents:

1. **Long-Range Transportation Plan (LRTP)** – updated every five years, required to address a minimum time horizon of 20 years. The LRTP identifies needed improvements to the transportation network and provides a long-term investment framework that addresses current and future transportation needs. The LRTP must be multimodal and include, at a minimum, roadway, bicycle and pedestrian and transit infrastructure improvements.
2. **Transportation Improvement Program (TIP)** – identifies transportation projects and priorities that will be pursued over the next five years.
3. **Unified Planning Work Program (UPWP)** – a two-year plan that identifies funding sources for each MPO planning activity and a schedule of activities
4. **Public Participation Plan (PPP)** – provides a framework for public involvement in regard to MPO planning related activities.

### OUR PLANNING PARTNERS

#### **MPO BOARD (BOARD)**

The MPO Board establishes transportation policies and evaluates transportation needs for the area. The Board is comprised of 9 elected officials, including all 5 County Commissioners, 2 City Council members representing the City of Naples, 1 City Council member representing the City of Marco Island and 1 City Council member representing Everglades City. The Florida Department of Transportation (FDOT) attends and participates in all MPO Board meetings.

#### **FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)**

FDOT and the MPO work closely together and have a long-standing partnership. The majority of the MPO's funding comes through FDOT. The Department also provides guidance and assistance as needed and informs the MPO of new or different requirements and practices.

#### **STATE AND FEDERAL LAND MANAGEMENT AGENCIES**

When developing the Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP), the MPO consults with agencies and officials responsible for other planning activities within the MPO's jurisdiction that are affected by transportation, government agencies and non-profit organizations that receive Federal assistance from a source other than that the US Department of Transportation to provide non-emergency transportation services, Indian Tribal governments(s), State and Federal land Management Agencies. For consultation with Tribal Governments, see section on Intergovernmental Coordination Below. See P27 Requirements for Public Participation Plan for applicable code citations. The

## PUBLIC PARTICIPATION PLAN

MPO has added contact information for the following Federal and State agencies to the email distribution list(s) to ensure their opportunity to participate in the development of the TIP and LRTP:

### Federal Lands Management Agencies

- National Park Service (Everglades National Park and Big Cypress National Preserve)
- US Fish and Wildlife Service (Florida Panther National Wildlife Refuge, Ten Thousand Islands National Wildlife Refuge)

### State Land Management Agencies

- National Estuarine Research Reserve – Rookery Bay and Cape Romano – Ten Thousand Islands Aquatic Preserve
- Collier-Seminole State Park
- Picayune Strand State Forest
- Fakahatchee Strand Preserve State Park
- Delnor-Wiggins Pass State Park
- Okaloacoochee Slough State Forest
- South Florida Water Management District
- Florida Fish and Wildlife Conservation Commission

### Land Management Nonprofit Agencies

- National Audubon Society – Corkscrew Swamp Sanctuary

## TECHNICAL ADVISORY COMMITTEE (TAC)

The TAC is composed of professional staff of member entities. The TAC advises the MPO on technical matters, promotes coordination among member agencies regarding transportation planning and programming, reviews MPO products for technical sufficiency, accuracy and completeness, makes priority recommendations for the LRTP, TIP, UPWP and provides technical analyses on other transportation planning issues.

## CITIZENS ADVISORY COMMITTEE (CAC)

The CAC advises the MPO by reviewing, reacting to, and providing comment on transportation planning issues and needs from the citizens' perspectives. The CAC consists of voting members appointed by the MPO Board to represent various regions and jurisdictions, the disabled, minorities and groups having civic, community and economic interests.

## BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

The BPAC provides citizen input on bicycle and pedestrian related issues within the community, advises on developing a Bicycle and Pedestrian Master Plan that is responsive to the needs of the community,

## PUBLIC PARTICIPATION PLAN

recommends policies that will improve the walking and bicycling environment, recommend priorities for bicycle and pedestrian projects and program implementation. Members are appointed by the MPO Board to represent a broad cross-section of Collier County residents, neighborhoods and to include bike/ped safety professions, transit riders, local advocacy groups, organizations that encourage active transportation from a community health perspective and advocates for persons with disabilities and other transportation disadvantaged populations.

### CONGESTION MANAGEMENT COMMITTEE (CMC)

The CMC advises on technical matters related to updating the MPO's Congestion Management Process (CMP) and coordinating the CMP with regional Congestion Management System and Intelligent Transportation System architecture. Members are professional staff appointed by the division, department or agency they represent and one representative each from the TAC and CAC.

### LOCAL COORDINATING BOARD (LCB) FOR TRANSPORTATION DISADVANTAGED

The LCB assists the MPO in identifying local service needs, providing information and direction to the Community Transportation Coordinator (Board of County Commissioners) on the coordination of services. Members on the LCB are appointed by designated planning agencies. The designated official planning agency for Collier County is the MPO.

### ADVISER NETWORK

Collier MPO established the Adviser Network in 2018 to serve as an additional mechanism for citizen involvement with the objective of increasing participation by local residents who may not have the time to participate on a standing committee. The MPO gathers contact information from participants at MPO-sponsored public meetings and special events who express an interest in remaining informed of MPO activities and wish to comment on MPO actions of specific interest to them. Members of the Adviser Network have several options for participating in the MPO planning process, varying from interaction through social media, responding to surveys, submitting comments, and viewing of videos to attendance at community forums. Members are encouraged to participate on an as-desired basis as time allows and their interest dictates.

### INTERGOVERNMENTAL COORDINATION

The MPO adopted a **Government to Government Public Involvement Policy** effecting tribal entities in June 2016. The policy is incorporated in the PPP as **Appendix A**.

The MPO has an **Interlocal Agreement** with Lee County MPO to coordinate regional transportation planning. The Interlocal Agreement is incorporated in the PPP as **Appendix B**.

## PUBLIC PARTICIPATION PLAN

PLANNING FACTORS

The Fixing America's Surface Transportation (FAST) Act, signed into law in December 2015, continued the performance-based planning and public involvement requirements of prior transportation acts. It is likely that future transportation appropriation acts will do likewise. However, to the extent that Planning Factors change in the future, this section of the PPP will be updated to reflect them.

The FAST Act identifies ten planning factors the MPO must consider when developing its LRTP.

1. Support the **economic vitality** of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the **safety** of the transportation system for motorized and non-motorized users.
3. Increase the **security** of the transportation system for motorized and non-motorized users.
4. Increase the **accessibility\*** and **mobility\*** of people and for freight.
5. Protect and enhance the **environment**, promote **energy conservation**, improve the **quality of life** and promote consistency between transportation improvements and state and local **planned growth** and **economic development** patterns.
6. Enhance the **integration and connectivity\*** of the transportation system, across and between modes, for **people and freight**.
7. Promote **efficient** system management and **operation**.
8. Improve the **resiliency and reliability** of the transportation system and reduce or mitigate **stormwater impacts** of the transportation system.
9. Emphasize the **preservation** of the existing transportation system.
10. Enhance travel and **tourism**.

\*the following definitions help explain the use of these words in transportation planning:

**Accessibility** – *the ability to reach a desired destination*

**Mobility** – *physical movement from one place to another, relates to the availability of different modes or options for travel*

**Connectivity** – *the integration of transportation modes throughout the system*

## PUBLIC PARTICIPATION PLAN

### GOALS, OBJECTIVES AND PERFORMANCE MEASURES

#### **PRIMARY GOAL: TO ACTIVELY ENGAGE A BROAD CROSS-SECTION OF THE PUBLIC IN TRANSPORTATION PLANNING AND SERVE AS A SOURCE OF INFORMATION ON MPO TRANSPORTATION PLANNING ACTIVITIES**

##### **OBJECTIVES**

1. Maintain an up-to-date master database of contacts
2. Develop an Adviser Network
3. Broaden public awareness of, and active engagement with, the MPO
4. Develop a presence on social media
5. Develop an interactive website, conduct on-line surveys and invite on-line commentary
6. Receive input from a diverse cross-section of the community
7. Demonstrate effectiveness of public input

##### **PERFORMANCE MEASURES**

1. Contact Database - updated quarterly at a minimum
2. Adviser Network – track numbers of Advisers listed and attendance at community forums on an annual basis
3. Public Awareness/Engagement – conduct annual on-line surveys
4. Social Media –establish a program and report on beginning levels of activities after year one
5. Interactive Website – track opportunities and participation numbers annually
6. Diversity – track and report on participation by demographics, businesses, NGO, civic groups
7. Effectiveness – track and report on changes that can be directly linked to public comments

#### **SECONDARY GOAL: TO COMPLY WITH STATE AND FEDERAL REGULATIONS**

##### **OBJECTIVES**

1. Identify regulatory requirements in PPP
2. Develop PPP to meet requirements.

##### **PERFORMANCE MEASURES**

1. FDOT review and concurrence
2. FDOT review and concurrence

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### WHOM WE SEEK TO CONSULT WITH

|  |  |
|--|--|
| Tribal entities                                | Regional planning partners                   |
| Public Agencies                                | Minority communities                         |
| Business groups                                | Public health organizations                  |
| Civic organizations                            | Neighborhood/Homeowner Associations          |
| Freight industry representatives               | Private transportation providers             |
| Low-income communities                         | Environmental groups                         |
| Tourism industry representatives               | Bicyclists and pedestrians                   |
| Representatives of the disabled                | Higher education institutions                |
| Social service organizations                   | Transit dependent persons                    |
| Organizations focused on aging                 | Organizations focused on youth               |
| Community & economic development organizations | Workforce development organizations/agencies |

### HAVING YOUR SAY

The Collier MPO encourages public comments and provides the public with a variety of ways to voice their opinions and share their ideas.

### EARLY COORDINATION

The Adviser Network will have an opportunity to submit early comments and provide direction on the development of major work products such as the LRTP, PPP, UPWP and TIP. The Adviser Network will also have an opportunity to provide public input on transportation planning issues and subject areas prior to the MPO actually beginning work on developing a specific plan. Comments and suggestions will be used to guide the development of work products that will eventually go before the advisory committees and MPO Board.

### PUBLIC COMMENT PERIODS & NOTIFICATIONS

The primary opportunity for the public to share their thoughts and ideas occurs during public review and comment periods as major plans are developed through the MPO's planning process and reviewed at regularly scheduled advisory committee and Board meetings. **The public will have at least 30 days to review and comment as major plans make their way through the advisory committee process and ultimately, go to the MPO Board for formal action such as approval or adoption.** State statutes and Federal law require the provision of **adequate public notice** of public participation activities, providing **timely notice** and **reasonable access** to information about transportation issues, using **visualization techniques** to describe the **LRTP** and **TIP** and making information and meeting notices available in **electronic format** on the **Internet**. Rarely are public comment periods of specific duration specified by law except for the following with regards to the PPP and LRTP:

- **PPP - Adopting or revising the MPO's Public Participation Plan – 45 calendar days**



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- **L RTP** - Posting the final adopted LRTP on the internet and having hard copies available at the MPO office— **no later than 90 days after adoption**

### HOW TO SUBMIT COMMENTS TO THE COLLIER MPO

- The MPO provides self-addressed stamped comment cards which may be mailed to the MPO office. Call 239-252-5814 for more information.
- Comments may be submitted on the MPO website with electronic comment cards. Go to [www.colliermopo.com](http://www.colliermopo.com)
- The public may comment at any MPO advisory committee or MPO Board meeting. The meeting schedule is available on the MPO website [Meeting Schedule](#) or by calling 239-252-5814

### HOW YOUR COMMENTS WILL BE USED

The Collier MPO values public input. All comments received will be considered as part of the transportation decision-making process. Staff will document all comments and forward them to the MPO advisory committees and Boards. All organizations and individuals who submit a comment in writing or via email and include their contact information will receive a written response to their comment. Staff will make every effort to respond to comments before a final vote by the MPO Board on an action item. Comments received using the methods described above are documented as part of the public record and are posted on line at [www.colliermopo.com](http://www.colliermopo.com)

Appendix F Standard Operating Procedures identifies how public comments will be documented.

### GETTING INVOLVED

The current calendar of MPO and advisory committee meetings may be found online at [www.colliermopo.com](http://www.colliermopo.com) or you may request a hard copy be mailed or faxed to you by calling 239-252-5814.

### MPO BOARD MEETINGS

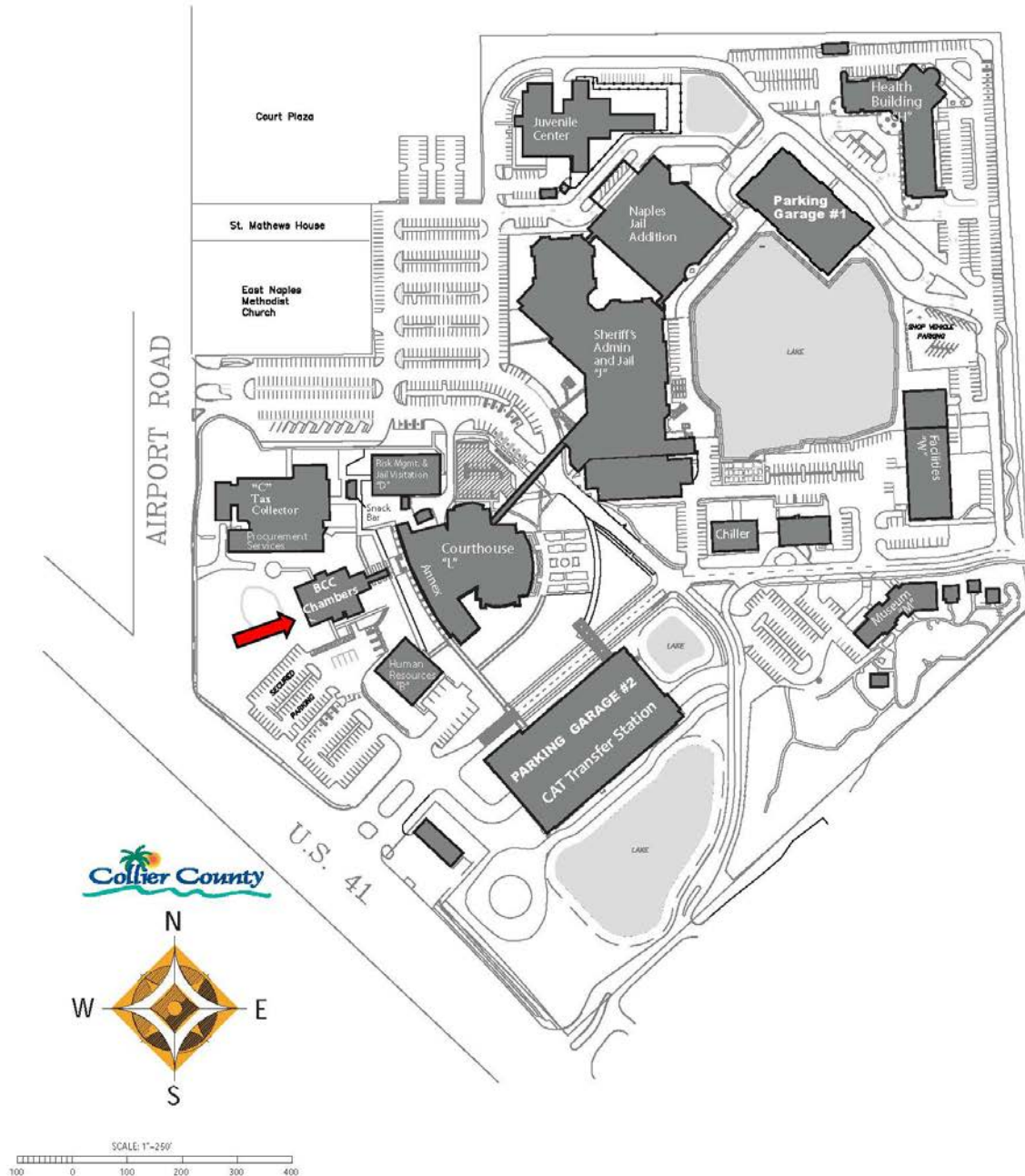
The MPO Board meets on the second Friday of the month (with the exception of July, August and January, when there are no regularly scheduled meetings.) Board meetings are typically held in the Board of County Commissioners Chambers, 3299 E. Tamiami Blvd. Naples, Administration Building (F), third floor. See Site map for Collier County Government Center, following page. The Collier MPO traditionally holds its April Board meeting in a different location, rotating between facilities provided by member entities.

Joint Lee County MPO/Collier MPO advisory committee and Board meetings rotate locations between Lee County and Collier County. Additionally, special meetings are sometimes called on dates, times and locations that vary from the norm. Staff advises checking the MPO website prior to a Board meeting to confirm the location, date and time of a meeting you wish to attend. Please check the MPO calendar for advisory committee meeting dates, times and locations as well.

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## Collier County Government Center

MPO Board Meetings - Arrow Shows Location



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### ADVISER NETWORK PUBLIC FORUMS

In addition to providing notice via the MPO's listserv(s), the MPO will send email notice to the Adviser Network when hosting community meetings on plans and studies in process, to solicit public input on issues of current interest. As part of the process, MPO staff or the MPO's consultant will prepare a recap of the meeting to document public comments and to share the comments and recommendations with the advisory committees and MPO Board. See Appendix F – Standard Operating Procedures for more detail.

### APPOINTMENTS TO ADVISORY COMMITTEES

The Collier MPO Board appoints local residents to serve on two Advisory Committees – the Citizens Advisory Committee (CAC) and the Bicycle and Pedestrian Advisory Committee (BPAC). The MPO Bylaws specify the makeup of each committee. The MPO Bylaws may be viewed on the MPO website at the following link: [MPO Board Bylaws](#)

The bylaws of the CAC may be viewed at the following link(s): [CAC Bylaws](#)

BPAC Bylaws: [BPAC Bylaws](#)

If you are interested in serving on one of these two advisory committees, staff recommends first reviewing the bylaws to determine your eligibility, then contacting the MPO Director at 239-252-5884 if you have questions concerning eligibility or the time commitment entailed.

You may download an application to serve on an Advisory Committee at this link: [Advisory Committee Application](#)

As an alternative, you may call the MPO office at 239-252-5814 and ask that an application form be sent to your home address. Completed application forms must include your signature and may be scanned and sent electronically to [colliermmpo@colliergov.net](mailto:colliermmpo@colliergov.net). If you prefer, you may mail in or hand deliver applications to the MPO office at 2885 South Horseshoe Drive, Naples, FL 34104

### HOW TO LEAVE COMMENTS ABOUT A SPECIFIC PLAN OR STUDY

The MPO website features the Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), the Unified Public Work Program (UPWP) and other plans currently underway. Opportunities for the public to comment accompany each posted plan. Call the office if you have any questions (239) 252-5814 or cannot find what you are looking for on the website: [www.colliermmpo.com](http://www.colliermmpo.com)

### PUBLIC MEETING SCHEDULES

The meeting schedule is standardized but it is subject to change. Check the location by viewing the current agenda on the MPO website or call the MPO office at 239-252-5814 to have one sent to you. Link to agendas: [MPO Meeting Agendas](#)

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### ACCESS FOR ALL

#### LIMITED ENGLISH PROFICIENCY PLAN

The purpose of the Collier MPO's Limited English Proficiency Plan is to provide meaningful access to the MPO for people with limited or no ability to speak, read, write or understand English. The LEP Plan is incorporated in the PPP as **Appendix C**.

#### NONDISCRIMINATION POLICY AND COMPLAINT PROCEDURE

Collier MPO places a high value on providing equal access to the transportation planning process. The MPO's Nondiscrimination Plan and Complaint Procedures are incorporated in the PPP as **Appendix D**.

#### IDENTIFYING UNDERSERVED POPULATIONS

Collier MPO maintains a GIS database and map that identifies traditionally underserved populations in the region. MPO staff updates the database and map periodically, based on conducting annual reviews of Census Bureau statistics. See **Appendix E** for the current version of the map and related statistics. The following Outreach Strategies are intended to reach a broad cross-section of the region's demographics, including traditionally underserved populations.

**Un traductor del idioma español está disponible  
en la oficina de MPO. Teléfono: 239-252-5814**

**Gen yon tradiktè Kreyòl Ayisyen ki disponib nan  
biwo MPO la. Telefòn: 239-252-5884**

### OUTREACH STRATEGIES

The MPO is using the following outreach strategies to engage the public in the transportation planning process. Appendix F – Standard Operating Procedures summarizes in graphic format how these strategies will be deployed on specific plans and studies along with public notification requirements for committee and Board meetings.

**ENHANCED INTERACTIVE WEBSITE:** [www.colliermmpo.com](http://www.colliermmpo.com)

The MPO has updated its website to introduce interactive features that will enhance its ability to serve as a source of information. The site provides a calendar of events, links to agendas, minutes, and draft MPO

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documents currently under review. Opportunities for the public to comment are available in the form of staff email and phone number listings. Interactive surveys and maps are frequently posted on the website while major plans and studies are in process.

### VISUALIZATION TECHNIQUES

The MPO is investing in enhanced visualization techniques such as videos, simulation models, animated graphics and 3D imaging in the course of developing updates to the Long-Range Transportation Plan and other major plans and studies that may be underway in any given year. For example, in 2018, staff posted a video created for the Golden Gate Walkability Study. The video was produced by a drone, fly-over camera view of people walking and crossing streets in the community. Information was added to generate interest in participating in public meetings to develop the plan. The video was also shown on local public access TV.

In addition, the MPO is continuing the use of a broad range of traditional visualization techniques such as maps, pictures or graphics in order to assist with the communication of complex concepts and to promote understanding of transportation plans and programs. A logo representing the MPO is used to identify products and publications of the MPO. The logo helps the public to become familiar with the MPO and recognize MPO products. The logo is used on all MPO publications.



### E-NOTIFICATIONS AND SOCIAL MEDIA

The MPO began posting information on Collier County's Facebook page in January 2018. Current MPO postings may be viewed at the following link: <https://www.facebook.com/CollierGov/>

In addition, E-blasts are sent to members of the Adviser Network and other interested parties to provide helpful information on transportation planning, public meetings, events and opportunities for involvement. The MPO Master Database lists all contacts including businesses, residential associations, agencies, Native American Tribes, the Adviser Network, and the public. The database includes committee membership and e-mail addresses. Mailing addresses will be included for Individuals who do not have e-mail and require hard copy documents, surveys, comment cards, etc. to be mailed to them.

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### SURVEYS & POLLS

The MPO conducts surveys and polls on specific topics and plans as needed to engage a broad cross section of the public. The information will be shared on the MPO's website.

### PARTNERING

The MPO coordinates with government agencies to conduct outreach at health care centers, food banks and food stamp offices, schools, offices on aging etc. and develop alliances with faith-based institutions, cultural centers, community-based organizations; partnering with local interest groups to conduct outreach at special events. Partners in outreach are encouraged to take a leadership role in public participation efforts in the area. The purpose is to build relationships and identify strategies to bring former nonparticipants into the planning process.

### PUBLIC TELEVISION

Regular MPO Board meetings – those that take place at the Board of County Commissioners Chamber - are shown on Collier TV, and can be watched live and on-line at the following link: [Collier County TV](#)

Collier County maintains an archive of MPO Board meetings on-line. The MPO is currently working with Collier TV to also post video recordings and flyers produced by the MPO on Collier TV. [Collier County Meeting Video Archive](#)

### EARNED MEDIA

The MPO issues press releases and provide briefings in advance of special events and public meetings and workshops oriented to plan development or gathering public comments on major issues. The intention is to build relationships with local television, radio and print journalists and reporters to facilitate public information campaigns. For example, during the development of the Bicycle and Pedestrian Master Plan in 2018, the Project Manager with the MPO was interviewed on Univision, with translation services provided by the station for its Spanish speaking audience.

### PROJECT SPECIFIC PUBLIC INVOLVEMENT PLANS (PIP)

The MPO typically develops project specific PIPs targeting stakeholders who are most likely to be interested in the outcome of the plan or project in question. The public involvement strategies are geared to the target audience and may vary by topic or subarea of the MPO.

A PIP developed for a specific project must meet or exceed the notification commitments in the Board-adopted PPP.



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### MONTHLY eNEWSLETTER

MPO staff has traditionally produced a semi-annual newsletter distributed via email and hard copy to the Master Database list of all contacts. The MPO has recently expanded that practice by publishing a monthly newsletter in digital format. MPO staff will continue to bring hard copies for distribution at public meetings and community outreach events held throughout the year. The newsletter promotes regular and special meetings, planning studies, publications and work products. The newsletter will be translated into Spanish or Haitian Creole upon request.

### PUBLIC WORKSHOPS/OPEN-HOUSES

Public workshops are generally open and informal with project team members interacting with the public on a one-on-one basis. Short presentations may be given at these meetings. Project-specific workshops and meetings provide detailed project information to the public and solicit public involvement. They are conducted for project-specific activities and the MPO's federal certification review. (See PIP above and Appendix F – Standard Operating Procedures for more detail.)

### PUBLIC MEETINGS

All MPO Board and advisory committee meetings are open to the public at ADA accessible facilities in convenient locations and used to solicit public comment. Members of the public are given an opportunity to address the MPO board or committee on any agenda item or transportation related topic not on the agenda. These meetings provide formal settings for citizens or interested parties to make comments to the MPO and advisory committees. They are recorded, and minutes are taken for the record. The MPO may also hold stand-alone public meetings related to specific projects or plans. These meetings can be held at any time during a project. Notice of the meetings is given to the public through the MPO website, e-mail, and if requested, by regular mail. The MPO issues press releases to notify the media of public meetings, as recommended by the Government in the Sunshine Manual (2017).

### COMMUNITY OUTREACH EVENTS

MPO staff participation in community outreach events at public venues, fairs and festivals provides another method to inform the public about the Collier MPO and how individuals or groups can become involved in the metropolitan transportation planning process. MPO surveys, newsletters, maps or comment forms are often distributed to heighten the awareness of the public on functions of the MPO. MPO staff will participate in activities hosted by other agencies and organizations and provide printed materials at outreach events.

### COMMENT FORMS

Comment forms are used to solicit public comment on specific issues being presented at workshops or public meetings and community outreach events. Comment forms may be very general in nature, or very specific for soliciting feedback. Comment forms are sometimes included in publications and on the MPO website to solicit input.

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### QR CODES

The MPO inserts Quick Response (QR) Codes on the covers of adopted plans such as the Long Range Transportation Plan, Public Participation Plan, Transportation Improvement Program, Unified Planning Work Program and the Bicycle and Pedestrian Master Plan. QR codes allow the public immediate access to view MPO documents using cell phone applications.

### ORIENTATIONS

MPO staff conduct individual orientations to inform new members of the MPO Board and committees of their roles and the MPO transportation planning process.

### EVALUATION

#### ANNUAL REPORTING ON PERFORMANCE MEASURES

Reporting on the PPP performance measures is included in the MPO Director's Annual Report to the MPO Board at the end of each fiscal year. If the analysis indicates a need for modifications to the PPP, the Director will discuss options with the Board and follow-up with bringing the changes through the Advisory Committee review process during the coming year.

### REQUIRED NOTIFICATION

The MPO will review the PPP on an annual basis to ensure it remains consistent with the requirements in the Florida Department of Transportation's MPO Handbook. The MPO Handbook may be viewed in its entirety at the following link: [FDOT MPO Handbook](#)

Current requirements are summarized by planning product as follows.

### LONG RANGE TRANSPORTATION PLAN

Florida Statutes 339.175 – requires the MPO to provide the following interested parties, at a minimum, a **reasonable opportunity** to comment on the LRTP:

- Public
- Affected Public Agencies
- Representatives of Transportation Agencies
- Freight Transportation Service Providers and Shippers
- Private providers of Transportation
- Public Transit Representatives and Users
- 23 CFR 450.322 – All interested parties are to be given a reasonable opportunity to comment on the LRTP.

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- **Administrative Modifications** are minor revisions to the LRTP and do not require public review and comment or re-demonstrating fiscal constraint. 23 CFR 450.104
- **Amendments** are major revisions to the LRTP and do require public involvement and re-demonstrating fiscal constraint.
- **Major Updates** are adopted every 5 years. The TAC and CAC are provided the opportunity to review and comment on Amendments and Major Updates prior to the MPO Board taking action. If the TAC and CAC achieve a quorum, the committees may vote to endorse the amendment or update as presented, or vote to endorse subject to revision, or may vote not to endorse. Whatever action an advisory committee takes is reported to the Board in the MPO staff Executive Summary. See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

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**Maintaining Concurrency with MPO Handbook** - FDOT continually updates the MPO Handbook and notifies the MPOs of any changes. These FDOT-generated updates may on occasion trigger the need to update the PPP as well. When that occurs, the MPO will post notice containing the new PPP language on its website and distribute copies to the MPO Advisory Committees and Board. Other routine updates, such as identifying new MPO Board members and/or officers, new MPO contact information, new State and Federal code citations, correcting typographical or grammatical errors or clarifications, will be handled in the same manner

**Amendments and Adopting a New PPP** - Amendments and Major Updates will be previewed by the MPO TAC and CAC before being acted upon by the Board.

- **Federal law requires a minimum 45-day public comment period prior to amending or adopting a PPP. The public comment period begins with posting the CAC and TAC meeting agendas, posting notification on the MPO website, and emailing the Adviser Network. Final Board action may be scheduled to occur after the 45-day public comment period has ended.**

## TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP)

**Purpose** – A TDSP addresses the services provided to meet the public transportation and mobility needs of the elderly and persons with disabilities. The plan discusses the types of paratransit services available to citizens of the county. Examples include: ADA paratransit service and Transportation Disadvantaged Program (TD) services which are part of a coordinated human services requirement of all three core FTA grant programs as reauthorized under the FAST Act for the Urbanized Area Formula Funding program, 49 U.S.C. 5307, 5310 and 5311.

**Statutory Requirements** – Florida Statutes (F.S.) 427. Each county or each MPO is required to develop a TDSP with updates every five years. The Florida Commission for the Transportation Disadvantaged (FCTD) oversees the implementation of the TDSP. The Community Transportation Coordinator (CTC) and the Local Coordinating Board (LCB) will use the TDSP as a guide for maintaining and improving transportation

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services. It is the requirement of the MPO to provide an annual performance evaluation of the CTC. The MPO is also required to provide annual minor updates to the TDSP and a major update every five years.

### Florida Commission for the Transportation Disadvantaged

The Florida Commission for the Transportation Disadvantaged has issued two regulatory documents – “Local Coordinating Board and Planning Agency Operating Guidelines (2014)” and an “Instruction Manual for the Memorandum of Agreement and the TDSP – 2007/2008” that remain in effect today. The documents may be viewed on the Commission’s website at: [TD Commission](#)

The Commission stipulates that Major Updates to the TDSP be announced by way of an “advertisement” published in the local newspaper with the greatest circulation. This requirement is carried out by the MPO.

### Major Update - adopted every 5 years

#### Public Comment Period

- **30-day public comment period required**
- **Legal ad required – place in Naples Daily News**
  - Additional public notice of public comment period provided by posting on the MPO website, emailing the Adviser Network and any other stakeholders the MPO and LCB have identified
  - Distribute flyers on transit vehicles to notify riders of comment period and adoption meeting
  - Distribute copies of the Major TDSP Update and/or QRC on comment forms to local government agency offices and libraries
  - Post Major TDSP Update and comment forms on the MPO website
  - Distribute copies of the Major TDSP Update to the LCB members

#### Response to Comments

- MPO staff will respond in writing to public input received during the comment period
- When significant written and oral comments are received, a summary, analysis or report will be included in the plan. The term, “significant” is used in State statutes and Federal law governing public involvement but remains undefined. The MPO’s working definition of “significant” is any comment that could potentially result in a change to the scope of a document, existing conditions analysis, issue definition, recommended projects, policies.

#### Adoption

- The LCB will meet at the end of the public comment period and allow time for public comment at the meeting prior to adoption of the TDSP
- The LCB will consider the comments received during the public comment period before adopting the TDSP by Roll Call Vote
- The MPO Board will ratify the Major TDSP Update after adoption by the LCB. Ratification may be placed on the MPO Board Consent Agenda

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**Minor Update – adopted annually except in Major Update adoption years**

- The difference between the public involvement requirements of a Major and Minor Update is the required public comment period is shortened to 14 days and no distribution of flyers & comment forms on transit vehicles and CAT transfer Stations is required.

## TRANSPORTATION IMPROVEMENT PROGRAM

**Administrative Modifications** are minor revisions to the TIP and do not require public review and comment, or re-demonstrations of fiscal constraint. Administration Modifications will be distributed as informational items in MPO Board and advisory committee meeting packets, in addition to being posted on the MPO website's TIP page.

**Amendments** are major revisions to the TIP and do require public review and comment along with re-demonstration of financial constraint. The TAC and CAC are provided the opportunity to review and comment on amendments and the annual adoption of a new 5-year TIP based on the FDOT Work Program prior to the Board taking action. If they achieve a quorum, the TAC and CAC may vote to endorse the amendment as presented or vote to endorse subject to revision or may vote not to endorse. Whatever action an advisory committee takes is reported to the Board in the MPO staff Executive Summary. The MPO will follow the notification procedures outlined herein for MPO Board and Advisory Committee meetings See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

## UNIFIED PLANNING WORK PROGRAM

The two-year UPWP is adopted every other year. As with Amendments, the MPO adoption process requires that the two-year UPWP be previewed and commented upon by the MPO TAC and CAC, at a minimum, before being acted upon by the Board.

**Modifications** as defined by the FDOT MPO Handbook, do not require MPO Board or FDOT approval and do not require public involvement. Modifications will be posted on the MPO website on the UPWP page and distributed to FDOT, the MPO Board and Advisory Committees as informational items in agenda packets.

**Amendments** as defined by the FDOT MPO Handbook, do require MPO Board approval. The TAC and CAC are provided the opportunity to review and comment on amendments prior to the Board taking action. If the committees achieve a quorum, they may vote to endorse the amendment as presented, or vote to endorse subject to revision, or vote not to endorse. Whatever action an advisory committee takes is reported to the Board in the MPO staff Executive Summary. The MPO will follow the notification procedures outlined herein for MPO Board and Advisory Committee meetings. See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

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### MPO BOARD MEETINGS AND WORKSHOPS

The MPO commits to maintaining the following longstanding notification standard:

- Posting agenda and meeting packet **seven days in advance** on the MPO website
- Email distribution of agenda and packet to MPO Board members and delivering hard copies to members who have requested them, seven days in advance of the meeting
- Email distribution of agenda and packet to Advisor Network and to other interested parties on the MPO's email contact list
- Working with Collier County Communications Division to Issue a press release a minimum of 48 hours prior to the meeting

### MPO ADVISORY COMMITTEE MEETINGS

The MPO commits to maintaining the following longstanding notification standard:

- Posting agenda and meeting packet **seven days in advance** on the MPO website
- Email distribution of agenda and packet to committee members along with hard copies delivered to members who have requested them, seven days in advance of the meeting
- Email distribution of agenda and packet to Adviser Network and to other interested parties on the MPO's email contact list
- Working with Collier County Communications Division to Issue a press release a minimum of 48 hours prior to the meeting

### OTHER PUBLIC MEETINGS AND WORKSHOPS

The MPO may wish to schedule other public meetings and workshops in the course of developing a wide variety of planning documents, researching specific issues, conducting surveys and public education campaigns. The MPO commits to maintaining the longstanding notification standard of:

- Posting notices of public meetings a **minimum seven days in advance** on the MPO website,
- Posting agenda and meeting packet, to the extent materials are available, on MPO website
- Email distribution of agenda and packet to Advisor Network and to other interested parties on the MPO's contact list
- Issuing press release to major local newspapers, television and radio stations
- Emailing MPO Advisory Committee members notice of meetings on topics of interest to the Committee members as appropriate
- Working with Collier County Communications Division to Issue a press release a minimum of 48 hours prior to the meeting



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### EXCEPTIONS TO NOTIFICATION COMMITMENTS

There are occasions when the MPO is required to act quickly in order to meet a grant deadline, preserve spending authority or respond to an unforeseen opportunity or emergency. Unforeseen opportunities are most likely to occur in response to a request by FDOT due to the severe time constraints the agency operates under. Emergency situations include manmade and natural disasters such as hurricanes, floods, epidemics and pandemics, chemical spills, acts of terrorism, cyber-attacks, etc.

In a nonemergency situation when an unforeseen opportunity demands immediate Board action, staff may bring proposed actions forward to the MPO Board that the TAC and CAC have not had the opportunity to preview and comment on. This allows the Board to be fully informed of the situation and to take action if it wishes to do so, or to decline to take immediate action and remand the item to one or more Advisory Committee for further study.

### EMERGENCY PROVISIONS FOR PUBLIC INVOLVEMENT

Public engagement is very important to the MPO, FDOT, FHWA and FTA. In an effort to protect public health and to comply with instructions, recommendations and Executive Orders issued during a pandemic or other threat to community health, the MPO will be proactive but flexible in meeting public participation plan requirements. MPOs are expected to continue to provide opportunities for public involvement throughout their planning activities. However, some public participation plan activities may be delayed or deferred and be replaced with other engagement strategies to ensure that all sectors of the population have an opportunity to participate. The MPO will document any outreach activities that were originally documented in the PPP or in a PIP for a specific project that require modifications and provide strategies, if needed, to ensure sufficient and appropriate outreach is maintained.

#### Immediate/Short Term Response

In the event of a manmade or natural emergency that precludes holding regular public meetings, the MPO Board may provide staff direction on how to proceed by way of passing a motion. The motion may include authorizing the MPO Chair to act on behalf of the Board and empower the MPO Director to bring issues requiring immediate attention forward to the MPO Chair to act upon. The MPO Board will have the opportunity to ratify all emergency actions taken at a later date.

#### Intermediate Response

Once the scope of an emergency becomes better defined, the US President, Congress, Governor of the State of Florida or Local Governing Boards and Councils may issue declarations of emergency and Executive Orders that MPOs must follow. In the event of a declaration of manmade or natural emergency that precludes holding regular public meetings for a known or unknown period of time, the MPO Board will adopt a resolution to:

1. Recognize the emergency situation calling for alternative public involvement strategies
2. Stipulate that the emergency procedures for public involvement are temporary

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3. Specify the alternative public involvement strategies to be used, including time periods for public comment and MPO responses to the comments
4. Ensure that public involvement strategies are inclusive as possible to the extent that they comply with emergency executive orders to protect public health, etc;
5. if public involvement strategies are not sufficiently inclusive due to public health concern or other limitations, the MPO may consider holding additional public involvement activities on the plans after adoption, and after the emergency is over, to ensure that the public is informed and has the ability to request reconsiderations/amendments to the MPO Board
6. Acknowledge that the resolution is provided as an interim measure and may be modified as new local, state or national technical assistance and/or guidance is issued

Public involvement strategies include but are not limited to virtual meetings, on-line surveys, telephone conferencing, social media and interactive components of the MPO website. It is desirable, and may be feasible, to maintain the public participation plan's standard methodologies and timeframes for reporting and responding to public comments. However, if the time frame must be shortened or the methodologies are curtailed due to the nature of the emergency, the MPO may take whatever steps are necessary to meet deadlines. In the event of a public health emergency coinciding with a cyber-attack, public involvement activities may have to be suspended for a period of time.

### Long Term Response

In the event that an emergency situation persists for several months or more and in the absence of action taken by the federal government to extend the deadlines for delivery of core MPO planning products such as the LRTP, UPWP, TIP and PPP; the MPO may take whatever action is necessary to meet the federal deadlines.

After the emergency is over, the MPO will resume its regular meeting schedule and public involvement activities with the highest priority given to meeting immediate deadlines and the next level of priority given to providing opportunities for the public to review, comment on and request amendments to any plans that were adopted during the emergency.

### Continuity of Operations Plans

The MPO is required to maintain a Continuity of Operations Plan (COOP) that outlines the course of action to be taken during an emergency. MPO staff participate in Collier County's annual updates to its COOP to facilitate concurrent implementation of both plans during an emergency.

## PUBLIC PARTICIPATION PLAN

### FEDERAL COMPLIANCE

#### **AMERICANS WITH DISABILITIES ACT**

The Americans with Disabilities Act (ADA), signed into law in 1990, is a landmark civil rights legislation ensuring equal opportunity for people with disabilities to access employment, public facilities, transportation, state and local government services and communications. The ADA requires coordinating with disabled community representatives in the development and improvement of transportation services. Persons with disabilities must also be able to access the sites where public involvement activities occur as well as the information presented. See [www.ada.gov](http://www.ada.gov) for more information.

#### **TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

Title VI of the Civil Rights Act of 1964 prohibits discrimination based upon race, color or national origin. Specifically, 42 USC § 2000d states, “No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” See [Title VI Civil Rights Act US Dept of Justice](#) for more information.

#### **EXECUTIVE ORDER 12898 – ENVIRONMENTAL JUSTICE**

Executive Order (EO) 12898; Federal Actions to Address Environmental justice in Minority and Low-Income Populations. The EO reinforced the requirements of Title VI of the Civil Rights Act of 1964 and focused federal attention on the environmental and human health conditions in minority and low-income communities. Furthermore, recent guidance issued by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) emphasizes the importance of considering and addressing Environmental Justice (EJ) in all phases of the transportation planning process. EJ calls for the fair treatment and meaningful involvement of all people regardless of race, color, national origin or income, and that the benefits, as well as the impacts, of transportation investments are fairly distributed.

#### **EXECUTIVE ORDER 13166 – LIMITED ENGLISH PROFICIENCY**

People with Limited English Proficiency (LEP) are those with a primary or home language other than English. EO 13166 requires any agency that receives federal funds to make their activities accessible to non-English speaking individuals. See [Limited English Proficiency Executive Order](#) for more information.

### **REQUIREMENT FOR PUBLIC PARTICIPATION PLAN**

The following material is excerpted from the electronic Code of Federal Regulations (CFR) Chapter 23 HIGHWAYS.

#### **“eCFR Ch 23 HIGHWAYS**

#### **§450.316 Interested parties, participation, and consultation.**

## PUBLIC PARTICIPATION PLAN

(a) The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

(1) The MPO shall develop the participation plan in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

(i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;

(ii) Providing timely notice and reasonable access to information about transportation issues and processes;

(iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;

(iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;

(v) Holding any public meetings at convenient and accessible locations and times;

(vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;

(vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;

(viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts;

(ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and

(x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

(2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93, subpart A), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.

## PUBLIC PARTICIPATION PLAN

(3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

(b) In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, tourism, natural disaster risk reduction, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, the MPO shall develop the metropolitan transportation plans and TIPs with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

(1) Recipients of assistance under title 49 U.S.C. Chapter 53;

(2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and

(3) Recipients of assistance under 23 U.S.C. 201-204.

(c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.

(d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.

(e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.

[81 FR 34135, May 27, 2016, as amended at 81 FR 93473, Dec. 20, 2016; 82 FR 56544, Nov. 29, 2017]"

### PUBLIC PARTICIPATION PLAN AND STATE STATUTES

The following is excerpted from Florida State Statutes, available at the following link:

[www.flsenate.gov/Laws/Statutes/2012/339.175](http://www.flsenate.gov/Laws/Statutes/2012/339.175)

#### “339.175 METROPOLITAN PLANNING ORGANIZATIONS

(7) 2.(e) LONG-RANGE TRANSPORTATION PLAN In the development of its long-range transportation plan, each M.P.O. must provide the public, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable opportunity to comment on the long-range transportation plan. The long-range transportation plan must be approved by the M.P.O.

## PUBLIC PARTICIPATION PLAN

6/(e)1. Each M.P.O. shall appoint a citizens' advisory committee, the members of which serve at the pleasure of the M.P.O. The membership on the citizens' advisory committee must reflect a broad cross-section of local residents with an interest in the development of an efficient, safe, and cost-effective transportation system. Minorities, the elderly, and the handicapped must be adequately represented.

(8) **TRANSPORTATION IMPROVEMENT PROGRAM.** Each M.P.O. shall, in cooperation with the state and affected public transportation operators, develop a transportation improvement program for the area within the jurisdiction of the M.P.O. In the development of the transportation improvement program, each M.P.O. must provide the public, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable opportunity to comment on the proposed transportation improvement program."

### **SUNSHINE LAW §286.011 F.S.**

Source: "Government in the Sunshine" PPT by Office of the County Attorney, Jeffrey A. Klatzkow

Establishes a basic right of access to most meetings of boards, commissions and other governing bodies of state and local government agencies or authorities

- Meetings of public boards, commissions or committees ("boards") must be open to the public.
- Reasonable notice of such meetings must be given.
- Minutes of the meeting must be taken.

The public must be allowed to attend meetings; however, there is no obligation to allow the public to participate. The location:

- Must be accessible
- Sufficient size for turnout
- Facility cannot discriminate based on age, race, etc.
- Public access not unreasonably restricted
- Be within Collier County with few exceptions

Minutes of the meeting are required. Written minutes must be taken and made available promptly.

- Sound recordings may also be used, but only in addition to written minutes
- Minutes may be a brief summary of meeting's events
- Minutes are public records
- Minutes must record the votes.

Reasonable Notice, according to the "Government In The Sunshine Manual" (2017) Section 4a.

"The Sunshine Law does not define the term "reasonable notice." Therefore, the type of notice is variable and depends upon the facts of the situation and the board involved. In each case, an agency must give notice at such time and in such a manner as to enable the media and the general public to attend the meeting."



## PUBLIC PARTICIPATION PLAN

The Attorney General's office cannot specify the type of notice which must be given in all cases, the following notice guidelines are suggested:

1. Notice should contain time and place of meeting and an agenda if available, or a statement of the general subject matter to be considered.
2. Notice should be prominently displayed in the area in the agency's offices set aside for that purpose and on the agency's website.
3. Notice should be provided at least 7 days prior to meeting, except in the case of emergency or special meetings. Emergency meetings should provide the most effective and appropriate notice feasible under the circumstances.
4. Special meetings should have no less than 24 and preferably at least 72 hours reasonable notice to the public.
5. Use of press releases, faxes, e-mails and/or phone calls to the local news media is highly effective in providing notice of upcoming meetings.

The Sunshine Law does not mandate that an agency use a paid advertisement to provide public notice of a meeting.

## PUBLIC PARTICIPATION PLAN

**FDOT MPO HANDBOOK - COMPLIANCE****CHAPTER SIX PUBLIC INVOLVEMENT**

Chapter Six of the FDOT MPO Handbook identifies Federal and State public involvement requirements for Metropolitan Planning Organizations (MPO) in Florida. The primary public involvement document that MPOs must develop and maintain is a Public Participation Plan (PPP) that defines a process for providing interested parties reasonable opportunities to review and comment on MPO work products. In addition, MPOs must make Long Range Transportation Plans (LRTP) and Transportation Improvement Plans (TIP) readily available for public review.

The MPO is required to develop the participation plan in consultation with all interested parties and must, at a minimum, describe explicit procedures, strategies, and desired outcomes for: [23 C.F.R. 450.316(a)(1)]

1. Providing **adequate public notice of public participation activities and time for public review and comment at key decision points**, including a **reasonable opportunity to comment** on the proposed LRTP and the TIP;
2. Providing **timely notice and reasonable access to information** about transportation issues and processes;
3. Employing **visualization techniques to describe LRTPs and TIPs**;
4. Making public information (technical information and meeting notices) **available in electronically accessible formats and means, such as the Internet**;
5. Holding any **public meetings at convenient and accessible locations and times**;
6. **Demonstrating explicit consideration and response to public input received during the development of the LRTP and the TIP**;
7. **Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services**;
8. **Providing an additional opportunity for public comment, if the final LRTP or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues** that interested parties could not reasonably have foreseen from the public involvement efforts;
9. **Coordinating with the statewide transportation planning public involvement and consultation processes; and**
10. **Periodically reviewing the effectiveness** of the public involvement procedures and strategies contained in the PPP to ensure a full and open participation process.

## PUBLIC PARTICIPATION PLAN

### PUBLIC PARTICIPATION PLAN

When developing the PPP, it is important to allow enough time to receive and respond to public input to find a balance between addressing appropriate public comments and adopting the LRTP within the required timeframe, including any meetings or hearings that take place during that time.

**A minimum public comment period of 45 calendar days must be provided before the initial or revised participation plan is adopted by the MPO.** Copies of the approved PPP must be provided to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for informational purposes; and must be posted on the Internet to the maximum extent practicable. [23 C.F.R. 450.316(a)(3)]

### LRTP AND TIP

When “**significant**” written and oral comments are received on the draft LRTP and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the U.S. Environmental Protection Agency (EPA) transportation conformity regulations (40 C.F.R. Part 93, Subpart A), **a summary, analysis, and report on the disposition of comments are required to be included in the final LRTP and TIP.** [23 C.F.R. 450.316(a)(2)]

The term, “*significant*” is used in State statutes and Federal law but remains undefined.

THE COLLIER MPO DEFINES “SIGNIFICANT” AS ANY COMMENT THAT COULD POTENTIALLY RESULT IN A CHANGE TO THE SCOPE OF A PROJECT OR STUDY, TO REPORTING ON EXISTING CONDITIONS THAT LEADS TO DEFINING ISSUES AND RECOMMENDING SOLUTIONS IN TERMS OF PROJECTS OR POLICIES.

When the MPO area includes Indian Tribal lands, the MPO must appropriately involve the Indian Tribal government(s) in the development of the LRTP and the TIP. [23 C.F.R. 450.316(c)]

The MPO may develop a PPP specific to the LRTP as part of the scope of that project. If this is done, the PPP for the LRTP must be consistent with the overall PPP of the MPO.

Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs, U. S. Department of Transportation, November 2012. This additional guidance states that for LRTPs, MPO Boards, their advisory committees, and the public, should have the opportunity to periodically review the LRTP products, interim tasks, and reports that result in the final LRTP documentation. Furthermore, this guidance also states **that final adopted LRTP documentation should be posted to the Internet, and available at the MPO offices, no later than 90 days after adoption.**

## PUBLIC PARTICIPATION PLAN

Specific to the TIP, Federal requirements are that the MPO must provide all interested parties with a **reasonable opportunity to comment** on the proposed TIP, as required by the PPP. In addition, the MPO must **publish or otherwise make readily available the TIP for public review, including** (to the maximum extent practicable) **in electronically accessible formats** and means, such as the **Internet**, as described in the PPP. [23 C.F.R. 450.326(b)], [23 U.S.C. 134 (i)(6) and (7)]

In the event an MPO revises its TIP, the MPO must always use public participation procedures consistent with the MPO's PPP. However, public participation is not required for administrative modifications unless specifically addressed in the PPP. [23 C.F.R. 450.328(a)]

### ANNUAL LIST OF PRIORITIZED PROJECTS

Each MPO annually must prepare a list of project priorities and submit the list to the appropriate FDOT District by October 1 of each year. The list must have been **reviewed by the technical and citizens' advisory committees and approved by the MPO before submission to the District**. The annual list of project priorities **must be based upon project selection criteria that consider, among other items, the MPO's public involvement procedures**. [s.339.175(8)(b)(5), F.S.]

MOST METROPOLITAN PLANNING  
ORGANIZATIONS CONSIDER THEIR STANDING  
COMMITTEES TO BE A FUNDAMENTAL PART OF  
THEIR PUBLIC INVOLVEMENT ACTIVITIES.

### PUBLIC INVOLVEMENT AND MPO COMMITTEES

Most MPOs consider their standing committees to be a fundamental part of their public involvement activities. **The formation of a technical advisory committee (TAC) and citizens' advisory committee (CAC) are required pursuant to s.339.175(6)(d), F.S. and s.339.175(6)(e), F.S.;** and formation guidance is provided in Chapter 2 of the MPO Handbook.

**As an alternative to the use of a CAC, Florida Statute provides provisions for MPOs to adopt an alternate program or mechanism that ensures adequate citizen involvement in the transportation planning process following approval by FHWA, FTA, and FDOT.** MPOs may also consider additional standing committees as a public involvement activity to address specific needs, such as bicyclists, pedestrians, and multiuse trails, safety, goods/freight movement, etc. MPOs must address and include their committee activities in the PPP; and are encouraged to detail how the schedule for meetings, agenda packages, and actions of the committees will be communicated with the public and how the public can participate in those meetings.

## PUBLIC PARTICIPATION PLAN

**SUNSHINE LAW**

MPOs must provide reasonable notice of meetings and make adequate accommodations to hold open meetings and provide an opportunity for public input. Minutes of meetings must be available for public inspections. **MPOs are prohibited from holding public meetings at a facility or location that discriminates on the basis of sex, age, race, creed, color, origin, or economic status; or that otherwise restrict public access.** The statute establishes penalties for violations of these provisions and exceptions for specific situations. MPOs should consult legal counsel for any questions regarding Florida's Government-in-the-Sunshine Law. The notification commitments identified herein comply with the State Attorney General's Office publication, "Government In The Sunshine Manual" (2017) Section 4a.

## PUBLIC PARTICIPATION PLAN

ACRONYMS

|                 |   |
|-----------------|---|
| <b>ADA</b>      | Americans with Disabilities Act                                 |
| <b>BPAC</b>     | Bicycle and Pedestrian Advisory Committee                       |
| <b>CFR</b>      | Code of Federal Regulations                                     |
| <b>EJ</b>       | Environmental Justice   |
| <b>EO</b>       | Executive Order   |
| <b>FAST Act</b> | Fixing America's Surface Transportation Act                     |
| <b>FDOT</b>     | Florida Department of Transportation                            |
| <b>FHWA</b>     | Federal Highway Administration                                  |
| <b>FTA</b>      | Federal Transit Administration                                  |
| <b>LCB</b>      | Local Coordinating Board  |
| <b>LEP</b>      | Limited English Proficiency                                     |
| <b>LRTP</b>     | Long Range Transportation Plan                                  |
| <b>MPO</b>      | Metropolitan Planning Organization (interchangeable with TPO)   |
| <b>PIP</b>      | Public Involvement Plan (for individual projects)               |
| <b>PPP</b>      | Public Participation Plan (adopted by the MPO)                  |
| <b>TDP</b>      | Transit Development Plan  |
| <b>TDSP</b>     | Transportation Disadvantaged Service Plan                       |
| <b>TIP</b>      | Transportation Improvement Program                              |
| <b>TPO</b>      | Transportation Planning Organization (interchangeable with MPO) |
| <b>UPWP</b>     | Unified Planning Work Program                                   |
| <b>USC</b>      | United States Code  |



## PUBLIC PARTICIPATION PLAN

**APPENDICES**

- A. GOVERNMENT TO GOVERNMENT PUBLIC INVOLVEMENT POLICY**
- B. LEE COUNTY MPO/COLLIER MPO INTERLOCAL AGREEMENT**
- C. LIMITED ENGLISH PROFICIENCY PLAN**
- D. NONDISCRIMINATION POLICY AND COMPLAINT PROCEDURE**
- E. TRADITIONALLY UNDERSERVED COMMUNITIES**
- F. STANDARD OPERATING PROCEDURES**

## PUBLIC PARTICIPATION PLAN

**APPENDIX A: COLLIER MPO'S GOVERNMENT TO GOVERNMENT  
PUBLIC INVOLVEMENT POLICY EFFECTING TRIBAL ENTITIES**

## PUBLIC PARTICIPATION PLAN

### GOVERNMENT TO GOVERNMENT PUBLIC INVOLVEMENT POLICY Adopted June 9, 2017

- I. **Purpose:** To promote Tribal involvement in the MPO planning process; initiate and maintain a positive working relationship between the MPO and Tribal governments; promote effective collaboration and communication between the MPO and Tribes;

II. **Goals of Tribal Consultation:**

- To create durable relationships between the Tribes and the MPO based on a mutual respect that promotes coordinated transportation partnerships in service to all of our citizens.
- For the MPO to take a proactive approach to consultation by ensuring Tribal participation in MPO planning processes that may affect Tribal governments, Tribal programs and Tribal citizens.

III. **Consultation Requirements**

**Federal Transportation Planning Requirements**

23 USC § 135(f)(2)c applies to FDOT, as follows: “With respect to each area of the State under the jurisdiction of an Indian Tribal government, the statewide transportation plan shall be developed in consultation with the Tribal government.”

23 CFR § 450.316(c), Interested parties, participation and consultation, applies to MPOs where an MPO ***includes*** Indian Tribal lands and provides:

- “When the MPO includes Indian Tribal lands, the MPO(s) shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.”

23 CFR § 450.316(e), Interested parties, participation and consultation, provides:

- “MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under § 450.314.”

In addition to the above-referenced consultation requirements, if a Tribe wishes to access federal transportation funds available to MPOs, the Tribe must do so through the MPO processes as provided by law.

IV. **Definitions**

**Collaboration:** – Indicates a process in which two or more parties work together to achieve a common set of goals. Collaboration is the timely communication and joint effort that lays the groundwork for mutually beneficial relationships, including identifying issues and problems, identifying solutions and providing follow-up as needed.

**Communication:** - Refers to verbal, electronic or written exchange of information between the MPO and the Tribe. Generally, posting information on a website or in the newspaper does not constitute consultation. Written correspondence, whether electronic or letter/postal format, should generally be sent to the Tribe Chair with a copy to staff, requesting review and comment on specific plans or

## PUBLIC PARTICIPATION PLAN

projects that will affect a Tribe. While Tribal review may occur concurrently with public review, Tribes are not considered the “public” for purposes of such communication.

**Consultation** – Means that one or more parties confer with other identified parties in accordance with an established process and, prior to taking action(s), considers the views of the other parties and periodically informs them about action(s) taken.” (See 23 CFR Part 450 Planning Assistance and Standards, subpart A §450.104).

**Government-to-Government Relations**: Refers to an intergovernmental relationship between a federally-recognized Tribe and the MPO Board during which consultation, meetings, and communications occur between top-level officials of the MPO and the Tribe.

**Tribal Sovereignty**: Refers to a unique, political relationship between American Indians and the United States government that recognizes that Tribes are sovereign nations with recognized powers of self-government.

### V. **Tribal Entities**

The two Federally-recognized Tribes with land holdings within or abutting Collier County are:

- The Miccosukee Tribe of Indians of Florida, represented by the Business Council, consisting of Chairman, Assistant Chairman, Treasurer, Secretary, and Lawmaker

Mailing address:

PO Box 440021

Tamiami Station

Miami, FL 33144

(o) 305-223-8380

- The Seminole Tribe of Florida, represented by the Tribal Council comprised of Chairman, Vice Chairman, Big Cypress Councilman, Brighton Councilman, and Hollywood Councilman

Mailing address:

Attn: Chairman and General Counsel

6300 Stirling Rd

Hollywood, FL 33024

(o) 239-354-5220 x 11402

### VI. **Core Principles**

1. The MPO wishes to establish a Government-to-Government relationship and communication protocol in recognition of the principle of Tribal sovereignty.
2. The MPO recognizes that good faith, mutual respect, and trust are fundamental to meaningful collaboration and communication between governmental entities.

## PUBLIC PARTICIPATION PLAN

3. Formal communication and consultation will take place between the MPO Chair or Vice Chair and the Tribal Chair or Assistant/Vice Chair. Written notification in the form of an email or letter requesting consultation may be initiated by either the Tribal government or the MPO and should include the following information:
  - Identify the proposed action, program or project requiring consultation; and
  - Identify the personnel authorized to consult on behalf of the MPO and the Tribe.
4. Informal Communications may occur between MPO and designated Tribal staff members on an as-needed basis. The MPO will include designated Tribal staff members or representatives on email distribution lists to receive notifications of all upcoming MPO advisory committee and Board meetings. MPO staff will provide convenient access to meeting agendas and packets for review and be available to answer questions.

### VII. Application of Tribal Consultation Policy

1. The MPO will make a good-faith effort to review all proposed plans, policies, rulemakings, actions or other aspects of the transportation planning process that may affect or impact Tribal resources and determine whether Tribal consultation or collaboration may assist in the process. The MPO will notify Tribal governments and inquire whether Tribal consultation should occur. Tribal Officials have the discretion whether to engage in the consultation process. Consultation will be initiated by formal, written request.
2. If the MPO does not receive a response from a Tribe requesting a response to a proposed plan, project or other matter that may affect or impact a Tribal government, the MPO is encouraged to follow up further with the Tribal government to ascertain its level of interest. If no response is provided, the MPO believes that it is only appropriate to move forward after the following: (a) directly contacting a Tribal government authorized representative to solicit its participation, review and comment after providing sufficient time for the Tribe's review and response; (b) that the direct communication/request for information or comment include a date when the MPO would like the response; and (c) that a minimum of thirty (30) days be provided for the Tribal government to provide for requests for information, or review and comment on draft documents.
3. The MPO recognizes that formal consultation may not be required in all situations or interactions. Tribal staff members and MPO staff may communicate on an as-needed basis. These communications do not negate the authority of the MPO and the Tribes to pursue formal consultation.
4. This policy will not diminish any administrative or legal remedies otherwise available by law to the MPO or the Tribe. This policy shall not be construed to waive the sovereign immunity of any party or create a cause of action for either party for failing to comply with this policy.
5. This policy is a working document and may be revised as needed. The MPO will consult periodically with the Tribes to evaluate its effectiveness and determine the need for revision.
6. The policy shall become effective upon the date signed by the MPO Chair following approval by the MPO Board.

## PUBLIC PARTICIPATION PLAN

**APPENDIX B: LEE COUNTY MPO/COLLIER MPO INTERLOCAL  
AGREEMENT**



## PUBLIC PARTICIPATION PLAN

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

**AMENDED March 20, 2009**

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

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

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

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

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

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

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

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

Interlocal Coordination Agreement between Collier County and Lee County MPOs

Page 1 of 6

Attachment: Amended PPP – Clean Version (12559 : Approve Public Participation Plan (PPP) Amendment)

## PUBLIC PARTICIPATION PLAN

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

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

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

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

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

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

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

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

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

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

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

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

**(a) Joint Regional Transportation Model**

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

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

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

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

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

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

**(c) Joint Regional Project Priorities**

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

**(d) Joint Regional Public Involvement Process Component**

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

**(e) Joint Regional Web Page**

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

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

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

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

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

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

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

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

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

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

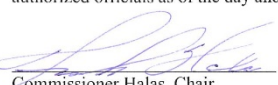
Director  
Collier MPO  
2885 South Horseshoe Drive  
Naples, Florida 34104

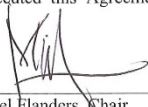
Director  
Lee County MPO  
1926 Victoria Avenue  
Fort Myers, Florida 33901-3414

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

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

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

  
Commissioner Halas, Chair  
Collier MPO  
March 20, 2009

  
Michael Flanders, Chair  
Lee County MPO  
March 20, 2009

Approved as to form and legal sufficiency:

  
Scott R. Teach, Asst Collier County Attorney

  
Jed Schneck, Lee County MPO Attorney

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**APPENDIX C. Limited English Proficiency Plan**

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### LIMITED ENGLISH PROFICIENCY PLAN

The Collier Metropolitan Planning Organization (MPO) is responsible for a continuing, cooperative, and comprehensive transportation planning process in Collier County (as well as a small portion of Lee County included in the MPO's Planning Area). This planning process guides the use of federal and state dollars spent on existing and future transportation projects or programs, and the **Limited English Proficiency (LEP) Plan** plays an integral role in this process. This document will detail the LEP Plan, developed in conjunction with best practice standards for public involvement.

#### Introduction

On August 11, 2000, President William J. Clinton signed an executive order, **Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency**, to clarify Title VI of the Civil Rights Act of 1964. Its purpose was to ensure accessibility to programs and services to eligible persons who are not proficient in the English language.

This executive order stated that individuals who do not speak English well and who have a limited ability to read, write, speak, or understand English are entitled to language assistance under Title VI of the Civil Rights Act of 1964 with respect to a particular type of service, benefit, or encounter. It reads in part,

*"Each Federal agency shall prepare a plan to improve access to its federally conducted programs and activities by eligible LEP persons. Each plan shall be consistent with the standards set forth in the LEP Guidance and shall include the steps the agency will take to ensure that eligible LEP persons can meaningfully access the agency's programs and activities."*

Not only do all federal agencies have to develop LEP Plans, as a condition of receiving federal financial assistance, but also state and local recipients are required to comply with Title VI and LEP guidelines of the federal agency from which they receive funds.

Federal financial assistance includes grants, training, use of equipment, donations of surplus property and other assistance. Recipients of federal funds range from state and local agencies to nonprofits and other organizations. Title VI covers a recipient's entire program or activity. This means all components of a recipient's operations are covered. Simply put, any organization that receives federal financial assistance is required to follow this Executive Order.

The US Department of Transportation (DOT) published: **"Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient Person"** in the December 14, 2005 Federal Register. The guidance explicitly identifies MPOs as organizations that must follow this guidance:

*The guidance applies to all DOT funding recipients, which include state departments of transportation, state motor vehicle administrations, airport operators, metropolitan planning organizations, and regional, state, and local transit operators, among many others. Coverage extends to a recipient's entire program or activity, i.e., to all parts of a recipient's operations. This is true even if only one part of the recipient receives the Federal assistance. For example, if DOT provides assistance to a state department of*

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*transportation to rehabilitate a particular highway on the National Highway System, all of the operations of the entire state department of transportation—not just the particular highway program or project—are covered by the DOT guidance.*

The intent of this **Limited English Proficiency Plan** is to ensure access to the planning process and information published by the MPO where it is determined that a substantial number of residents in the Collier MPO Planning Area do not speak or read English proficiently. The production of multilingual publications and documents and/or interpretation at meetings or events will be provided to the degree that funding permits based on current laws and regulations.

### Laws and Policies Guiding Limited English Proficiency Plans

As part of Metropolitan Planning Organization certification by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), the *LEP Plan* will be assessed and evaluated. The following matrix illustrates these laws, policies and considerations:

| Title VI of the Civil Rights Act of 1964                             | Limited English Proficiency Executive Order 13166  |
|--|--|
| Federal Law  | Federal Policy   |
| Enacted in 1964  | Enacted in August 2000   |
| Considers all persons  | Considers eligible population  |
| Contains monitoring and oversight compliance review requirements     | Contains monitoring and oversight compliance review requirements                               |
| Factor criteria is required, no numerical or percentage thresholds   | Factor criteria is required, no numerical or percentage thresholds                             |
| Provides protection on the basis of race, color, and national origin | Provides protection on the basis of national origin  |
| Focuses on eliminating discrimination in federally funded programs   | Focuses on providing LEP persons with meaningful access to services using four factor criteria |
| <i>Annual Accomplishment and Upcoming Goals Report to FHWA</i>       | <i>Annual Accomplishment and Upcoming Goals Report to FHWA</i>                                 |

### Who is an LEP individual?

As defined in the 2000 United States Census, it is any Individual who speaks a language at home other than English as his/her primary language, **and** who speaks or understands English 'not well' or 'not at all'.

### Determining the need

As a recipient of federal funding, the MPO must take reasonable steps to ensure meaningful access to the information and services it provides. As noticed in the **Federal Register/ Volume 70, Number 239/ Wednesday, December 14, 2005/ Notices**, there are four factors to consider in determining "reasonable steps".

- Factor 1 - The number and proportion of LEP persons in the eligible service area;
- Factor 2 - The frequency with which LEP persons encounter MPO programs;

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- Factor 3 - The importance of the service provided by MPO programs;
- Factor 4 - The resources available and overall cost to the MPO.

The DOT Policy Guidance gives recipients of federal funds substantial flexibility in determining what language assistance is appropriate based on a local assessment of the four factors listed above. The following is an assessment of need in Collier MPO's Planning Area in relation to the four factors and the transportation planning process.

### LEP Assessment for the Collier MPO

#### Factor 1. The Number and proportion of LEP persons in the eligible service area

The first step towards understanding the profile of individuals who could participate in the transportation planning process is a review of Census data. Tables 1 and 2 on the following pages display the primary language spoken and number of individuals that are LEP. In Collier County, between 2010 and 2016, the number of people who speak a language other than English at home increased by 16,000 while the number of people who speak English less than "very well" decreased by 1,000.

For our planning purposes, we are considering people that speak English 'less than very well' and only the top four language groups are included in the analysis.

**Table 1**, derived from the 2016 American Community Survey (ACS) 5-year Estimates conducted by the US Census, shows the number and percent of the population, with regard to their English language skills, for the cities and unincorporated portions of Collier County as well as for the County as a whole. In unincorporated Collier County, 15.7% of the population age 5 years or older speak English less than "very well", compared to 14.5 for the entire County <sup>2</sup>

| Table 1: Limited English Proficient Persons in the MPO Planning area and local jurisdictions |                |                             |  |  |
|--|----------------|-----------------------------|--|--|
| 2016 American Community Survey – US Census - 5-year estimates                                |                |                             |  |  |
| Jurisdiction   | Population     | Population 5 years and over | Number of LEP Persons (5 years and over) | Percentage of LEP Persons (5 years and over) |
| Everglades City  | 232            | 228                         | 11                                       | 4.8%   |
| City of Naples   | 20,980         | 20,510                      | 828                                      | 4.0%   |
| City of Marco Island   | 17,361         | 17,135                      | 1,115                                    | 6.5%   |
| Unincorporated Collier County  | 309,663        | 293,645                     | 46,143                                   | 15.7%  |
| <b>Collier County</b>  | <b>348,236</b> | <b>331,518</b>              | <b>48,097</b>                            | <b>14.5%</b>                                 |

**Table 2** shows the number and percent of LEP persons by language spoken at the individual's home. Of the LEP persons within Collier County, 23.4% speak Spanish at home making this the most significant percentage of the area's population. The second most common language at home is Other Indo-European

<sup>2</sup> 2016 American Community Survey (ACS) 5-year Estimates, Tables B01003, S1601.

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languages at 7.8%; Asian and Pacific Islander languages represent 0.9% of the “other” languages spoken at home.

| <b>Table 2: Language Spoken at Home by LEP Persons - Collier MPO Planning Area</b><br>2016 American Community Survey, 5-year Estimates, US Census |                  |                               |                                    |                 |
|---|------------------|-------------------------------|------------------------------------|-----------------|
| LEP Persons   | Spanish Language | Other Indo-European Languages | Asian & Pacific Islander Languages | Other Languages |
| 5 years and over - Everglades City  | 9                | 7                             | 0                                  | 0               |
| 5 years and over - City of Naples   | 658              | 1,216                         | 83                                 | 14              |
| 5 years and over - Marco Island   | 1,162            | 1,006                         | 176                                | 71              |
| 5 years and over – Unincorporated County  | 75,843           | 23,630                        | 2,750                              | 764             |
| 5 years and over - Total  | 77,672           | 25,859                        | 3,009                              | 849             |
| <b>Percent of Total Population 5 years and over</b>   | <b>23.4%</b>     | <b>7.8%</b>                   | <b>0.9%</b>                        | <b>0.3%</b>     |

### Factor 2. The frequency in which LEP Persons encounter MPO programs

The MPO documents phone inquiries, public meetings and office visits. To date, the MPO has had no requests for interpreters and no requests for translated program documents or publications by either individuals or groups.

### Factor 3. The importance of the service provided by the MPO program

MPO programs use federal funds to plan for future transportation projects, and therefore do not include any direct service or program that requires vital, immediate or emergency assistance, such as medical treatment or services for basic needs (like food or shelter). Further, the MPO does not conduct required activities such as applications, interviews or other activities prior to participation in its programs or events. Involvement by any citizen with the MPO or its committees is voluntary.

However, the MPO must ensure that all segments of the population, including LEP persons, have been involved or have had the opportunity to be involved in the transportation planning process to be consistent with the goal of the Federal Environmental Justice program and policy. The impact of proposed transportation investments on underserved and under-represented population groups is part of the evaluation process in use of federal funds in three major areas for the MPO:

- the biennial Unified Planning Work Program,
- the five-year Transportation Improvement Program,
- the Long-Range Transportation Plan, covering 20+ years.

Inclusive public participation is a priority consideration in other MPO plans, studies and programs as well. The impacts of transportation improvements resulting from these planning activities have an impact on all residents. Understanding and continued involvement are encouraged throughout the process. The

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MPO is concerned with input from all stakeholders and makes every effort to ensure that the planning process is as inclusive as possible.

TRANSLATION OF MPO DOCUMENTS IS NOT  
CONSIDERED TO BE WARRANTED AT THIS TIME.

THE MPO WILL CONTINUE EFFORTS TO  
COLLABORATE WITH STATE AND LOCAL AGENCIES  
TO PROVIDE LANGUAGE TRANSLATION AND  
INTERPRETATION SERVICES WHEN PRACTICAL  
AND FUNDING IS AVAILABLE

As a result of the long range transportation planning process, selected projects receive approval for federal funding and progress towards project planning and construction under the responsibility of local jurisdictions or state transportation agencies. These state and local organizations have their own policies to ensure LEP individuals can participate in the process that shapes where, how and when a specific transportation project is implemented.

### Factor 4. The resources available and overall MPO cost

Given the size of the LEP population in the MPO area, the current financial constraints of the MPO and the expense of full multi-language translations of large transportation plan documents and maps which have frequent changes and are not often used by the public, translation of MPO documents is not considered to be warranted at this time.

The MPO will continue efforts to collaborate with state and local agencies to provide language translation and interpretation services when practical and funding is available. Spanish and other language outreach materials from organizations such as federal, state, and local transportation agencies will be used when possible. The MPO will monitor increases in the LEP population and adjust its LEP policy accordingly. If warranted in the future, the MPO will consider new techniques to reach the LEP population, such as (1) the translation of executive summaries for key MPO documents, such as the Long Range Transportation Plan, the Transportation Improvement Program, and the Public Involvement Plan, and (2) the translation of document summaries, brochures or newsletters, which are designed to capture significant points of the full document. Additionally, the MPO currently has an employee that is fluent in both English and Spanish. In addition, Collier County Growth Management Division and the Alternative Transportation Modes Department have employees fluent in English, Spanish and Haitian Creole, and are available as interpreters as needed.

### MEETING THE REQUIREMENTS

Engaging the diverse population within the MPO area is important. The MPO is committed to providing quality services to all citizens, including those with limited English proficiency. All language access activities detailed below will be coordinated in collaboration with the MPO Board and staff.

### Safe Harbor Stipulation

Federal law provides a 'safe harbor' stipulation so recipients of federal funding can ensure compliance with their obligation to provide written translations in languages other than English with greater certainty. A 'safe harbor' means that as long as a recipient (the MPO) has created a plan for the provision of written



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translations under a specific set of circumstances, such action will be considered strong evidence of compliance with written translation obligations under Title VI.

However, failure to provide written translations under the circumstances does not mean there is noncompliance, but rather provides for recipients a guide for greater certainty of compliance in accordance with the four-factor analysis. Evidence of compliance with the recipient's written translation obligations under 'safe harbor' includes providing written translations of vital documents for each eligible LEP language group that constitutes 5% or 1,000 persons, whichever is less of eligible persons served or likely to be affected. (Note: At this time, data on area language groups indicates that this requirement does not apply.) Translation also can be provided orally. The 'safe harbor' provision applies to the translation of written documents only. It does not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and reasonable to provide.

### Providing Notice to LEP Persons

US DOT guidance indicates that once an agency has decided, based on the four factors, to provide language services, it is important that the recipient notify LEP persons of services available free of charge in a language the LEP persons would understand. Example methods for notification include:

1. Signage that indicates when free language assistance is available with advance notice;
2. Stating in outreach documents that language services are available;
3. Working with community-based organizations and other stakeholders to inform LEP individuals of MPO services and the availability of language assistance;
4. Using automated telephone voice mail or menu to provide information about available language assistance services;
5. Including notices in local publications targeting Spanish-speaking and Haitian-Creole-speaking audiences in languages other than English;
6. Providing notices on non-English-language radio and television about MPO services and the availability of language assistance; and
7. Providing presentations and/or notices at schools and community-based organizations (CBO).

If deemed essential in the future in light of revised census data, the MPO will publicize the availability of interpreter services, free of charge, at least 7 days prior to MPO Board and committee meetings, workshops, forums or events which will be noticed on the MPO website, in meeting notices (packets), and using the following additional tools as appropriate:

- signage
- public outreach materials
- community-based organizations
- local publications as referenced above
- Non-English-language radio and television

The MPO defines an interpreter as a person who translates spoken language orally, as opposed to a translator, who translates written language and transfers the meaning of written text from one language into another. The MPO will request language interpreter services from Collier County staff, as needed, and will reciprocate by making MPO staff available as needed. As covered under Title VI requirements for

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nondiscrimination, at each meeting, the MPO will provide Title VI material and include this material in an alternative language when applicable.

### **Language Assistance**

A goal of the PPP is to provide user-friendly materials that will be appealing and easy to understand. The MPO will provide on an “as needed” basis, executive summaries in alternative formats, such as brochures or newsletters, depending on the work product.

### **MPO Staff Training**

This LEP Plan is incorporated in the PIP to maintain meaningful access to information and services for LEP individuals, the MPO will properly train its employees to assist in person, and/or by telephone, LEP individuals who request assistance. MPO Board members will receive a briefing on the PIP & LEP Plan, assuring that they are aware of and understand how the PIP implements the LEP Plan.

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**APPENDIX D. NONDISCRIMINATION PLAN AND COMPLAINT  
PROCEDURE**

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### Title VI Nondiscrimination Program Policy and Complaint Procedure

#### Introduction

The Collier MPO is a recipient of federal funds from the U.S. Department of Transportation modal agencies, including the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). All recipients of federal funding must comply with the requirements of Title VI of the Civil Rights Act of 1964 and other nondiscrimination statutes, regulations and authorities. This Implementation Plan describes how the Department effectuates nondiscrimination in the delivery of its federally assisted programs, services and activities. The Plan includes the structure of the MPO's Title VI/Nondiscrimination program as well as the policies, procedures and practices that the Department uses to comply with nondiscrimination requirements. The Plan is intended to be a living document, regularly policed and updated by the Department to meaningfully reflect the program as it changes and grows. Anyone wishing to provide input into the Department's Title VI/Nondiscrimination Implementation Plan is encouraged to contact the Title VI/Nondiscrimination Program Coordinator, Anne McLaughlin at [AnneMcLaughlin@colliercountyfl.gov](mailto:AnneMcLaughlin@colliercountyfl.gov) or 239-252-5884 or by writing at 2885 South Horseshoe Drive, Naples, FL 34104.

#### Policy Statement

It is the policy of the MPO to comply with all federal and state authorities requiring nondiscrimination, including but not limited to Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), the Age Discrimination Act of 1975 and Executive Order 12898 (Environmental Justice) and 13166 (Limited English Proficiency). The MPO does not and will not exclude from participation in; deny the benefits of; or subject anyone to discrimination on the basis of race, color, national origin, sex, age, disability or income. In addition, the MPO complies with the Florida Civil Rights Act, and does not permit discrimination on the basis of religion or family status in its programs, services or activities.

The Collier MPO has adopted the Florida Department of Transportation's (Department) Title VI/Nondiscrimination policy and ADA policy by reference. Topic No.:275-010-010-f--Title VI Program and Related Statutes-Implementation and Review Procedures.

The Department's Title VI/Nondiscrimination policy and ADA policy statement may be found at: [US DOJ Title VI Nondiscrimination Policy](#). Those requiring information in alternative formats or in a language subject to the Department's Limited English Proficiency (LEP) Plan, should contact the Title VI/Nondiscrimination Coordinator.

#### MPO DISCRIMINATION COMPLAINT PROCEDURE

Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation prohibited by the Title VI of the Civil Rights Act of 1964, as amended, and related statutes, under the MPO's planning process may file a written complaint.

The MPO encourages the filing of a complaint in writing which includes a name, address, and other information so that you may be contacted in regard to the matter. Please see the Title VI Complaint Form.

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The MPO will investigate complaints received no more than 180 days after the alleged incident. The MPO will process complaints that are complete.

- All complaints will be investigated promptly. Reasonable measures will be undertaken to preserve any information that is confidential. The MPO's Title VI Specialist will review every complaint to determine if our office has jurisdiction.
- Within ten (10) calendar days, the Title VI Specialist will acknowledge receipt of the allegation(s), inform the Complainant of action taken or proposed action to process the allegation(s), and advise the Complainant of other avenues of redress available, such as the FDOT's Equal Opportunity Office (EOO).
- The MPO has sixty (60) calendar days to investigate the complaint. If more information is needed to resolve the complaint, the MPO's Title VI Specialist will contact the complainant. The complainant has 10 business days from the date of the letter to send the requested information to the Title VI Specialist. If the Title VI Specialist is not contacted by the complainant or does not receive the additional information within 15 business days, the MPO may administratively close the case. A case can also be administratively closed if the complainant no longer wishes to pursue their case.
- At a minimum, the investigation will:
  - Identify and review all relevant documents, practices, and procedures;
  - Identify and interview persons with knowledge of the Title VI violation, including the person making the complaint, witnesses, or anyone identified by the complainant; anyone who may have been subject to similar activity or anyone with relevant information.
- Within ninety (90) calendar days of the complaint, the MPO's Title VI Specialist will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff members or other action will occur.
- If no violation is found and the complainant wishes to appeal the decision, he/she has fourteen (14) days after the date of the letter or the LOF to do so.
- If the issue has not been satisfactorily resolved through the MPO's investigation, or if at any time the person(s) request(s) to file a formal complaint, the recipient's MPO Title VI Specialist shall refer the Complainant to the FDOT's District One Title VI Coordinator for processing in accordance with approved State procedures.
- The MPO's Title VI Specialist will advise the FDOT's District One Title VI Coordinator within five (5) calendar days of the completed investigation. The following information will be included in every notification to the FDOT's District One Title VI Coordinator:

## PUBLIC PARTICIPATION PLAN

- (a) Name, address, and phone number of the Complainant.
  - (b) Name(s) and address(es) of Respondent.
  - (c) Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
  - (d) Date of alleged discriminatory act(s).
  - (e) Date of complaint received by the recipient.
  - (f) A statement of the complaint.
  - (g) Other agencies (state, local or Federal) where the complaint has been filed.
  - (h) An explanation of the actions the recipient has taken or proposed to resolve the allegation(s) raised in the complaint.
- The MPO's Title VI Specialist will maintain a log of complaints received by the MPO. The log will include the following information:
    - Name of Complainant
    - Name of Respondent
    - Basis of Complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation)
    - Date complaint was received by the recipient
    - Date that the MPO Title VI Specialist notified the FDOT's District One Title VI Coordinator of the complaint
    - Explanation of the actions the recipient has taken or proposed to resolve the issue raised in the complaint

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 as part of the MPO planning process they have been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Collier MPO Title VI Specialist Anne McLaughlin (239) 252-5884 by writing Ms. McLaughlin at 2885 South Horseshoe Dr., Naples, FL 34104 or via email at: [annemclaughlin@colliergov.net](mailto:annemclaughlin@colliergov.net); or by contacting Brandy Otero, Principal Planner, by phone at 239-252-5859, in writing at the above address, or via email at: [brandyotero@colliercountyfl.gov](mailto:brandyotero@colliercountyfl.gov)



## PUBLIC PARTICIPATION PLAN

**Title VI Complaint Form**

*Before completing this form, please read the Collier MPO's Title VI Complaint Procedures located on our website or by visiting our office.*

*The following information is necessary and required to assist in processing your complaint. If you require assistance in completing this form, please contact us at the phone number listed. Complaints must be filed within 180 calendar days after the date alleged discrimination occurred.*

Complainant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone \_\_\_\_\_

Numbers: Home \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Date of alleged discrimination: \_\_\_\_\_

Which of the following best describes the reason you believe the discrimination took place?

Was it because of your: Race/Color: \_\_\_\_\_ National Origin: \_\_\_\_\_

Person discriminated against (if someone other than complainant). Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.

Name \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Have you filed this complaint with any other federal, state, or local agency?

☐ Yes ☐ No

If yes, check each box that applies:

## PUBLIC PARTICIPATION PLAN

- ☐ Federal Transit Administration
- ☐ Department of Transportation
- ☐ Dept. of Justice
- ☐ Equal Opportunity Commission
- ☐ Other: \_\_\_\_\_

Have you filed a lawsuit regarding this complaint?

☐ Yes ☐ No

In your own words, describe the alleged discrimination. Explain what happened and whom you believe was responsible. Include specific details such as names, dates, times, route numbers, witnesses, and any other information that would assist us in our investigation of the allegations. Please also provide any other documentation that is relevant to this complaint.

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Complainant's Signature

Date

PUBLIC PARTICIPATION PLAN

APPENDIX E – TRADITIONALLY UNDERSERVED COMMUNITIES

## PUBLIC PARTICIPATION PLAN

### Environmental Justice Communities / Traditionally Underserved Communities

The Federal Highway Administration (FHWA) advised the MPO during the quadrennial Transportation Management Area (TMA) review in 2016 to incorporate an analysis of Environmental Justice Communities and issues in all new plans and studies. The FHWA advised MPO staff to include the type of analysis conducted for the MPO's Transportation Disadvantaged Service Plan.

According to guidance published by the Florida Department of Transportation (FDOT), it is important to see Environmental Justice as an opportunity to make better transportation decisions by doing the following:

- Making transportation decisions that meet the needs of all people
- Designing facilities that fit into communities
- Enhancing the public involvement process and strengthening community-based partnerships
- Improving the tools for analyzing the impacts of transportation decisions on minority and low-income communities
- Partnering with other public and private agencies to leverage resources and achieve a common vision for communities

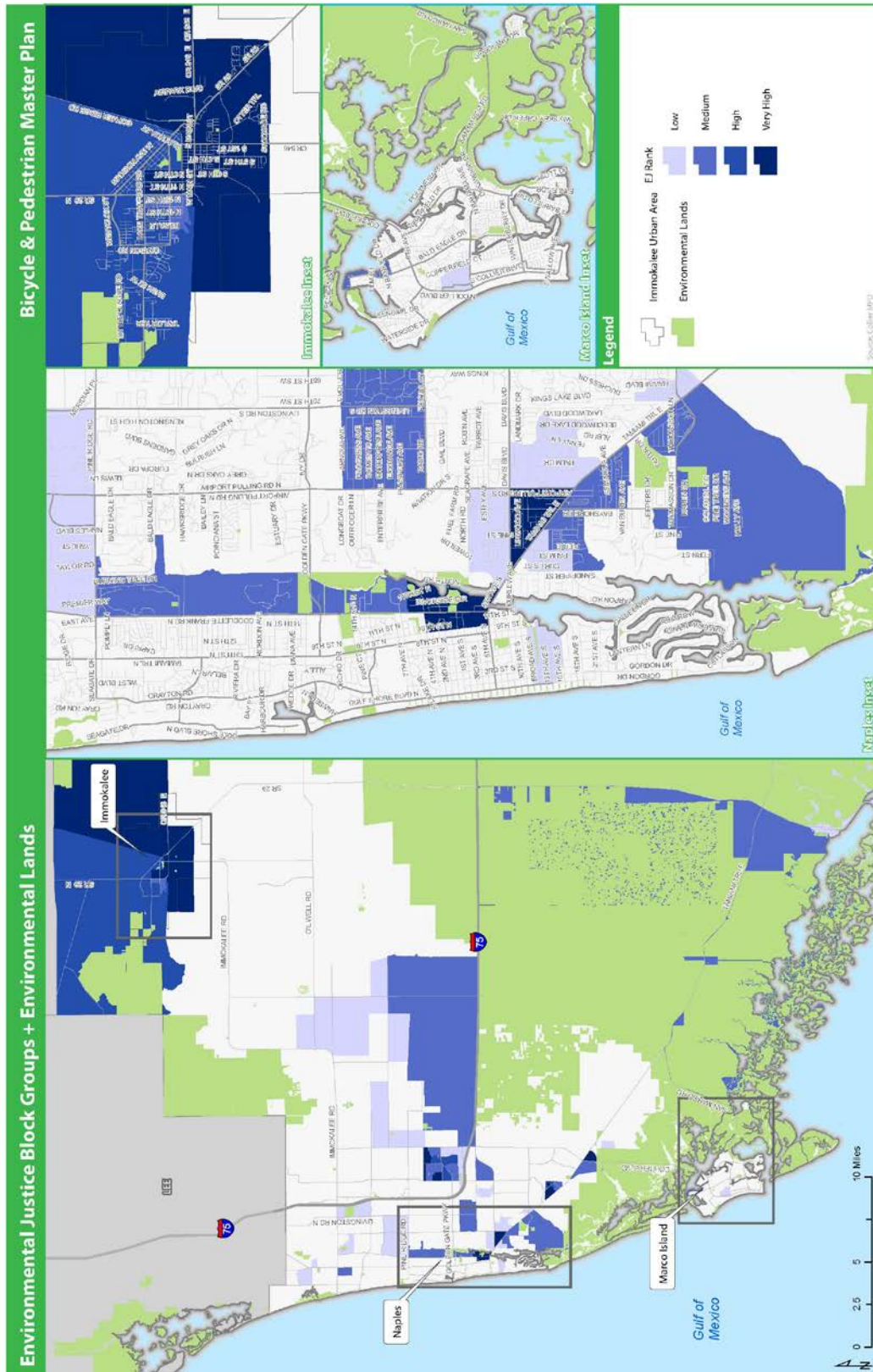
MPO staff began by reviewing the MPO's Transportation Disadvantaged Service Plan (TDSP), Major Update, adopted October 25, 2013 for maps showing *Populations in Poverty*, *Households with No Vehicles* and *Identified Areas of Need* as a starting point in identifying disadvantaged communities potentially underserved by transportation infrastructure and programs within Collier County.

FHWA advised using a variety of resources, and local knowledge to determine the location and needs of disadvantaged communities. MPO staff augmented the TDSP maps using the following sources:

- US Census Bureau *American Community Survey (ACS)*
- American Association of State Highway and Transportation Officials (AASHTO) *Census Transportation Planning Products (CTPP)*
- US Environmental Protection Agency (EPA) *Environmental Justice (EJ) Screening and Mapping Tool*
- MPO Advisory Committee review of findings (for local knowledge)

To address the issue of equity in terms of providing equal access to bicycle and pedestrian facilities County-wide, the MPO's previous identification of Environmental Justice (EJ) communities was updated for the Bicycle and Pedestrian Master Plan (2019). The EJ criteria used for the BPMP were minority status, poverty, no access to a vehicle, and limited ability to speak English. EJ areas were defined as areas where the criteria were 10% greater than the County average. The map on the following page shows the results of the EJ analysis. The map may be viewed in larger format on the MPO website.

# PUBLIC PARTICIPATION PLAN



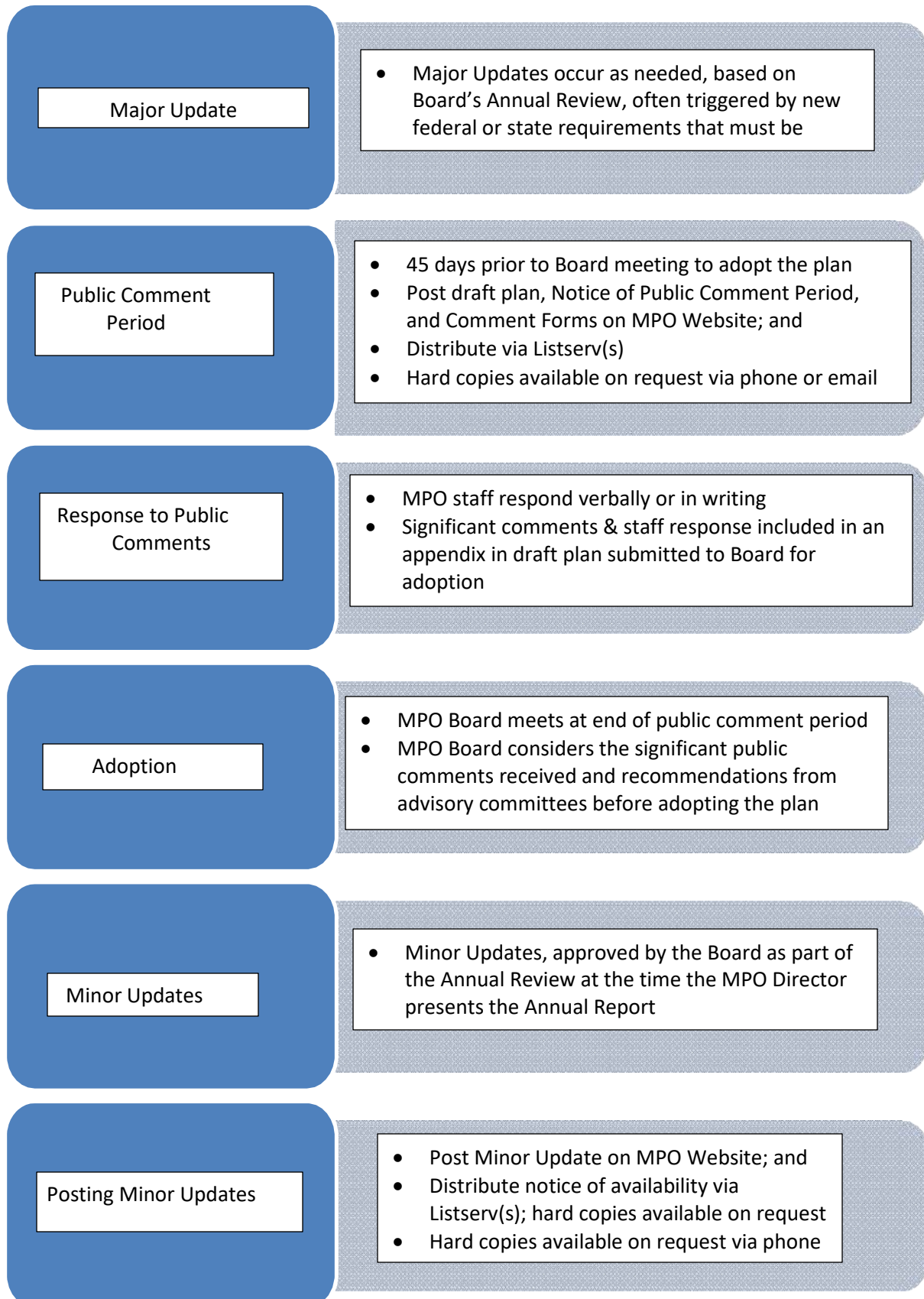
Environmental Justice (EJ) Communities, Collier County, 2019

PUBLIC PARTICIPATION PLAN

APPENDIX F – STANDARD OPERATING PROCEDURES



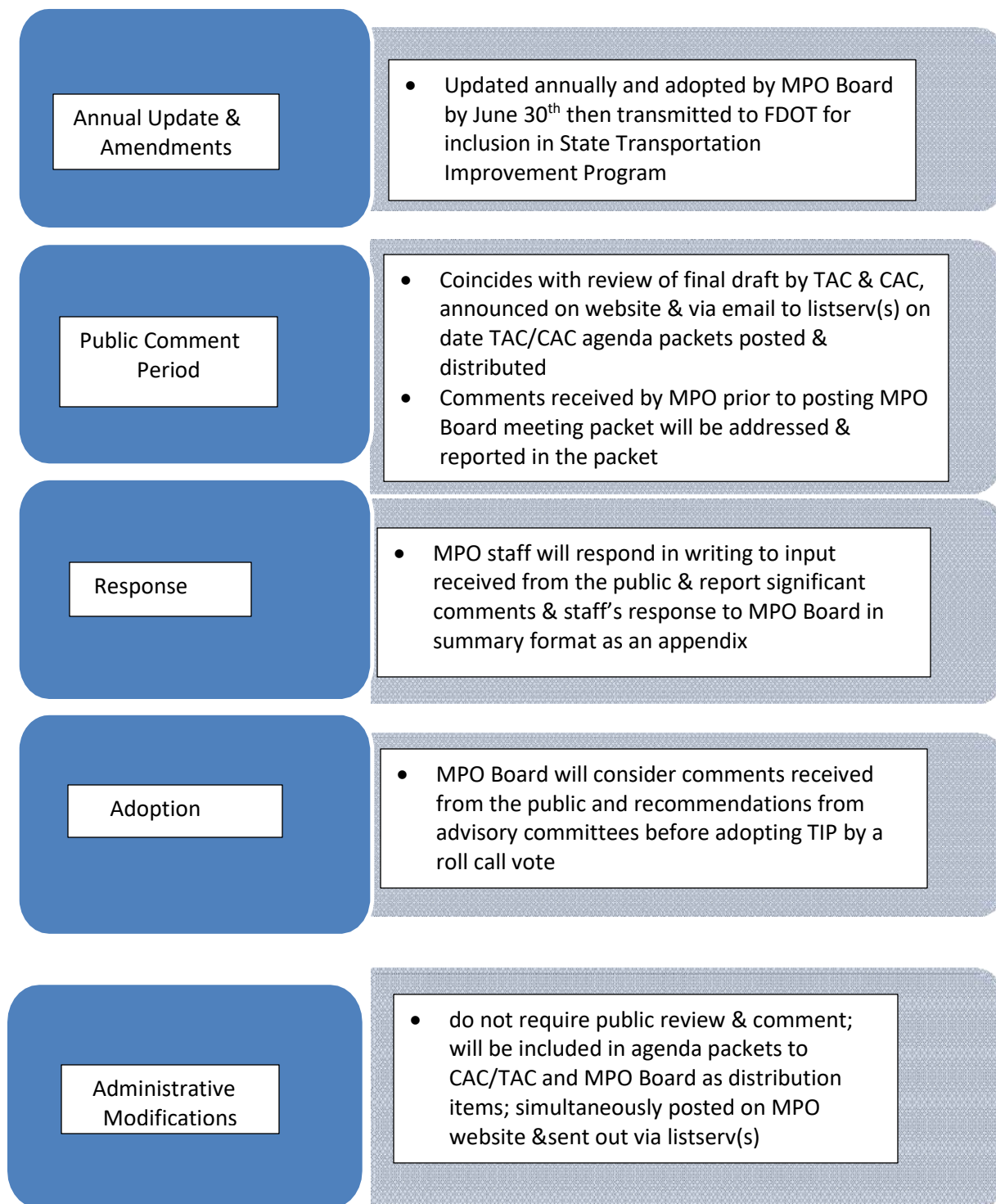
## PUBLIC PARTICIPATION PLAN UPDATES – PROCESS



## LONG RANGE TRANSPORTATION PLAN - PROCESS

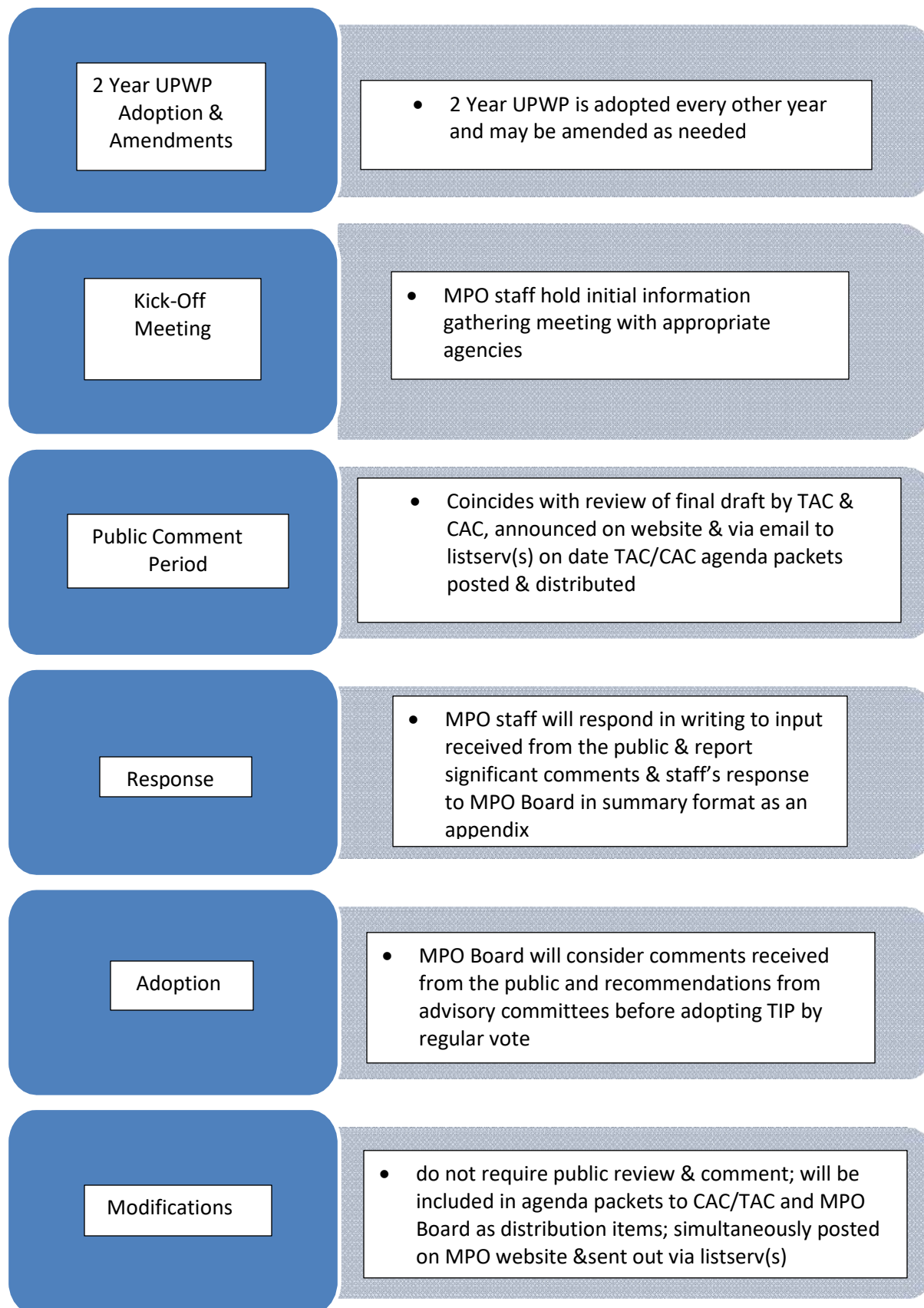


## TIP - PROCESS





## UNIFIED PLANNING WORK PROGRAM - PROCESS



## TDSP – MAJOR & MINOR UPDATES - PROCESS

### Major & Minor TDSP Updates

- Major Update adopted every 5 years
- Minor Update completed & adopted annually

### Public Comment Period

- Major Update: 30-day comment period
- Minor Update: 14-day comment period-

### Public Notice

- Post legal ad in Naples Daily News and on MPO website including opportunities to comment electronically on website
- Distribute copies of Update and/or QRC to LCB members and MPO listserv(s)
- Distribute copies of the Major TDSP Update and/or QRC on comment forms to local government agency offices and libraries
- Major update: Distribute flyers & comment forms on transit vehicles notifying riders of the comment period & adoption meeting & post flyers/posters at CAT transfer stations

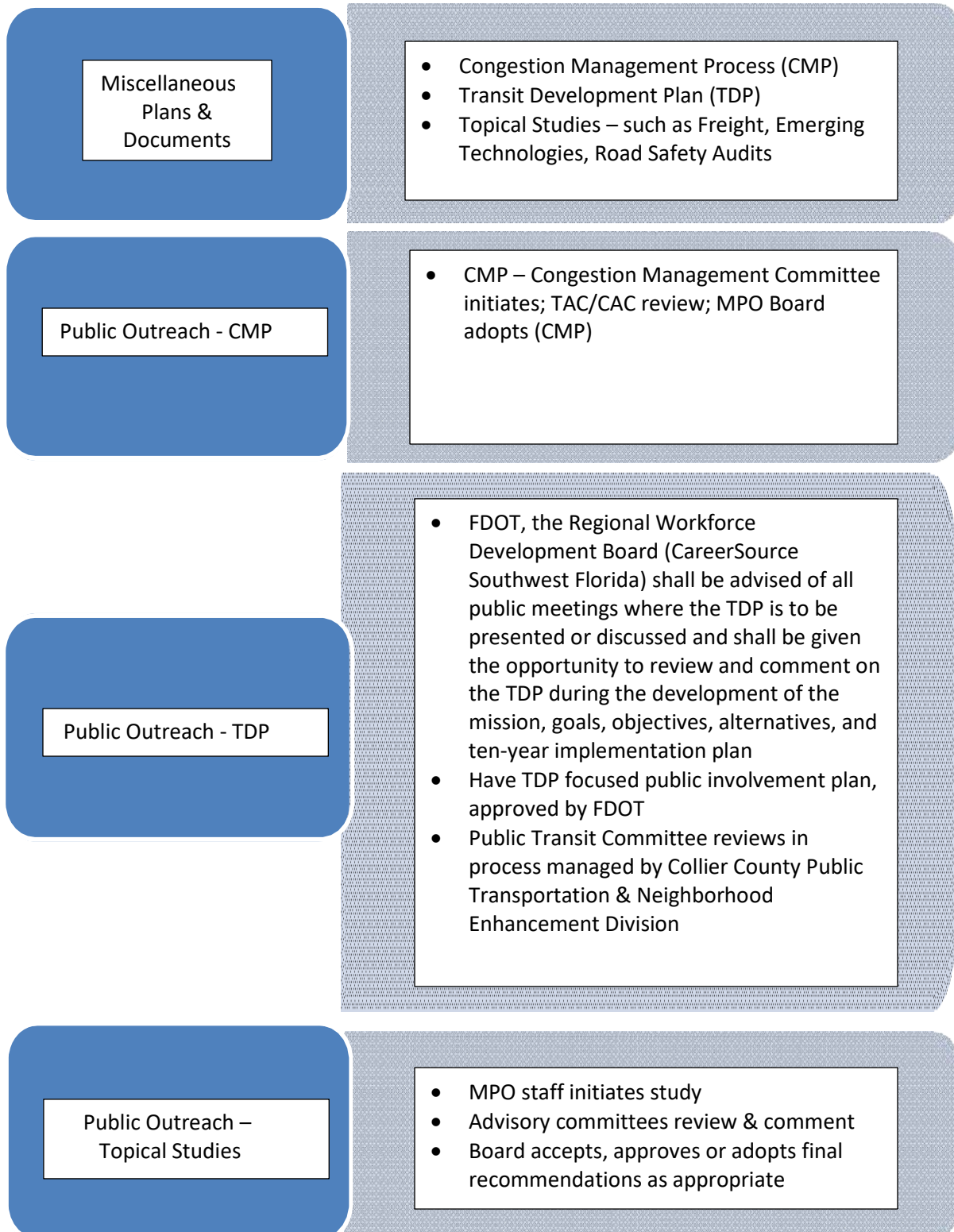
### Response

- MPO staff will respond in writing to public input received during the comment period
- When significant written and verbal comments are received, a summary, analysis or report will be included in an appendix to the plan

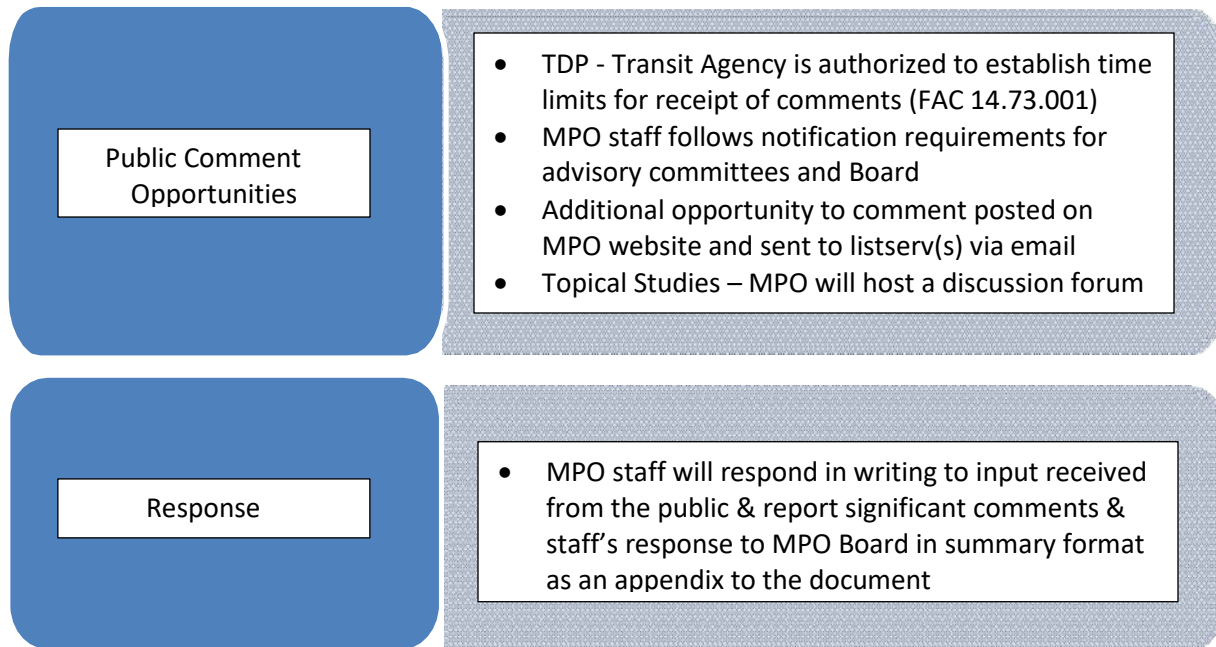
### Adoption

- LCB will meet at end of public comment period & consider comments received before adopting TDSP by Roll Call vote
- MPO Board will ratify update after adoption by LCB; may occur on Consent Agenda

## MISCELLANEOUS PLANS & DOCUMENTS - PROCESS

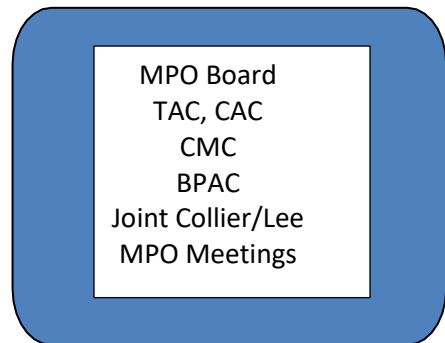






In the event that the MPO coordinates in the development, or share in the usage of a plan, study or document with other agencies, the MPO will follow the guidelines established in this PPP. Other agencies may have their own public involvement requirements and should comply with them separately.

## BOARD & COMMITTEE MEETING NOTICE REQUIREMENTS



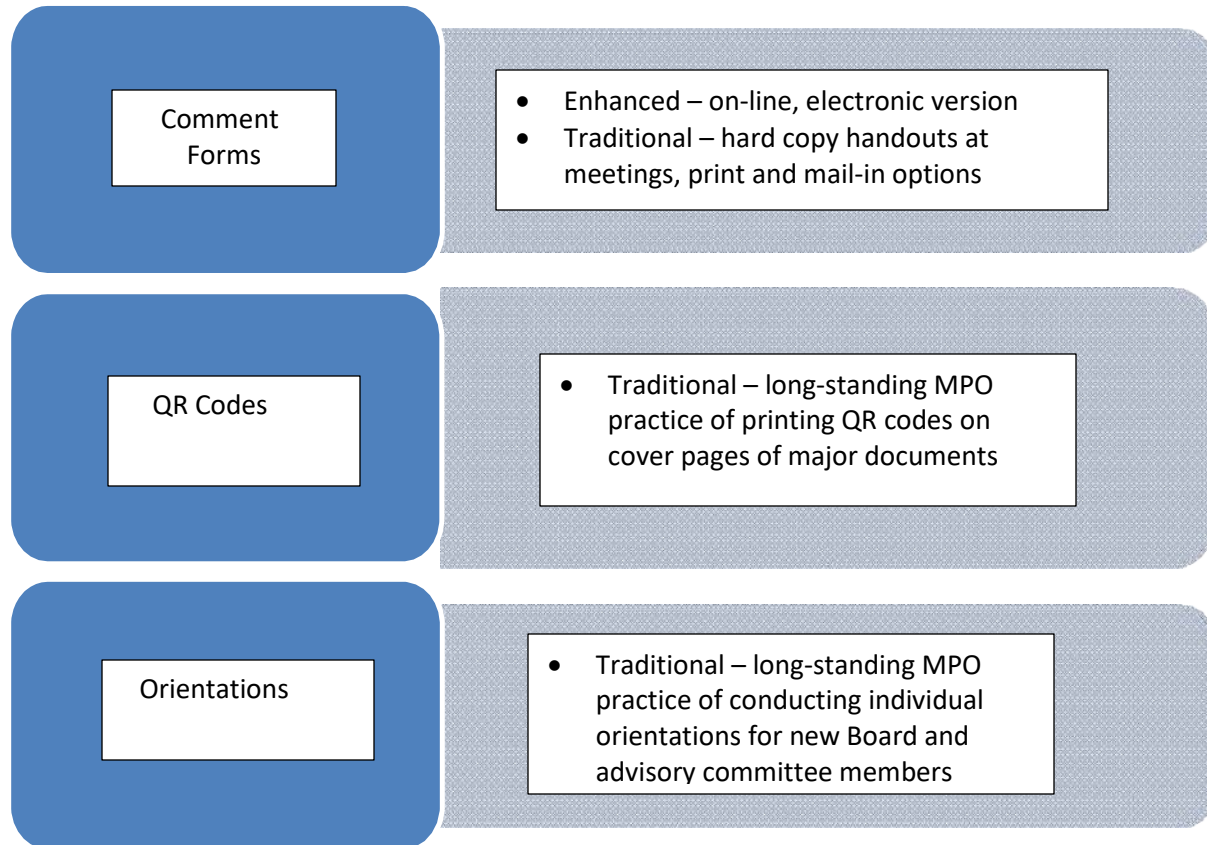
- Post agenda packet on MPO website 7 calendar days prior to meeting date
- Distribute packet via email to committee members & listserv(s) (hard copies provided on request to MPO staff)
- Distribute press releases



- Post legal ad in Naples Daily News & post agenda packet on MPO website 7 calendar days prior to date of meeting
- Distribute packet via email to committee members & listserv(s) (hard copies provided on request to MPO staff)

## PUBLIC OUTREACH TECHNIQUES USED BY MPO

|                                |  |
|--------------------------------|--|
| Website                        | <ul style="list-style-type: none"> <li>Enhanced – interactive maps, surveys, opportunities to comment</li> <li>Traditional – News, Plans, Studies, Committees, Bylaws, Meeting Calendar, etc.</li> </ul> |
| Visualization Techniques       | <ul style="list-style-type: none"> <li>Enhanced - video, simulation modes, animated graphics and 3D imaging</li> <li>Traditional – maps, pictures, graphics, logo</li> </ul>                             |
| E-Notifications & Social Media | <ul style="list-style-type: none"> <li>Enhanced – Adviser Network listserv; Facebook, YouTube</li> <li>Traditional – Notification listserv; mail &amp; hard copies available on request</li> </ul>       |
| Surveys & Polls                | <ul style="list-style-type: none"> <li>Enhanced – Survey Monkey; &amp; consultant supported project-specific</li> <li>Traditional – Person to person outreach; hard copies. booths. meetings</li> </ul>  |
| Partnering                     | <ul style="list-style-type: none"> <li>Enhanced – project-specific partnering</li> <li>Traditional – piggy-back on special events conducted by member entities</li> </ul>                                |
| Public Television              | <ul style="list-style-type: none"> <li>Enhanced - videos, Public Service Announcements</li> <li>Traditional – MPO Board Meetings Live &amp; Archived</li> </ul>  |





|   |   |
|---|---|
| Earned Media                              | <ul style="list-style-type: none"> <li>Enhanced – cultivate media contacts &amp; provide background information on events</li> <li>Traditional – send press releases on events of general public interest</li> </ul>          |
| Project Specific Public Involvement Plans | <ul style="list-style-type: none"> <li>Traditional – long-standing MPO practice for major plans such as the LRTP, Community Walkability Studies and Bicycle and Pedestrian Master Plan</li> </ul>                             |
| Monthly Newsletter                        | <ul style="list-style-type: none"> <li>Traditional – long-standing MPO practice; available in hard copy, posted to MPO website and distributed via email to Board, committees, listserv(s)</li> </ul>                         |
| Public Workshops & Open Houses            | <ul style="list-style-type: none"> <li>Traditional – long-standing MPO practice; generally held in the context of major plan development and consultant supported</li> </ul>  |
| Public Meetings                           | <ul style="list-style-type: none"> <li>Traditional – long-standing MPO practice; includes MPO and advisory committee meetings, project specific meetings generally held in context of major plan development</li> </ul>       |
| Community Outreach Events                 | <ul style="list-style-type: none"> <li>Traditional – long-standing MPO practice; may be linked to major plan development or opportunities for MPO staff to piggy-back on special events to increase general public</li> </ul> |

## PUBLIC PARTICIPATION PLAN

### APPENDIX G – GROUPS, BUSINESSES, & AGENCIES CONSULTED WITH IN DEVELOPING THIS PLAN

The following groups, businesses and agencies are members of the MPO's Adviser Network, along with roughly 400 private citizens who received notification of the revisions and the opportunity to comment. Ms. Rae Ann Burton and Ms. April Olson (Conservancy of Southwest Florida) submitted public comments as shown in Appendix H.

#### Federal Lands Management Agencies

- National Park Service (Everglades National Park and Big Cypress National Preserve)
- US Fish and Wildlife Service (Florida Panther National Wildlife Refuge, Ten Thousand Islands National Wildlife Refuge)

#### State Land Management Agencies

- National Estuarine Research Reserve – Rookery Bay and Cape Romano – Ten Thousand Islands Aquatic Preserve
- Collier-Seminole State Park
- Picayune Strand State Forest
- Fakahatchee Strand Preserve State Park
- Delnor-Wiggins Pass State Park
- Okaloacoochee Slough State Forest
- South Florida Water Management District
- Florida Fish and Wildlife Conservation Commission

#### Land Management Nonprofit Agencies

- National Audubon Society – Corkscrew Swamp Sanctuary

#### Native American Tribes

- Miccosukee Tribe of Indians of Florida, Business Council
- Seminole Tribe of Florida, Chairman and General Counsel

#### MPO Advisory Committees

- Citizens Advisory Committee
- Technical Advisory Committee

#### MPO Adviser Network



## PUBLIC PARTICIPATION PLAN

- Immokalee and Bayshore Community Redevelopment Agencies
- Everglades Coordinating Council
- Bike/Walk Lee County
- Collier County Sheriff's office
- Lighthouse of Collier
- Conservancy of Southwest Florida
- Naples Pathways Coalition
- Collier Homeless Coalition
- City of Bonita Springs
- Blue Zones Initiative of Southwest Florida
- Community Transportation Safety Team – Collier County
- Florida American Society of Landscape Architects
- South Florida Water Management District
- Golden Gate Estates Area Community Association
- National Alliance for Mental Illness – Naples
- St. Matthews House
- Audubon
- Collier Public Schools
- Arthrex

## PUBLIC PARTICIPATION PLAN

## APPENDIX G: PUBLIC COMMENTS

## COMMENT RECEIVED

**From:** Rae Ann Burton <[raburton@embargmail.com](mailto:raburton@embargmail.com)>

**Sent:** Wednesday, April 08, 2020 6:23 PM

**To:** McLaughlinAnne <[Anne.McLaughlin@colliercountyfl.gov](mailto:Anne.McLaughlin@colliercountyfl.gov)>

**Subject:** Re: Additional Revisions to Public Participation Plan Proposed

Dear Ms. McLaughlin,

How can the public provide input in the MPO meetings if there is no public gathering?

There is also no agendas,for this virtual meetings.

I am concerned that there maybe issues that effect the quality of Collier County and the estates, and that the developers will use this non-public meetings to further their building of the dense Villages in the Estates and

get rezoning on residential and agricultural properties as there is no public to protest.

I realize that life must go on, but I also fear that issues that concern the Estates Residents will be approved without the

the residents knowing.

regards - Keep safe.

Rae Ann Burton

## MPO RESPONSE

**From:** "Anne McLaughlin" <[Anne.McLaughlin@colliercountyfl.gov](mailto:Anne.McLaughlin@colliercountyfl.gov)>

**To:** "raburton" <[raburton@embargmail.com](mailto:raburton@embargmail.com)>

**Cc:** "Brandy Otero" <[Brandy.Otero@colliercountyfl.gov](mailto:Brandy.Otero@colliercountyfl.gov)>

**Sent:** Thursday, April 9, 2020 10:26:38 AM

**Subject:** RE: Additional Revisions to Public Participation Plan Proposed

Good Morning Ms. Burton,

Please rest assured that we will keep everyone on our email distribution lists and visitors to the website informed about how the public can participate in the virtual meetings and will post and distribute agenda packets following our normal schedule - one week prior to a meeting. We are also making provisions in draft form for the MPO Board to vote on in June to revisit decisions made during the pandemic so that members of the public who don't have ready access to the internet can also participate.

## PUBLIC PARTICIPATION PLAN

Please don't hesitate to call or email me or Brandy Otero with any concerns or questions you may have regarding MPO operations during and after the pandemic.

Regards,

Anne McLaughlin

Executive Director



### MS. BURTON'S RESPONSE

Dated 4/9/20

Ms. McLaughlin,

Thank you very much for the information.

Keep Safe

Rae Ann Burton

### COMMENT RECEIVED

**From:** April Olson <[AprilO@conservancy.org](mailto:AprilO@conservancy.org)>

**Sent:** Friday, May 08, 2020 11:24 AM

**To:** McLaughlinAnne <[Anne.McLaughlin@colliercountyfl.gov](mailto:Anne.McLaughlin@colliercountyfl.gov)>; OteroBrandy <[Brandy.Otero@colliercountyfl.gov](mailto:Brandy.Otero@colliercountyfl.gov)>

**Subject:** Public Participation Plan

Hello Anne and Brandy,

## PUBLIC PARTICIPATION PLAN

I hope all is well with you and the rest of the MPO gang!

I see that you added a list of state and federal agencies to the PPP so those agencies have an opportunity to participate in the development of the TIP and LRTP. That's great! I have a few other suggestions of contacts: FL Division of Forestry, FL Department of Environmental Protection, and Florida Fish and Wildlife Conservation Commission. I have seen past comment letters from at least two of those agencies on proposed road projects. I didn't see that they were part of the list on page 277 of the agenda (p. 12 of draft PPP), so I thought I would make that recommendation.

Cheers,

*April*

April Olson

Senior Environmental Planning Specialist

Conservancy of Southwest Florida

1495 Smith Preserve Way

Naples, FL 34102

(239) 262-0304, Ext 250

## MPO RESPONSE

**From:** McLaughlinAnne <[Anne.McLaughlin@colliercountyfl.gov](mailto:Anne.McLaughlin@colliercountyfl.gov)>

**Sent:** Friday, May 08, 2020 12:13 PM

**To:** April Olson <[AprilO@conservancy.org](mailto:AprilO@conservancy.org)>

**Subject:** RE: Public Participation Plan

Thanks April! I'll check my records, I may have already contacted them and asked if they wanted to receive regular updates from us. I only included the agencies who responded yes. But I could ask again.

## PUBLIC PARTICIPATION PLAN

Anne McLaughlin

Executive Director



Office: 239-252-5884

Cell: 239-919-4378

2885 South Horseshoe Dr.

Naples, FL 34104

### MPO FOLLOW-UP

Sent emails on 5/14 to the FL Division of Forestry, FL Department of Environmental Protection, and Florida Fish and Wildlife Conservation Commission. As of 6/2/20, only the Florida Fish and Wildlife Conservation Commission had responded that they would like to be included on the list to receive email notifications. They have been added to the MPO's Adviser Network and duly noted within the PPP on pages 12 and 92.

PUBLIC PARTICIPATION PLAN

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Attachment: Amended PPP – Clean Version (12559 : Approve Public Participation Plan (PPP) Amendment)



## **EXECUTIVE SUMMARY**

### **Adopt the Pandemic Emergency Provisions and Authorizing Resolution**

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**OBJECTIVE:** For the MPO Board to adopt the pandemic emergency provisions and authorizing resolution.

**CONSIDERATIONS:** The MPO's Public Participation Plan (PPP) as amended incorporates emergency provisions for public involvement that were recommended by the Federal Highway Administration (FHWA) and Florida Department of Transportation (FDOT) during the height of the COVID-19 pandemic. The emergency provisions are shown in **Attachment 2**.

The PPP incorporates the MPO Board's actual immediate/short term response of passing a motion to authorize the MPO Chair to act on behalf of the Board in order to meet critical deadlines. The PPP's intermediate response calls for the MPO Board to adopt a resolution specifying the alternative public involvement strategies to be used and consideration for holding additional public involvement activities on plans after adoption and after the emergency is over. The proposed resolution is shown in **Attachment 1**.

The language in the authorizing resolution and in the PPP provides references to the Governor's role in declaring a State of Emergency and suspending any Florida Statute that requires a quorum to be present in person or requires a local government body to meet at a specific place and authorizing the use of communications media technology such as telephonic and video conferencing.

**COMMITTEE RECOMMENDATION:** Not applicable

**STAFF RECOMMENDATION:** For the MPO Board to adopt the pandemic emergency provisions and authorizing resolution.

Prepared By: Anne McLaughlin, MPO Director

### **ATTACHMENT(S)**

1. Resolution 2020-06 (PDF)
2. Exhibits A and B to Resolution 2020-06 (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 9.F**Doc ID:** 12558**Item Summary:** Adopt the Pandemic Emergency Provisions and Authorizing Resolution**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:21 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:21 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 11:54 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/03/2020 12:39 PM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |

## RESOLUTION 2020-06

### RESOLUTION OF THE COLLIER METROPOLITAN PLANNING ORGANIZATION AUTHORIZING EMERGENCY APPROVALS AND PUBLIC INVOLVEMENT STRATEGIES UNDER A DECLARED STATE OF EMERGENCY TO ENSURE COMPLIANCE WITH FEDERAL AND STATE REQUIREMENTS FOR METROPOLITAN PLANNING ORGANIZATIONS

**WHEREAS**, Florida Statutes § 339.175; 23 U.S.C. § 134; and 49 U.S.C. § 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the designated urbanized area; and

**WHEREAS**, pursuant to 23 U.S.C. § 134, 49 U.S.C. § 5303, 23 C.F.R. § 450.310, and Florida Statutes § 339.175, the Collier Metropolitan Planning Organization (the “Collier MPO”) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Collier County, the City of Naples, City of Marco Island and City of Everglades City as defined by the Metropolitan Planning Area; and

**WHEREAS**, 23 U.S.C. § 134, 23 C.F.R. § 450, and Florida Statutes § 339.175, require the Collier MPO and the Florida Department of Transportation (“FDOT”) to enter into an agreement clearly identifying the responsibilities for cooperatively carrying out the Federal Highway Administration (the “FHWA”) and the Federal Transit Administration’s (the “FTA”) portion of the Metropolitan Planning Process and accomplishing the transportation planning requirements of State and federal law; and

**WHEREAS**, the Collier MPO is required to develop and amend as appropriate, the plans and programs required by 23 C.F.R. §§ 450.300 through 450.324, including but not limited to the Unified Planning Work Program (the “UPWP”); the Transportation Improvement Program (the “TIP”), a Public Participation Plan and a Long Range Transportation Plan (the “LRTP”); and

**WHEREAS**, the Novel Coronavirus Disease 2019 (“COVID-19”) is a severe acute respiratory illness that can spread among humans through respiratory transmission; and

**WHEREAS**, the Centers for Disease Control (the “CDC”) currently recommends mitigation measures for communities experiencing an outbreak including limiting face-to-face contact with others as much as possible; and

**WHEREAS**, the Governor of the State of Florida declared a formal State of Emergency (Executive Order 20-52) on March 9, 2020; and

**WHEREAS**, on March 20, 2020, the Governor of the State of Florida issued Executive Order Number 20-69 regarding COVID-19 specifically providing, in part, as follows:

Attachment: Resolution 2020-06 (12558 : Adopt the Pandemic Emergency Provisions and Authorizing Resolution)

(CAO)

“Section1: I hereby suspend any Florida Statute that requires a quorum to be present in person or requires a local government body to meet at a specific public place.

Section 2: Local government bodies may utilize communications media technology, such as telephonic and video conferencing, as provided in section 120.54(5)(b)2., Florida Statutes. . .

Section 3. This Executive Order does not waive any other requirement under the Florida Constitution and “Florida’s Government in the Sunshine Laws,” including Chapter 286, Florida Statutes.

Section 4. This Executive Order shall expire at the expiration of Executive Order 20-52, including any extension”; and

**WHEREAS**, on April 1, 2020, the Governor of the State of Florida issued Executive order Number 20-91 identifying Essential Services and Activities During COVID-19 Emergency, which includes government operations.

**NOW, THEREFORE, BE IT RESOLVED** by the Collier MPO that, while operating under a declared State of Emergency, the MPO Chair (or Vice-Chair in the absence of the Chair) is hereby authorized to, on the advice of the MPO Executive Director:

1. Amend a program document to maintain consistency with State or federal programs, amend program or project funding if the time constraint is such that action at the next scheduled meeting of the Collier MPO Governing Board would significantly delay progress on a project previously supported by the MPO.
2. Approve the revision and submission of the UPWP, TIP, PPP and LRTP and associated agreements, provided that the process for seeking approval of these actions shall follow all applicable procedures when the State of Emergency is suspended.
3. Submit information, reports, grant applications or documents on behalf of the Collier MPO that are deemed essential by the FHWA, FTA and/or the FDOT.
4. Follow the Emergency Provisions for Public Involvement identified in the PPP and attached hereto as Exhibit “A.”
5. Follow the Collier MPO Remote Public Meeting Procedures attached hereto as Exhibit “B.”



**NOW, THEREFORE, BE IT RESOLVED BY THE COLLIER METROPOLITAN PLANNING ORGANIZATION THAT:**

This Resolution was PASSED and DULY ADOPTED by the Collier Metropolitan Planning Organization Board on June 12, 2020.

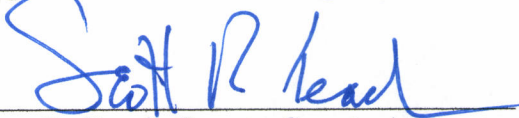
Attest:

**COLLIER COUNTY METROPOLITAN  
PLANNING ORGANIZATION**

By: \_\_\_\_\_  
Anne McLaughlin  
Collier MPO Executive Director

By: \_\_\_\_\_  
Councilwoman Elaine Middelstaedt  
MPO Chair

Approved as to form and legality:

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

Attachment: Resolution 2020-06 (12558 : Adopt the Pandemic Emergency Provisions and Authorizing Resolution)

  
CAO

## EXHIBIT A: COLLIER MPO PUBLIC PARTICIPATION PLAN - EMERGENCY PROVISIONS FOR PUBLIC INVOLVEMENT

Public engagement is very important to the MPO, FDOT, FHWA and FTA. In an effort to protect public health and to comply with instructions, recommendations and Executive Orders issued during a pandemic or other threat to community health, the MPO will be proactive but flexible in meeting public participation plan requirements. MPOs are expected to continue to provide opportunities for public involvement throughout their planning activities. However, some public participation plan activities may be delayed or deferred and be replaced with other engagement strategies to ensure that all sectors of the population have an opportunity to participate. The MPO will document any outreach activities that were originally documented in the PPP or in a PIP for a specific project that require modifications and provide strategies, if needed, to ensure sufficient and appropriate outreach is maintained.

### Immediate/Short Term Response

In the event of a manmade or natural emergency, including pandemic or other health emergencies (collectively, an "emergency"), that precludes holding regular public meetings, the MPO Board may provide staff direction on how to proceed by way of passing a motion. The motion may include authorizing the MPO Chair to act on behalf of the Board and empower the MPO Director to bring issues requiring immediate attention forward to the MPO Chair to act upon. The MPO Board will have the opportunity to ratify all emergency actions taken at a later date.

### Intermediate Response

Once the scope of an emergency becomes better defined, the United States President, Congress, Governor of the State of Florida or Local Governing Boards and Councils may issue declarations of emergency and Executive Orders that MPOs must follow. In the event of a declaration of an emergency that precludes holding regular public meetings for a known or unknown period of time, the MPO Board will adopt a resolution to:

1. Recognize the emergency situation calling for alternative public involvement strategies; and
2. Stipulate that the emergency procedures for public involvement are temporary; and
3. Specify the alternative public involvement strategies to be used, including time periods for public comment and MPO responses to the comments; and
4. Ensure that public involvement strategies are inclusive as possible to the extent that they comply with emergency executive orders to protect public health, etc.; and
5. If public involvement strategies are not sufficiently inclusive due to public health concern or other limitations, the MPO may consider holding additional public involvement activities on the plans after adoption, and after the emergency is over, to ensure that the public is informed and has the ability to request reconsiderations/amendments to the MPO Board; and
6. Acknowledge that the resolution is provided as an interim measure and may be modified as new local, state or national technical assistance and/or guidance is issued.



Public involvement strategies include but are not limited to virtual meetings, on-line surveys, telephone conferencing, social media and interactive components of the MPO website. It is desirable, and may be feasible, to maintain the public participation plan's standard methodologies and timeframes for reporting and responding to public comments. However, if the time frame must be shortened or the methodologies are curtailed due to the nature of the emergency, the MPO may take whatever steps are necessary to meet deadlines. In the event of a public health emergency coinciding with a cyber-attack, public involvement activities may have to be suspended for a period of time.

### **Long Term Response**

In the event that an emergency situation persists for several months or more and, in the absence of action taken by the federal government to extend the deadlines for delivery of core MPO planning products such as the LRTP, UPWP, TIP and PPP, the MPO may take whatever action is necessary to meet the federal deadlines.

After the emergency is over, the MPO will resume its regular meeting schedule and public involvement activities with the highest priority given to meeting immediate deadlines and the next level of priority given to providing opportunities for the public to review, comment on and request amendments to any plans that were adopted during the emergency.

## EXHIBIT B: COLLIER MPO REMOTE PUBLIC MEETING PROTOCOLS

As recognized and authorized by Governor DeSantis' Executive Order No. 20-69, the COVID-19 pandemic has created the need to modify procedures for public meetings to enable official public business to be conducted. These procedures are applicable when a public meeting is conducted utilizing both in-person and remote participation (a "hybrid remote public meeting"). These procedures may be modified to permit various options for public participation during meetings and alternative technical solutions.

1. A remote public meeting may be conducted to facilitate the telephonic or remote participation of members of the MPO Board and advisory committees during the pendency of a declared emergency such as the COVID-19 pandemic.
2. Committee or Board members in a remote public meeting shall count toward a quorum requirement as if they were physically present, irrespective of whether any member agency's ordinance or resolution requires a physical quorum to be present.
3. A remote public meeting may be conducted for any MPO public meeting.
4. Opportunities for remote public comment will be provided. Information about how to register in-advance will be included in the public meeting notice and any public outreach information to include a deadline for registering. Those registering to speak will be provided call-in information and will be called upon individually during the appropriate public comment period. All comments must be civil and appropriate in a public context. Violators will be admonished to conduct themselves appropriately and may be subject to being muted, as if they were appearing at a regular in person meeting.
5. In addition, members of the public may submit comments by email to MPO staff at least 48 hours prior to the meeting. MPO staff will read the comments into the meeting record, within a time limit of 3 minutes per commenter.
6. As soon as possible prior to the desired meeting date, staff considering a hybrid remote public meeting will:
  - a. Contact the County Attorney who will review the proposed process to assure all legal requirements can be met.
  - b. Coordinate with the County IT Division to ensure that all technology components for public comment and remote meeting operations have been provided, as well as any other audio/video needs.
  - c. Staff will also coordinate with the MPO Chair and other members of the committee or board.
7. Staff will ensure that individuals who will be participating remotely will be given written instructions on how to participate remotely.
8. MPO staff will facilitate the meeting. To ensure that all individuals have been heard, the Chair of the meeting should repeatedly ask if there are any other comments/questions. The Chair may conduct a roll call vote and may want to conduct a roll call for comments to ensure everyone has the opportunity to speak without speaking over each other.

9. All individuals participating in remote public meetings must identify themselves each time they speak.
10. These procedures may be modified by the MPO Board, provided that such modifications are consistent with law, including the Governor's Executive Orders.

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1. Recognize the emergency situation calling for alternative public involvement strategies
2. Stipulate that the emergency procedures for public involvement are temporary
3. Specify the alternative public involvement strategies to be used, including time periods for public comment and MPO responses to the comments
4. Ensure that public involvement strategies are inclusive as possible to the extent that they comply with emergency executive orders to protect public health, etc;
5. if public involvement strategies are not sufficiently inclusive due to public health concern or other limitations, the MPO may consider holding additional public involvement activities on the plans after adoption, and after the emergency is over, to ensure that the public is informed and has the ability to request reconsiderations/amendments to the MPO Board
6. Acknowledge that the resolution is provided as an interim measure and may be modified as new local, state or national technical assistance and/or guidance is issued

Public involvement strategies include but are not limited to virtual meetings, on-line surveys, telephone conferencing, social media and interactive components of the MPO website. It is desirable, and may be feasible, to maintain the public participation plan's standard methodologies and timeframes for reporting



and responding to public comments. However, if the time frame must be shortened or the methodologies are curtailed due to the nature of the emergency, the MPO may take whatever steps are necessary to meet deadlines. In the event of a public health emergency coinciding with a cyber-attack, public involvement activities may have to be suspended for a period of time.

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5. In addition, members of the public may submit comments by email to MPO staff at least 48 hours prior to the meeting. MPO staff will read the comments into the meeting record, within a time limit of 3 minutes per commenter.
6. As soon as possible prior to the desired meeting date, Staff considering a hybrid remote public meeting will:
  - a. Contact the County Attorney who will review the proposed process to assure all legal requirements can be met.
  - b. Coordinate with (1) the County IT to ensure that all technology components for public comment and remote meeting operations have been provided, as well as any other audio/video needs.
  - c. Staff will coordinate with the Chair and other members of the committee or board.
7. Staff will ensure that individuals who will be participating remotely will be given written instructions on how to participate remotely.
8. MPO staff will facilitate the meeting. To ensure that all individuals have been heard, the Chair of the meeting should repeatedly ask if there are any other comments/questions. The Chair may conduct a roll call vote and may want to conduct a roll call for comments to ensure everyone has the opportunity to speak without speaking over each other.
9. All individuals participating in remote public meetings must identify themselves each time they speak.



10. These procedures may be modified by the MPO Board, provided that such modifications are consistent with law, including the Governor's Executive Orders.

## **EXECUTIVE SUMMARY**

### **Adopt the Transportation Performance Management (TPM) Consensus Planning Document and Authorizing Resolution**

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**OBJECTIVE:** For the MPO Board to adopt the TPM Consensus Planning Document and authorizing resolution.

**CONSIDERATIONS:** The TPM Consensus Planning Document was cooperatively developed by the Florida Department of Transportation (FDOT) and Florida's 27 Metropolitan Planning Organizations (MPOs) through the Florida MPO Advisory Council (MPOAC). The purpose of the document is to outline the minimum roles of FDOT, the MPOs and the providers of public transportation in the MPO planning areas to ensure consistency to the maximum extent practicable in satisfying the transportation performance management requirements promulgated by the United States Department of Transportation in Title 23 Parts 450,490, 625 and 673 of the Code of Federal Regulations (23 CFR.).

The Federal Highway Administration (FHWA) recommends that all the Florida MPOs adopt the TPM Consensus Planning Document by separate action rather than incorporating it into the Transportation Improvement Program (TIP) as was previously recommended.

**COMMITTEE RECOMMENDATION:** Not applicable

**STAFF RECOMMENDATION:** For the MPO Board to adopt the TPM Consensus Planning Document and authorizing resolution.

Prepared By: Anne McLaughlin, MPO Director

### **ATTACHMENT(S)**

1. Resolution 2020-09 (PDF)
2. TPM Consensus Planning Agreement (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 9.G**Doc ID:** 12560**Item Summary:** Adopt the Transportation Performance Management (TPM) Consensus Planning Document and Authorizing Resolution**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:28 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:28 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 11:56 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/03/2020 12:37 PM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |

**MPO RESOLUTION # 2020-09**  
**A RESOLUTION OF THE COLLIER METROPOLITAN**  
**PLANNING ORGANIZATION ADOPTING THE**  
**TRANSPORTATION PERFORMANCE MEASURES**  
**CONSENSUS PLANNING DOCUMENT**

**WHEREAS**, the Transportation Performance Measures Consensus Planning Document (hereafter referred to as the “TPM Consensus Document”) has been cooperatively developed by the Florida Department of Transportation (the “FDOT”) and Florida’s 27 Metropolitan Planning Organizations (the “MPOs”) through the Florida Metropolitan Planning Organization Advisory Council (the “MPOAC”), and, by representation on the MPO boards and committees, the providers of public transportation in the MPO planning areas; and

**WHEREAS**, the purpose of the document is to outline the minimum roles of FDOT, the MPOs, and the providers of public transportation in the MPO planning areas to ensure consistency to the maximum extent practicable in satisfying the transportation performance management requirements promulgated by the United States Department of Transportation in Title 23 Parts 450, 490, 625, and 673 of the Code of Federal Regulations (23 C.F.R.); and

**WHEREAS**, 23 CFR 450.314(H)(1) requires that “The MPO(s), State(s), and providers of public transportation shall jointly agree upon and develop specific written procedures for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward achievement of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the National Highway System (NHS);” and

**WHEREAS**, 23 CFR 450.314(H)(2) allows for these provisions to be “Documented in some other means outside the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation;” and

**WHEREAS**, the TPM Consensus Document was developed, adopted, and subsequently updated by joint agreement of the FDOT Secretary and the MPOAC Governing Board, which includes one representative of each MPO in Florida.

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

1. The TPM Consensus Document attached hereto as Exhibit “A,” is hereby adopted.
2. The Collier MPO Chair is hereby authorized to execute this Resolution certifying the Collier MPO Board's adoption of the TPM Consensus Document for transmittal to FDOT and the Federal Highway Administration.

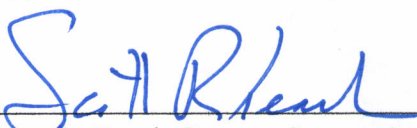
This Resolution PASSED and duly adopted by the Collier MPO Board after majority vote on this 12<sup>th</sup> day of June 2020.

Attest: COLLIER METROPOLITAN PLANNING ORGANIZATION

By: \_\_\_\_\_  
Anne McLaughlin  
MPO Executive Director

By: \_\_\_\_\_  
Councilwoman Elaine Middelstaedt  
Collier MPO Chair

Approved as to form and legality:

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





## Transportation Performance Measures Consensus Planning Document

### Purpose and Authority

This document has been cooperatively developed by the Florida Department of Transportation (FDOT) and Florida's 27 Metropolitan Planning Organizations (MPOs) through the Florida Metropolitan Planning Organization Advisory Council (MPOAC), and, by representation on the MPO boards and committees, the providers of public transportation in the MPO planning areas.

The purpose of the document is to outline the minimum roles of FDOT, the MPOs, and the providers of public transportation in the MPO planning areas to ensure consistency to the maximum extent practicable in satisfying the transportation performance management requirements promulgated by the United States Department of Transportation in Title 23 Parts 450, 490, 625, and 673 of the *Code of Federal Regulations* (23 CFR). Specifically:

- 23 CFR 450.314(h)(1) requires that "The MPO(s), State(s), and providers of public transportation shall jointly agree upon and develop specific written procedures for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward achievement of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the National Highway System (NHS)."
- 23 CFR 450.314(h)(2) allows for these provisions to be "Documented in some other means outside the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation."

Section 339.175(11), Florida Statutes creates the MPOAC to "Assist MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion pursuant to law" and to "Serve as a clearinghouse for review and comment by MPOs on the Florida Transportation Plan and on other issues required to comply with federal or state law in carrying out the urbanized transportation planning processes." The MPOAC Governing Board membership includes one representative of each MPO in Florida.

This document was developed, adopted, and subsequently updated by joint agreement of the FDOT Secretary and the MPOAC Governing Board. Each MPO will adopt this document by incorporation in its annual Transportation Improvement Program (TIP) or by separate board action as documented in a resolution or meeting minutes, which will serve as documentation of agreement by the MPO and the provider(s) of public transportation in the MPO planning area to carry out their roles and responsibilities as described in this general document.



## Roles and Responsibilities

This document describes the general processes through which FDOT, the MPOs, and the providers of public transportation in MPO planning areas will cooperatively develop and share information related to transportation performance management.

Email communications will be considered written notice for all portions of this document. Communication with FDOT related to transportation performance management generally will occur through the Administrator for Metropolitan Planning in the Office of Policy Planning. Communications with the MPOAC related to transportation performance management generally will occur through the Executive Director of the MPOAC.

### 1. Transportation performance data:

- a) FDOT will collect and maintain data, perform calculations of performance metrics and measures, and provide to each MPO the results of the calculations used to develop statewide targets for all applicable federally required performance measures. FDOT also will provide to each MPO the results of calculations for each applicable performance measure for the MPO planning area, and the county or counties included in the MPO planning area.<sup>12</sup> FDOT and the MPOAC agree to use the National Performance Management Research Data Set as the source of travel time data and the defined reporting segments of the Interstate System and non-Interstate National Highway System for the purposes of calculating the travel time-based measures specified in 23 CFR 490.507, 490.607, and 490.707, as applicable.
- b) Each MPO will share with FDOT any locally generated data that pertains to the federally required performance measures, if applicable, such as any supplemental data the MPO uses to develop its own targets for any measure.
- c) Each provider of public transportation is responsible for collecting performance data in the MPO planning area for the transit asset management measures as specified in 49 CFR 625.43 and the public transportation safety measures as specified in the National Public Transportation Safety Plan. The providers of public transportation will provide to FDOT and the appropriate MPO(s) the transit performance data used to support these measures.

### 2. Selection of performance targets:

FDOT, the MPOs, and providers of public transportation will select their respective performance targets in coordination with one another. Selecting targets generally refers to the processes used to identify, evaluate, and make decisions about potential targets prior to action to formally establish the targets. Coordination will include as many of the following opportunities as deemed appropriate for each measure: in-person meetings, webinars, conferences calls, and email/written communication. Coordination will include timely

<sup>1</sup> When an MPO planning area covers portions of more than one state, as in the case of the Florida-Alabama TPO, FDOT will collect and provide data for the Florida portion of the planning area.

<sup>2</sup> If any Florida urbanized area becomes nonattainment for the National Ambient Air Quality Standards, FDOT also will provide appropriate data at the urbanized area level for the specific urbanized area that is designated.



sharing of information on proposed targets and opportunities to provide comment prior to establishing final comments for each measure.

The primary forum for coordination between FDOT and the MPOs on selecting performance targets and related policy issues is the regular meetings of the MPOAC. The primary forum for coordination between MPOs and providers of public transportation on selecting transit performance targets is the TIP development process.

Once targets are selected, each agency will take action to formally establish the targets in its area of responsibility.

- a) FDOT will select and establish a statewide target for each applicable federally required performance measure.
  - i. To the maximum extent practicable, FDOT will share proposed statewide targets at the MPOAC meeting scheduled in the calendar quarter prior to the dates required for establishing the target under federal rule. FDOT will work through the MPOAC to provide email communication on the proposed targets to the MPOs not in attendance at this meeting. The MPOAC as a whole, and individual MPOs as appropriate, will provide comments to FDOT on the proposed statewide targets within sixty (60) days of the MPOAC meeting. FDOT will provide an update to the MPOAC at its subsequent meeting on the final proposed targets, how the comments received from the MPOAC and any individual MPOs were considered, and the anticipated date when FDOT will establish final targets.
  - ii. FDOT will provide written notice to the MPOAC and individual MPOs within two (2) business days of when FDOT establishes final targets. This notice will provide the relevant targets and the date FDOT established the targets, which will begin the 180-day time-period during which each MPO must establish the corresponding performance targets for its planning area.
- b) Each MPO will select and establish a target for each applicable federally required performance measure. To the extent practicable, MPOs will propose, seek comment on, and establish their targets through existing processes such as the annual TIP update. For each performance measure, an MPO will have the option of either<sup>3</sup>:
  - i. Choosing to support the statewide target established by FDOT, and providing documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) to FDOT that the MPO agrees to plan and program projects so that they contribute toward the accomplishments of FDOT's statewide targets for that performance measure.
  - ii. Choosing to establish its own target, using a quantifiable methodology for its MPO planning area. If the MPO chooses to establish its own target, the MPO will coordinate with FDOT and, as applicable, providers of public transportation regarding the approach used to develop the target and the proposed target prior to

<sup>3</sup> When an MPO planning area covers portions of more than one state, as in the case of the Florida-Alabama TPO, that MPO will be responsible for coordinating with each state DOT in setting and reporting targets and associated data.



establishment of a final target. The MPO will provide FDOT and, as applicable, providers of public transportation, documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) that includes the final targets and the date when the targets were established .

- c) The providers of public transportation in MPO planning areas will select and establish performance targets annually to meet the federal performance management requirements for transit asset management and transit safety under 49 U.S.C. 5326(c) and 49 U.S.C. 5329(d).
  - i. The Tier I providers of public transportation will establish performance targets to meet the federal performance management requirements for transit asset management. Each Tier I provider will provide written notice to the appropriate MPO and FDOT when it establishes targets. This notice will provide the final targets and the date when the targets were established, which will begin the 180-day period within which the MPO must establish its transit-related performance targets. MPOs may choose to update their targets when the Tier I provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).
  - ii. FDOT is the sponsor of a Group Transit Asset Management plan for subrecipients of Section 5311 and 5310 grant funds. The Tier II providers of public transportation may choose to participate in FDOT's group plan or to establish their own targets. FDOT will notify MPOs and those participating Tier II providers following of establishment of transit-related targets. Each Tier II provider will provide written notice to the appropriate MPO and FDOT when it establishes targets. This notice will provide the final targets and the date the final targets were established, which will begin the 180-day period within which the MPO must establish its transit-related performance targets. MPOs may choose to update their targets when the Tier II provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).
  - iii. FDOT will draft and certify a Public Transportation Agency Safety Plan for any small public transportation providers (defined as those who are recipients or subrecipients of federal financial assistance under 49 U.S.C. 5307, have one hundred (100) or fewer vehicles in peak revenue service, and do not operate a rail fixed guideway public transportation system). FDOT will coordinate with small public transportation providers on selecting statewide public transportation safety performance targets, with the exception of any small operator that notifies FDOT that it will draft its own plan.
  - iv. All other public transportation service providers that receive funding under 49 U.S. Code Chapter 53 (excluding sole recipients of sections 5310 and/or 5311 funds) will provide written notice to the appropriate MPO and FDOT when they establish public transportation safety performance targets. This notice will provide the final targets and the date the final targets were established, which will begin the 180-day period within which the MPO must establish its transit safety



performance targets. MPOs may choose to update their targets when the provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).

- v. If the MPO chooses to support the asset management and safety targets established by the provider of public transportation, the MPO will provide to FDOT and the provider of public transportation documentation that the MPO agrees to plan and program MPO projects so that they contribute toward achievement of the statewide or public transportation provider targets. If the MPO chooses to establish its own targets, the MPO will develop the target in coordination with FDOT and the providers of public transportation. The MPO will provide FDOT and the providers of public transportation documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) that includes the final targets and the date the final targets were established. In cases where two or more providers operate in an MPO planning area and establish different targets for a given measure, the MPO has the options of coordinating with the providers to establish a single target for the MPO planning area, or establishing a set of targets for the MPO planning area.

### 3. Reporting performance targets:

- a) Reporting targets generally refers to the process used to report targets, progress achieved in meeting targets, and the linkage between targets and decision making processes FDOT will report its final statewide performance targets to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as mandated by the federal requirements.
  - i. FDOT will include in future updates or amendments of the statewide long-range transportation plan a description of all applicable performance measures and targets and a system performance report, including progress achieved in meeting the performance targets, in accordance with 23 CFR 450.216(f).
  - ii. FDOT will include in future updates or amendments of the statewide transportation improvement program a discussion of the anticipated effect of the program toward achieving the state's performance targets, linking investment priorities to those performance targets, in accordance with 23 CFR 450.218 (q).
  - iii. FDOT will report targets and performance data for each applicable highway performance measure to FHWA, in accordance with the reporting timelines and requirements established by 23 CFR 490; and for each applicable public transit measure to FTA, in accordance with the reporting timelines and requirements established by 49 CFR 625 and 40 CFR 673.
- b) Each MPO will report its final performance targets as mandated by federal requirements to FDOT. To the extent practicable, MPOs will report final targets through the TIP update or other existing documents.
  - i. Each MPO will include in future updates or amendments of its metropolitan long-range transportation plan a description of all applicable performance measures



- and targets and a system performance report, including progress achieved by the MPO in meeting the performance targets, in accordance with 23 CFR 450.324(f)(3-4).
- ii. Each MPO will include in future updates or amendments of its TIP a discussion of the anticipated effect of the TIP toward achieving the applicable performance targets, linking investment priorities to those performance targets, in accordance with 23 CFR 450.326(d).
  - iii. Each MPO will report target-related status information to FDOT upon request to support FDOT's reporting requirements to FHWA.
- c) Providers of public transportation in MPO planning areas will report all established transit asset management targets to the FTA National Transit Database (NTD) consistent with FTA's deadlines based upon the provider's fiscal year and in accordance with 49 CFR Parts 625 and 630, and 49 CFR Part 673.
4. Reporting performance to be used in tracking progress toward attainment of performance targets for the MPO planning area:
- a) FDOT will report to FHWA or FTA as designated, and share with each MPO and provider of public transportation, transportation performance for the state showing the progress being made towards attainment of each target established by FDOT, in a format to be mutually agreed upon by FDOT and the MPOAC.
  - b) If an MPO establishes its own targets, the MPO will report to FDOT on an annual basis transportation performance for the MPO area showing the progress being made towards attainment of each target established by the MPO, in a format to be mutually agreed upon by FDOT and the MPOAC. To the extent practicable, MPOs will report progress through existing processes including, but not limited to, the annual TIP update.
  - c) Each provider of public transportation will report transit performance annually to the MPO(s) covering the provider's service area, showing the progress made toward attainment of each target established by the provider.
5. Collection of data for the State asset management plans for the National Highway System (NHS):
- a) FDOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS. This includes NHS roads that are not on the State highway system but instead are under the ownership of local jurisdictions, if such roads exist.

*For more information, contact:*

*Mark Reichert, Administrator for Metropolitan Planning, Office of Policy Planning, Florida Department of Transportation, 850-414-4901, [mark.reichert@dot.state.fl.us](mailto:mark.reichert@dot.state.fl.us)*

*Carl Mikyska, Executive Director, MPOAC, 850-414-4062, [carl.mikyska@mpoac.org](mailto:carl.mikyska@mpoac.org)*



## Transportation Performance Measures Consensus Planning Document

### Purpose and Authority

This document has been cooperatively developed by the Florida Department of Transportation (FDOT) and Florida's 27 Metropolitan Planning Organizations (MPOs) through the Florida Metropolitan Planning Organization Advisory Council (MPOAC), and, by representation on the MPO boards and committees, the providers of public transportation in the MPO planning areas.

The purpose of the document is to outline the minimum roles of FDOT, the MPOs, and the providers of public transportation in the MPO planning areas to ensure consistency to the maximum extent practicable in satisfying the transportation performance management requirements promulgated by the United States Department of Transportation in Title 23 Parts 450, 490, 625, and 673 of the *Code of Federal Regulations* (23 CFR). Specifically:

- 23 CFR 450.314(h)(1) requires that "The MPO(s), State(s), and providers of public transportation shall jointly agree upon and develop specific written procedures for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward achievement of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the National Highway System (NHS)."
- 23 CFR 450.314(h)(2) allows for these provisions to be "Documented in some other means outside the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation."

Section 339.175(11), Florida Statutes creates the MPOAC to "Assist MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion pursuant to law" and to "Serve as a clearinghouse for review and comment by MPOs on the Florida Transportation Plan and on other issues required to comply with federal or state law in carrying out the urbanized transportation planning processes." The MPOAC Governing Board membership includes one representative of each MPO in Florida.

This document was developed, adopted, and subsequently updated by joint agreement of the FDOT Secretary and the MPOAC Governing Board. Each MPO will adopt this document by incorporation in its annual Transportation Improvement Program (TIP) or by separate board action as documented in a resolution or meeting minutes, which will serve as documentation of agreement by the MPO and the provider(s) of public transportation in the MPO planning area to carry out their roles and responsibilities as described in this general document.



## Roles and Responsibilities

This document describes the general processes through which FDOT, the MPOs, and the providers of public transportation in MPO planning areas will cooperatively develop and share information related to transportation performance management.

Email communications will be considered written notice for all portions of this document. Communication with FDOT related to transportation performance management generally will occur through the Administrator for Metropolitan Planning in the Office of Policy Planning. Communications with the MPOAC related to transportation performance management generally will occur through the Executive Director of the MPOAC.

### 1. Transportation performance data:

- a) FDOT will collect and maintain data, perform calculations of performance metrics and measures, and provide to each MPO the results of the calculations used to develop statewide targets for all applicable federally required performance measures. FDOT also will provide to each MPO the results of calculations for each applicable performance measure for the MPO planning area, and the county or counties included in the MPO planning area.<sup>12</sup> FDOT and the MPOAC agree to use the National Performance Management Research Data Set as the source of travel time data and the defined reporting segments of the Interstate System and non-Interstate National Highway System for the purposes of calculating the travel time-based measures specified in 23 CFR 490.507, 490.607, and 490.707, as applicable.
- b) Each MPO will share with FDOT any locally generated data that pertains to the federally required performance measures, if applicable, such as any supplemental data the MPO uses to develop its own targets for any measure.
- c) Each provider of public transportation is responsible for collecting performance data in the MPO planning area for the transit asset management measures as specified in 49 CFR 625.43 and the public transportation safety measures as specified in the National Public Transportation Safety Plan. The providers of public transportation will provide to FDOT and the appropriate MPO(s) the transit performance data used to support these measures.

### 2. Selection of performance targets:

FDOT, the MPOs, and providers of public transportation will select their respective performance targets in coordination with one another. Selecting targets generally refers to the processes used to identify, evaluate, and make decisions about potential targets prior to action to formally establish the targets. Coordination will include as many of the following opportunities as deemed appropriate for each measure: in-person meetings, webinars, conferences calls, and email/written communication. Coordination will include timely

<sup>1</sup> When an MPO planning area covers portions of more than one state, as in the case of the Florida-Alabama TPO, FDOT will collect and provide data for the Florida portion of the planning area.

<sup>2</sup> If any Florida urbanized area becomes nonattainment for the National Ambient Air Quality Standards, FDOT also will provide appropriate data at the urbanized area level for the specific urbanized area that is designated.

sharing of information on proposed targets and opportunities to provide comment prior to establishing final comments for each measure.

The primary forum for coordination between FDOT and the MPOs on selecting performance targets and related policy issues is the regular meetings of the MPOAC. The primary forum for coordination between MPOs and providers of public transportation on selecting transit performance targets is the TIP development process.

Once targets are selected, each agency will take action to formally establish the targets in its area of responsibility.

- a) FDOT will select and establish a statewide target for each applicable federally required performance measure.
  - i. To the maximum extent practicable, FDOT will share proposed statewide targets at the MPOAC meeting scheduled in the calendar quarter prior to the dates required for establishing the target under federal rule. FDOT will work through the MPOAC to provide email communication on the proposed targets to the MPOs not in attendance at this meeting. The MPOAC as a whole, and individual MPOs as appropriate, will provide comments to FDOT on the proposed statewide targets within sixty (60) days of the MPOAC meeting. FDOT will provide an update to the MPOAC at its subsequent meeting on the final proposed targets, how the comments received from the MPOAC and any individual MPOs were considered, and the anticipated date when FDOT will establish final targets.
  - ii. FDOT will provide written notice to the MPOAC and individual MPOs within two (2) business days of when FDOT establishes final targets. This notice will provide the relevant targets and the date FDOT established the targets, which will begin the 180-day time-period during which each MPO must establish the corresponding performance targets for its planning area.
- b) Each MPO will select and establish a target for each applicable federally required performance measure. To the extent practicable, MPOs will propose, seek comment on, and establish their targets through existing processes such as the annual TIP update. For each performance measure, an MPO will have the option of either<sup>3</sup>:
  - i. Choosing to support the statewide target established by FDOT, and providing documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) to FDOT that the MPO agrees to plan and program projects so that they contribute toward the accomplishments of FDOT's statewide targets for that performance measure.
  - ii. Choosing to establish its own target, using a quantifiable methodology for its MPO planning area. If the MPO chooses to establish its own target, the MPO will coordinate with FDOT and, as applicable, providers of public transportation regarding the approach used to develop the target and the proposed target prior to

<sup>3</sup> When an MPO planning area covers portions of more than one state, as in the case of the Florida-Alabama TPO, that MPO will be responsible for coordinating with each state DOT in setting and reporting targets and associated data.

establishment of a final target. The MPO will provide FDOT and, as applicable, providers of public transportation, documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) that includes the final targets and the date when the targets were established .

- c) The providers of public transportation in MPO planning areas will select and establish performance targets annually to meet the federal performance management requirements for transit asset management and transit safety under 49 U.S.C. 5326(c) and 49 U.S.C. 5329(d).
  - i. The Tier I providers of public transportation will establish performance targets to meet the federal performance management requirements for transit asset management. Each Tier I provider will provide written notice to the appropriate MPO and FDOT when it establishes targets. This notice will provide the final targets and the date when the targets were established, which will begin the 180-day period within which the MPO must establish its transit-related performance targets. MPOs may choose to update their targets when the Tier I provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).
  - ii. FDOT is the sponsor of a Group Transit Asset Management plan for subrecipients of Section 5311 and 5310 grant funds. The Tier II providers of public transportation may choose to participate in FDOT's group plan or to establish their own targets. FDOT will notify MPOs and those participating Tier II providers following establishment of transit-related targets. Each Tier II provider will provide written notice to the appropriate MPO and FDOT when it establishes targets. This notice will provide the final targets and the date the final targets were established, which will begin the 180-day period within which the MPO must establish its transit-related performance targets. MPOs may choose to update their targets when the Tier II provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).
  - iii. FDOT will draft and certify a Public Transportation Agency Safety Plan for any small public transportation providers (defined as those who are recipients or subrecipients of federal financial assistance under 49 U.S.C. 5307, have one hundred (100) or fewer vehicles in peak revenue service, and do not operate a rail fixed guideway public transportation system). FDOT will coordinate with small public transportation providers on selecting statewide public transportation safety performance targets, with the exception of any small operator that notifies FDOT that it will draft its own plan.
  - iv. All other public transportation service providers that receive funding under 49 U.S. Code Chapter 53 (excluding sole recipients of sections 5310 and/or 5311 funds) will provide written notice to the appropriate MPO and FDOT when they establish public transportation safety performance targets. This notice will provide the final targets and the date the final targets were established, which will begin the 180-day period within which the MPO must establish its transit safety

performance targets. MPOs may choose to update their targets when the provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).

- v. If the MPO chooses to support the asset management and safety targets established by the provider of public transportation, the MPO will provide to FDOT and the provider of public transportation documentation that the MPO agrees to plan and program MPO projects so that they contribute toward achievement of the statewide or public transportation provider targets. If the MPO chooses to establish its own targets, the MPO will develop the target in coordination with FDOT and the providers of public transportation. The MPO will provide FDOT and the providers of public transportation documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) that includes the final targets and the date the final targets were established. In cases where two or more providers operate in an MPO planning area and establish different targets for a given measure, the MPO has the options of coordinating with the providers to establish a single target for the MPO planning area, or establishing a set of targets for the MPO planning area.

### 3. Reporting performance targets:

- a) Reporting targets generally refers to the process used to report targets, progress achieved in meeting targets, and the linkage between targets and decision making processes FDOT will report its final statewide performance targets to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as mandated by the federal requirements.
  - i. FDOT will include in future updates or amendments of the statewide long-range transportation plan a description of all applicable performance measures and targets and a system performance report, including progress achieved in meeting the performance targets, in accordance with 23 CFR 450.216(f).
  - ii. FDOT will include in future updates or amendments of the statewide transportation improvement program a discussion of the anticipated effect of the program toward achieving the state's performance targets, linking investment priorities to those performance targets, in accordance with 23 CFR 450.218 (q).
  - iii. FDOT will report targets and performance data for each applicable highway performance measure to FHWA, in accordance with the reporting timelines and requirements established by 23 CFR 490; and for each applicable public transit measure to FTA, in accordance with the reporting timelines and requirements established by 49 CFR 625 and 40 CFR 673.
- b) Each MPO will report its final performance targets as mandated by federal requirements to FDOT. To the extent practicable, MPOs will report final targets through the TIP update or other existing documents.
  - i. Each MPO will include in future updates or amendments of its metropolitan long-range transportation plan a description of all applicable performance measures

and targets and a system performance report, including progress achieved by the MPO in meeting the performance targets, in accordance with 23 CFR 450.324(f)(3-4).

- ii. Each MPO will include in future updates or amendments of its TIP a discussion of the anticipated effect of the TIP toward achieving the applicable performance targets, linking investment priorities to those performance targets, in accordance with 23 CFR 450.326(d).
    - iii. Each MPO will report target-related status information to FDOT upon request to support FDOT's reporting requirements to FHWA.
  - c) Providers of public transportation in MPO planning areas will report all established transit asset management targets to the FTA National Transit Database (NTD) consistent with FTA's deadlines based upon the provider's fiscal year and in accordance with 49 CFR Parts 625 and 630, and 49 CFR Part 673.
4. Reporting performance to be used in tracking progress toward attainment of performance targets for the MPO planning area:
- a) FDOT will report to FHWA or FTA as designated, and share with each MPO and provider of public transportation, transportation performance for the state showing the progress being made towards attainment of each target established by FDOT, in a format to be mutually agreed upon by FDOT and the MPOAC.
  - b) If an MPO establishes its own targets, the MPO will report to FDOT on an annual basis transportation performance for the MPO area showing the progress being made towards attainment of each target established by the MPO, in a format to be mutually agreed upon by FDOT and the MPOAC. To the extent practicable, MPOs will report progress through existing processes including, but not limited to, the annual TIP update.
  - c) Each provider of public transportation will report transit performance annually to the MPO(s) covering the provider's service area, showing the progress made toward attainment of each target established by the provider.
5. Collection of data for the State asset management plans for the National Highway System (NHS):
- a) FDOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS. This includes NHS roads that are not on the State highway system but instead are under the ownership of local jurisdictions, if such roads exist.

*For more information, contact:*

*Mark Reichert, Administrator for Metropolitan Planning, Office of Policy Planning, Florida Department of Transportation, 850-414-4901, mark.reichert@dot.state.fl.us*

*Carl Mikyska, Executive Director, MPOAC, 850-414-4062, carl.mikyska@mpoac.org*

## **EXECUTIVE SUMMARY**

### **Approve Amendment to MPO Bylaws Increasing Membership on the Bicycle and Pedestrian Advisory Committee (BPAC) from Eleven (11) to Twelve (12)**

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**OBJECTIVE:** To approve an amendment to the MPO Bylaws to increase the membership on the BPAC from eleven (11) to twelve (12).

**CONSIDERATIONS:** At the February 14, 2020 meeting, the Board directed staff to prepare an amendment to the MPO Bylaws to increase the membership to 12 (twelve) on the BPAC in order to accommodate two new applicants at a time when there was a single vacancy. A third individual submitted an application for the BPAC on May 4, 2020.

A second vacancy opened up when Mr. Reginald Wilson resigned from the committee on May 12, 2020. This made it possible to bring both new appointees onto the committee - Ms. Patti Huff and Ms. Kim Jacob - in time to participate in the meeting on May 19<sup>th</sup>. The current eleven member BPAC roster is shown in **Attachment 1**. The track changes showing the proposed amendment is shown in **Attachment 2** and the clean version is shown in **Attachment 3**.

**COMMITTEE RECOMMENDATION:** At their May 19<sup>th</sup> meeting, the committee received a briefing on the Board's decision to increase the membership from 11 to 12. In the discussion that followed, committee members expressed differing opinions about the increase. The item was not posted on the agenda and no formal vote was taken.

**STAFF RECOMMENDATION:** For the Board to approve an amendment to the MPO Bylaws increasing the BPAC membership from eleven (11) to twelve (12).

Prepared By: Anne McLaughlin, Executive Director

### **ATTACHMENT(S)**

1. Current BPAC Membership Roster (PDF)
2. MPO Bylaws – Track Changes Version (PDF)
3. MPO Bylaws – Clean Version (PDF)



06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 9.H**Doc ID:** 12561

**Item Summary:** Approve Amendment to MPO Bylaws Increasing Membership on the Bicycle and Pedestrian Advisory Committee (BPAC) from Eleven (11) to Twelve (12)

**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:33 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:33 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 7:50 PM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 8:15 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |

*Bicycle & Pedestrian Advisory Committee (BPAC) Membership as of 5/12/20*  
*Maximum BPAC Membership 11; Current BPAC Members 11; Quorum 6*

| <b>Member Name</b>                          | <b>Member Address</b>   | <b>Member Phone</b>                      | <b>Member Email</b>  | <b>Date Joined PAC</b> | <b>Date Term Expires</b> | <b>Last Re-appointed Date</b> |
|---|---|--|--|------------------------|--------------------------|-------------------------------|
| <b>Joe Bonness</b><br><i>Chair</i>          | 6830 Sandalwood Lane, Naples, FL 34109                        | 239-598-1046<br>Cell: 239-825-4821       | <a href="mailto:IronJoe3@aol.com">IronJoe3@aol.com</a>                       | 6-05                   | 3-31-2022                | 3-13-20                       |
| <b>Anthony Matonti</b><br><i>Vice-Chair</i> | 1057 2 <sup>nd</sup> Ave North, Unit 14<br>Naples, FL 34102   | 954-288-7083                             | <a href="mailto:Avmatonti@gmail.com">Avmatonti@gmail.com</a>                 | 6-18                   | 6-30-2020                | n/a                           |
| <b>Alan Musico</b>                          | 907 Panama Court #503, Marco Island 34145                     | Home: 239-642-9729                       | <a href="mailto:flprsup@gmail.com">flprsup@gmail.com</a>                     | 5-07                   | 3-31-2022                | 3-13-20                       |
| <b>Dayna Fendrick</b>                       | 1263 Hernando St., Naples, FL 34103                           | Home: 239-263-4029                       | <a href="mailto:Dayna@urbangreenstudio.com">Dayna@urbangreenstudio.com</a>   | 4-09                   | 3-31-2022                | 3-13-20                       |
| <b>Dr. Mort Friedman</b>                    | 2816 Silverleaf Lane, Naples, FL 34105                        | 239-659-1055<br>239-659-1057 (f)         | <a href="mailto:mortmymort@aol.com">mortmymort@aol.com</a>                   | 2-99                   | 3-31-2022                | 3-13-20                       |
| <b>Andrea Halman</b>                        | 1372 Lincoln Ct   | 443-807-8997                             | <a href="mailto:Andean09@me.com">Andean09@me.com</a>                         | 6-16                   | 10-31-20                 | 10-31-18                      |
| <b>Larry Smith</b>                          | 8171 Bay Colony Dr. #1201<br>Naples, FL 34108                 | 239-398-6340                             | <a href="mailto:engdevelopment@aol.com">engdevelopment@aol.com</a>           | 5-19                   | 5-31-2021                | n/a                           |
| <b>David Driapsa</b>                        | 725 103 <sup>rd</sup> Ave. North<br>Naples, FL 34108          | 239-591-2321                             | <a href="mailto:ddriapsa@naples.net">ddriapsa@naples.net</a>                 | 4-19                   | 4-31-2021                | n/a                           |
| <b>Susan Sonnenschein</b>                   | 1277 Solana Rd<br>Naples, FL 34103                            | 239-269-4114                             | <a href="mailto:sonnenscheinsusan@yahoo.com">sonnenscheinsusan@yahoo.com</a> | 4-19                   | 4-31-2021                | n/a                           |
| <b>Patty Huff</b>                           | 207 North Storter Ave PO Box 617<br>Everglades City, FL 34139 | Cell: 239-695-2397<br>Home: 239-719-0020 | <a href="mailto:snookcity@gmail.com">snookcity@gmail.com</a>                 | 6-20*                  | 6-30-2022                | n/a                           |
| <b>Kim Jacob</b>                            | 791 91 <sup>st</sup> Ave<br>Naples, FL 34108                  | 239-339-3185                             | <a href="mailto:kimjacobfl01@gmail.com">kimjacobfl01@gmail.com</a>           | 6-20*                  | 6-30-2022                | n/a                           |

## THE BYLAWS OF COLLIER METROPOLITAN PLANNING ORGANIZATION (MPO)

### Section 1 Description of Organization

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

### Section 2 Agenda and Scheduling--Meeting and Workshops

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

### Section 3 Amendments to Bylaws

### Section 1 DESCRIPTION OF ORGANIZATION

#### 1.01 THE AGENCY

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

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

#### 1.02 COMPOSITION AND OPERATION OF THE MPO

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

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

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



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

### 1.03 COMMITTEES

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

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

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

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

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

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

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

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

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



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

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

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

The CMC shall be composed of eleven (11) voting members and fourteen (14) non-voting members appointed by the division, department or agency that they represent. CMC voting and non-voting members may designate an alternate to replace them in their absence.

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

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

**1.04 GENERAL INFORMATION ON THE MPO**

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

**1.05 PUBLIC ACCESS TO MEETINGS AND WORKSHOPS**

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

**1.06 RIGHTS OF REVIEW**

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

**Section 2 AGENDA, SCHEDULING and MEETINGS****2.01 NOTICE OF MEETINGS AND WORKSHOPS**

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

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

**2.02 AGENDA**

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



to be considered; provided, however, that for good cause stated in the record by the person who is designated to preside at the meeting, items may be considered out of their listed order.

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

### 2.03 EMERGENCY MEETINGS AND WORKSHOPS

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

### Section 3 AMENDMENTS TO BYLAWS

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

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

These Bylaws for the Collier Metropolitan Planning Organization were hereby adopted in an open session with a quorum present and voting on ~~November 9~~ May 8, 2018 ~~2020~~.

## METROPOLITAN PLANNING ORGANIZATION

By:

Reg A. BuxtonElaine Middelstaedt, MPO Chairman

Attested By:

Anne McLaughlin, MPO Executive Director

Approved as to form and legality:

COLLIER COUNTY ATTORNEY

By:

Scott R. Teach

Deputy County Attorney

## THE BYLAWS OF COLLIER METROPOLITAN PLANNING ORGANIZATION (MPO)

### Section 1 Description of Organization

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

### Section 2 Agenda and Scheduling--Meeting and Workshops

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

### Section 3 Amendments to Bylaws

### Section 1 DESCRIPTION OF ORGANIZATION

#### 1.01 THE AGENCY

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

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

#### 1.02 COMPOSITION AND OPERATION OF THE MPO

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



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

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



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

### 1.03 COMMITTEES

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

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

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

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

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

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

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

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

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



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

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

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

The CMC shall be composed of eleven (11) voting members and fourteen (14) non-voting members appointed by the division, department or agency that they represent. CMC voting and non-voting members may designate an alternate to replace them in their absence.

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

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

**1.04 GENERAL INFORMATION ON THE MPO**

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

**1.05 PUBLIC ACCESS TO MEETINGS AND WORKSHOPS**

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

**1.06 RIGHTS OF REVIEW**

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

**Section 2 AGENDA, SCHEDULING and MEETINGS****2.01 NOTICE OF MEETINGS AND WORKSHOPS**

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

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



to be considered; provided, however, that for good cause stated in the record by the person who is designated to preside at the meeting, items may be considered out of their listed order.

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

### **2.03 EMERGENCY MEETINGS AND WORKSHOPS**

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

### **Section 3 AMENDMENTS TO BYLAWS**

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

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

These Bylaws for the Collier Metropolitan Planning Organization were hereby adopted in an open session with a quorum present and voting on May 8, 2020.

**METROPOLITAN PLANNING ORGANIZATION**

By: \_\_\_\_\_  
Elaine Middelstaedt, MPO Chair

Attested By: \_\_\_\_\_  
Anne McLaughlin, MPO Executive Director

Approved as to form and legality:

COLLIER COUNTY ATTORNEY

By: \_\_\_\_\_  
Scott R. Teach  
Deputy County Attorney



## **EXECUTIVE SUMMARY**

### **Approval of New Appointment to the Bicycle and Pedestrian Advisory Committee (BPAC)**

---

**OBJECTIVE:** For the MPO Board to approve a new appointment to the Bicycle and Pedestrian Advisory Committee (BPAC).

**CONSIDERATIONS:** There will be one current vacancy on the BPAC, contingent upon the Board approving the amendment to the MPO Bylaws increasing the membership to twelve members. Staff has received a single application, submitted by Claudia Keeler on May 4, 2020. Ms. Keeler serves on the Palm River Homeowners and Civic Association and on the River Oaks Homeowners Association.

**COMMITTEE RECOMMENDATION:** n/a.

**STAFF RECOMMENDATION:** That the Board review and approve a new appointment to the BPAC.

Prepared by: Anne McLaughlin, MPO Director

### **ATTACHMENT(S)**

1. Claudia Keeler Application (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 9.1**Doc ID:** 12580

**Item Summary:** Approval of New Appointment to the Bicycle and Pedestrian Advisory Committee (BPAC)

**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/04/2020 10:29 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/04/2020 10:29 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                     |
|------------------------------------|-----------------|-------------------------------|-----------|---------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/04/2020 10:56 AM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 11:02 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM  |





2019 COLLIER COUNTY MPO  
(METROPOLITAN PLANNING ORGANIZATION)  
ADVISORY COMMITTEE/BOARD APPLICATION

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

Name: Keeler Claudia Myers  
Last First Middle  
Address: 182 Forestwood Dr  
City: Naples Zip Code: 34110  
Home Telephone: 203 561 2001 Contact Time: \_\_\_\_\_  
Email Address: CK56@aol.com  
Referred By: \_\_\_\_\_ Date Available: anytime  
I am applying for: \_\_\_\_\_

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

PLEASE TYPE OR PRINT LEGIBLY

Date: 12/9/19 Commission District #/City #2/naples  
Tribal Affiliation: n/a  
If you are a member of, or officially represent a nonprofit or public agency, identify here, and provide link to website: \_\_\_\_\_

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

1. Palm River H.O. & Civic Assoc
2. River Oaks HOA
4. \_\_\_\_\_

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

no

Occupation & Employer (if retired, please indicate):

Teacher, Collier County Schools



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

I am an avid bike rider and walker. I have worked on a side walk committee in Greenwich CT, about 10 years ago.

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

(see Committees and Boards)

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

none at this time

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

**1. Year-round resident of:**

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

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

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



- Homeowners' Association: Palm River + River Oaks ☒
- Environmental Group: \_\_\_\_\_ ☐
- Home Builders Association ☒
- Collier County Public Schools Elementary teacher ☒
- Other NGO, Community Association \_\_\_\_\_ ☐
- Agricultural Industry \_\_\_\_\_ ☐
- Trucking Industry \_\_\_\_\_ ☐
- Other, please specify \_\_\_\_\_ ☐

**3. Representative of one of the following:**

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

**4. Professional/Career Credentials:**

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



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

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

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

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

- Female \_\_\_\_\_ ✓
- Male \_\_\_\_\_

**7. Race/Ethnicity:**

- White \_\_\_\_\_ ✓
- Hispanic or Latino \_\_\_\_\_
- Black or African American \_\_\_\_\_
- Asian or Pacific Islander \_\_\_\_\_
- American Indian or Alaskan Native \_\_\_\_\_
- Other: \_\_\_\_\_

**8. Handicapped/Disabled:**

- Yes \_\_\_\_\_
- No \_\_\_\_\_ ✓



**IMPORTANT INFORMATION:**

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

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

**Are you related to any member of the Collier MPO?**

\_\_\_\_\_ YES ☒ NO

**Applicant's Signature:** *C. Keeler*

**Date Signed:** 12/10/19



## **EXECUTIVE SUMMARY**

### **FDOT Presentation on Strategic Intermodal System (SIS) 2045 Cost Feasible Plan**

---

**OBJECTIVE:** For the Board to receive a presentation from FDOT on the SIS 2045 Cost Feasible Plan.

**CONSIDERATIONS:** FDOT will present on the 2045 SIS Cost Feasible Plan Update. The update process officially kicked off in January of 2020 and is planned to run through December 2020, with the final plan being published by the end of the year. The SIS Summary Sheet (**Attachment 1**) includes a link to a survey that FDOT will use to help prioritize and give feedback on candidate SIS projects in the draft plan. A copy of FDOT's Powerpoint Presentation is provided in **Attachment 2**.

FDOT provided a similar presentation on the 2045 SIS Cost Feasible Plan Update to the Citizens Advisory Committee and Technical Advisory Committee at their (virtual) May 18, 2020 meetings.

**STAFF RECOMMENDATION:** That the Board receive a presentation from FDOT on the SIS 2045 Cost Feasible Plan.

Prepared By: Anne McLaughlin, Executive Director

### **ATTACHMENT(S)**

1. SIS Summary Sheet with Link to Survey(PDF)
2. FDOT Powerpoint Presentation (PPTX)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 10.A**Doc ID:** 12562**Item Summary:** FDOT Presentation on Strategic Intermodal System (SIS) 2045 Cost Feasible Plan**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:37 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:37 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 8:48 PM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 8:26 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |



## TOPIC: Draft 2045 Strategic Intermodal System (SIS) Cost Feasible Plan (CFP)

### BACKGROUND:

#### 2045 SIS CFP Update

The purpose of the plan update is to:

- Meet statutory requirement of Chapter 339.64(4)(d), F.S.
- Evaluate the SIS needs while considering future revenues
- Develop a phased financial plan for projects
- Ensure consistency with goals of the Florida Transportation Plan (FTP) and the objectives of the SIS Policy Plan

#### The Draft 2045 SIS CFP will reflect:

- Projects advanced into the SIS 10-Year Work Program during the FY19/20 Work Program Development Cycle
- Projects deferred during the FY19/20 Work Program Development Cycle
- Projects currently remaining in the SIS 2045 CFP
- Projects advanced from the SIS 2045 Multi-Modal Unfunded Needs Plan
- New projects identified by Executive Management and MPOs as priorities

### SCHEDULE:

The update process officially kicked off in January of 2020 and is planned to run through December of 2020, with the final plan being published by the end of the year.

### ACTION REQUESTED:

1. Please participate in the survey linked below to help us prioritize and to provide feedback on candidate SIS projects in the draft plan.

**[Link to the Survey](#)**

***(End Date for the Survey is 6/19/2020)***

2. Collier MPO Board's continued involvement in the 2045 SIS CFP update process.

May 11, 2020

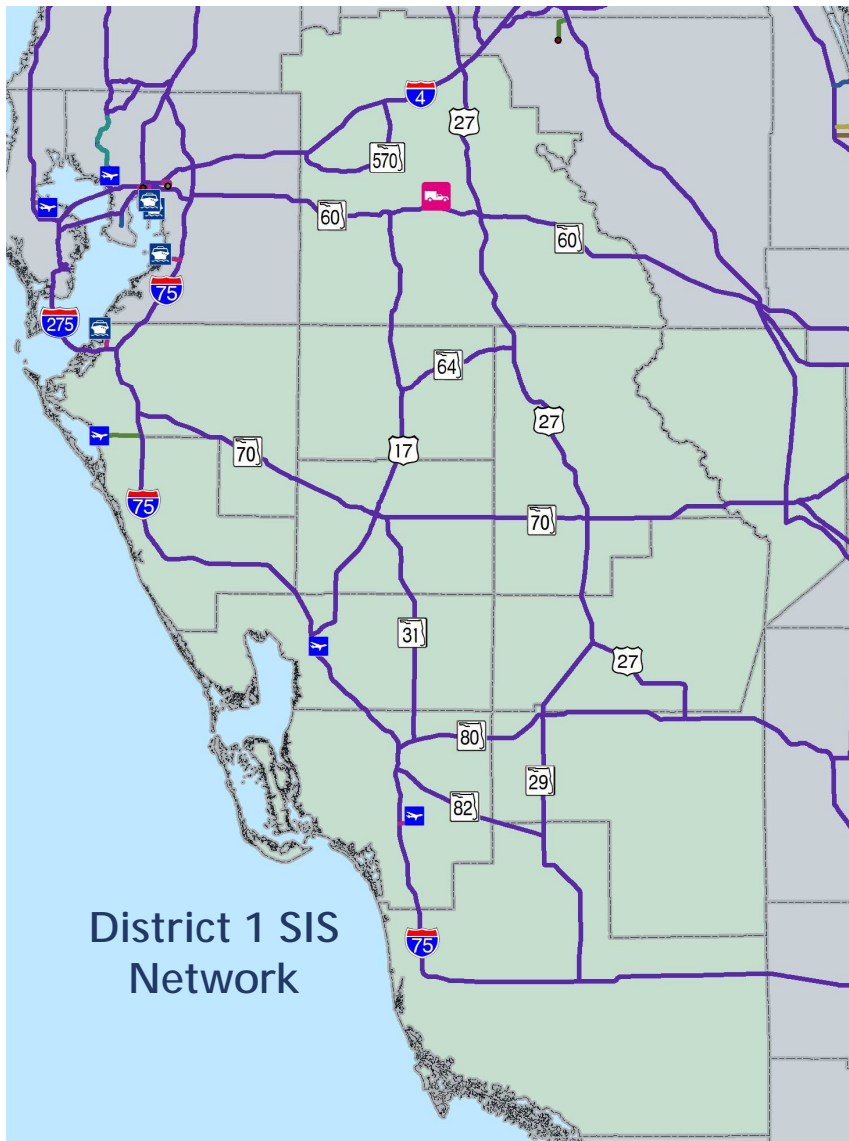
Packet Pg. 1096

# Draft SIS 2045 Cost Feasible Plan

## Candidate Project Review - Collier MPO

June 12<sup>th</sup>, 2020





## Outline

- What is the Strategic Intermodal System (SIS)
- Purpose of the SIS Cost Feasible Plan (CFP) Update
- SIS Planning and Programming Process
- SIS 2045 CFP Update Process





# Strategic Intermodal System (SIS)

- Established in 2003 to enhance Florida's mobility and economic competitiveness
- A statewide network of high priority transportation facilities including Florida's largest and most significant airports, spaceports, seaports, freight, passenger rail, and bus terminals, rail corridors, waterways, and highways.

SIS facilities are the primary means of moving people and freight between Florida's diverse regions, as well as between Florida and other states and nations.



## SIS Objectives

### Interregional Connectivity



Ensure the efficiency and reliability of multimodal transportation connectivity between Florida's economic regions and between Florida and other states and nations.

### Intermodal Connectivity



Expand transportation choices and integrate modes for interregional trips.

### Economic Development



Provide transportation systems to support Florida as a global hub for trade, tourism, talent, innovation, business, and investment.

# Purpose of the SIS Cost Feasible Plan

- Meet statutory requirement of Chapter 339.64(4)(d), F.S.
- Balance SIS needs with future revenues
- Develop a phased financial plan for projects
- Ensure consistency with goals of the Florida Transportation Plan (FTP) and the objectives of the SIS Policy Plan

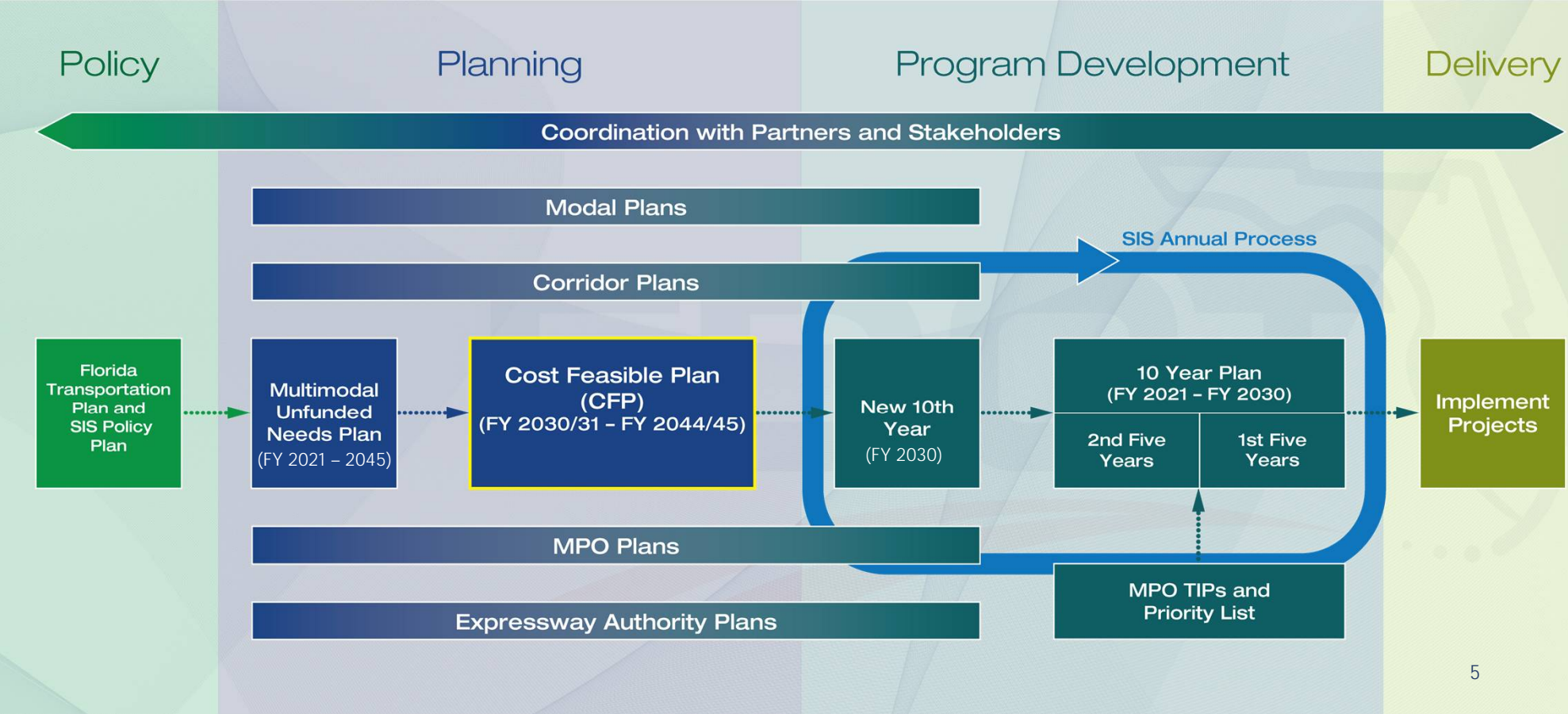


## FTP Goals

- q Provide a safe and secure transportation system for residents, visitors, and businesses
- q Agile, resilient, and quality infrastructure
- q Efficient and reliable mobility and connectivity for people and freight
- q More transportation choices for people and freight
- q Transportation solutions that support Florida's global economic competitiveness
- q Transportation solutions that support quality places to live, learn, work and play
- q Transportation solutions that enhance Florida's environment and conserve energy



# SIS – Planning and Programming Process



# SIS CFP 2045 Update Process



## This update of the 2045 CFP will reflect:

- Projects advanced into the SIS 10-Year Work Program (FY 2021 – FY 2030) during the current Work Program Development Cycle
- Projects deferred during the last Work Program Development Cycle (FY 2020 – FY 2029)
- Remaining projects currently in the SIS 2045 CFP
- Projects advanced from the SIS 2045 Multi-Modal Unfunded Needs Plan
- New projects identified by Executive Management, FDOT Districts and MPOs as priorities



# SIS CFP 2045 Update Process

## Selection of Projects

- Quantitative analysis using planning tools
- Consideration of FTP goals and SIS objectives
- SIS eligibility and designation criteria
- Funding/project cost estimates
- Production schedules
- Continuation of projects (Planning Consistency)
- System connectivity
- MPO priorities
- Senior Management and executive guidance



Quantitative  
Analysis

Funding/  
Project Costs

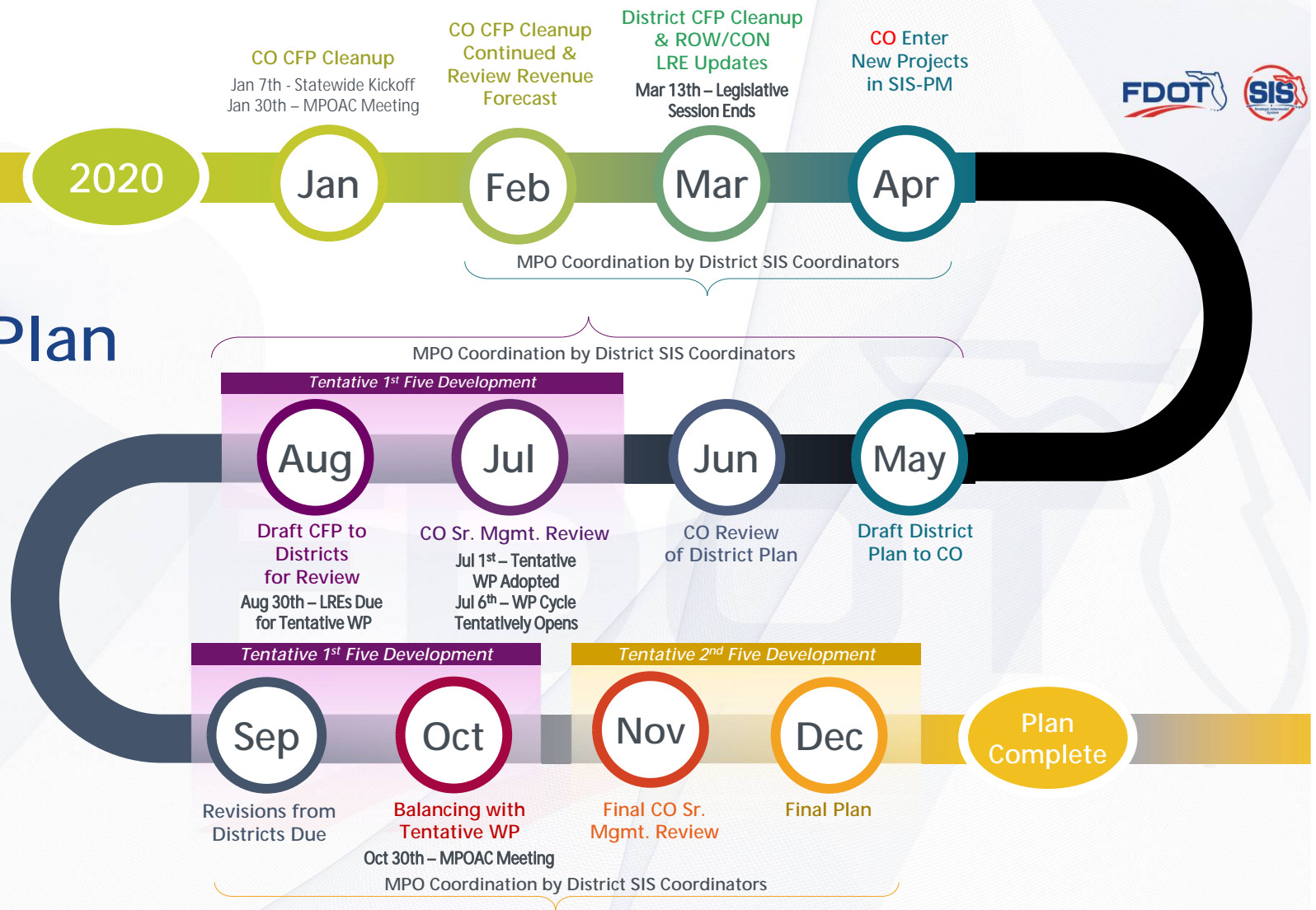


Production  
Schedule

Senior  
Management  
Guidance

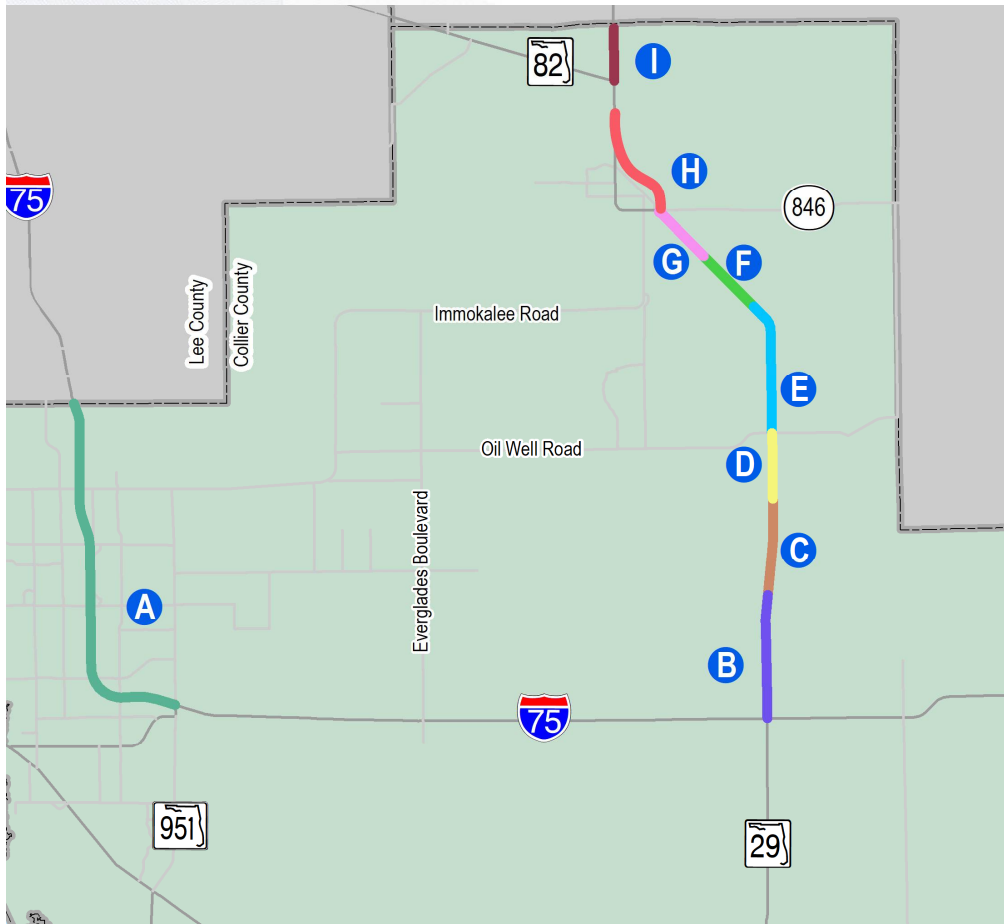


# SIS Cost Feasible Plan Update





# Collier MPO Candidate Projects



| # | Section | From                          | To                            | Improvement Type |
|---|---------|-------------------------------|-------------------------------|------------------|
| A | I-75    | E. of SR 951                  | Collier/Lee County Line       | MGLANE           |
| B | SR 29   | I-75                          | Big Cypress Preserve Entrance | A2-4             |
| C | SR 29   | Big Cypress Preserve Entrance | Sunniland Mine Road           | A2-4             |
| D | SR 29   | Sunniland Mine Road           | Oil Well Road                 | A2-4             |
| E | SR 29   | Oil Well Road                 | Sunniland Nursery Road        | A2-4             |
| F | SR 29   | Sunniland Nursery Road        | S. of Agricultural Way        | A2-4             |
| G | SR 29   | S. of Agricultural Way        | CR 846                        | A2-4             |
| H | SR 29   | CR 846                        | N. Of New Market Road         | NR               |
| I | SR 29   | SR 82                         | Hendry County Line            | A2-4             |

MGLANE – Managed Lane

A2-4 – Add 2 lanes to build 4 lanes

NR – New Road

## Feedback



Please provide your feedback on SIS 2045 CFP candidate projects by providing your priorities and comments using the survey link below (Survey link is also included in the agenda package):

[Survey Link](#)



*(End Date for the Survey is 6/19/2020)*



Florida Department of Transportation

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## **EXECUTIVE SUMMARY**

### **Presentation on 2045 Long Range Transportation Plan (LRTP) Network Scenario Planning**

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**OBJECTIVE:** For the Board to receive a presentation on Network Scenario Planning for the 2045 LRTP.

**CONSIDERATIONS:** Jacobs Engineering, MPO staff, the CAC, TAC and FDOT are deeply engaged in the process of developing a series of roadway network scenarios for testing using the FDOT-District 1 planning model. Jacobs Engineering will report on the network development process and resulting “deficiency plots” provided by FDOT, additional scenarios to be tested, and the limitations of the model which are becoming increasingly evident as the process continues.

**Attachment 1** is the Draft White Paper on Scenario Planning for the 2045 LRTP from Jacobs Engineering. **Attachment 2** is FDOT’s deficiency plot for all of District 1. It represents a compilation of Alternate 2 roadway networks submitted by the MPOs and FDOT’s assumptions for I-75.

The CAC and TAC have committed to holding additional meetings during the months of June and July and in early August in order to assist in the development of network alternatives which will culminate in a Cost Feasible network to be presented to the MPO Board in draft form in September 2020.

**COMMITTEE RECOMMENDATIONS:** MPO staff will report on the input received during the CAC and TAC virtual meetings scheduled for June 10, 2020. The MPO’s Alternate 3 network is due to FDOT on June 15, 2020.

**STAFF RECOMMENDATION:** That the Board receive a presentation on Network Scenario Planning for the 2045 LRTP.

Prepared By: Anne McLaughlin, MPO Director

### **ATTACHMENT(S)**

1. Draft White Paper on Scenario Planning for the 2045 LRTP, Jacobs Engineering, 6/2/20 (PDF)
2. FDOT District 1 Alternate 2 Deficiency Plot 6/1/2020 (PDF)

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 10.B**Doc ID:** 12563**Item Summary:** Presentation on 2045 Long Range Transportation Plan (LRTP) Network Scenario Planning**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:41 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:41 AM

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**Approved By:****Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 8:43 PM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 8:25 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |



# Collier 2045 Long Range Transportation Plan Plan Process - Scenario Planning - Draft

PREPARED FOR: Collier MPO

PREPARED BY: Jacobs

DATE: 05/06/2020, revised 06/02/2020

## Travel Demand and Forecasting

A major element of the 2045 Plan development is to identify growth patterns so that planners and officials will know where growth is forecasted to occur. This is helpful in the determination of transportation projects needed to accommodate that growth. To identify growth patterns, the MPO used Collier County's Interactive Growth Model (CIGM) which takes historical growth trends, local zoning and land use policies into account. The CIGM informed the establishment of the 2015 base year socioeconomic variables and the geographic distribution of forecasted 2045 variables. The 2015 data was input to the travel demand model and the resulting traffic assignments were compared to known ground counts to calibrate and validate the models. Once the model was validated to be able to approximate current conditions, the 2045 forecast data was used as input to the transportation planning models to estimate capacity needs and project performance in the future year.

## Travel Model Development Process

The FDOT Districtwide Regional Planning Model (D1PRM) is the primary travel forecasting tool for updating the 2045 Plan. In order to update the D1PRM, several coordination meetings were held with FDOT and Collier MPO staff on issues related to the model development process and the use of the model for developing the Needs Plan and the Cost Feasible Plan. Ongoing FDOT coordination efforts include providing additional model data and input assumptions to FDOT. The next steps in the process include the review of intermediate model data files provided by FDOT. Also, the traffic demand model and all Plan maps related to the Needs Plan and the Cost Feasible Plan will be created in a PDF format and a GIS platform. Refer to **Attachment 1** for the D1PRM Development Process chart and tentative schedule (provided by FDOT on 02/24/2020).

## Alternative Scenario Development and Testing

Travel models follow a sequence of steps that simulate responses people make about how to travel, given various possible configurations of highway and transit service. These configurations are effectively "scenarios" of different travel networks that could exist in Collier County in the year 2045. Travel-network alternative scenarios are tested to see how they perform given a hypothetical distribution of people and their destinations across Collier County in 2045. Before any travel-network scenarios can be tested, the forecasted distribution of population, employment, shopping, schools, etc., for the year 2045 must be entered into the model. This dataset is referred to as socioeconomic (SE) data, which must be provided for each Traffic Analysis Zone (TAZ). FDOT runs the travel model for all MPOs in District One, but they rely on individual MPOs to provide forecasted SE data for 2045. The CIGM, prepared for Collier County in 2017 by Metro Forecasting Models, contributed to the development of the forecasted SE data for 2045 entered into the travel model.

Travel demand projections will be analyzed using the FDOT D1PRM relative to the performance measures and targets to determine where service deficiencies occur. **Table 1** summarizes the anticipated travel demand forecasting alternative scenarios that will be conducted by FDOT.

**Table 1. Draft Alternative Scenarios for 2045**  
(to be run by FDOT)

| Alternative  | Description  |
|--|--|
| E+C Network (FDOT)<br>Refer to Attachment 2.       | Initial Traffic Demand Model run is primarily to identify deficiencies using: <ul style="list-style-type: none"> <li>a) Existing (2019) and Committed (2023) Transportation Network based on the current MPO Transportation Improvement Program and FDOT Work Program.</li> <li>b) 2045 SE Data based on BEBR Medium Projections</li> </ul>  |
| Alternative 1 (FDOT)<br>Refer to Attachment 3.     | Alternative 1 will evaluate the adopted 2040 LRTP needs network with 2045 SE Data to determine the impact of planned long-range projects on demand; includes: <ul style="list-style-type: none"> <li>a) Needs network to relieve highway segments with poor level of service</li> <li>b) Capacity improvement projects</li> <li>c) New connectivity projects for parallel relievers</li> </ul>   |
| Alternative 2 (FDOT)<br><br>Refer to Attachment 4. | Alternative 2 is similar to Alternative 1 Needs network, designed to test the performance of a list of proposed needed / financially unconstrained projects; may include: <ul style="list-style-type: none"> <li>a) Additional capacity improvement projects (e.g., applying freeway design criteria to arterials, and overpasses)</li> <li><del>b) Innovative intersections projects (e.g., continuous flow intersections)</del></li> </ul> <p>Per FDOT, grade-separated intersections (e.g., overpasses, single-point urban interchanges, diverging diamond interchanges) are not explicitly coded in the D1RPM macro traffic forecast model network. Innovative intersection projects will remain on the Needs Plan and the Cost Feasible Plan, as appropriate.</p> <ul style="list-style-type: none"> <li>c) Corridor Improvement Studies recommendations (e.g., Pine Ridge Rd and Immokalee Rd)</li> <li><del>d) Bus Rapid Transit Corridors (e.g., intermodal hubs, express service, park and ride system) consistent with Congestion Management Process (2017)</del></li> </ul> |
| Alternative 3 (FDOT)                               | Final Needs Plan Network - designed to test the performance of a list of proposed needed / financially unconstrained projects. Transportation scenarios may include: <ul style="list-style-type: none"> <li>a) Connected Autonomous Vehicles (CAV) on limited access facilities to maximize capacity and efficiency.</li> <li>b) Transportation corridors (e.g., Bus Rapid Transit Corridors, intermodal hubs, express service, park and ride system) consistent with Congestion Management Process (2017).</li> </ul>   |
| Alternative 4 (FDOT)                               | Draft Cost Feasible Network - designed to test the performance of a list of proposed financially constrained projects  |
| Alternative 5 (FDOT)                               | Revised Draft Cost Feasible Network  |
| MPO Final Alternative (FDOT)                       | Final Cost Feasible Network based on Final SE Data   |

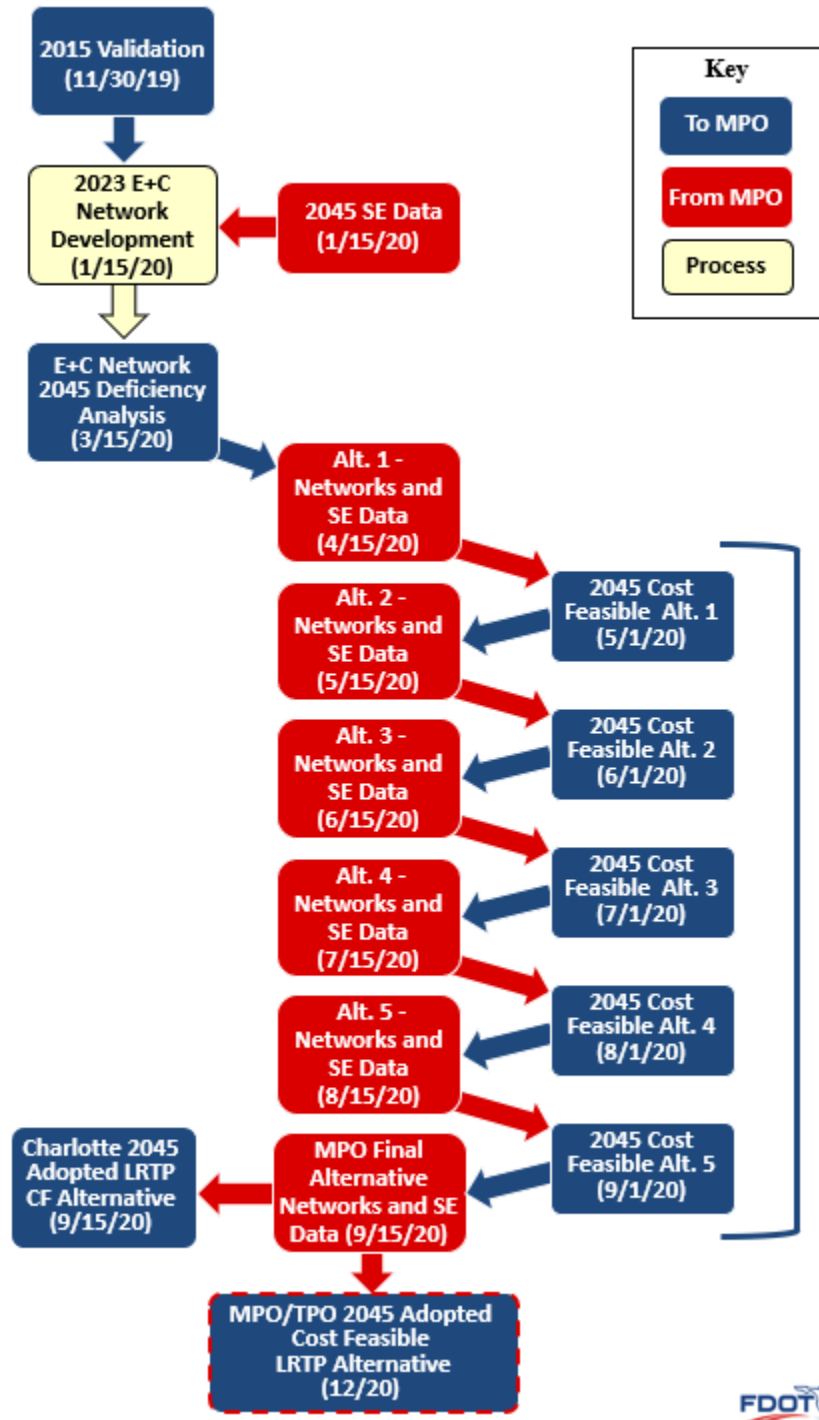
WHITE PAPER - DRAFT

**ATTACHMENT 1**

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**District One 2045 Cost Feasible LRTP Model Development Process and Schedule (2/24/2020)**

(Note: As of 5/1/2020, the 2045 Alternative 1 model data files are due from FDOT to MPO on 5/8/2020)



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**ATTACHMENT 2**



## Collier MPO Year 2045 LRTP

## COLLIER COUNTY

## Base Year Changes (2010-2015)

| ID# | Roadway                          | From                   | To                  | Improvement             |
|-----|----------------------------------|------------------------|---------------------|-------------------------|
|     | <b>Interstate</b>                |                        |                     |                         |
|     |                                  |                        |                     |                         |
|     | <b>Expressways/Toll Roadways</b> |                        |                     |                         |
|     |                                  |                        |                     |                         |
|     | <b>Federal and State</b>         |                        |                     |                         |
| 10  | SR 84                            | Santa Barbara Blvd     | Radio Rd            | Widen from 4 to 6 Lanes |
| 11  | SR 84                            | Radio Rd               | Jayrose Pl          | Widen from 4 to 6 Lanes |
| 12  | US 41                            | Collier Blvd           | Joseph Ln           | Widen from 4 to 6 Lanes |
| 13  | US 41                            | Joseph Ln              | Greenway Rd         | Widen from 2 to 4 Lanes |
|     |                                  |                        |                     |                         |
|     | <b>County</b>                    |                        |                     |                         |
| 14  | Collier Blvd                     | Golden Gate Main Canal | I-75                | Widen from 4 to 8 Lanes |
| 15  | Collier Blvd                     | I-75                   | Davis Blvd          | Widen from 4 to 8 Lanes |
| 16  | Oil Well Rd                      | Immokalee Rd           | Everglades Blvd     | Widen from 2 to 4 Lanes |
| 17  | Oil Well Rd                      | Oil Well Grade         | Ave Maria Blvd      | Widen from 2 to 4 Lanes |
| 18  | Vanderbilt Beach Rd              | Airport Pulling Rd     | Fontana Del Sol Way | Widen from 4 to 6 Lanes |
|     |                                  |                        |                     |                         |
|     | <b>City of Naples</b>            |                        |                     |                         |
|     |                                  |                        |                     |                         |
|     | <b>City of Marco Island</b>      |                        |                     |                         |
|     |                                  |                        |                     |                         |
|     | <b>Everglades City</b>           |                        |                     |                         |
|     |                                  |                        |                     |                         |

Sources: Collier County AUIR 2010, 2014, 2015, and 2016

## Collier MPO Year 2045 LRTP

## COLLIER COUNTY

Existing (2015-2019)

| ID#                              | Roadway                  | From                         | To                  | Improvement               |
|----------------------------------|--------------------------|------------------------------|---------------------|---------------------------|
| <b>Interstate</b>                |                          |                              |                     |                           |
| 19                               | I-75                     | North of SR 951              | Golden Gate Pkwy    | Widen from 4 to 6 Lanes   |
| 51                               | I-75                     | Golden Gate Pkwy SB Off Ramp | -                   | Interchange Improvement   |
| <b>Expressways/Toll Roadways</b> |                          |                              |                     |                           |
| <b>Federal and State</b>         |                          |                              |                     |                           |
| 53                               | SR 29                    | Jefferson Ave                | 9th St              | Add Turn Lanes            |
| 54                               | SR 82                    | Corkscrew Rd                 | -                   | Add Turn Lanes            |
| 20                               | SR 951                   | Manatee Rd                   | North of Tower Rd   | Widen from 2 to 4 Lanes   |
| <b>County</b>                    |                          |                              |                     |                           |
| 70                               | 8th Street Bridge        |                              |                     | Bridge                    |
| 55                               | Airport Pulling Rd       | North Horseshoe Dr           | -                   | Intersection Improvements |
| 21                               | City Gate Blvd Extension | White Lake Blvd              | East of Brennan Dr  | New 4-Lane Facility       |
| 22                               | Golden Gate Blvd         | Wilson Blvd                  | 20th St             | Widen from 2 to 4 Lanes   |
| 56                               | Golden Gate Pkwy         | Livingston Rd                | -                   | Intersection Improvements |
| 23                               | Logan Blvd               | North of Immokalee Rd        | Lee County Line     | New 2-Lane Facility       |
| 24                               | Massey St / Woodcrest Dr | Calusa Pines Dr              | Immokalee Rd        | New 2-Lane Facility       |
| 57                               | Pine Ridge Rd            | US 41                        | -                   | Intersection Improvements |
| 25                               | Pristine Dr              | Wolfe Rd                     | Vanderbilt Beach Rd | New 2-Lane Facility       |
| 26                               | Tree Farm Rd             | Davila St                    | Massey St           | New 2-Lane Facility       |
| <b>City of Naples</b>            |                          |                              |                     |                           |
| <b>City of Marco Island</b>      |                          |                              |                     |                           |
| <b>Everglades City</b>           |                          |                              |                     |                           |

Sources: FDOT Collier County Five Year Work Program FY 2014-2019, Collier County AUIR Five Year Work Program FY 2015-2019, Collier County MPO 2040 LRTP

## Collier MPO Year 2045 LRTP

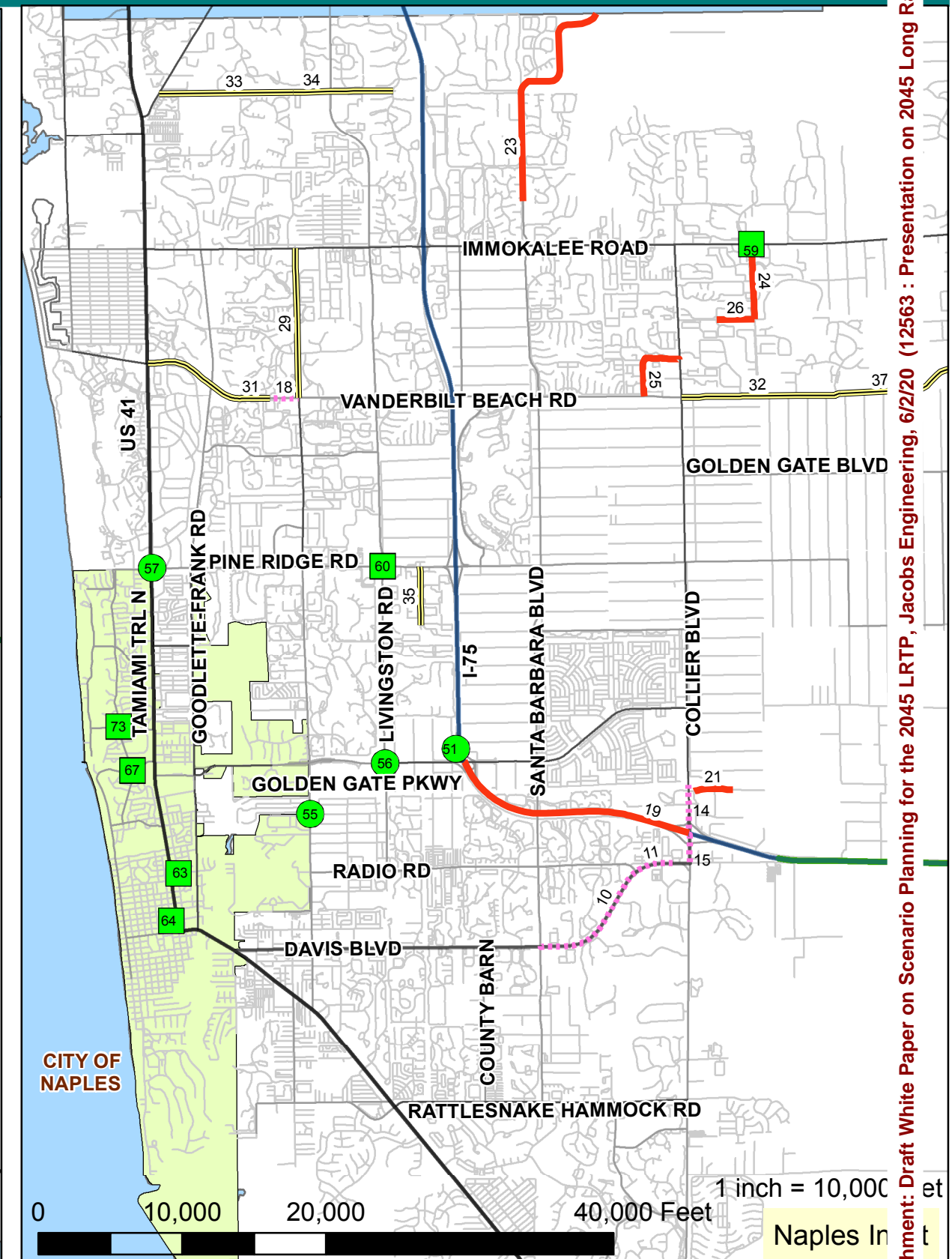
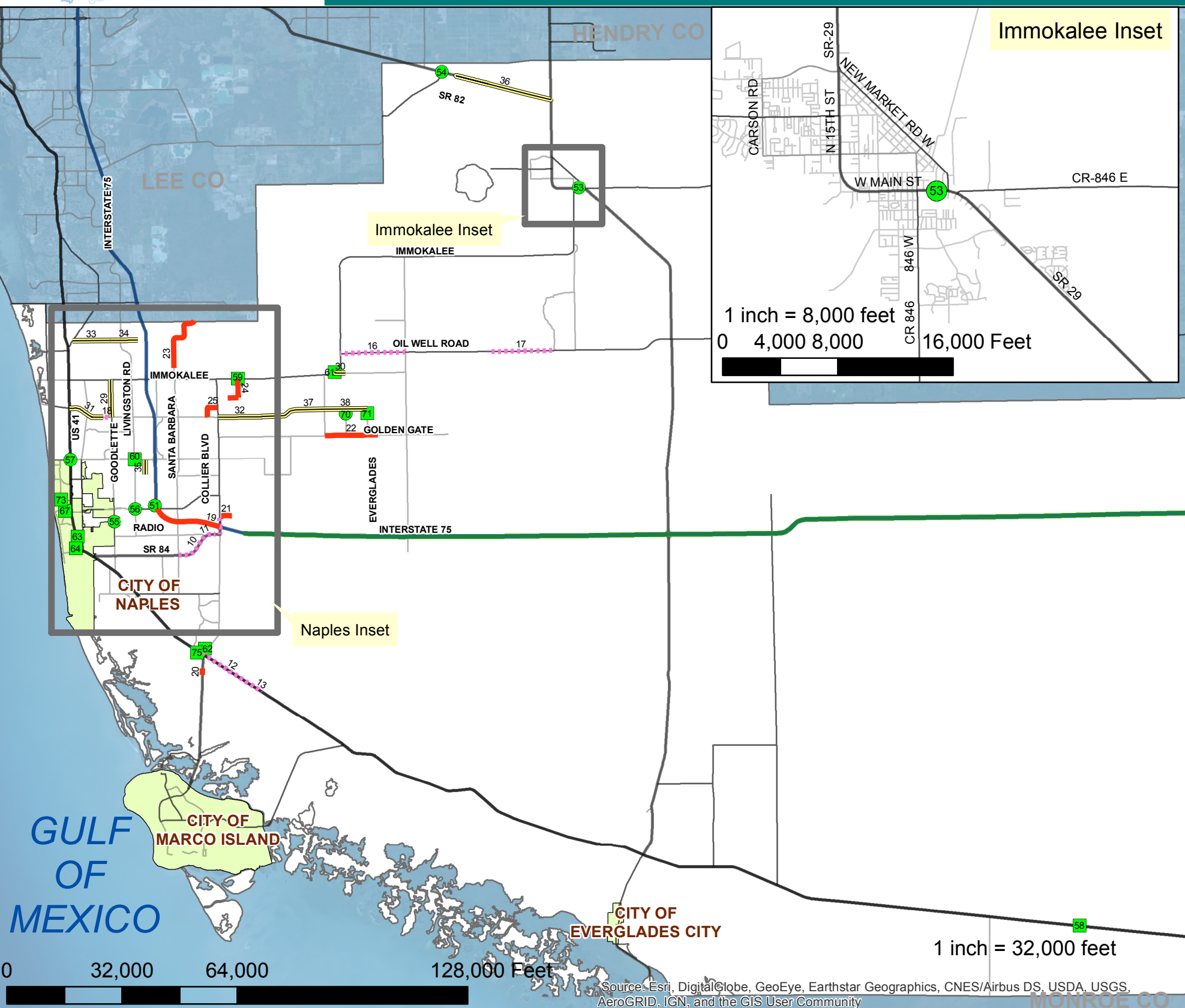
## COLLIER COUNTY

## Committed (2019-2023)

| ID# | Roadway                          | From                 | To                         | Improvement               |
|-----|----------------------------------|----------------------|----------------------------|---------------------------|
|     | <b>Interstate</b>                |                      |                            |                           |
|     |                                  |                      |                            |                           |
|     | <b>Expressways/Toll Roadways</b> |                      |                            |                           |
|     |                                  |                      |                            |                           |
|     | <b>Federal and State</b>         |                      |                            |                           |
| 36  | SR 82                            | Gator Slough Lane    | SR 29                      | Widen from 2 to 4 Lanes   |
| 58  | US 41                            | Oasis Visitor Center | -                          | Add Left Turn Lane        |
|     |                                  |                      |                            |                           |
|     | <b>County</b>                    |                      |                            |                           |
| 71  | 16th Street Bridge               | 16th St              | 16th St                    | New Bridge                |
| 29  | Airport Pulling Rd*              | Vanderbilt Beach Rd  | Immokalee Rd               | Widen from 4 to 6 Lanes   |
| 59  | Immokalee Rd                     | Woodcrest Dr         | -                          | Intersection Improvements |
| 60  | Pine Ridge Rd*                   | Livingston Rd        | -                          | Intersection Improvements |
| 75  | Price St*                        | Waterford Dr         | -                          | Roundabout Implementation |
| 61  | Randall Blvd*                    | Immokalee Rd         | -                          | Intersection Improvements |
| 30  | Randall Blvd                     | Immokalee Rd         | 8th St                     | Widen from 2 to 4 Lanes   |
| 62  | Triangle Blvd*                   | Celeste Dr           | -                          | Roundabout Implementation |
| 31  | Vanderbilt Beach Rd              | US 41                | East of Goodlette-Frank Rd | Widen from 4 to 6 Lanes   |
| 32  | Vanderbilt Beach Rd*             | Collier Blvd         | Greyhawk Tr                | Widen from 2 to 4 Lanes   |
| 37  | Vanderbilt Beach Rd*             | Greyhawk Tr          | Wilson Blvd                | New 4-Lane Facility       |
| 38  | Vanderbilt Beach Rd*             | Wilson Blvd          | 16th St                    | New 2-Lane Facility       |
| 33  | Veterans Memorial Blvd           | Old US 41            | Secoya Reserve Cir         | New 4-Lane Facility       |
| 34  | Veterans Memorial Blvd           | Secoya Reserve Cir   | Strand Blvd                | Widen from 2 to 4 Lanes   |
| 35  | Whipporwill Lane                 | Pine Ridge Rd        | Stratford Ln               | Widen from 2 to 4 Lanes   |
|     |                                  |                      |                            |                           |
|     | <b>City of Naples</b>            |                      |                            |                           |
| 63  | 10th St                          | 5th Ave North        | -                          | Roundabout Implementation |
| 64  | 3rd Ave South                    | 8th St South         | -                          | Roundabout Implementation |
| 67  | Mooring Line Dr                  | Crayton Rd           | -                          | Roundabout Implementation |
| 73  | Crayton Rd                       | Harbour Dr           | -                          | Roundabout Implementation |
|     |                                  |                      |                            |                           |
|     | <b>City of Marco Island</b>      |                      |                            |                           |
|     |                                  |                      |                            |                           |
|     | <b>Everglades City</b>           |                      |                            |                           |
|     |                                  |                      |                            |                           |

Sources: FDOT Collier County Five Year Work Program FY 2019-2023, Collier County AUIR Five Year Work Program FY 2019-2023, Collier County One-Cent Sales Surtax Website

\*Collier One-Cent Sales Surtax Transportation Project



## LEGEND

- ..... Base [2010-2015]
- Existing [2015-2019]
- Committed [2019-2023]

- Existing
- Committed

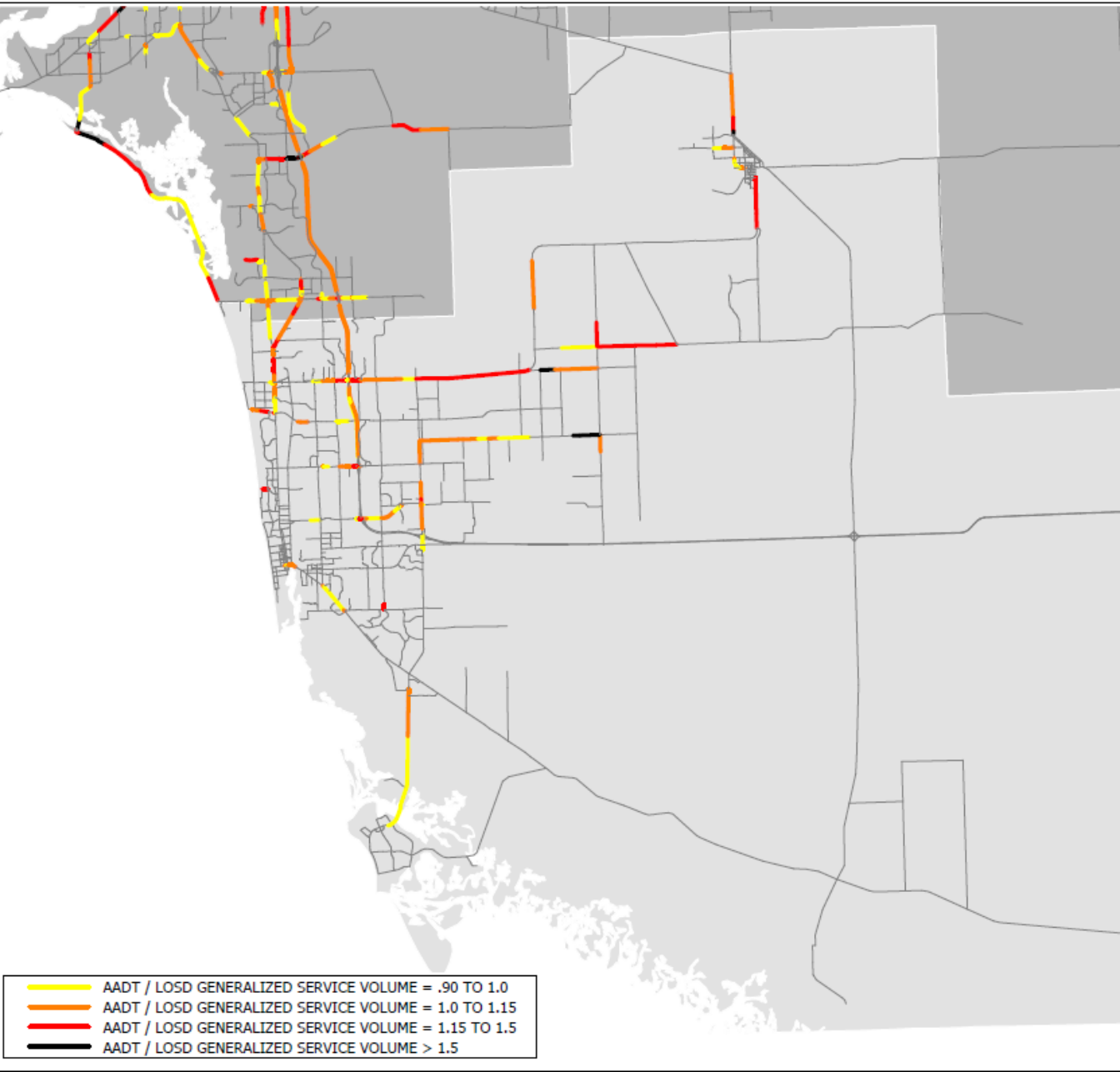
- Interstates
- Toll Limited Access
- US Highways

- State Roads
- County Roads

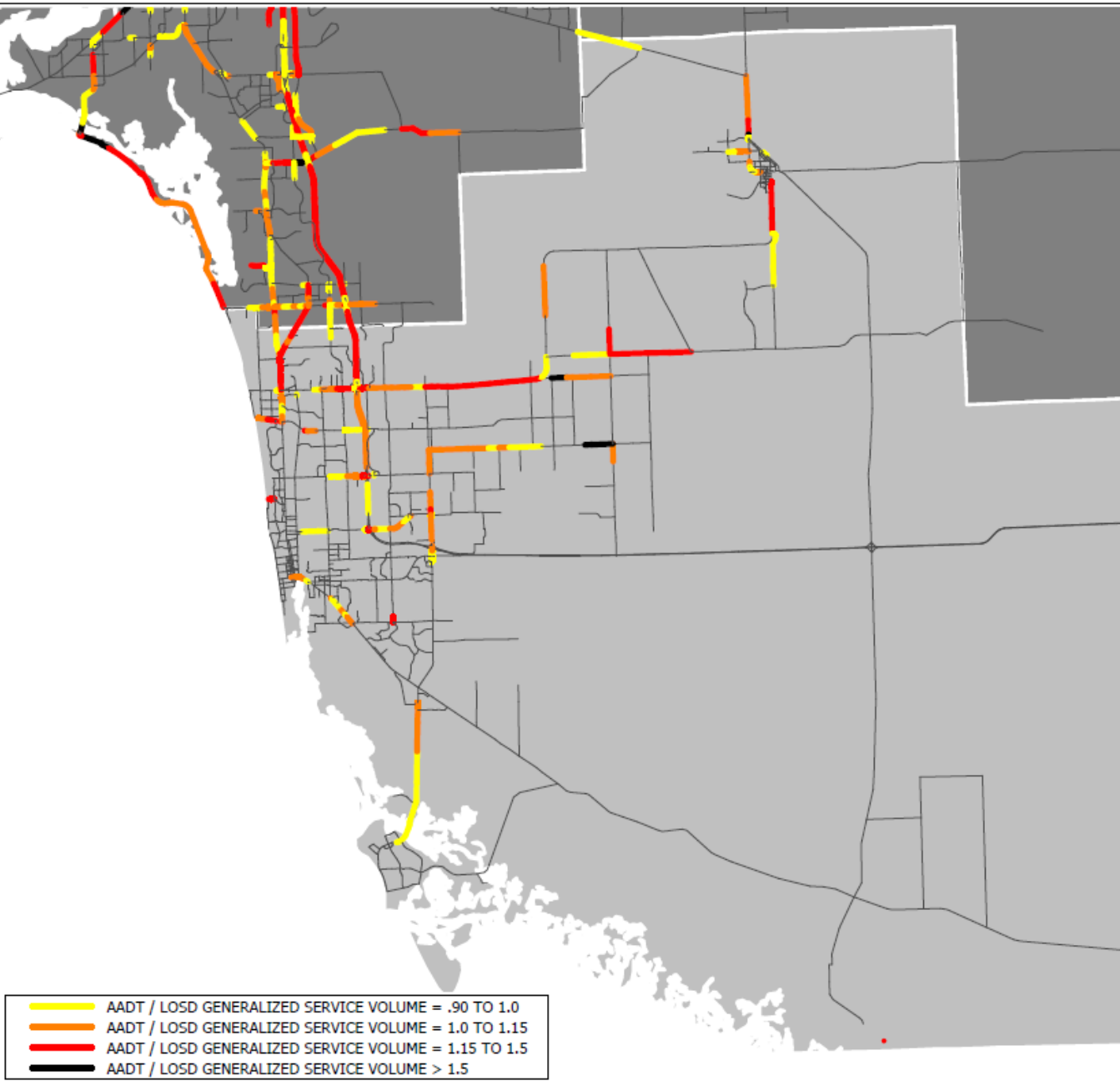
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COLLIER COUNTY - 2045 EXISTING + COMMITTED NETWORK (3-13-20)



COLLIER COUNTY - 2045 EXISTING + COMMITTED NETWORK (4-23-20)





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### ATTACHMENT 3

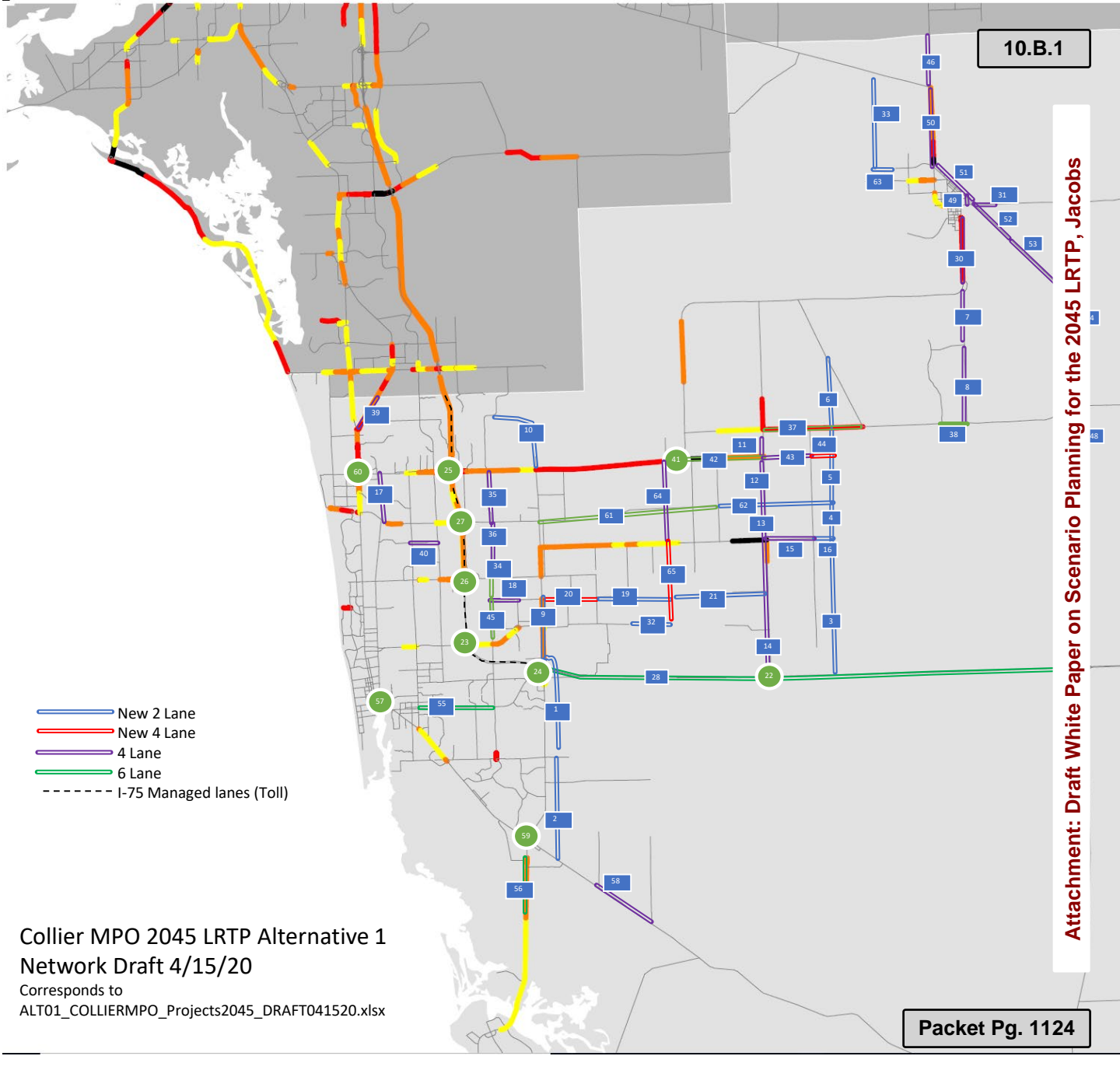
| ID | MAP ID | FACILITY                          | FRON                              | TO                                    | # of Existing Lanes | PROJECT DESCRIPTION  |
|----|--------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------|--|
|    | 1      | Benfield Road                     | City Gate Boulevard North         | Lords Way                             | 0                   | New 2 lane roadway in a 4 lane footprint   |
|    | 2      | Benfield Road                     | US 41 (SR 90) (Tamiami Trail East | Rattlesnake-Hammock Ext               | 0                   | New 2 lane roadway in a 4 lane footprint   |
|    | 3      | Big Cypress Parkway               | Everglades Blvd north of I-75     | Golden Gate Blvd                      | 0                   | New 2-Lane Road (ROW Expandable to 4-Lanes); east of Desoto Blvd   |
|    | 4      | Big Cypress Parkway               | Golden Gate Blvd                  | Vanderbilt Beach Road Ext.            | 0                   | New 2-Lane Road (ROW Expandable to 4-Lanes); east of Desoto Blvd   |
|    | 5      | Big Cypress Parkway               | Vanderbilt Beach Road Ext.        | Oil Well Road                         | 0                   | New 2-Lane Road (ROW Expandable to 4-Lanes); east of Desoto Blvd   |
|    | 6      | Big Cypress Parkway               | Oil Well Road                     | Immokalee Rd                          | 0                   | New 2-Lane Road (ROW Expandable to 4-Lanes); east of Desoto Blvd   |
|    | 7      | Camp Keais Road                   | Immokalee Road                    | Pope John Paul Blvd                   | 2                   | 2-Lane Roadway to 4 Lanes with Outside Paved Shoulder (Includes milling and resurfacing of existing pavement)                  |
|    | 8      | Camp Keais Road                   | Oil Well Road                     | Pope John Paul Blvd                   | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Arterial  |
|    | 9      | CR 951 (Collier Blvd)             | Golden Gate Canal                 | Green Blvd                            | 4                   | 4-Lane Roadway to 6 Lanes with Sidewalk, Bike Lanes, and Curb & Gutter (Includes milling and resurfacing of existing pavement) |
|    | 10     | CR 951 Extension                  | Heritage Bay Entrance             | Lee/Collier County Line               | 0                   | New 2-lane Arterial to Bonita Beach Road   |
|    | 11     | Everglades Boulevard              | Randall Blvd                      | South of Oil Well Road                | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Arterial  |
|    | 12     | Everglades Boulevard              | Vanderbilt Bch Rd Ext             | Randall Blvd                          | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Arterial  |
|    | 13     | Everglades Boulevard              | Golden Gate Blvd                  | Vanderbilt Bch Rd Ext                 | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Arterial  |
|    | 14     | Everglades Boulevard              | I-75 (SR-93)                      | Golden Gate Blvd                      | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Arterial  |
|    | 15     | Golden Gate Boulevard             | Everglades Blvd.                  | Desoto Boulevard                      | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Arterial  |
|    | 16     | Golden Gate Boulevard Ext         | Desoto Boulevard                  | Big Cypress Parkway                   | 0                   | New 2-Lane Road  |
|    | 17     | Goodlette-Frank Road              | Vanderbilt Beach Road             | Immokalee Road                        | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Arterial  |
|    | 18     | Green Boulevard                   | Santa Barbara/ Logan Boulevard    | Sunshine Boulevard                    | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Collector   |
|    | 19     | Green Boulevard Ext / 16th Ave SW | 23rd St SW                        | Wilson Blvd Ext (Corridor Study)      | 0                   | New 2-Lane Collector (Future Study Area)   |
|    | 20     | Green Boulevard Ext / 16th Ave SW | CR 951                            | 23rd Street SW (Corridor Study)       | 0                   | New 4-Lane Divided Collector (Future Study Area)   |
|    | 21     | Green Boulevard Ext / 16th Ave SW | Wilson Blvd Ext                   | Everglades Boulevard (Corridor Study) | 0                   | New 2-Lane Collector   |

| ID | MAP ID | FACILITY                                   | FRON                  | TO                      | # of Existing Lanes | PROJECT DESCRIPTION   |
|----|--------|--|-----------------------|-------------------------|---------------------|---|
|    | 22     | I-75 (SR-93)                               | Everglades Blvd       |                         | 0                   | New Interchange   |
|    | 23     | I-75 (SR-93)                               | Golden Gate Parkway   |                         | 0                   | (New) 2-Lane Ramp   |
|    | 24     | I-75 (SR-93)                               | Collier Blvd (CR 951) |                         | 0                   | Interchange, Single Point Urban   |
|    | 25     | I-75 (SR-93)                               | Immokalee Rd          |                         | 0                   | Intersection Traffic Signalization (DDI proposed)   |
|    | 26     | I-75 (SR-93)                               | Pine Ridge Rd         |                         | 0                   | Intersection Traffic Signalization (DDI proposed)   |
|    | 27     | I-75 (SR-93)                               | Vanderbilt Bch Rd     |                         | 0                   | New Interchange - Partial (to / from the North)   |
|    | 28     | I-75 (SR-93)                               | Collier Blvd (CR 951) | SR 29                   | 4                   | Expand from 4 to 6-Lane Freeway   |
|    | 29     | I-75 (SR-93) Managed/ Express (Toll) Lanes | Collier Blvd (CR 951) | Collier/Lee County Line | 6                   | New 4-Lanes Express (Toll) Lanes with slip-ramp locations connecting to general purpose lanes TBD                               |
|    | 30     | Immokalee Rd (CR 846)                      | Camp Keais Rd         | Carver St               | 2                   | 2-Lane Roadway to 4 Lanes with Sidewalks, Bike Lanes, and Curb & Gutter (Includes milling and resurfacing of existing pavement) |
|    | 31     | Immokalee Rd (CR 846)                      | SR 29                 | Airpark Blvd            | 2                   | 2-Lane Roadway to 4 Lanes with Sidewalks, Bike Lanes, and Curb & Gutter (Includes milling and resurfacing of existing pavement) |
|    | 32     | Keane Avenue                               | Inez Rd               | Wilson Blvd. Ext.       | 0                   | New 2-Lane Undivided Collector - name change at Inez to Brantley for short way (dirt road) <u>(Future Study Area)</u>           |
|    | 33     | Little League Rd. Ext.                     | SR-82                 | Westclox St.            | 0                   | New 2-lane roadway  |
|    | 34     | Logan Boulevard                            | Green Boulevard       | Pine Ridge Road         | 4                   | Expand from 4-Lane Divided to 6-Lane Divided Arterial   |
|    | 35     | Logan Boulevard                            | Vanderbilt Beach Road | Immokalee Road          | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Major Collector  |
|    | 36     | Logan Boulevard                            | Pine Ridge Road       | Vanderbilt Beach Road   | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Major Collector  |
|    | 37     | Oil Well Road / CR 858                     | Everglades Blvd       | Oil Well Grade Rd       | 2                   | 2-Lane Roadway to 6 Lanes with Outside Paved Shoulders  |
|    | 38     | Oil Well Road / CR 858                     | Ave Maria Entrance    | Camp Keais Road         | 2                   | Expand from 2-Lane Undivided to 6-Lane Divided Arterial   |
|    | 39     | Old US 41                                  | US 41 (SR 45)         | Lee/Collier County Line | 2                   | 2-Lane Roadway to 4 Lanes with Sidewalks, Bike Lanes, and Curb & Gutter (Includes milling and resurfacing of existing pavement) |
|    | 40     | Orange Blossom Drive                       | Airport Pulling Road  | Livingston Road         | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Major Collector  |

| ID | MAP ID | FACILITY                       | FRON                  | TO                    | # of Existing Lanes | PROJECT DESCRIPTION  |
|----|--------|--------------------------------|-----------------------|-----------------------|---------------------|--|
|    | 41     | Randall Blvd at Immokalee Road | Immokalee Road        | 8th St NE             | 0                   | Ultimate intersection improvement; widening Randall Blvd to 6 lanes                                    |
|    | 42     | Randall Boulevard              | 8th St NE             | Everglades Blvd       | 2                   | 2-Lane Roadway to 6 Lanes with Outside Paved Shoulder  |
|    | 43     | Randall Boulevard              | Everglades Blvd       | Desoto Blvd           | 2                   | 2-Lane Roadway to 4 Lanes with Outside Paved Shoulder  |
|    | 44     | Randall Boulevard              | Desoto Blvd           | Big Cypress Parkway   | 0                   | New 4-Lane Roadway with Outside Paved Shoulder   |
|    | 45     | Santa Barbara Boulevard        | Painted Leaf Lane     | Green Boulevard       | 4                   | Expand from 4-Lane Divided to 6-Lane Divided Arterial  |
|    | 46     | SR 29                          | North of SR 82        | Collier/Hendry Line   | 2                   | 2-Lane Roadway to 4 Lanes with Paved Shoulders (Includes milling and resurfacing of existing pavement) |
|    | 47     | SR 29                          | Oil Well Rd           | SR 82                 | 2                   | 2-Lane Roadway to 4 Lanes with Paved Shoulders (Includes milling and resurfacing of existing pavement) |
|    | 48     | SR 29                          | I-75 (SR 93)          | Oil Well Rd           | 2                   | 2-Lane Roadway to 4 Lanes with Paved Shoulders (Includes milling and resurfacing of existing pavement) |
|    | 49     | SR 29                          | 9th St                | Immokalee Rd          | 2                   | Expand from 2-Lane Undivided with center turn lane to 4-Lane Divided Arterial                          |
|    | 50     | SR 29                          | New Market Road North | North of SR-82        | 2                   | Expand from 2-Lane Undivided to 4-Lane Divided Arterial  |
|    | 51     | SR 29                          | Immokalee Rd          | New Market Road North | 2                   | Expand from 2-Lane Undivided with center turn lane to 4-Lane Divided Arterial                          |

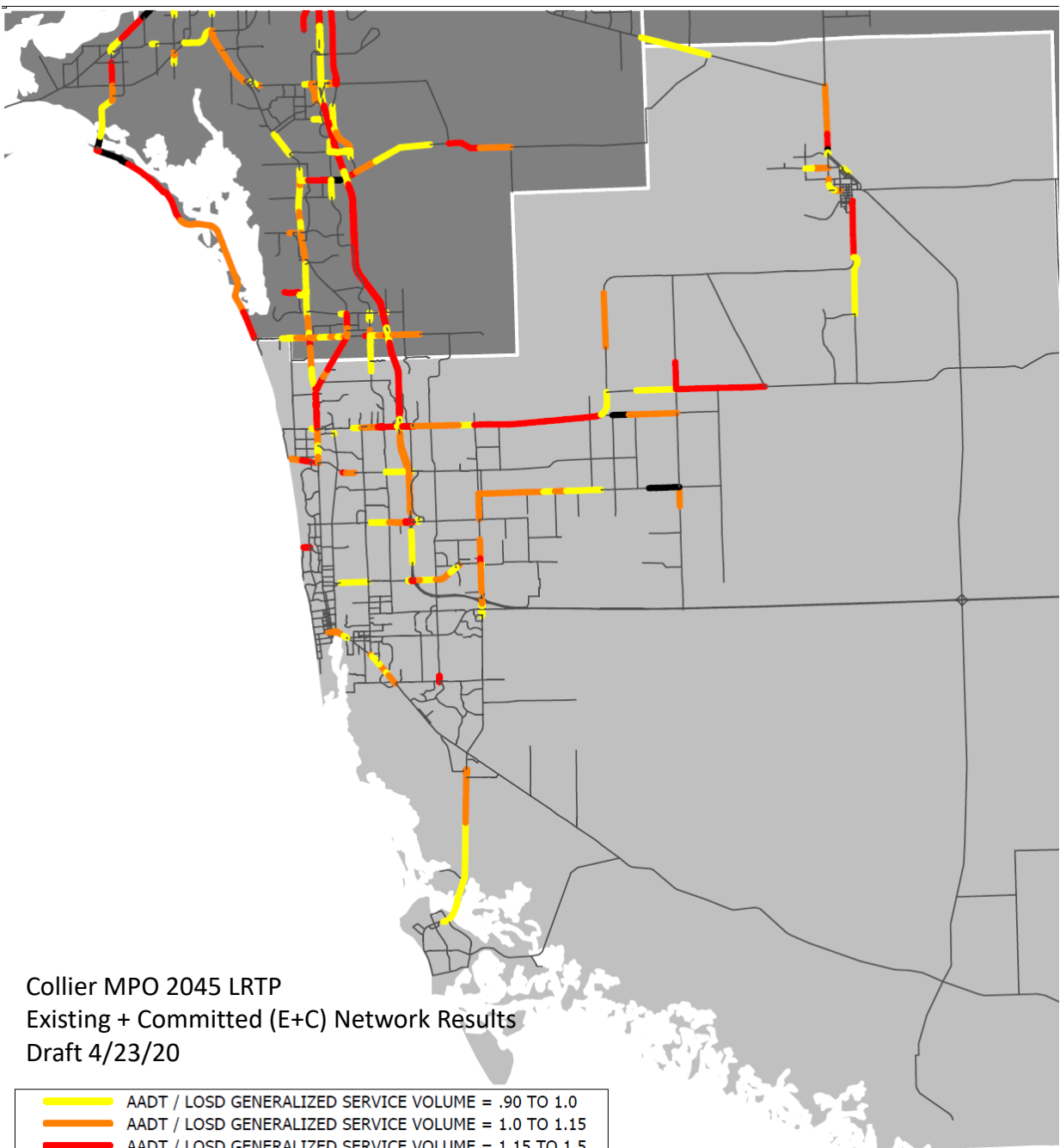
- New 2 Lane
- New 4 Lane
- 4 Lane
- 6 Lane
- - - - - I-75 Managed lanes (Toll)

Collier MPO 2045 LRTP Alternative 1  
 Network Draft 4/15/20  
 Corresponds to  
 ALT01\_COLLIERMPO\_Projects2045\_DRAFT041520.xlsx

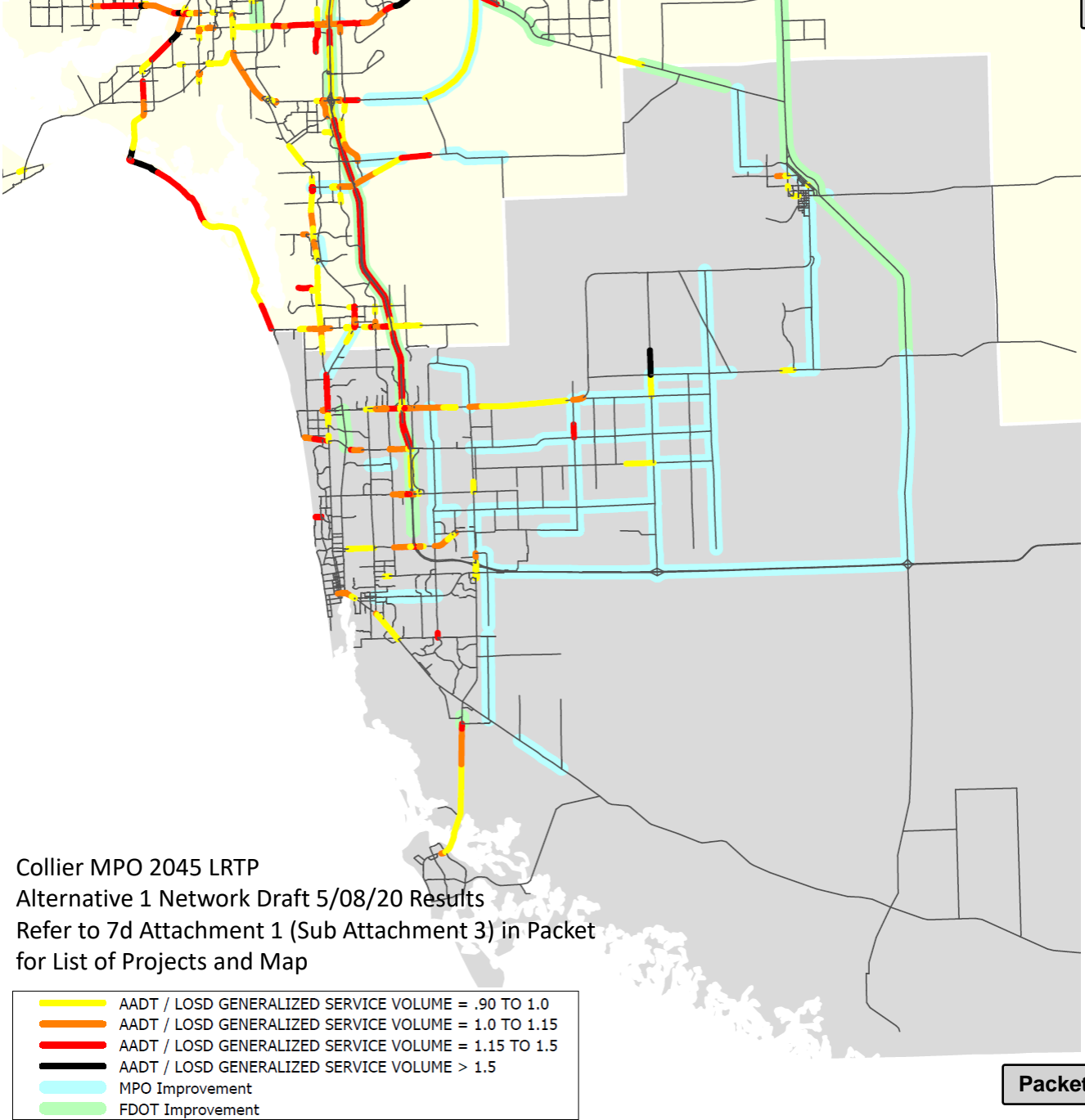




# COLLIER COUNTY - 2045 EXISTING + COMMITTED NETWORK



# COLLIER COUNTY COST FEASIBLE LRTP - ALTERNATIVE 1 IMPROVEMENTS



10.B.1

Attachment: Draft White Paper on Scenario Planning for the 2045 LRTP, Jacobs

WHITE PAPER - DRAFT

**ATTACHMENT 4**

ALTERNATIVE 2 - DRAFT

FDOT Plots AADT/LOSD LOS: Orange = 1.0 to 1.15; Red = 1.15 to 1.50; Black = greater than 1.5

| MAP ID | FACILITY                            | FROM                                    | TO                        | # of Existing Lanes | # of Alt 1 | # of Alt 2 | PROJECT DESCRIPTION   | NOTES  |
|--------|-------------------------------------|---|---------------------------|---------------------|------------|------------|---|--|
|        |                                     |   |                           |                     |            |            |   |  |
| 1      | Benfield Road Extension             | US 41 (SR 90) (Tamiami Trail East       | City Gate Boulevard North | 0                   | 2          | 2          | New 2 lane roadway in a 4 lane footprint                                  | <i>Comment: What is the planned alignment of Benfield Rd?</i><br><i>Response: See Attachment 1 for approx. alignment on aerial</i><br>Benfield is New 2-lane from US 41 to City Gate Blvd North.<br>Benfield Rd Ext includes overpass over I-75.<br><b>Correction: It is continuous - there is no missing segment.</b> |
| 9      | Collier Blvd (CR 951)               | Main Golden Gate Canal                  | Green Blvd                | 4                   | 4          | 6          | Expand to 6 lanes   | Alt 1 = orange;<br><b>Alt 2 = 6 lanes</b>  |
| 10     | CR 951 Extension (new)              | Collier Blvd (CR 951) northern terminus | Lee/Collier County Line   | 0                   | 2          | 2          | New 2-lane Arterial to Bonita Beach Road                                  | <b>Correction to alignment - see map mark up</b>   |
| 15     | Golden Gate Blvd                    | Everglades Blvd                         | Desoto Blvd               | 2                   | 4          | 4          | Expand to 4 lanes   | E = 2 lanes<br>Alt 1 (#15)= 4 lanes<br><b>Alt 2 = 4 lanes</b>  |
| 16     | Golden Gate Blvd                    | Desoto Blvd                             | Big Cypress Parkway       | 0                   | 2          | 2          | New 4-Lane Road   | E = 0 lanes<br>Alt 1 (#16)= New 2 lanes<br><b>Alt 2 = 4 lanes</b>  |
| 22     | I-75 (SR-93) Interchange (new)      | Everglades Blvd                         |                           | -                   | i/c        | i/c        | New Full Interchange  | E = There is no existing interchange<br>Alt 1#22 = new interchange; Alt 1 shows high volumes and traffic to/from Naples [32,000 on Everglades; 2600 on ramps; relief for Collier Blvd]<br><b>Alt 2 = Alt 1</b><br><i>Test TBD: What happens without this access? (this is not FDOT alternative)</i>                    |
| 23     | I-75 (SR-93) Interchange (modified) | Golden Gate Parkway                     |                           |                     |            |            | (New) 2-Lane Ramp   | Alt 1 = Coded as Existing configuration<br><b>Alt 2 = (New) 2-Lane Ramp</b><br>GGP@I-75 Further study required; potential overpass at GGP@Livingston   |
| 24     | I-75 (SR-93) Interchange (modified) | Collier Blvd (CR 951)                   |                           |                     |            |            | Interchange improvements are in design                                    | E+C= orange; Alt = yellow<br>Collier Blvd I/C<br>IN DESIGN<br><b>Alt 1 = Alt 2</b>   |
| 25     | I-75 (SR-93) Interchange (modified) | Immokalee Rd                            |                           |                     |            |            | Reconstruction DDI configuration interchange                              | <b>Alt 2 = Immokalee / I-75 code as DDI</b>  |
| 26     | I-75 (SR-93) Interchange (modified) | Pine Ridge Rd                           |                           |                     |            |            | Reconstruction DDI configuration interchange                              | E+C = red; Alt 1 = orange; not coded as DDI<br><b>Alt 2 = Pine Ridge / I-75 code as DDI</b>  |
| 27     | I-75 (SR-93) Interchange (new)      | Vanderbilt Beach Dr                     |                           | -                   | i/c        | i/c        | New Partial interchange   | <b>Alt 1 = Alt 2</b> = PARTIAL i/c included in Alt 1 to/from north   |
| 41     | Randall Blvd Intersection           | Immokalee Rd                            |                           |                     |            |            | Intersection Improvement<br>Overpass - 2 lanes WB Randall to WB Immokalee | Alt 1 #41 - error - overpass was omitted.<br><b>Alt 2: Overpass - 2 lanes WB Randall to WB Immokalee; and Randall Blvd from Immokalee to 8th St. Widen to 6 Lanes</b>  |
| 51     | SR 29/New Market Road W             | Immokalee Rd                            | New Market Road North     | 2                   | 4          | 2          | 2-Lane Undivided  | <b>Correction Alt 2: New Market Rd W (SR 29) to remain 2-lane facility:</b><br>SR 29 Bypass is in design (4-lane from CR 846 E to N of New Market Rd N) (417540-5). SR 29 (New Market Rd W) should be coded 2-lane for this segment.   |

## ALTERNATIVE 2 - DRAFT

FDOT Plots AADT/LOSD LOS: Orange = 1.0 to 1.15; Red = 1.15 to 1.50; Black = greater than 1.5

| MAP ID | FACILITY  | FROM                   | TO                    | # of Existing Lanes | # of Alt 1 | # of Alt 2 | PROJECT DESCRIPTION                              | NOTES  |
|--------|---|------------------------|-----------------------|---------------------|------------|------------|--|--|
| 56     | SR 951 (Collier Blvd)                           | South of Manatee Rd    | North of Tower Rd     | 4                   | 6          | 6          | 4-Lane Roadway to 6 Lanes                        | <b>Alt 2 = correction in the limits</b>  |
| 57     | US 41 (SR 90) (Tamiami Trail East) intersection | Goodlette Rd           |                       |                     |            |            | at-grade Intersection                            | <i>Comment Alt1#57: Is US 41@Goodlette Rd Intersection improvement supposed to be an interchange?</i><br>Response: At-grade i/s improvement is anticipated; removed from E+C; Study is ongoing.<br><b>Alt 2 = no improvement</b>   |
| 64     | Wilson Blvd                                     | Golden Gate Boulevard  | Immokalee Rd          | 2                   | 4          | 4          | Expand to 4 lanes                                | Alt 1 #64 = red; error - a segment was coded 2 lanes<br><b>Alt 2 = 4 lanes</b>   |
| 65     | Wilson Blvd                                     | Keane Rd               | Golden Gate Boulevard | 2                   | 2          | 4          | Expand to 4 lanes                                | Alt 1 #64 = red; error - a segment was coded 2 lanes<br><b>Alt 2 = 4 lanes</b>   |
| 66     | Immokalee Rd intersection                       | Livingston Rd          |                       |                     |            |            | Proposed Overpass (Immokalee over Livingston Rd) | Operation improvements are proposed but not coded.<br>Immokalee Study: Overpass @ Livingston, partial displaced LT Logan and Juliette; and DDI@I-75<br><b>Alt 2 = Proposed Overpass (Immokalee over Livingston Rd)</b>   |
| 67     | Veterans Memorial Blvd Extension                | Strand Blvd            | I-75                  | 0                   | 0          | 4          | New 4 lane                                       | E+C = Alt 1 = Vet Mem Ext + Expanded 4 Lane; Old US 41 to Strand Bl<br><b>Alt 2 = Vet Mem Ext to I-75</b>  |
| 68     | Big Cypress Parkway intersection (new)          | Oil Well Grade Rd      |                       |                     |            |            | New at-grade intersection                        | <b>Alt 2: New Alignment BCP @ Oil Well Grade Rd - new at grade i/s</b>   |
| 69     | Everglades Blvd                                 | Oil Well Rd / CR 858   | Immokalee Rd          | 2                   | 2          | 4          | Expand to 4 lane                                 | E+C = red;<br>Alt 1= black (24000, over capacity 17500).<br>Alt 1 = coded 2 lanes on Everglades north of Oil Well Road.<br><b>Alt 2 = 4 lane from OWR to Immokalee; designated evac route.</b><br><b>Correction: connect directly to Oil Well Rd Development;</b><br>(1) Hyde Park (1800 DU+commercial+government) is on corner of Desoto/Oil Well Road with no access to Everglades; canal blocks access. |
| 70     | Green Boulevard Extension                       | Everglades Blvd        | Big Cypress Parkway   | 0                   | 0          | 2          | New 2 lanes                                      | <b>Alt 2 = New Connection</b>  |
| 71     | Golden Gate Blvd                                | 16th                   | Everglades Blvd       | 4                   | 4          | 4          | 4 lanes (under construction)                     | E = 4 lanes (under construction)<br>Alt 1 = 2 lanes (error, should be 4 lanes)<br><b>Alt 2 = 4 lanes</b>   |
| 72     | Golden Gate Parkway intersection                | Airport Pulling Road   |                       |                     |            |            | Existing Overpass (GGP over Airport Bl)          | <b>Correction Existing = GGP over Airport SPUI;</b> should be coded as overpass not at-grade i/s.  |
| 73     | Immokalee Rd (CR 846) intersection              | Collier Blvd (CR 951)  |                       |                     |            |            | Proposed Overpass (Immokalee over Collier Blvd)  | Alt 1 = Coded as at-grade; 6 lanes<br><b>Alt 2: Proposed Overpass (Immokalee over Collier Blvd)</b>  |
| 74     | Immokalee Rd (CR 846) intersection              | Wilson Blvd            |                       |                     |            |            | Proposed Overpass (Immokalee over Wilson Blvd)   | E+C = red; Alt 1 = orange west of Randall<br>63800 just over capacity for LOS D<br>Wilson Intersection Study by County pending<br><b>Alt 2: Proposed Overpass (Immokalee over Wilson Blvd)</b>   |
| 75     | I-75 (SR-93) Interchange (new)                  | Veterans Memorial Blvd |                       | -                   | -          | i/c        | New Partial interchange                          | <b>Alt 2 = New Ramps to and from southbound</b>  |

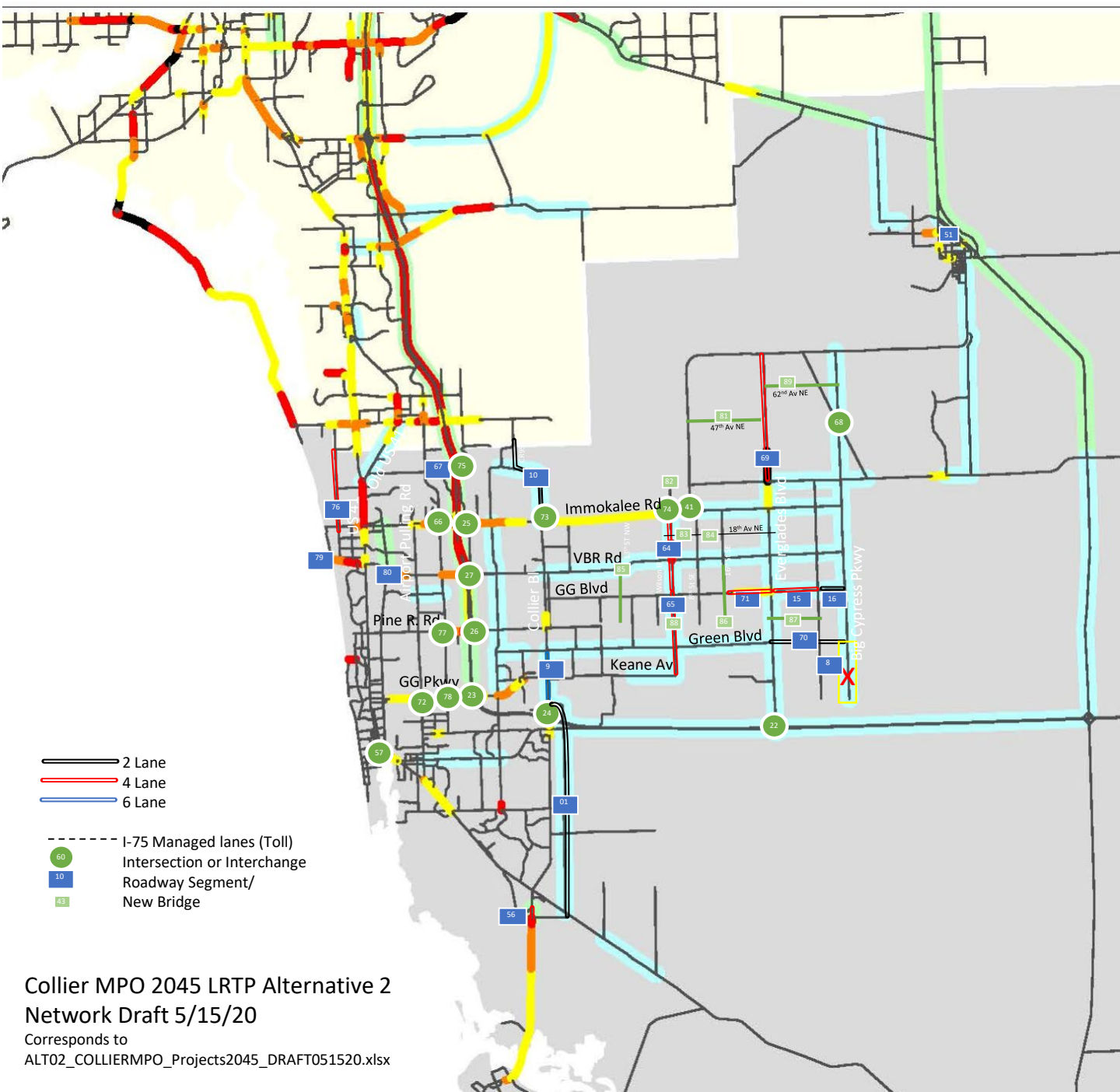
ALTERNATIVE 2 - DRAFT

FDOT Plots AADT/LOSD LOS: Orange = 1.0 to 1.15; Red = 1.15 to 1.50; Black = greater than 1.5

| MAP ID | FACILITY                                      | FROM  | TO                                 | # of Existing Lanes | # of Alt 1 | # of Alt 2 | PROJECT DESCRIPTION            | NOTES  |
|--------|---|---|------------------------------------|---------------------|------------|------------|--------------------------------|--|
|        |   |   |                                    |                     |            |            |                                |  |
| 76     | Vanderbilt Drive                              | Immokalee Rd  | Woods Edge Parkway                 | 2                   | 2          | 4          | Expand to 4 lanes              | To Relieve US 41; Widening US 41 Not consistent with comp plan; no ROW noted.  |
| 77     | Pine Ridge Rd intersection                    | Livingston Rd   |                                    |                     |            |            | Intersection Improvement       | Displaced lefts proposed.  |
| 78     | Golden Gate Parkway intersection              | Livingston Rd   |                                    |                     |            |            | Overpass - GGP over Livingston | GGP@I-75 Further study required; potential overpass at GGP@Livingston  |
| 79     | Vanderbilt Beach Road                         | Gulf Pavilion Dr                                      | US 41 (SR 90) (Tamiami Trail East) | 4                   | 4          | 4          | Constrained to 4 lanes         | Alt 1: Constrained to 4 lanes; 36000 near intersection; capacity is 29850; <b>Correction: Change access in TAZ to US 41 from shopping center.</b> Shopping Mall and Neighborhood 13K coming out of TAZ |
| 80     | Vanderbilt Beach Road                         | Goodlette-Frank Road                                  | Airport Pulling Road               | 4                   | 4          | 6          | Expand to 6 lanes (in design)  | Alt 1 = 4 lanes (error, under design for 6 lanes)<br><b>Alt 2 = Expand to 6 lanes</b>  |
| 81     | Bridge @ 47th Avenue NE                       | West of Everglades Boulevard                          |                                    |                     |            |            | New Bridge over Canal          |  |
| 82     | Bridge @ Wilson Boulevard                     | South of 33rd Avenue NE                               |                                    |                     |            |            | New Bridge over Canal          |  |
| 83     | Bridge @ 18th Ave NE                          | between Wilson Boulevard N and 8th Street NE          |                                    |                     |            |            | New Bridge over Canal          |  |
| 84     | Bridge @ 18th Ave NE                          | between 8th Street NE and 16th Street NE              |                                    |                     |            |            | New Bridge over Canal          |  |
| 85     | Bridge @ 13th Street NW                       | north end at proposed Vanderbilt Beach Road Extension |                                    |                     |            |            | New Bridge over Canal          | Part of VBR Rd Ext   |
| 86     | Bridge @ 16th Street SE                       | South end   |                                    |                     |            |            | New Bridge over Canal          |  |
| 87     | Bridge @ Location TBD - Assume 10th Avenue SE | East of Everglades Blvd                               |                                    |                     |            |            | New Bridge over Canal          |  |
| 88     | Bridge @Wilson Boulevard South, south end     |   |                                    |                     |            |            | New Bridge over Canal          |  |
| 89     | Bridge @ 62nd Avenue NE                       | West of 40th Street NE                                |                                    |                     |            |            | New Bridge over Canal          |  |

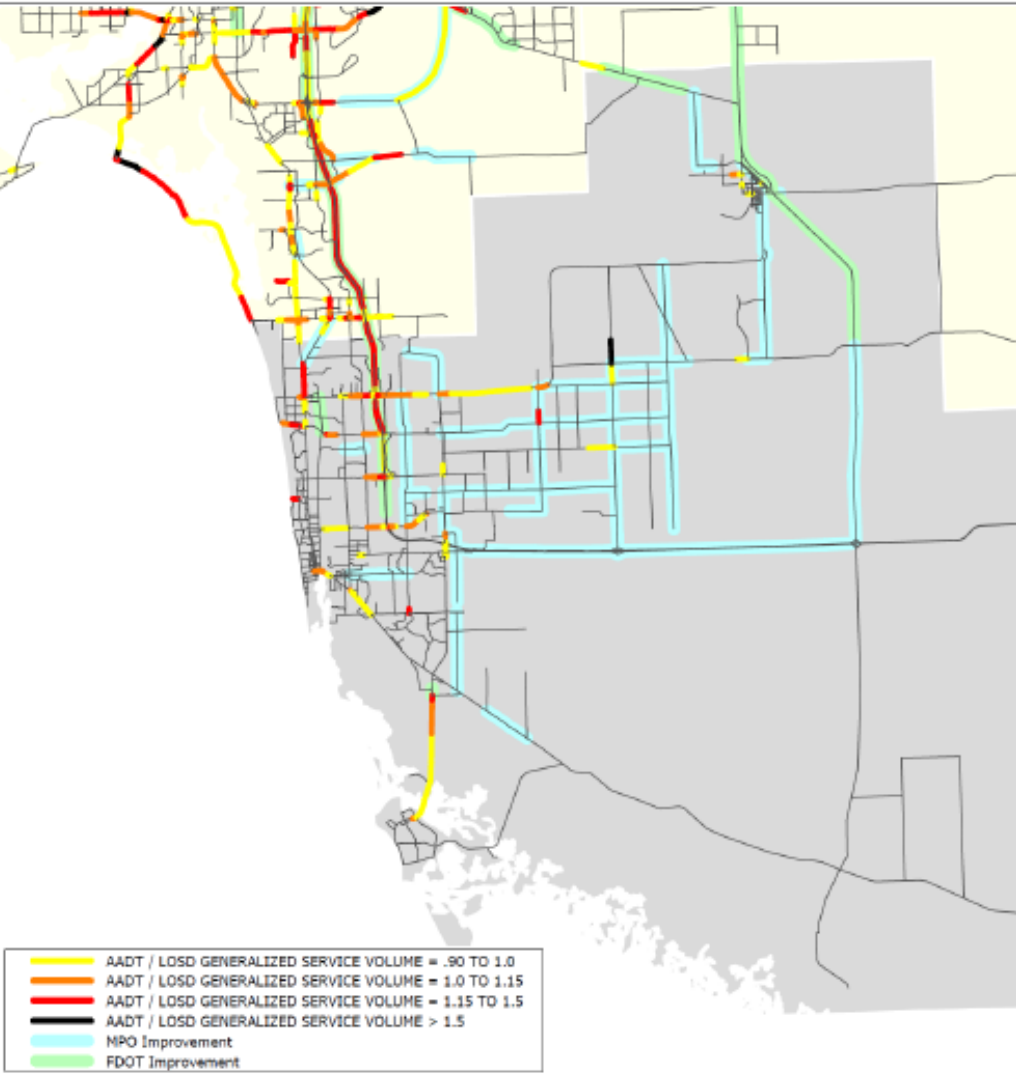
Correction per Alt 1 (Map ID # is same as Alt 1)New Project to Alt 2 (New Map ID #)



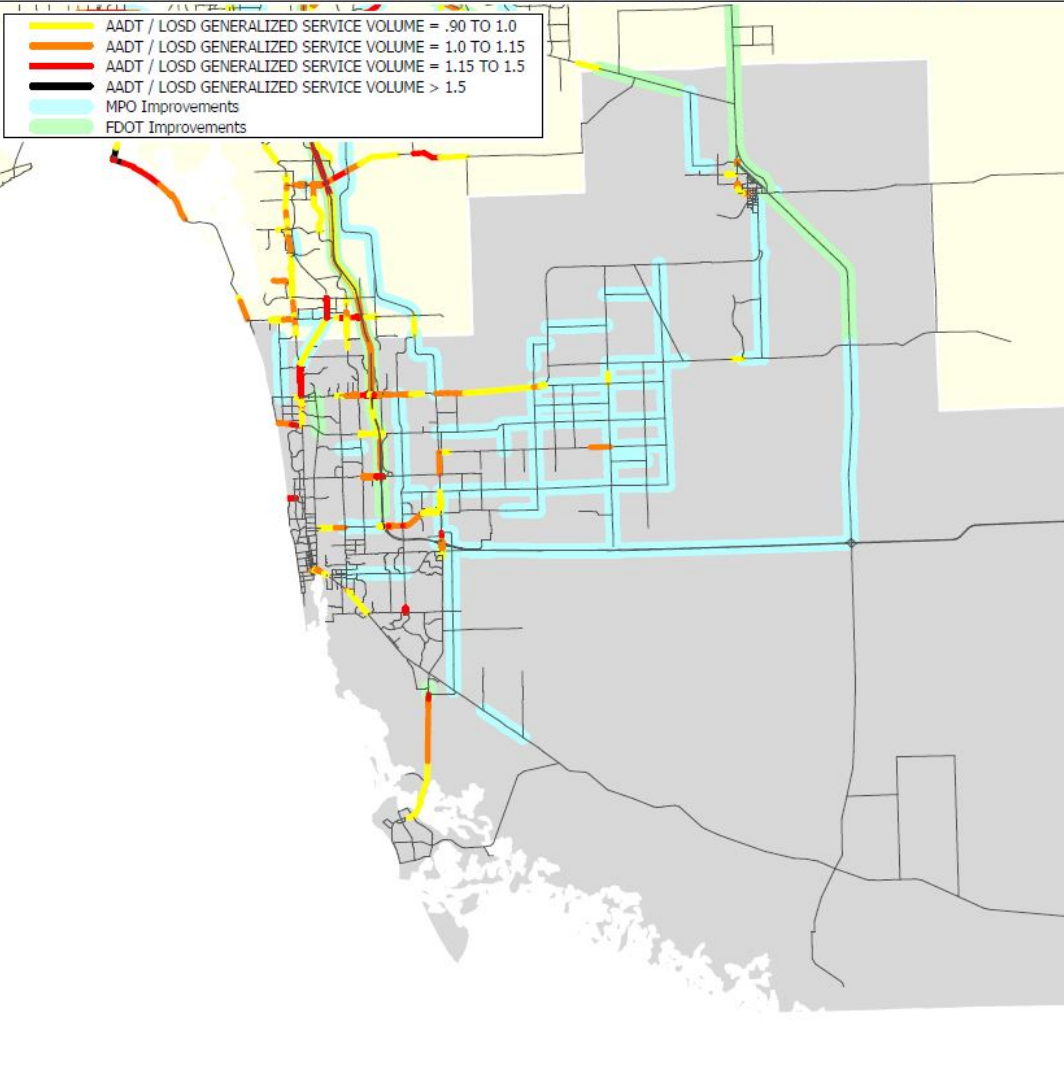


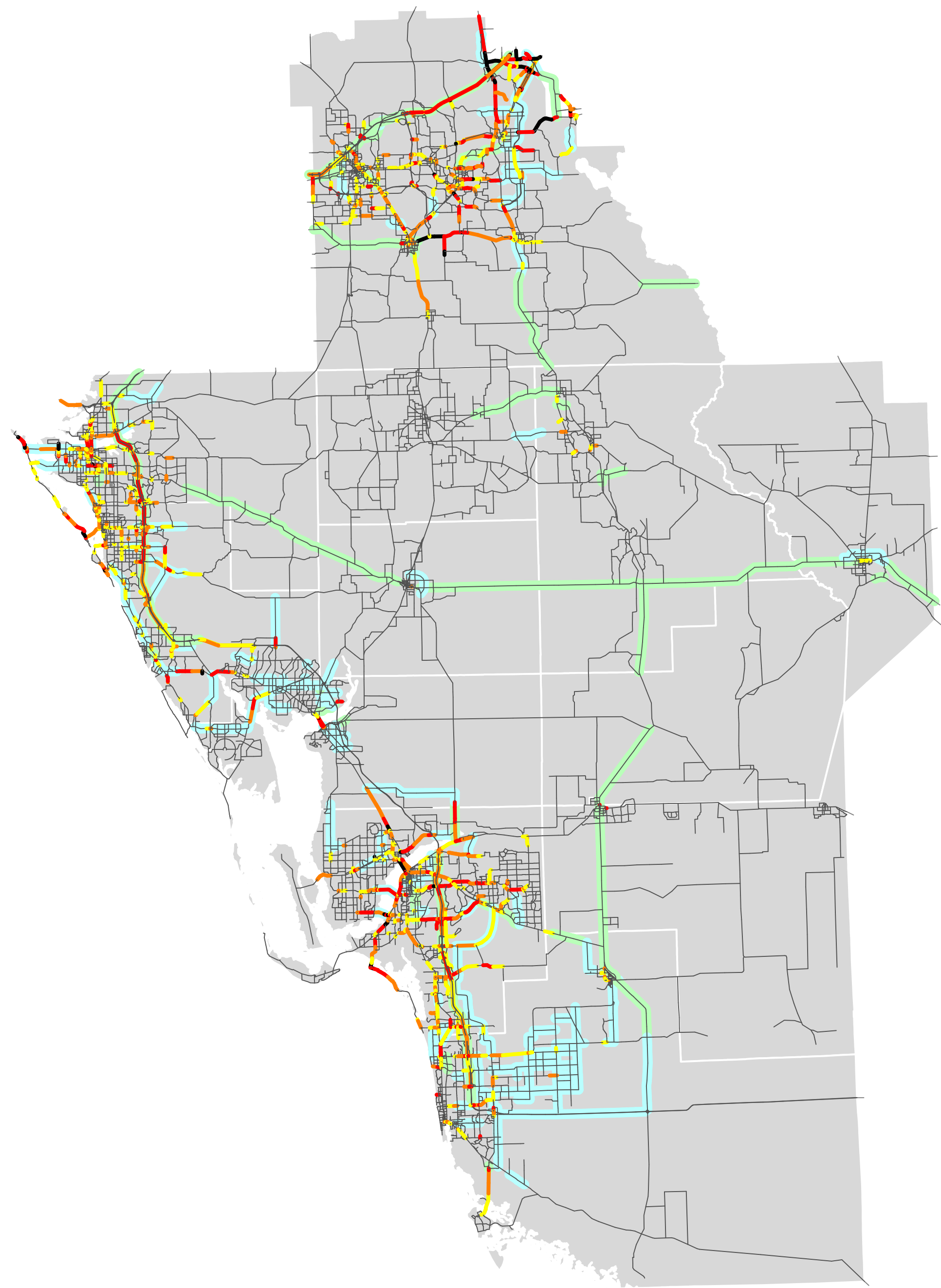
Collier MPO 2045 LRTP Alternative 2  
Network Draft 5/15/20  
Corresponds to  
ALT02\_COLLIERMPO\_Projects2045\_DRAFT051520.xlsx

**COLLIER COUNTY COST FEASIBLE LRTP - ALTERNATIVE 1 IMPROVEMENTS**



**COLLIER COUNTY COST FEASIBLE LRTP - ALTERNATIVE 2 IMPROVEMENTS (6-1-20)**





AADT / LOSD GENERALIZED SERVICE VOLUME = .90 TO 1.0

AADT / LOSD GENERALIZED SERVICE VOLUME = 1.0 TO 1.15

AADT / LOSD GENERALIZED SERVICE VOLUME = 1.15 TO 1.5

AADT / LOSD GENERALIZED SERVICE VOLUME > 1.5

MPO Improvement

FDOT Improvement

06/12/2020

**COLLIER COUNTY**  
**Metropolitan Planning Organization**

**Item Number:** 13.A

**Item Summary:** Next Meeting Date - September 11, 2020 - 9:00 a.m. Board of County Commissioners Chambers, 3299 Tamiami Trail East, Naples, FL 34112

**Meeting Date:** 06/12/2020

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**Prepared by:**

Title: – Metropolitan Planning Organization

Name: Karen Intriago

06/03/2020 11:43 AM

**Submitted by:**

Title: Executive Director - MPO – Metropolitan Planning Organization

Name: Anne McLaughlin

06/03/2020 11:43 AM

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**Approved By:**

**Review:**

|                                    |                 |                               |           |                    |
|------------------------------------|-----------------|-------------------------------|-----------|--------------------|
| Metropolitan Planning Organization | Brandy Otero    | MPO Analyst Review            | Completed | 06/03/2020 8:41 PM |
| Metropolitan Planning Organization | Anne McLaughlin | MPO Executive Director Review | Completed | 06/04/2020 8:19 AM |
| Metropolitan Planning Organization | Anne McLaughlin | Meeting Pending               |           | 06/12/2020 9:00 AM |