



## **CITIZENS' ADVISORY COMMITTEE (CAC) MEETING**

### **CHARLOTTE COUNTY – PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION**

**Tel: (941) 883-3535**

#### **AGENDA**

**1:30 p.m., Wednesday, June 28, 2023**

Charlotte Community Foundation

227 Sullivan Street

Punta Gorda, FL 33950

- 1. Call to Order & Roll Call**
- 2. Pledge of Allegiance**
- 3. Public Comments on Agenda Items**
- 4. Reports:**
  - A. Chair's Report**
  - B. City of Punta Gorda Report**
  - C. Charlotte County Report**
  - D. Sheriff's Report**
- 5. Consent Agenda:**
  - A. Approval of Minutes: April 26, 2023, Meeting**
- 6. Florida Department of Transportation (FDOT) Report**
- 7. FY 2023/2024 Unified Planning Work Program (UPWP)/MPO Agreement Amendments**
- 8. Safe Streets and Roads for All (SS4A) Federal Grant Agreement**
- 9. Safe Streets and Roads for All (SS4A) Consultant Selection**
- 10. 2050 Socioeconomic Data development update**
- 11. Sun Trail Projects - Discussion**
- 12. Public Comments**

## **CITIZENS' ADVISORY COMMITTEE (CAC) MEETING**

CHARLOTTE COUNTY – PUNTA GORDA  
METROPOLITAN PLANNING ORGANIZATION  
**1:30 p.m., Wednesday, June 28, 2023**

### **13. Staff Comments**

### **14. Member Comments**

### **15. Adjournment (Next CAC Meeting – September 27, 2023)**

No stenographic record by a certified court reporter is made of these meetings. Accordingly, anyone seeking to appeal any decisions involving the matters herein will be responsible for making a verbatim record of the meeting/testimony and evidence upon which any appeal is to be based. (F.S. 286.0105)

**IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND CHAPTER 286.26 FLORIDA STATUTES, PERSONS NEEDING SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE CHARLOTTE COUNTY-PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. CALL (941) 883-3535 BETWEEN 8:00 A.M. AND 4:00 P.M., MONDAY THROUGH FRIDAY.**

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 he or she has been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Charlotte County-Punta Gorda MPO Title VI Coordinator Wendy W. Scott at (941) 883-3535 or by writing her at 18500 Murdock Circle, Building B, Suite 200, Port Charlotte, FL 33948.

**CHARLOTTE COUNTY-PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION**  
18500 Murdock Circle, Building B, Suite 200, Port Charlotte, FL 33948 Telephone: (941) 883-3535 Fax: (941) 883-3534

JUNE 28, 2023  
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING

## **CONSENT AGENDA # 5**

JUNE 28, 2023  
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING

**AGENDA ITEM # 5-A**  
**APPROVAL OF MINUTES: APRIL 26, 2023 MEETING**

**Purpose:** To review and approve the Minutes of the previous Citizens' Advisory Meeting.

**Agenda Item Presented by:** MPO Staff

**Discussion:** To Be Determined

**Recommendation:** Motion to approve the Minutes of the Citizens' Advisory Committee Meeting of April 26, 2023

**Attachment:** Minutes of the April 26, 2023 Citizens' Advisory Committee Meeting





**CHARLOTTE COUNTY - PUNTA GORDA  
METROPOLITAN PLANNING ORGANIZATION**

**MINUTES OF THE APRIL 26, 2023  
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING**

**MEMBERS PARTICIPATING (IN PERSON)**

Steven E. Hurt, Mid County Representative  
Richard Kirchhoff, West County Representative  
Mary Ellen Kiss, South County Representative  
Pauline Klein, At-Large Representative  
James Kunard, South County Representative  
Robert Logan, Mid County Representative  
Steve Schoff, West County Representative

**MEMBERS PARTICIPATING (VIRTUALLY)**

Della Booth, South County Representative

**MEMBERS ABSENT**

Dianne Quilty, Mid County Representative, CAC Chair – excused

**VACANT POSITIONS**

One West County Representative  
One At-Large Representative

**OTHERS PARTICIPATING IN PERSON**

D’Juan Harris, MPO Director  
Bekie Leslie, Administrative Services Coordinator  
Lakshmi N. Gurram, MPO Principal Planner  
Betty-Ann Sherer, MPO Planner  
Wendy Scott, MPO Planner  
Victoria Peters, FDOT  
DeWayne Nodine, City of Punta Gorda Urban Design  
Robert Conant, Charlotte County Sheriff’s Office  
Richard Russell  
Debbie Coudret  
Gary Skillicorn

**OTHERS PARTICIPATING IN MICROSOFT TEAMS**

Ravi Kamarajugadda, Charlotte County Public Works  
Pam Barr, incoming FDOT liaison

At 1:30 pm, the roll call was taken. A quorum was present. MPO Director D’Juan Harris opened the meeting by relating that former CAC Chair Charles Council had resigned and moved out-of-state. CAC Vice Chair Dianne Quilty was not able to attend the meeting. However, she would now fill the CAC Chair position for the balance of the term. Therefore, Mr. Harris recommended taking up Agenda Item #4 first, so that the newly elected CAC Vice Chair could chair the CAC Meeting.

#### **4. Election of CAC Vice-Chair**

The current Citizens’ Advisory Committee Chair, Mr. Charles Council relocated out of Charlotte County and as of March 17, 2023 has resigned from his position as a member of the CAC. Per the CAC By-laws:

*In the event of a vacancy in the office of Chair, the Vice-Chair shall automatically assume the office of Chair for the remainder of the expired term. In the event the Vice-Chair is unable to serve out his/her term, a new Vice-Chair shall be elected by simple majority at the next meeting of the CAC to serve the remainder of the unexpired term.*

The current Vice-Chair, Dianne Quilty has agreed to assume the Chair duties for the remainder of 2023, thus the committee will be required to elect a new Vice-Chair.

***Pauline Klein*** nominated ***Steven Hurt*** to serve as CAC Vice-Chair. ***Richard Kirchoff*** seconded the nomination, and ***Steven Hurt*** was elected unanimously.

#### **1. Call to Order & Roll Call**

CAC Vice-Chair Steven Hurt called the CAC Meeting to order at the Charlotte Community Foundation. An in-person quorum was present.

#### **2. Pledge of Allegiance**

All attendees recited the Pledge of Allegiance.

#### **3. Public Comments on Agenda Items**

There were no public comments received.

#### **5. Reports**

##### **A. Chair’s Report**

CAC Vice-Chair Steven Hurt had nothing to report.

##### **B. City of Punta Gorda Report**

DeWayne Nodine represented the City of Punta Gorda Urban Design staff in place of Mitchell Austin. Mr. Nodine had been employed with the City of Punta Gorda for approximately 6 weeks and noted that he was still learning about City projects. He stated that unfortunately, the City Council Meeting had been canceled the prior week, and so they would not be meeting again until the following day at the Charlotte Harbor Event Center. He discussed the five City projects of MPO interest.

### **C. Charlotte County Report**

Ravi Kamarajugadda had nothing to report and offered to answer any questions.

### **D. Sheriff's Report**

Charlotte County Sheriff's Office representative Robert Conant stated that he was replacing Sgt. Paille who was in training. The following topics were discussed with the CAC Members:

- Click It or Ticket Campaign
- The locations of recent complaints regarding School Bus violations
- Month of May: Youth Safety, Bicycle and Motorcycle Safety Awareness
- County reduction of Bermont Road speed limits (*due to CAC Meeting technical difficulties, it was requested that Ravi Kamarajugadda provide an email to D'Juan Harris on action taken at the prior day's Board of County Commissioners (BCC) meeting and a timeline for implementation of the new ordinance in the Ranchettes area*)

It was noted that traffic infractions must be witnessed by a member of law enforcement to fairly validate an action. Speed counter trailers had been utilized to collect data on Bermont Road at the request of Commissioner Deutsch, and the information was discussed at the BCC Meeting.

## **6. Consent Agenda:**

### **A. Approval of Minutes: March 2, 2023, Meeting**

*Steve Schoff made a motion to approve the Consent Agenda. Mary Ellen Kiss seconded the motion, and it was passed unanimously.*

## **7. Florida Department of Transportation (FDOT) Report**

Victoria Peters discussed upcoming FDOT Speed Management Workshops:

- May 1 – FDOT Manatee Operations Center
- May 18 – FDOT District One Bartow Office

D'Juan Harris noted that he had information on the sessions. It was requested that large Homeowner Associations limit their attendance to 5 people from each group. The workshops would be an all-day commitment and are only offered in-person only.

Victoria Peters noted that FDOT would have an accelerated Draft Tentative Work Program cycle this year given the timing of the State Legislative Session. Project Priorities would be handled over the summer. The new Draft Tentative Work Program would be done in October instead of December.

Victoria Peters was happy to announce the May 1, 2023 arrival of Pamela Barr as the new FDOT liaison for both the Charlotte County-Punta Gorda MPO and the Sarasota/Manatee MPO. Her introduction will occur at the May 15, 2023 MPO Board Meeting.

Bob Logan asked about the replacement of informational signage on US 41 that had been damaged by Hurricane Ian. Victoria Peters offered to contact FDOT Operations staff to relay the request.

#### **8. Final - Draft FY 2023/2024 – FY 2027/2028 Transportation Improvement Program (TIP) - Laks Gurram**

Laks Gurram provided members with the Draft FY 2023/2024 - FY 2027/2028 Transportation Improvement Program (TIP). It satisfies the Federal and State legislative requirements to adopt a 5-year TIP. The TIP outlines federal and state capital improvements for transportation and is a staged, multi-year, intermodal program of transportation projects that is consistent with the MPO Long Range Transportation Plan (LRTP).

The Charlotte County-Punta Gorda MPO Board is scheduled to review and adopt the TIP at the May 15, 2023, MPO Board Meeting. The Draft Charlotte County-Punta Gorda MPO TIP for FY 2023/2024 - FY 2027/2028 was found in Attachment 1. The TIP contains summary pages for each programmed project, and the project summaries may be found on pages 74 through 107. Projects are categorized into Highways, Aviation, Transit, Miscellaneous, Maintenance and MPO planning funds. These categories are color coded in this iteration of the TIP for easy reference.

The following summary provides major highlights of the FY 2023/2024 - FY 2027/2028 Draft TIP:

- The FDOT Draft Tentative Work Program (FY 2024 to FY 2028), lists a total of 67 projects, grant programs and ongoing maintenance activities programmed for funding totaling \$231,211,891. Breakdown by funding source is as follows:
  - \$85.8 million State (37%)
  - \$109.4 million Federal (47%)
  - \$35.8 million Local (16%)
- Performance-Based Planning: FDOT provided updates on performance-based planning and performance measures found on pages 23 through 67. The four core measures include: Safety, Pavement and Bridge Condition, System Performance, and Transit Asset Management/Transit Safety

- **Public Review Period:** The review period is from April 14, 2023 to May 14, 2023. The MPO Board is scheduled to adopt the TIP at the May 15, 2023 MPO Board Meeting.

D’Juan Harris discussed recent efforts by Charlotte County to obtain a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant to aid in completing work on Harbor View Road as a single project.

Bob Logan wondered about new transportation funding sources given the current dependence on gasoline tax funding for transportation projects and the increase in the usage of electric vehicles. D’Juan Harris stated that a conference was commencing on the next day called the Mileage Based User Fee Alliance, since when electric cars become more prevalent, gas tax revenues will decline.

D’Juan Harris commended Laks Gurram for the outstanding work done on improving and presenting the Transportation Improvement Program. CAC Members concurred that it was very clear, visually appealing, organized and much easier to read.

*Mary Ellen Kiss made a motion to recommend MPO Board adoption of the Charlotte County-Punta Gorda MPO’s Final - Draft FY 2023/2024-FY 2027/2028 Transportation Improvement Program (TIP). James Kunard seconded the motion, and it was passed unanimously.*

## **9. Final - Draft 2023 Project Priorities - Laks Gurram**

Laks Gurram described how the MPO is required annually to develop a List of Project Priorities (LOPP) as part of the Transportation Improvement Program (TIP) process and to submit the list to FDOT for consideration of funding. FDOT requested the initial priorities be submitted by March 31, 2023, to initiate their review process. A preliminary list of project priorities was submitted to FDOT District One on March 31, 2023. However, the final List of Project Priorities must be approved by the MPO Board and submitted to FDOT by July 1, 2023.

The MPO received preliminary candidate projects from Charlotte County. The City of Punta Gorda’s candidate projects are contingent upon City Council determinations to be made at their future City Council Meeting.

These candidate projects are seeking state and federal funding from these three categories:

1. Transportation Alternatives Program (TAP)
2. Congestion Mitigation/Transportation System Management (CM/TSM)
3. Transportation Regional Incentive Program (TRIP)

The Final - Draft 2023 Project Priorities reflects the changes that were proposed since the March 2, 2023, TAC/CAC Meetings and the March 20, 2023 MPO Board Meeting. The final draft includes the project recommendations from the recently completed corridor planning studies of State Road 776 and Veterans Boulevard. Here is the Final Draft LOPP received from member entities:

- Harbor View Road from Date Street to I-75
- Veterans Blvd @ Loveland Blvd
- Veterans Blvd @ Norman St
- Veterans Blvd @ Torrington St
- Veterans Blvd @ Orlando Blvd
- SR 776 @ Charlotte Sports Park
- SR 776 @ Cornelius Blvd.
- Veterans Blvd @ Cochran Blvd
- Veterans Blvd @ Atwater St
- Veterans Blvd @ Yorkshire St
- Veterans Blvd @ Harbor Blvd
- Jones Loop Rd @ Piper Rd. Roundabout
- SR 776 @ Biscayne Drive
- SR 776 @ Jacobs Street

Some discussion followed regarding the Harbor View Road project, as well as Flamingo Blvd traffic concerns. Also discussed were the planned roundabout at SR 31 and CR 74, as well as a new truck parking station at the location of the old Jones Loop Road rest area.

The SR 776 Corridor Study was another topic of conversation, and Steve Schoff requested that MPO staff forward him the final report. Bob Logan asked MPO Staff for an update on the proposed new interchange on I-75 in North Port/Sarasota County in the area of Yorkshire Street and Raintree Blvd. D’Juan Harris described the efforts that must occur before an Interchange Justification Report (IJR) can be developed.

Laks Gurram discussed Transportation Regional Incentive Program (TRIP) projects contained on the lists developed with neighboring MPOs. Mary Ellen Kiss addressed concerns at the County Line with the Burnt Store Road project near the Burnt Store Marina area. D’Juan Harris stated that the two County Public Works Departments and the project Consultant need to discuss ownership of Vincent Road.

Bob Logan inquired about plans for Flamingo Blvd where it crosses SR 776 toward US 41. It was noted that County staff was working with the developers to cut it through and widen it to US 41.

D’Juan Harris noted that Betty-Ann Sherer had created an excellent online mapping tool which was used to familiarize CAC Members with the projects. It utilizes a Google Map application and will be shared with CAC/TAC Committee members once the map is refined and finalized.

***Bob Logan made a motion to recommend MPO Board adoption of the identified 2023 Transportation Improvement Program (Highway, TAP, CM/TSM and TRIP) Project Priorities for the upcoming FDOT Draft Tentative Work Program Cycle (FY 2025 through FY 2029). Richard Kirchoff seconded the motion, and it was passed unanimously.***

## **10. Public Comments**

Debbie Coudret spoke to CAC Members regarding her concern for the entrance and exit to Fisherman’s Village in Punta Gorda. She gave ideas that might be more favorable than the installation of a roundabout in that area. She wanted to preserve the flow of Retta Esplanade and utilize a bridge leading to Fisherman’s Village that could access West Marion Avenue through Retta Esplanade. She also described potential bicycle path improvements at that location. CAC Members and MPO Staff noted that these were City roadways, and Mitchell Austin on the City Urban Design Staff should be the one contacted regarding her suggestions. Pauline Klein stated that years ago, one could drive down Retta Esplanade all the way into

Fisherman's Village, but sometime after the passage of Hurricane Charley that roadway was closed.

### **11. Staff Comments**

D'Juan Harris stated that MPO staff is taking nominations through June 30, 2023 for the Peggy Walters Award. Last year, the award was given posthumously to former CAC Chair Jim Brown. Pauline Klein stated that former BPAC Representative Court Nederveld would be a good choice for the award, and Mr. Harris encouraged her to submit a nomination.

Bekie Leslie welcomed new CAC Representative James Kunard and noted that Richard Russell had applied for one of the CAC vacancies. D'Juan Harris wished Bekie Leslie a Happy Administrative Professionals' Day and thanked her for all her efforts.

D'Juan Harris stated that the MPO Staff was considering in-person only attendance for upcoming CAC meetings. If the meeting was offered remotely, members could listen to the discussion, but not participate.

Mr. Harris asked all CAC Members to suggest transportation-related topics pertaining to their interests for upcoming CAC meeting agendas. Richard Kirchhoff inquired about how CAC members could suggest that an item be added to the Project Priority List and used the example of CR 771 and Gasparilla Road. Laks Gurram stated that since that location would be a local agency program project, it would need to be added to the list by Charlotte County staff.

D'Juan Harris thanked Steven Hurt for accepting the CAC Vice-Chair position and praised Pauline Klein for nominating him.

### **12. Member Comments**

Mary Ellen Kiss expressed gratitude to D'Juan Harris and Lee County MPO Director Don Scott for attending the recent Town Hall meeting for Burnt Store communities. She noted that Charlotte Commissioner Constance and Lee Commissioner Ruane had also attended the two-hour meeting with 200 residents in attendance. She stated that the comments had been on target with no conflicts but problem solving as the goal. D'Juan Harris noted that the topic will be on the May 15, 2023 MPO Board agenda (as well as the June 28, 2023 TAC/CAC Meeting agendas).

Steve Schoff described a traffic situation at Sunnybrook Blvd. where it was almost impossible to make a left turn onto SR 776. He suggested that a left turn arrow be placed there. He also noted an issue at Winchester Blvd., recommending that signage be placed stating "stay left if through traffic" which would clear a lot of traffic captured in the right turn lane. Steve Schoff praised the use of the new mapping tool, characterizing it as "terrific" both for the meeting presentation and going forward once available as a useful tool for CAC Members.

**13. Adjournment (Next CAC Meeting – June 28, 2023)**

There being no further business, the meeting was adjourned at 3:05 p.m. The next regularly scheduled CAC meeting will be held on Wednesday, June 28, 2023, in-person at the Charlotte County Community Foundation, 227 Sullivan Street, Punta Gorda, Florida 33950 at 1:30 p.m.



JUNE 28, 2023  
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING

**AGENDA ITEM # 6**  
**FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)**  
**REPORT**

**AGENDA ITEM # 7**  
**FY 2024 UNIFIED PLANNING WORK PROGRAM (UPWP)**  
**AMENDMENTS/MPO AGREEMENT**

**Purpose:** Review and recommend approval the MPO Board approve the amendments to the FY 2024 Unified Planning Work Program (UPWP) adding funding and verbiage for the Safe Streets for All Grant (SS4A) to Task 6 in the UPWP under Special Project Planning. This amendment also adds additional SL and FTA Section 5305(d) funding from the Transportation Disadvantaged (TD) Planning grant. Lastly, this revision also requires an update to the FY 2024 Statements and Assurances forms to reflect an amendment to the MPO Agreement to match all corresponding funding changes.

**Presented by:** D’Juan Harris

**Discussion:**

The FY 2024 UPWP budget is being amended to include the Safe Street for All grant funding allocation and to update the various grant funding allocations. The revisions/amendments include the following:

- Moving \$20,000 from Task 2 - Data Collection & Analysis Planning salary line into its consultant line.
- Adding in Task 4 - Long Range Transportation Plan (LRTP) including \$31,469 SL dollars under the consultant line. This funding will be utilized for the development of the 2050 LRTP Update.
- Adding in Task 6 - Special Project Planning the new language for Safe Street for All and adding funding under Task 6 - Special Project consultant account the federal grant funding amount of \$249,500 and local share is \$62,500.
- Add additional allocation for FTA 5305(d) in the amount of \$1,192 to Task 8 – Transit and Transportation Disadvantaged (TD) Planning.
- Adding additional funding allocation in Task 8 – Transit and Transportation Disadvantaged (TD) Planning for TD Planning in the amount of \$1,237.
- Updating FY 2024 all FY 2024 Statements and Assurances form.
- Amending the MPO Agreement to reflect all new funding allocations.

**Budgeted Action:**

Funding Source	Source Level	Previous FY 2024 UPWP Allocation	New FY 2024 UPWP Allocation	UPWP FY 2024 Increase
5305(d)	PL	\$86,491	\$87,683	\$1,192
TD	State	\$23,887	\$25,124	\$1,237
SL	PL	New	\$31,469	\$31,469
SS4A	Federal	New	\$249,500	\$249,500
	Local	New	\$62,500	\$62,500

**Recommendations:**

Motion to recommend the MPO Board amend the FY 2024 Unified Planning Work Program (UPWP) to include the following updates:

- Safe Streets and Roads for All grant award to Task 6 – Special Project Planning in the amount of \$312,00 (includes federal and local share)
- Add verbiage to Task 6 to include Development of SS4A Comprehensive Safety Action Plan Activities
- SL funds in the amount of \$31,469 to Task 4 – Long Range Transportation Plan (LRTP)
- FTA 5305(d) funds in the amount of \$1,192 to Task 8 Transit
- Transportation Disadvantaged (TD) funds in the amount of \$1,237 to Task 8 – TD Planning

This motion allows for transmittal of the amendments to the MPO Agreement, FY 2024 updated Statements and Assurances forms and FDOT Cost Analysis Certification form. These revisions will allow staff to make minor non-financial changes and adjustments based upon input received from FDOT.

**Attachments:**

1. UPWP FY 2024 Planning Task Sheets; and Planning Agency Participation and Funding Source Tables
2. Amendment to the MPO Agreement
3. Statements and Assurances Form
4. FDOT Cost Analysis Certification form

## **TASK 2 DATA COLLECTION, ANALYSIS AND MAPPING**

### **Purpose:**

- Monitor and map area travel characteristics and impacting factors such as socio-economic and land use data, transportation system data, and natural, physical, and human environment information
- Continue participation and training in facilitating the Efficient Transportation Decision Making (ETDM) process
- Continue participation and training in Cube Voyager modeling software and Model Task Force Meetings
- Continue training as the modeling software transition from Cube Voyager to Visum software.
- Collaborate with FDOT District One to choose a PTV Visum software platform and develop a schedule for model conversions from Cube Voyager
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of Jan 2022

### **Previous Work:**

- Continued coordination with Florida Department of Transportation (FDOT) in the implementation of the ETDM process through analysis of work projects in FY 2019/2020 and FY 2020/2021
- Analyzed accident and congestion data for the safety management system, and participated with the Community Traffic Safety Team (CTST) to identify and propose projects for safety and enhancement funds
- Analyzed traffic data using Cartography Asset Management System (CAMS) and organize crash data for implementing the Congestion Management Process (CMP) to prioritize transportation projects
- Updated Cube Voyager modeling software for use in regional Transportation Model
- Utilized 2010 DIRPM for transportation analysis.
- Utilized 2015 DIRPM for transportation analysis and providing Traffic volumes data to member entities.
- Validated Socio-economic data completed in November 2019
- Validated 2015 District One Regional Planning Model (DIRPM) completed in January 2020.
- Attended webinars and training related to download, install and familiar to PTV Visum modeling software
- Analyzed, downloaded, and modified Signal Four crash data reports for presentations at the Board and committee meetings

### **Required Activities:**

- Utilize the Travel Demand Model for analysis of existing network and to develop alternative planning scenarios with Cube Voyager as needed
- Utilize the General Planning Consultant services as needed in the development of socio-economic data for development of 2050 travel demand model
- Update 2015 travel demand model data to 2020 base line data for the development socio economic data.
- Update 2020 validated base year model data to 2050 Future year socio economic data.
- Utilize 2015 District One Regional Planning Model (DIRPM) for regional transportation modeling as

needed.

- Utilize 2020 District One Regional Planning Model (D1RPM) for regional transportation modeling as needed.
- Update data efforts relating to public transportation and multimodal considerations to be done in support of and in conjunction with Task #8 as needed
- Collect primary and secondary data for analysis including the Census Bureau, Bureau of Economic and Business Research (BEBR), County and City Geographic Information Systems (GIS), County and City Public Works Departments, County and City Community Development Departments, Southwest Florida Regional Planning Council (SWFRPC), Sheriff and Police Departments and State agencies to update the travel demand model as needed.
- Continue to update maps of multimodal facilities, crash data and traffic volumes
- Continue to analyze accident and congestion data for the safety management system, and participate with the Community Traffic Safety Team (CTST) to identify and propose projects for safety and enhancement funds (quarterly)
- Continue to enhance the integration and connectivity of the regional transportation system through increased data collection and analysis, including map enhancement as needed
- Continue to identify and catalog information to be placed in a central database for use in the Efficient Transportation Decision Making (ETDM) process, as well as public transportation and multi-modal considerations, including ITS as needed
- Utilize General Planning Consultant services as needed.
- Continue to use Signal Four data for analysis.
- Continue participation in PTV Visum software updates and training activities
- Participation at trainings, conferences including MPOAC and Model Task Force meetings.

#### **End Products:**

- Cube Voyager and PTV Visum transportation model scenarios as required throughout FY 2022 and FY 2023 target completion September 2023
- Prioritize lists of projects addressing congestion management in 2022 and 2023, target completion July 2022 and July 2023
- Provide input into bi-monthly Community Traffic Safety Team (CTST) meetings (quarterly) - Ongoing
- Review of databases to assist in prioritizing safety, highway, congestion management, and enhancement related projects throughout 2022 and 2023 snapshot adoption date – October 2025 (Ongoing)
- Refine and enhance GIS data for MPO plans and projects programs throughout FY 2022 and FY 2023 – snapshot adoption date – October 2025 (Ongoing)
- Three signed GPC contracts
- Familiarity with the new PTV modeling software and other model related activities
- Validated 2020 base year socio economic data
- Validated 2050 Future year socio economic data
- Completion of mapping crashes, traffic volumes, multimodal network features, and other needs as determined

<b>Responsible Agency:</b>	Charlotte County-Punta Gorda MPO		
<b>Funding Sources:</b>	Year 1 – FY 2023	FHWA (PL)	<u>\$ 85,000</u>
		<b>TOTAL</b>	<b>\$ 85,000</b>
	Year 2 – FY 2024	FHWA (PL)	<u>\$ 35,000</u>
		<b>TOTAL</b>	<b>\$ 35,000</b>

Task 2 DATA COLLECTION, ANALYSIS AND MAPPING			
2023			
Funding Source	FHWA		FY 2023 Total
Contract Number	G2813		
Source Level	PL	Total	
Lookup Name	2023 FHWA G2813 (PL)	FHWA G2813 (Total)	
Personnel (salary and benefits)			
Salaries, benefits and other deductions	\$ 35,000	-	\$ 35,000
Personnel (salary and benefits)	\$ 35,000	\$ 35,000	\$ 35,000
Consultant			
2050 Socioeconomic (SE) Data	\$ 50,000	-	\$ 50,000
Consultant Subtotal	\$ 50,000	\$ 50,000	\$ 50,000
2024			
Funding Source	FHWA		FY 2024 Total
Contract Number	G2813		
Source	PL	Total	
MPO Budget Reference			
Lookup Name	2024 FHWA G2813 (PL)	FHWA G2813 (Total)	
Personnel (salary and benefits)			
Salaries, benefits and other deductions	\$ 15,000	-	\$ 15,000
Personnel (salary and benefits) Subtotal	\$ 15,000	\$ 15,000	\$ 15,000
Consultant			
2050 Socioeconomic (SE) Data Development	\$ 20,000	-	\$ 20,000
Consultant Subtotal	\$ 20,000	\$ 20,000	\$ 20,000
Total	\$ 35,000	\$ 35,000	\$ 35,000
7-17-23 UPWP -move from salaries \$20,000 in Task 2-Data Collection & Analysis and Mapping adding it into consultant line.			



## **TASK 4 LONG RANGE TRANSPORTATION PLANNING (LRTP)**

### **Purpose:**

- Apply Florida Standard Urban Transportation Model Structure (FSUTMS) for the management system projects
- Continue participating in the statewide Model Task Force technical meetings leading to conversion of FSUTMS from Cube Voyager to the new Statewide PTV Visum model software
- Routinely evaluate and update the MPO's 2045 Long Range Transportation Plan as needed
- Implement MPO's Long Range Transportation Plan Amendment Procedures as needed
- Utilize 2021-2024 General Planning Consultant services as needed
- Participation in the development of DIRPM update for 2050 LRTP.
- Development of 2050 Long Range Transportation Plan (LRTP) Update with adoption date on - October 5<sup>th</sup>, 2025.
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of Jan 2022.

### **Previous Work:**

- Adopted 2040 Long Range Transportation Plan (LRTP) Update October 2015
- Endorsed Model Validation (Spring 2015)
- Endorsed Goals, Objectives and Socio-Economic Data for 2045 LRTP
- Hazard Mitigation planning element documentation included in the 2040 LRTP Update
- Adopted FDOT District One Regional Planning Model (DIRPM)
- Adopted 2045 LRTP Socio-Economic Data and endorsed 2015 Model Validation Data
- Refined 2045 Socio-Economics Data control totals completed in December 2019
- Refined 2045 DIRPM Model March 2020
- Validated 2015 District One Regional Planning Model (DIRPM) – November 2020
- Three signed GPC contracts.
- Amendments to the 2045 LRTP as needed
- Adopt 2045 LRTP - October 2020.
- Updated 2045 computerized transportation planning model (FSUTMS) for traffic impact and alternative analysis.
- Adopted 2020 FDOTs Vision Zero safety performance targets.

### **Required Activities:**

- Incorporate the 2020 Validated Network and Socio-Economic Data into the FSUTMS models
- Utilize 2050 DIRPM for traffic impact and alternative analysis as needed
- Continue to attend training courses on FSUTMS, Cube and transition from Cube to PTV Visum when available

- Incorporate the Federal Requirements regarding Congestion Management Process as needed
- Analyze and implement Year of Expenditure (YOE) and Present-Day Costs (PDC) as needed
- Include analysis from Autonomous, Connected Electric, and Shared (ACES) vehicle research provided by FDOT
- Utilize the guidelines in 2016 Florida Strategic Highway Safety Plan (SHSP) to focus on accomplishing the vision of eliminating fatalities and reducing serious injuries on all public roads
- Incorporate federally required safety performance targets for the 2021 and 2022.
- Utilize the FDOT's safety- related performance measures targets and report progress for all five performance measures targets
- Continue to support FDOT statewide Highway Safety Improvement Program (HSIP) interim safety performance measures and FDOT's 2020 safety targets, which set the target at "0" for each performance measure
- Establish performance-based planning in accordance with the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Federal Transportation Act/Fixing America's Surface Transportation (FAST) Act
- Utilize the FDOT District One model for analysis of the existing network as needed
- Coordinate the FDOT District One Consultant to update and validate the 2015 DIRPM model as needed
- Adopt 2050 LRTP by October 3, 2025
- Adopt 2050 Goals and Objectives, Needs Plan and Cost Feasible Plan
- Utilize General Planning Consultant services. - (See Appendix H)

**End Products:**

- Inclusion of the ETDM process into the overall planning process (Ongoing)
- Refine 2045 LRTP with updated Transportation Performance Measures October 2020
- Refine 2045 LRTP with updated Autonomous, Connected Electric, and Shared (ACES) – October 2020
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of Jan 2022.
- Adopted 2050 LRTP
- Adopted 2050 Goals and Objectives, Needs Plan and Cost Feasible Plan
- 2050 travel demand model.
- Federal Safety Performance targets.

**Responsible Agency:** Charlotte County-Punta Gorda MPO

<b>Funding Sources:</b>	Year 1 - FY 2023	FHWA (PL)	\$ 98,904	
		<b>TOTAL</b>	<b>\$ 98,904</b>	
	Year 2 - FY 2024	FHWA (PL)	\$ 108,000	
		FHWA (SL)	\$ 31,469	
		<b>TOTAL</b>	<b>\$ 108,000</b>	<b>\$ 139,469</b>

Task 4 LONG RANGE TRANSPORTATION PLAN (LRTP)					
2023					
Funding Source	FHWA		FHWA		FY 2023 Total
Contract Number	G2813				
Source Level	PL	Total		Total	
Lookup Name	2023 FHWA G2813 (PL)	FHWA G2813 (Total)		FHWA (Total)	
Personnel (salary and benefits)					
Salaries, Benefits and other deductions	\$ 40,000	-		-	\$ 40,000
Personnel (salary and benefits)	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 40,000
Consultant					
2050 LRTP Update	\$ 58,904	-		-	\$ 58,904
Consultant Subtotal	\$ 58,904	\$ 58,904	\$ -	\$ -	\$ 58,904
Total	\$ 98,904	\$ 98,904	\$ -	\$ -	\$ 98,904
2024					
Funding Source	FHWA		FHWA		FY 2024 Total
Contract Number	G2813				
Source	PL	Total	SL	Total	
Lookup Name	2024 FHWA G2813 (PL)	FHWA G2813 (Total)	2024 FHWA (SL)	FHWA (Total)	
Personnel (salary and benefits)					
Salaries, Benefits and other	\$ 40,000	-		-	\$ 40,000
Personnel (salary and benefits)	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 40,000
Consultant					
2050 LRTP Update	\$ 68,000	-		-	\$ 68,000
2050 LRTP update using SL funds		-	\$ 31,469	-	\$ 31,469
Consultant Subtotal	\$ 68,000	\$ 68,000	\$ 31,469	\$ 31,469	\$ 99,469
Total	\$ 108,000	\$ 108,000	\$ 31,469	\$ 31,469	\$ 139,469
UPWP Amendment 7-17-23 added SL funds in the amount of \$31,469 FY 2024 Task 4- Long Range Transportation Plan (LRTP) utilizing funds to assist with the 2050 LRTP update.					

	FY 2023 & 2024 TOTAL
Personnel (salary and benefits)	\$ 80,000
Consultant	\$ 143,977
Total	\$ 223,977

## **TASK 6      SPECIAL PROJECT PLANNING**

**Purpose:** Complete various recurring and non-recurring planning projects

**Previous Work:**

- Supported and provided input for funding the City of Punta Gorda and Charlotte County projects in December 2018 and 2019
- Participated in the Efficient Transportation Decision Making (ETDM) process in the MPO's overall planning process
- Participated in Traffic Incident Management (TIM) Team for Charlotte, Sarasota, Manatee, Collier and Lee Counties
- Monitored activity of the Continuing Florida Aviation System Planning Process (CFASPP)
- Attended when possible, Charlotte County Airport Authority (CCAA) meetings
- Attended when possible, City Council of Punta Gorda meetings
- Worked with Charlotte County with the development of a Bicycle/Pedestrian Master Plan
- Coordinated the MPO Bicycle/Pedestrian Committee
- Developed a Charlotte County Bicycle/Pedestrian map for 2019
- Coordinated and distributed Charlotte County Bicycle/Pedestrian Map with local Bicycle shop owners, Visitor Information Center and Chambers of Commerce throughout Charlotte County
- Provided letters of support for the Community Redevelopment Agencies (CRAs) of Charlotte County grant applications
- Assisted Charlotte County Division of Parks and Recreation in submitting a SUN Trail grant application
- Organized and participated on the Community Traffic Safety Team (CTST) Assisted in the participation, discussion and approval of the SUN Trail Feasibility Study at the BPAC, CAC, TAC and MPO Board meetings
- Coordinated with the FDOT in the additions of North Jones Loop Road from I-75 to Piper Rd and Piper Rd from North Jones Loop to US 17 as NHS projects
- Supported the Charlotte County Airport Authority, an emerging SIS facility

**Required Activities:**

- Represent the MPO at by-monthly TIM Team and CTST meetings
- Review roadway design plans and proposed developments for appropriate incorporation of bicycle and pedestrian improvements as needed
- Continue to lead the coordination effort for Charlotte County and the City of Punta Gorda for review and updating of Bicycle/Pedestrian Master Plans
- Work with Government agencies, citizens' groups involved in alternate transportation projects
- Coordinate Safe Routes to Schools (SRTS) initiatives
- Coordinate with the Florida Office of Greenways and Trails and regional organizations for SUN Trail and opportunity trail projects
- Update and produce a Charlotte County Bicycle/Pedestrian map for 2022
- Continued support of the CRAs of Charlotte County (ongoing)
- Continue to coordinate the MPO Bicycle/Pedestrian Committee (quarterly)

- Utilize General Planning Consultant services to begin development of the Charlotte County Comprehensive Safety Action Plan using Safe Street and Roads for All (SS4All) grant award
- Coordination with Charlotte County Utilities Department regarding planned transportation projects.
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of Jan 2022.

End Products:

- 2022 Bicycle- Pedestrian map
- Sidewalk and bikeways shapefiles database update, as needed
- Charlotte County Bicycle/Pedestrian map update, as needed
- Florida Greenways and Trails system map update, as needed
- ETDM review of designated projects, as needed
- Florida’s SIS System Plan inputs, as needed
- Traffic Incident management (TIM) Team participation, (quarterly)
- DRI reviews of proposed large developments, as needed
- CTST coordination and participation (by-monthly)
- BPAC coordination and participation (quarterly)
- Three signed GPC contracts
- Final report for the Charlotte County Comprehensive Safety Action Plan – March 2025

Responsible Agency: Charlotte County- Punta Gorda MPO/Charlotte County Government

Funding Sources:	Year 1 – FY 2023	FHWA (PL)	\$ 25,000
		TOTAL	\$ 25,000
	Year 2 – FY 2024	FHWA (PL)	\$ 25,000
	Year 2 – FY 2024	Federal	\$ 249,500
	Year 2 – FY 2024	Local Funds	\$ 62,500
		TOTAL	\$ 337,000



Task 6 SPECIAL PROJECT PLANNING							
2023							
Funding Source	FHWA		Federal Other				FY 2023 Total
Contract Number	G2813						
Source Level	PL	Total	Other	Total		Total	
Lookup Name	2023 FHWA G2813 (PL)	FHWA G2813 (Total)	2023 Federal Other (Other)	Federal Other (Total)		(Total)	
Personnel (salary and benefits)							
Salaries, Benefits and other deductions	\$ 25,000	-		-		-	\$ 25,000
Personnel (salary and benefits)	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Total	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
2024							
Funding Source	FHWA		Federal Other		Local		FY 2024 Total
Contract Number	G2813						
Source	PL	Total	Federal	Total	Local	Total	
MPO Budget Reference							
Lookup Name	2024 FHWA G2813 (PL)	FHWA G2813 (Total)	Other (Federal)	Federal Other (Total)	2024 Local (Local)	Local (Total)	
Personnel (salary and benefits)							
Salaries, Benefits and other	\$ 25,000	-	\$ -	-	\$ -	-	\$ 25,000
Personnel (salary and benefits)	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Consultant							
Consultant conduct comprehensive Study for Charlotte County to significantly improve roadway safety using Safe Street for All grant.	\$ -	-	\$ 249,500	-	\$ 62,500	-	\$ 312,000
Consultant Subtotal	\$ -	\$ -	\$ 249,500	\$ 249,500	\$ 62,500	\$ 62,500	\$ 312,000
Total	\$ 25,000	\$ 25,000	\$ 249,500	\$ 249,500	\$ 62,500	\$ 62,500	\$ 337,000
FY 2024 UPWP 7-17-23- Task 6 - Special Project Planning - Added Safe Street for All Grant Award to Consultant line reflecting under Federal Other and Local share. This is for information and transparency.							

	FY 2023 & 2024 TOTAL
Personnel (salary and benefits)	\$ 50,000
Consultant	\$ 312,000
Total	\$ 362,000

## TASK 8 TRANSIT & TRANSPORTATION DISADVANTAGED (TD) PLANNING

**Purpose:** Support existing transit programs and assist in implementing recommendations of the Transit Development Plan (TDP) and the Transportation Disadvantaged Service Plan (TDSP), as well as utilize staff /consultant services in the development of the 2050 Long Range Transportation Plan (LRTP).

### Previous Work:

- Assisted with annual progress reports for the *Charlotte Rides* 2019 Transit Development Plan (TDP) (utilizing only the County's FTA Section 5307 funds)
- Execute FTA 5305 (d) FFY 2020-2021 Public Transit Grant Agreement (PGTA)
- Staffing of the Charlotte County Transportation Disadvantaged Local Coordinating Board (LCB) quarterly
- Completion of the annual Community Transportation Coordinator (CTC) evaluation in May 2022
- Training of LCB membership in January 2022
- Attendance at the annual Commission for the Transportation Disadvantaged (CTD) state training and technology conference
- Assistance with Charlotte Transit marketing and planning/driver recruitment strategy
- Adopted new TDSP in September 2021 and amended it in May 2022
- Provided support and assistance to Sarasota County Area Transit (SCAT) and Charlotte County Transit in improving transit opportunities for the North Port and Englewood areas
- Assisted with the LCB's annual evaluation of the CTC in May 2022
- Appointment of Charlotte County Board of County Commissioner (BCC) to continue as the Community Transportation Coordinator (CTC) for Charlotte County in April 2021 for next five-year period
- Developed LCB Bylaws – September 2021
- Developed LCB Grievance Procedures – November 2021

### Required Activities:

- Assist with a marketing plan for Charlotte County Transit, as well as FTA Section 5310 and 5311 programs (ongoing)
- Coordinate with the LCB in planning for TD services with the cooperation of the CTC, including the planning and review of transit operations (ongoing)
- Advise on improved security, safety and accessibility issues with the Charlotte County Transit Division (ongoing)
- Coordinate and assist in modifying regional transit routes with Sarasota, DeSoto and Lee Counties (ongoing)
- Update the Transportation Disadvantaged Service Plan (TDSP)/Coordinated Public Transit — Human Services Transportation Plan (CPT-HSTP) in May 2023 in cooperation with Charlotte County Transit Division
- Execute FTA Section 5305 (d) FFY 2022 Public Transit Grant Agreement (PTGA)
- Execute FTA Section 5305 (d) Consolidated Planning Grant (CPG) FFY 2023 - 2024
- Utilize General Planning Consultant services as needed i.e., 2050 Long Range Transportation Plan (LRTP) or any other transit-related studies (See Appendix H)
- Establish performance-based planning in accordance with the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Federal Transportation Act/Fixing America's Surface Transportation (FAST) and subsequent federal transportation - Ongoing
- Assist Charlotte County Transit with the current annual progress report and the 2024 Transit Development

Plan

- Utilize General Planning Consultant Services as needed i.e., (2050 Long Range Transportation Plan (LRTP)
- Conducting a new CTC evaluation – May 2023
- Review Charlotte County Transit Public Transportation Agency Safety Plan (PTASP) as needed
- Review Charlotte County Transit Asset Management (TAM) targets as needed
- Develop LCB Bylaws – September 2022 and September 2023
- Develop LCB Grievance Procedures – November 2022 and November 2023

**End Products:**

- FFY 2023 and FFY 2024 Section 5305 (d) Transit Planning Grant Applications submitted – Annually
- FTA Section 5305 (d) FFY 2022 Public Transit Grant Agreement (PTGA)
- FTA Section 5305 (d) Consolidated Planning Grant (CPG) FFY 2023 - 2024
- Attendance at USDOT, FDOT and Florida Commission for the Transportation Disadvantaged (CTD) approved training courses, and the procurement of educational materials as provided
- CTC Evaluation May 2023 and May 2024
- TDSP/CPT-HSTP Annual Updates in May 2023 and May 2024
- Charlotte County Annual Progress Report for the TDP by September 2022 and September 2023
- LCB Bylaws – September 2022 and September 2023
- LCB Grievance Procedures – November 2022 and November 2023
- 2050 Long Range Transportation Plan (LRTP) Update – October 2025
- Other special transportation planning studies, as needed

**Responsible Agency:** Charlotte County-Punta Gorda MPO

<b>Funding Sources:</b>	Year 1 – FFY 2022	PTGA-FTA Section 5305 (d) (FM # 410114-1-14-31)	*\$48,836.06
	Year 1 -FY 2023	FHWA (PL)	\$56,491
	Year 1 – FY 2023	FTA Section 5307(County)	\$39,418
	Year 1 – FY 2023	TD Planning Grant	<u>\$23,887</u>
		<b>TOTAL</b>	\$168,632.06

**FY 2023 UPWP Modification 4-7-23 moving \$30,000 from Task 8 adding it into Task 1.**

Year 2 –FY 2024	FHWA (PL)	<del>\$86,491</del>	*\$87,683
Year 2 – FY 2024	FTA Section 5307 (County)	\$300,000	
Year 2 – FY 2024	TD Planning Grant	<u>\$23,887</u>	**\$25,124
	<b>TOTAL</b>	<del>\$410,378</del>	<b>\$412,807</b>

**\*FY 2024 UPWP Amendment 7-17-23- Added additional funds received for Transit Planning in the amount of \$1,192.**

**\*\*FY 2024 UPWP Amendment 7-17-23 - Added additional funds received for TD Planning in the amount of \$1,237.**



Task 8 TRANSIT AND TRANSPORTATION DISADVANTAGED (TD) PLANNING

[illegible]



Task 8 TRANSIT AND TRANSPORTATION DISADVANTAGED (TD) PLANNING									
2023									
Funding Source	FFY 21 FTA 5305(d)		FHWA		CTD		FTA 5307		FY 2023 Total
Contract Number	G2446		G2813		G2923				
Source Level	Federal	Total	PL	Total	State	Total	Federal	Total	
Lookup Name	2023 FFY 21 FTA 5305(d) G2446 (Federal)	FFY 21 FTA 5305(d) G2446 (Total)	2023 FHWA G2813 (PL)	FHWA G2813 (Total)	2023 CTD G2923 (State)	CTD G2923 (Total)	2023 FTA 5307 (Federal)	FTA 5307 (Total)	
Personnel (salary and benefits)									
Salaries, Benefits and other deductions	\$ 46,806	-	\$ 52,691	-	\$ 23,887	-		-	\$ 123,384
Personnel (salary and benefits)	\$ 46,806	\$ 46,806	\$ 52,691	\$ 52,691	\$ 23,887	\$ 23,887	\$ -	\$ -	\$ 123,384
Consultant									
TDP Annual Progress Report		-		-		-	\$ 39,418	-	\$ 39,418
Consultant Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,418	\$ 39,418	\$ 39,418
Travel									
Travel for Staff and LCB Board Member for trainings, meetings and conference	\$ 1,080	-	\$ 1,500	-		-		-	\$ 2,580
Travel Subtotal	\$ 1,080	\$ 1,080	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 2,580
Direct Expenses									
Advertising Costs	\$ 400	-	\$ 1,000	-		-		-	\$ 1,400
Registrations, training and conference	\$ 400	-	\$ 1,000	-		-		-	\$ 1,400
Subcriptions - GoToMeetings	\$ 150	-	\$ 300	-		-		-	\$ 450
Direct Expenses Subtotal	\$ 950	\$ 950	\$ 2,300	\$ 2,300	\$ -	\$ -	\$ -	\$ -	\$ 3,250
Total	\$ 48,836	\$ 48,836	\$ 56,491	\$ 56,491	\$ 23,887	\$ 23,887	\$ 39,418	\$ 39,418	\$ 168,632
2024									
Funding Source	FHWA		CTD		FTA 5307				FY 2024 Total
Contract Number	G2813		G2923						
Source	PL	Total	State	Total	Federal	Total		Total	
Lookup Name	2024 FHWA G2813 (PL)	FHWA G2813 (Total)	2024 CTD G2923 (State)	CTD G2923 (Total)	2024 FTA 5307 (Federal)	FTA 5307 (Total)		(Total)	
Personnel (salary and benefits)									
Salaries, benefits and other deductions	\$ 84,183	-	\$ 25,124	-		-		-	\$ 109,307
Personnel (salary and benefits)	\$ 84,183	\$ 84,183	\$ 25,124	\$ 25,124	\$ -	\$ -	\$ -	\$ -	\$ 109,307
Consultant									
TDP Major Update		-		-	\$ 300,000	-	\$ -	-	\$ 300,000
Consultant Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ 300,000
Travel									
Travel for Staff and LCB Board Member for trainings, meetings and conference	\$ 1,500	-		-		-		-	\$ 1,500
Travel Subtotal	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500
Direct Expenses									
Advertising Costs	\$ 1,000	-		-		-		-	\$ 1,000
Registrations, training and conference	\$ 1,000	-		-		-		-	\$ 1,000
Subcriptions - GoToMeetings	\$ -	-		-		-		-	\$ -
Direct Expenses Subtotal	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000
Total	\$ 87,683	\$ 87,683	\$ 25,124	\$ 25,124	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ 412,807
Amendment: July 18, 2022 - FTA Section 5305(d) FFY 2021. Updating the estimated carryforward in the FY 2023 UPWP for FTA Section 5305(d) FFY 2021 with an additional \$2,138.06. The total is rounded. Modification: 4-7-23 moving \$30K from FY 2023 Task 8 salary and benefits into FY 2023 Task 1 - Administraiton. FY 2024 UPWP amendment 7-17-23 - Add additional funds received for Transit Planning in the amount of \$1,192 and CTD Planning additional funds received for FY 2024 in the amount of \$1,247. Reduced Direct expense line by \$300 adding it into salary and benefits line for Task 8.									



Funding Source  
July 18, 2022

Contract	Funding Source	Source Level			FY 2023 Funding Source				FY 2024 Funding Source			
			2023	2024	Soft Match	Federal	State	Local	Soft Match	Federal	State	Local
G2923	CTD	State	\$ 23,887	\$ 25,124	\$ -	\$ -	\$ 23,887	\$ -	\$ -	\$ -	\$ 25,124	\$ -
		CTD G2923 TOTAL	\$ 23,887	\$ 25,124	\$ -	\$ -	\$ 23,887	\$ -	\$ -	\$ -	\$ 25,124	\$ -
	Federal Other	Federal	\$ -	\$ 249,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 249,500	\$ -	\$ -
		Federal Other TOTAL	\$ -	\$ 249,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 249,500	\$ -	\$ -
G2446	FFY 21 FTA 5305(d)	Federal	\$ 48,836	\$ -	\$ 12,209	\$ 48,836	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		FFY 21 FTA 5305(d) G2446 TOTAL	\$ 48,836	\$ -	\$ 12,209	\$ 48,836	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G2813	FHWA	PL	\$ 641,623	\$ 601,911	\$ 141,513	\$ 641,623	\$ -	\$ -	\$ 132,754	\$ 601,911	\$ -	\$ -
		FHWA G2813 TOTAL	\$ 641,623	\$ 601,911	\$ 141,513	\$ 641,623	\$ -	\$ -	\$ 132,754	\$ 601,911	\$ -	\$ -
	FHWA	SL	\$ -	\$ 31,469	\$ -	\$ -	\$ -	\$ -	\$ 6,940.62	\$ 31,469	\$ -	\$ -
		FHWA TOTAL	\$ -	\$ 31,469	\$ -	\$ -	\$ -	\$ -	\$ 6,941	\$ 31,469	\$ -	\$ -
	FTA 5307	Federal	\$ 39,418	\$ 300,000	\$ -	\$ 39,418	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -
		FTA 5307 TOTAL	\$ 39,418	\$ 300,000	\$ -	\$ 39,418	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -
	Local	Local	\$ 12,717	\$ 75,217	\$ -	\$ -	\$ -	\$ 12,717	\$ -	\$ -	\$ -	\$ 75,217
		Local TOTAL	\$ 12,717	\$ 75,217	\$ -	\$ -	\$ -	\$ 12,717	\$ -	\$ -	\$ -	\$ 75,217
		TOTAL	\$ 766,481	\$ 1,283,221	\$ 153,722	\$ 729,877	\$ 23,887	\$ 12,717	\$ 139,695	\$ 1,182,880	\$ 25,124	\$ 75,217
UPWP Amendment for FY 2024 - 7-17-23 Adding additional funds received from FDOT for 5305(d) in the amount of \$1,192 to Task 8-Transit & Transportation Disadvantaed (TD) Planning, added additional funds to Task 8-Transit & Transportation Disadvantaed (TD) Planning/CTD received in the amount of \$1,237 and added SL Funds in the amount of \$31,469. Also, moved \$20,000 from Task 2- Data Collection salary line into Task 2- consultant line.												

Agency Participation  
July 18, 2022

	Funding Source	CTD G2923		Federal Other	FFY 21 FTA 5305(d) G2446	FHWA G2813		FTA 5307		Local		
	Contract											
	Fiscal Year	2023	2024	2024	2023	2023	2024	2023	2024	2023	2024	
	Total Budget	\$ 23,887	\$ 25,124	\$ 249,500	\$ 48,836	\$ 641,623	\$ 633,380	\$ 39,418	\$ 300,000	\$ 12,717	\$ 75,217	
<b>Task 1 ADMINISTRATION</b>												
Personnel (salary and benefits)	\$	-	\$ -	\$ -	\$ -	\$ 230,132	\$ 202,132	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$	-	\$ -	\$ -	\$ -	\$ 5,500	\$ 5,500	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$	-	\$ -	\$ -	\$ -	\$ 82,469	\$ 80,469	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$	-	\$ -	\$ -	\$ -	\$ 2,627	\$ 2,627	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$	-	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$	-	\$ -	\$ -	\$ -	\$ 321,228	\$ 291,228	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Task 2 DATA COLLECTION, ANALYSIS AND MAPPING</b>												
Personnel (salary and benefits)	\$	-	\$ -	\$ -	\$ -	\$ 35,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant	\$	-	\$ -	\$ -	\$ -	\$ 50,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$	-	\$ -	\$ -	\$ -	\$ 85,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Task 3 PUBLIC PARTICIPATION PLAN (PPP)</b>												
Personnel (salary and benefits)	\$	-	\$ -	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$	-	\$ -	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Task 4 LONG RANGE TRANSPORTATION PLAN (LRTP)</b>												
Personnel (salary and benefits)	\$	-	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant	\$	-	\$ -	\$ -	\$ -	\$ 58,904	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant- SL Funds	\$	-	\$ -	\$ -	\$ -	\$ -	\$ 31,469	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$	-	\$ -	\$ -	\$ -	\$ 98,904	\$ 139,469	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Task 5 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)</b>												
Personnel (salary and benefits)	\$	-	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$	-	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Task 6 SPECIAL PROJECT PLANNING</b>												
Personnel (salary and benefits)	\$	-	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant	\$	-	\$ -	\$ 249,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,500	\$ 62,500
Sub Total	\$	-	\$ -	\$ 249,500	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 62,500	\$ 62,500
<b>Task 7 REGIONAL PLANNING AND COORDINATION</b>												
Personnel (salary and benefits)	\$	-	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$	-	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Task 8 TRANSIT AND TRANSPORTATION DISADVANTAGED (TD) PLANNING</b>												
Personnel (salary and benefits)	\$	23,887	\$ 25,124	\$ -	\$ 46,806	\$ 52,691	\$ 84,183	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,418	\$ 300,000	\$ -	\$ -	\$ -
Travel	\$	-	\$ -	\$ -	\$ 1,080	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$	-	\$ -	\$ -	\$ 950	\$ 2,300	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$	23,887	\$ 25,124	\$ -	\$ 48,836	\$ 56,491	\$ 87,683	\$ 39,418	\$ 300,000	\$ -	\$ -	\$ -
<b>Task 9 AGENCY EXPENDITURE USING LOCAL FUNDS</b>												
Personnel (salary and benefits)	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,667	\$ 10,667	\$ 10,667
Travel	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ 700	\$ 700
Direct Expenses	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,350	\$ 1,350	\$ 1,350
Sub Total	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,717	\$ 12,717	\$ 12,717
TOTAL PROGRAMMED	\$	23,887	\$ 25,124	\$ 249,500	\$ 48,836	\$ 641,623	\$ 633,380	\$ 39,418	\$ 300,000	\$ 12,717	\$ 75,217	\$ 75,217
UPWP Amendment for FY 2024 - 7-17-23 Adding additional funds received from FDOT for 5305(d) in the amount of \$1,192 to Task 8-Transit & Transportation Disadvantaged (TD) Planning, added additional funds to Task 8-Transit & Transportation Disadvantaged (TD) Planning/CTD received in the amount of \$1,237 and added SL Funds in the amount of \$31,469. Also, moved \$20,000 from Task 2- Data Collection salary line into Task 2- consultant line.												



# AMENDMENT TO THE METROPOLITAN PLANNING ORGANIZATION AGREEMENT

Financial Project No.: <u>439316-4-14-01</u> <u>and 439316-4-14-02</u>  (item-segment-phase-sequence)	Fund: <u>PL and SL</u>  Function: <u>615 and 215</u> Federal Award Project No.: <u>0408-060-</u> <u>M</u> MPO SAM No.: <u>CAF5J662SND5</u>	FLAIR Approp.: <u>088854</u> FLAIR Obj.: <u>780000</u> Org. Code: <u>55012010130</u> Vendor No.: <u>F596000541056</u>
Contract No.: <u>G2813</u>	CFDA Number & Title: <u>20.205 Highway Planning and Construction</u>	

THIS AMENDMENT TO THE METROPOLITAN PLANNING ORGANIZATION AGREEMENT (Amendment) is made and entered into on this      day of      , 2022 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, Florida 33830 and the Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO), whose address is 25550 Harbor View Road, Suite 4, Port Charlotte FL 33980 and whose System for Award Management (SAM) Number is: CAF5J662SND5 (collectively the "parties").

## RECITALS

WHEREAS, the Department and the MPO on May 16, 2022 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 \$1,275,003.00. 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
439316-4-14-01 FY2023 PL	\$641,623.00
439316-4-14-01 FY2024 PL	\$601,911.00
439316-4-14-02 FY2024 SL	\$31,469.00

- Exhibit A (Scope of Work) of the Agreement is amended as follows: Adding \$1,192.00 of "new" PL funds to 439316-4-14-01, which increased the total PL In FY24 from \$600,719.00 to \$601,911. The SL fund amounts on this contract were not listed for FY23 or for FY24. For FY23, the MPO has \$17,073.00. In FY24 they are receiving \$14,396.00 of SL funds. The combined SL amounts are \$31,469 which will be reflected in FY 24 UPWP. The MPO is amending its FY 2023 - FY 2024 Unified Planning Work Program (UPWP)/Amended MPO Agreement. This document is the MPOs budget. This will be taken for approval at the July 17, 2023 MPO Board Meeting. This amendment is more fully described in the attached UPWP Revision Form #2.

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.

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

MPO

Florida Department of Transportation

Charlotte County-Punta Gorda Metropolitan Planning  
Organization

MPO Name

Christopher G. Constance, MD

Signatory (Printed or Typed)

Department of Transportation

Signature

Signature

MPO Chairman

Title

Title

  
Legal Review By: Janette S. Knowlton, County Attorney  
MPO 2023-0607

Legal Review  
Department of Transportation

DS  
DC

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 Charlotte County-Punta Gorda 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 Charlotte County-Punta Gorda 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.

\_\_\_\_\_  
Name: Christopher G. Constance, MD  
Title: MPO Chairman (or designee)

\_\_\_\_\_  
Date

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

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

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Charlotte County-Punta Gorda MPO that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Charlotte County-Punta Gorda 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 Charlotte County-Punta Gorda 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.

\_\_\_\_\_  
Name: Christopher G. Constance, MD  
Title: MPO Chairman (or designee)

\_\_\_\_\_  
Date



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

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**DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION**

It is the policy of the Charlotte County-Punta Gorda 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 Charlotte County-Punta Gorda 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 Charlotte County-Punta Gorda MPO, in a non-discriminatory environment.

The Charlotte County-Punta Gorda 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

\_\_\_\_\_  
Name: Christopher G. Constance, MD  
Title: MPO Chairman (or designee)

\_\_\_\_\_  
Date

FLORIDA DEPARTMENT OF TRANSPORTATION  
**UNIFIED PLANNING WORK PROGRAM (UPWP)**  
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**TITLE VI/ NONDISCRIMINATION ASSURANCE**

Pursuant to Section 9 of US DOT Order 1050.2A, the Charlotte County-Punta Gorda 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 Charlotte County-Punta Gorda MPO further assures FDOT that it will undertake the following with respect to its programs and activities:

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

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

\_\_\_\_\_  
Name: Christopher G. Constance, MD  
Title: MPO Chairman (or designee)

\_\_\_\_\_  
Date

FLORIDA DEPARTMENT OF TRANSPORTATION  
**UNIFIED PLANNING WORK PROGRAM (UPWP)**  
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**APPENDICES A and E**

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

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

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



## ***Florida Department of Transportation***

**RON DESANTIS**  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

**JARED W. PERDUE, P.E.**  
SECRETARY

### **Cost Analysis Certification**

#### **Charlotte County-Punta Gorda MPO**

#### **Unified Planning Work Program - FY 2023-FY 2024**

Amended 7/17/2023

Revision Number: Revision 2

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

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Name: Pamela Barr

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Planning Specialist III, District One  
Title and District

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Signature

7/17/2023

**AGENDA ITEM # 8**  
**MPO BOARD RESOLUTION #2023-02 AUTHORIZING**  
**SAFE STREETS AND ROADS FOR ALL GRANT AGREEMENT**

**Purpose:** To review and recommend to the MPO Board the execution of the MPO's Safe Streets and Roads for All (SS4A) Grant Agreement with the United States Department of Transportation by approving MPO Board Resolution #2023-02

**Agenda Item Presented by:** MPO Staff

**Discussion:**

The Charlotte County-Punta Gorda MPO applied for and was awarded Safe Streets and Roads for all federal grant funding to develop a Comprehensive Safety Action Plan. The Comprehensive Safety Action Plan will provide an in-depth analysis of roadway crash data in Charlotte County and strategically identify project priority recommendations to countermeasure the incidence of crashes in Charlotte County based on the Federal Highway Administration's (FHWA) Safe System Approach. Development of the plan is anticipated to take up to one year (please see attached timeline). Once the plan is adopted, local jurisdictions within Charlotte County will be eligible to apply for SS4A Project Implementation funding for transportation safety improvements of up to \$50,000,000 per project. The goal is to identify and implement short-term, mid-term and ultimate transportation solutions that will reduce or eliminate serious injuries and fatal crashes on public roadways.

The federal grant award amount is \$249,500. The required local match will be provided by Charlotte County in the amount \$62,500, yielding a total project budget of \$312,000. A resolution authorizing the execution of the SS4A Grant Agreement with the US DOT has been reviewed by the MPO Board Legal Counsel and is attached.

**Recommendation:** Motion to recommend MPO Board approve the Resolution 2023-02 for signature by the MPO Chair and to authorize the MPO Director to execute the Charlotte County-Punta Gorda MPO's Safe Streets and Roads for All Planning Grant Agreement with the United States Department of Transportation (including making minor adjustments as required).

**Attachments:**

1. Safe Streets and Roads for All Grant Agreement
2. MPO Board Resolution 2023-02
3. DRAFT SS4A Comprehensive Action Plan Development Schedule

- |   |   |
|---|---|
| <p>1. <b>Award No.</b><br/>693JJ32340227</p> <p>4. <b>Award To</b><br/>Charlotte County Punta Gorda Metropolitan<br/>Planning Organization</p> <p>Unique Entity Id.: CAF5J662SND5<br/>TIN No.: 59-600-0541</p> <p>6. <b>Period of Performance</b><br/>Effective Date of Award – 24<br/>Months from effective date</p> <p>8. <b>Type of Agreement</b><br/>Grant</p> <p>10. <b>Procurement Request No.</b><br/>HSSP230251PR</p> <p>12. <b>Submit Payment Requests To</b><br/>See article 20.</p> <p>14. <b>Accounting and Appropriations Data</b><br/>15X0173E50.0000.055SR10500.5592000000.41010.610066<br/>00.0000000000.0000000000.0000000000.0000000000</p> <p>15. <b>Description of Project</b><br/>Development of a Comprehensive Safety Action Plan for Charlotte County</p> | <p>2. <b>Effective Date</b><br/>See No. 17 Below</p> <p>3. <b>Assistance Listings No.</b><br/>20.939</p> <p>5. <b>Sponsoring Office</b><br/>U.S. Department of Transportation<br/>Federal Highway Administration<br/>Office of Safety<br/>1200 New Jersey Avenue, SE<br/>HSSA-1, Mail Drop E71-117<br/>Washington, DC 20590</p> <p>7. <b>Total Amount</b><br/>Federal Share: \$249,500<br/>Recipient Share: \$0<br/>Other Federal Funds: \$0<br/>Other Funds: \$62,500<br/>Total: \$312,000</p> <p>9. <b>Authority</b><br/>Section 24112 of the Infrastructure Investment<br/>and Jobs Act (Pub. L. 117–58, November 15,<br/>2021; also referred to as the “Bipartisan<br/>Infrastructure Law” or “BIL”)</p> <p>11. <b>Federal Funds Obligated</b><br/>\$249,500</p> <p>13. <b>Payment Office</b><br/>See article 20.</p> |
|---|---|

**RECIPIENT**

**16. Signature of Person Authorized to Sign**


\_\_\_\_\_  
Signature Date  
Name: D’Juan L. Harris  
Title: Executive Director  
Charlotte County – Punta Gorda MPO

**FEDERAL HIGHWAY ADMINISTRATION**

**17. Signature of Agreement Officer**

\_\_\_\_\_  
Signature Date  
Name: Robert M. McNamara  
Title: Agreement Officer

Approved as to Form  
and Legal Sufficiency

  
Janette S. Knowlton, County Attorney  
LR# 23-0551

## U.S. DEPARTMENT OF TRANSPORTATION

### GRANT AGREEMENT UNDER THE FISCAL YEAR 2022 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM

This agreement is between the [United States Department of Transportation (the “USDOT”)] [Federal Highway Administration (the “FHWA”) and the Charlotte County- Punta Gorda Metropolitan Planning Organization (the “**Recipient**)”].

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All (“SS4A”) Grant for the development of the Charlotte County Comprehensive Safety Action Plan.

The parties therefore agree to the following:

#### ARTICLE 1 GENERAL TERMS AND CONDITIONS

##### 1.1 General Terms and Conditions.

- (a) In this agreement, “**General Terms and Conditions**” means the content of the document titled “General Terms and Conditions Under the Fiscal Year 2022 Safe Streets and Roads for All Grant Program,” dated February 8, 2023, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements>. Articles 7–30 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient states that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (BIL, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient’s non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the USDOT/FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.



## **ARTICLE 2 APPLICATION, PROJECT, AND AWARD**

### **2.1 Application.**

Application Title: Charlotte County Comprehensive Safety Action Plan

Application Date: September 9, 2022

### **2.2 Award Amount.**

SS4A Grant Amount: \$249,500

### **2.3 Award Dates.**

Period of Performance End Date:

See Item 6 on Page 1

### **2.4 Budget Period**

Budget Period End Date:

See Item 6 on Page 1

### **2.5 Action Plan Grant or Implementation Grant Designation.**

Designation: Action Plan

Federal Award Identification Number. The Federal Award Identification Number is listed on page 1, line 1.

## **ARTICLE 3 SUMMARY PROJECT INFORMATION**

### **3.1 Summary of Project's Statement of Work.**

The Charlotte County-Punta Gorda MPO will develop a Comprehensive Safety Action Plan to address the existing safety challenges in the MPO Planning area.

### 3.2 Comprehensive Safety Action Plan Schedule.

#### ACTION PLAN SCHEDULE

Milestone	Schedule Date
Planned Draft Action Plan Completion Date:	October 2024
Planned Action Plan Completion Date:	December 2024
Planned Action Plan Adoption Date:	December 2024
Planned SS4A Final Report Date:	February 2025

### 3.3 Project's Estimated Costs.

#### (a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$249,500
Other Federal Funds::	\$0
State Funds:	\$0
Local Funds:	\$62,500
In-Kind Match:	\$0
Other Funds:	\$0
Total Eligible Project Cost:	\$312,000

#### (b) Supplemental Estimated Budget

Cost Element	Federal Share	Non-Federal Share	Total Budget Amount
Direct Labor	\$20,000	\$30,000	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$1,250	\$0.00
Supplies	\$0.00	\$1,250	\$0.00
Contractual/Consultant	\$229,500	\$30,000	\$0.00
Other	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
Total Budget	\$0.00	\$62,500	\$312,000

## RECIPIENT Information

### 3.4 Recipient's Unique Entity Identifier.

CAF5J662SND5

### 3.5 Recipient Contact(s).

D'Juan Harris  
MPO Executive Director  
Charlotte County Metropolitan Planning Organization  
18500 Murdock Circle, Building B, Suite 200, Port Charlotte, FL 33948  
941-626-7463  
Harris@ccmpo.com

### 3.6 Recipient Key Personnel.

Name	Title or Position
D'Juan Harris	MPO Director
Bekie Leslie	Administrative Services Coordinator
Lakshmi Gurram	Principal Planner
Betty-Ann Sherer	Planner
Wendy Scott	Transit Planner

### 3.7 USDOT Project Contact(s).

Darren Thacker  
Safe Streets and Roads for All Program Manager  
Federal Highway Administration  
Office of Safety  
HSSA-1, Mail Stop: E73-425  
1200 New Jersey Avenue, S.E.  
Washington, DC 20590  
202-366-6409  
Darren.thacker@dot.gov

and

Ashley Cucchiarelli  
Agreement Officer (AO)  
Federal Highway Administration  
Office of Acquisition and Grants Management  
HCFA-33, Mail Stop E62-310  
1200 New Jersey Avenue, S.E.  
Washington, DC 20590  
720-963-3589  
Ashley.cucchiarelli@dot.gov

and

Ashley Cucchiarelli  
Agreement Specialist (AS)  
Office of Acquisition and Grants Management  
HCFA-33, Mail Stop E62-204  
1200 New Jersey Avenue, S.E.  
Washington, DC 20590  
720-963-3589  
Ashley.cucchiarelli@dot.gov

and

Jamie Christian  
Agreement Officer's Representative (AOR)  
Division Administrator  
FL Division  
3500 Financial Plaza, Suite 400  
Tallahassee, FL 32312

and

Carlos Gonzalez  
Florida Division Office Point of Contact  
Transportation Planning Specialist  
Tallahassee, FL  
850-553-2221  
Carlos.a.gonzalez@dot.gov

## **ARTICLE 4**

### **USDOT ADMINISTRATIVE INFORMATION**

#### **4.1 Office for Subaward and Contract Authorization.**

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition and Grants Management

#### **SUBAWARDS AND CONTRACTS APPROVAL**

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the AO are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

Note: This clause is only applicable to Action Plan Grants.

Unless described in the application and funded in the approved award, the Recipient must obtain prior written approval from the AO for the subaward, transfer, or contracting out of any work under this award above the Simplified Acquisition Threshold. This provision does not apply to the acquisition of supplies, material, equipment, or general support services. Approval of each subaward or contract is contingent upon the Recipient's submittal of a written fair and reasonable price determination, and approval by the AO for each proposed contractor/sub-recipient. Consent to enter into subawards or contracts will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

(Fill in at award or by amendment)

#### **5.2 Reimbursement Requests**

- (a) The Recipient may request reimbursement of costs incurred in the performance of this agreement if those costs do not exceed the funds available under section 2.2 and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI eInvoicing System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF 271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.

- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the AO may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the Agreement Officer's Representative (the "**AOR**") reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) The USDOT may waive the requirement that the Recipient use the DELPHI eInvoicing System. The Recipient may obtain waiver request forms on the DELPHI eInvoicing website (<http://www.dot.gov/cfo/delphi-einvoicing-system.html>) or by contacting the AO. A Recipient who seeks a waiver shall explain why they are unable to use or access the Internet to register and enter payment requests and send a waiver request to

Director of the Office of Financial Management  
US Department of Transportation,  
Office of Financial Management B-30, Room W93-431  
1200 New Jersey Avenue SE  
Washington DC 20590-0001

or

[DOTElectronicInvoicing@dot.gov](mailto:DOTElectronicInvoicing@dot.gov).

If the USDOT grants the Recipient a waiver, the Recipient shall submit SF 271s directly to:

DOT/FAA  
P.O. Box 268865  
Oklahoma City, OK 73125-8865  
Attn: Agreement Specialist

- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

## **ARTICLE 5**

### **SPECIAL GRANT TERMS**

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section [wherever the date it is in this agreement].

- 6.2** The Recipient acknowledges that the Charlotte County Comprehensive Safety Action Plan will be made publicly available, and the Recipient agrees that it will publish the final Action Plan on a publicly available website.
- 6.3** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.4** There are no other special grant requirements for this discretionary grant award for development of the Charlotte County Comprehensive Safety Action Plan.

**ATTACHMENT A**  
**PERFORMANCE MEASUREMENT INFORMATION**

**Study Area:** Charlotte County-Punta Gorda Metropolitan Planning Area

**Baseline Measurement Date:** February 2, 2024

**Baseline Report Date:** March 29, 2024

**Table 1: Performance Measure Table**

<b>Measure</b>	<b>Category and Description</b>	<b>Measurement Frequency</b>
Equity	Percent of Funds to Underserved Communities: Funding amount (of total project amount) benefitting underserved communities, as defined by USDOT	End of period of performance
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	End of period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects of strategies to prevent death and serious injury on roads and streets.	End of period of performance



## ATTACHMENT B CHANGES FROM APPLICATION

**INSTRUCTIONS FOR COMPLETING ATTACHMENT B:** Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of this attachment B is to document the differences clearly and accurately in scope, schedule, and budget to establish the parties' knowledge and acceptance of those differences. See section 10.1.

**Scope:** To develop a Comprehensive Safety Action Plan devoted to public engagement activities, demonstrating to the community the safety benefits of implementing FHWA'S proven safety countermeasures for Capital Improvement Projects. Additionally, once analysis of existing conditions and historical trends prioritizes the problem areas; low-cost, high impact countermeasures will be identified to address transportation safety deficiencies where applicable. (no change from application)

**Schedule:** MPO anticipates final report to be provided by March 31, 2025

**Budget:** \$312,000 (no change from application)

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
<b>Previously Incurred Costs (Non-Eligible Project Costs)</b>				
Federal Funds				
Non-Federal Funds				
Total Previously Incurred Costs				
<b>Future Eligible Project Costs</b>				
SS4AFunds	\$249,500			
Other Federal Funds				
Non-Federal Funds	\$62,500			
Total Future Eligible Project Costs				
Total Project Costs	\$312,000			

## ATTACHMENT C RACIAL EQUITY AND BARRIERS TO OPPORTUNITY

### 1. Efforts to Improve Racial Equity and Reduce Barriers to Opportunity.

The Recipient states that rows marked with “X” in the following table are accurate:

	A racial equity impact analysis has been completed for the Project. <i>(Identify a report on that analysis or, if no report was produced, describe the analysis and its results in the supporting narrative below.)</i>
	The Recipient or a project partner has adopted an equity and inclusion program/plan or has otherwise instituted equity-focused policies related to project procurement, material sourcing, construction, inspection, hiring, or other activities designed to ensure racial equity in the overall delivery and implementation of the Project. <i>(Identify the relevant programs, plans, or policies in the supporting narrative below.)</i>
	The Project includes physical-barrier-mitigating land bridges, caps, lids, linear parks, and multimodal mobility investments that either redress past barriers to opportunity or that proactively create new connections and opportunities for underserved communities that are underserved by transportation. <i>(Identify the relevant investments in the supporting narrative below.)</i>
	The Project includes new or improved walking, biking, and rolling access for individuals with disabilities, especially access that reverses the disproportional impacts of crashes on people of color and mitigates neighborhood bifurcation. <i>(Identify the new or improved access in the supporting narrative below.)</i>
	The Project includes new or improved freight access to underserved communities to increase access to goods and job opportunities for those underserved communities. <i>(Identify the new or improved access in the supporting narrative below.)</i>
X	The Recipient has taken other actions related to the Project to improve racial equity and reduce barriers to opportunity, as described in the supporting narrative below.
	The Recipient has not yet taken actions related to the Project to improve racial equity and reduce barriers to opportunity but, before beginning construction of the project, will take relevant actions described in the supporting narrative below.
	The Recipient has not taken actions related to the Project to improve racial equity and reduce barriers to opportunity and will not take those actions under this award.
X	The Recipient identified a high percentile of population over the age of 64 within the MPO’s planning area.

### 2. Supporting Narrative.

The Charlotte County-Punta Gorda MPO addressed transportation projects as it relates to socio-cultural and environmental justice concerns during development of its 2045 Long Range Transportation Plan (LRTP). In Chapter 5 of the 2045 LRTP, the MPO included

efforts to assess countywide delivery of transportation projects in underserved communities. The process sought to ensure equal access to transportation systems and the transportation planning process. The analysis focused on areas with a high concentration of minority, low-income, and other traditionally under-served and under-represented populations. Additionally, the MPO identified in the application package for the Safe Streets and Roads for All action plan grant, a high percentile of population over the age of 64 in Charlotte County. To the greatest extent possible, the CC-PG MPO will incorporate a quantitative equity analysis in the to be developed Comprehensive Safety Action Plan that will provide deference to projects and programs that provide benefit to our disadvantaged communities in Charlotte County.



**RESOLUTION  
NUMBER 2023-02**

**A RESOLUTION OF THE CHARLOTTE COUNTY-PUNTA  
GORDA METROPOLITAN PLANNING ORGANIZATION  
AUTHORIZING THE EXECUTION OF THE SAFE STREETS  
AND ROADS FOR ALL GRANT AGREEMENT WITH THE  
UNITED STATES DEPARTMENT OF TRANSPORTATION  
FEDERAL HIGHWAY ADMINISTRATION.**

**RECITALS**

**WHEREAS**, the Charlotte County-Punta Gorda Metropolitan Planning Organization is eligible to receive a Safe Streets and Roads for All Federal Grant and to undertake development of a Comprehensive Safety Action for the Charlotte County-Punta Gorda Metropolitan Planning Area.

**NOW THEREFORE, BE IT RESOLVED**, by the Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO) that:

1. The MPO has the authority to enter into this grant agreement.
2. The MPO authorizes the MPO Director to execute the grant agreement on behalf of the MPO Board with the United States Department of Transportation Federal Highway Administration.
3. The MPO authorizes the MPO Director to sign any and all agreements or contracts which are required in connection with the grant agreement.
4. The MPO authorizes the MPO Director to sign any and all assurances, reimbursement invoices, warranties, certifications and any other documents which may be required in connection with the agreement or subsequent agreements.

PASSED AND DULY ADOPTED this 17<sup>th</sup> day of July, 2023.

CHARLOTTE COUNTY-PUNTA GORDA  
METROPOLITAN PLANNING ORGANIZATION

By: \_\_\_\_\_  
Christopher G. Constance, MD, Chairman

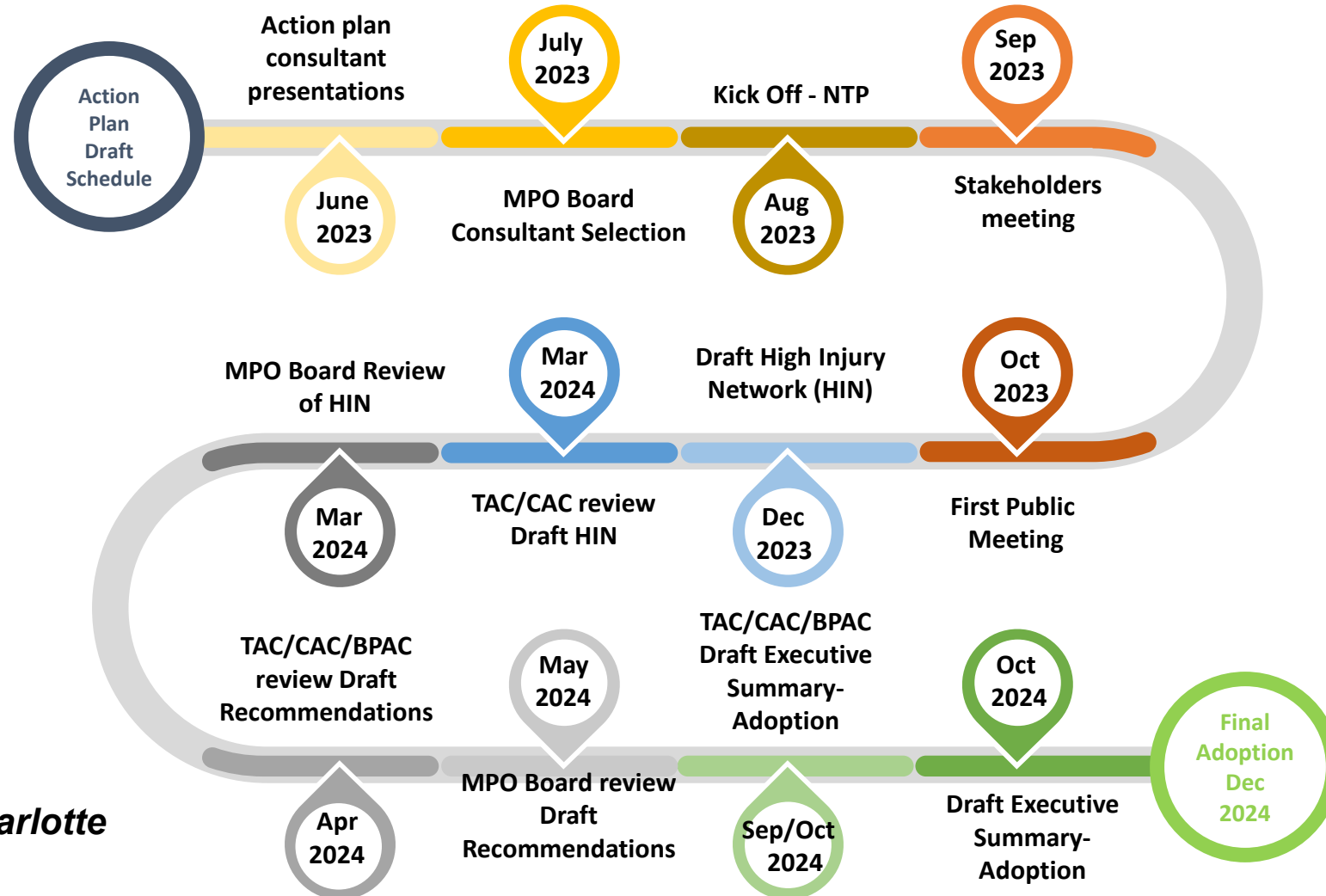
ATTEST:

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:

By: \_\_\_\_\_  
D'Juan L. Harris  
Designated Clerk of the MPO Board

By: Janette S. Knowlton  
Janette S. Knowlton, County Attorney  
LR23-0557

# Safe Streets and Roads for All Comprehensive Safety Action Plan



*Draft schedule for the development of the Charlotte County – Punta Gorda Comprehensive Action Plan subject to change*

JUNE 28, 2023  
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING

**AGENDA ITEM # 9**  
**SAFE STREETS AND ROADS FOR ALL (SS4A) CONSULTANT SELECTION**

**Purpose:** Recommend the MPO Board approve the selection of the Safe Streets and Roads for All (SS4A) Professional Services Consultant to undertake the development of a Comprehensive Safety Action Plan for the Charlotte County – Punta Gorda MPO Planning area. Authorize MPO Staff to negotiate a Work Assignment Order and Scope of Services with the selected consultant and authorize the MPO Chair to sign the Work Assignment Order.

**Agenda Item Presented by:** MPO Staff

**Discussion:**

On June 14, 2023, the SS4A consultant selection committee held in-person presentations amongst the three responding GPC consultants vying for the opportunity to develop the Charlotte County-Punta Gorda Comprehensive Safety Action Plan. The SS4A selection committee ranked the consultants based on the criteria below:

<b>SS4A Selection Committee Scoring Criteria</b>	<b>Possible Score</b>
Understanding of Safe Systems Approach and Pragmatic Examples of Application of Principles	20
Experience Developing Vision Zero / Comprehensive Safety Action Plans	20
Implementation Strategies to Address Issues along High Injury Network (Can be proposed or based on previous case studies)	20
Public Engagement / Public Involvement Strategy / Stakeholder Considerations	15
Innovative Utilization of Technology	15
Response to Questions	10

Upon tallying the scoring criteria, the SS4A selection committee unanimously recommended VHB as the consultant to develop the Charlotte County-Punta Gorda Comprehensive Safety Action Plan (please see Attachment 1 for final scoring sheet).

Once approved by the MPO Board, MPO Staff will negotiate a Scope of Services for development of the Comprehensive Safety Action Plan.

**Recommendation:** Motion to recommend the MPO Board approve the SS4A selection committee's consultant recommendation; authorize the MPO Staff develop a Work Assignment Order and Scope of Services with the selected consultant; and authorize the MPO Chair sign the Work Assignment Order.

**Attachment:** SS4A Selection Committee Scoresheets

Safe Streets and Roads for All  
Final Consultant Selection Scoresheet

				Understanding of Safe Systems Approach and Pragmatic Examples of Application of Principles (20 points)								Experience Developing Vision Zero / Comprehensive Safety Action Plans (20 points)		Implementation Strategies to Address Issues along High Injury Network (20 points)		Public Engagement / Public Involvement Strategy / Stakeholder Considerations (15 points)		Innovative Utilization of Technology (15 points)		Response to Questions (10 points)			
Shaun C.	Benesch			20	18	16	13	12	9														
	Kimley Horn			20	14	19	15	15	10														
	VHB			20	19	19	15	15	10														
Melissa R.	Benesch			18	18	17	13	12	10														
	Kimley-Horn			18	18	15	13	13	9														
	VHB			18	19	14	13	14	9														
D'Juan H.	Benesch			16	17	18	12	10	8														
	Kimley Horn			16	17	15	12	12	8														
	VHB			20	20	18	14	15	9														
Benesch Total Score:										257													
Kimley Horn Total Score:										259													
VHB Total Score										281													



JUNE 28, 2023  
CITIZENS' ADVISORY COMMITTEE MEETING

**AGENDA ITEM #10**  
**2050 SOCIOECONOMIC DATA DEVELOPMENT UPDATE**

**Purpose:** To brief the committee on the status of the 2050 Long Range Transportation Plan (LRTP) 2020 Data Needs for Model Validation Project

**Agenda Item Presented by:** Kimley Horn & Associates, Brett Kamm

**Discussion:**

In May of 2023 the MPO Board entered a contract with Kimley Horn & Associates to perform the updates for the LRTP 2020 Data Needs for Model Validation effort. The project is scheduled to be completed by December 2023.

Kimley Horn & Associates will be providing the updates on the following topics:

- 1) Forecasting Process
- 2) Population and Employment Control Totals
- 3) Outstanding Data Needs
- 4) Next Steps

**Recommendation:** Review and comment

**Attachments:**

1. Power Point Presentation
2. Project Timeline

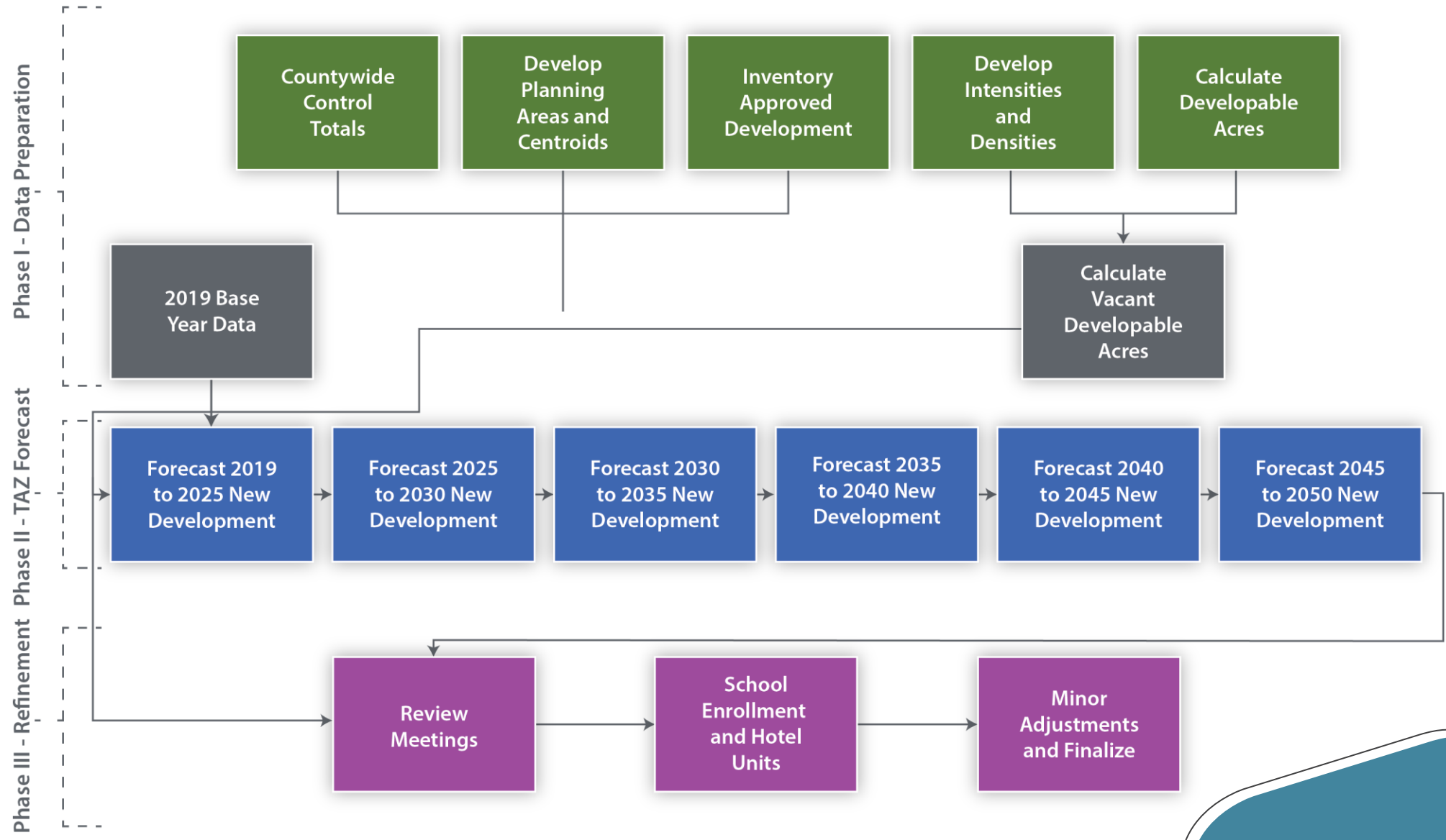


# 2050

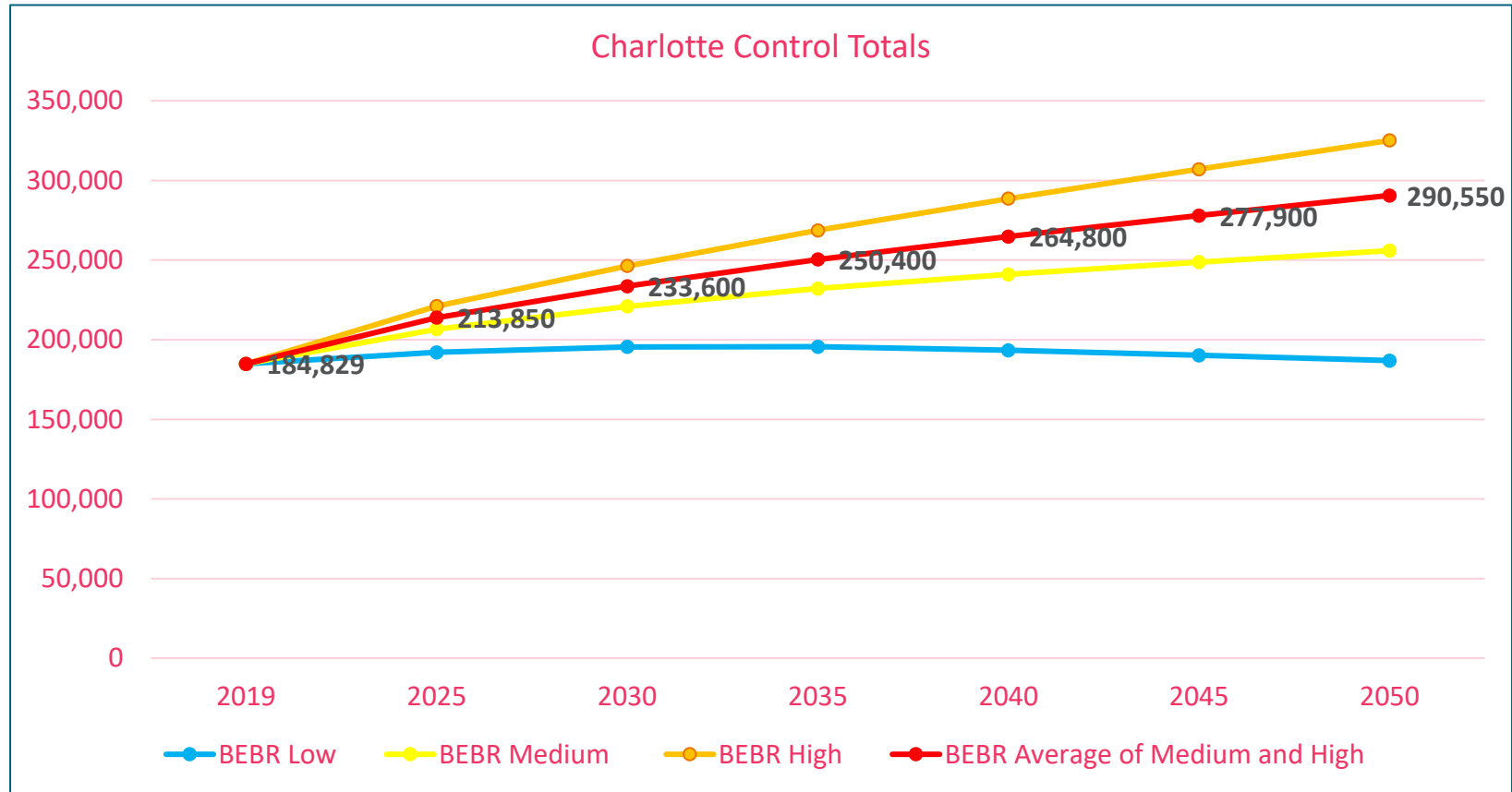
## Socio-Economic Data and Long Range Transportation Plan

Charlotte County

Kimley»Horn



# Charlotte County Population



**Future Land Use**

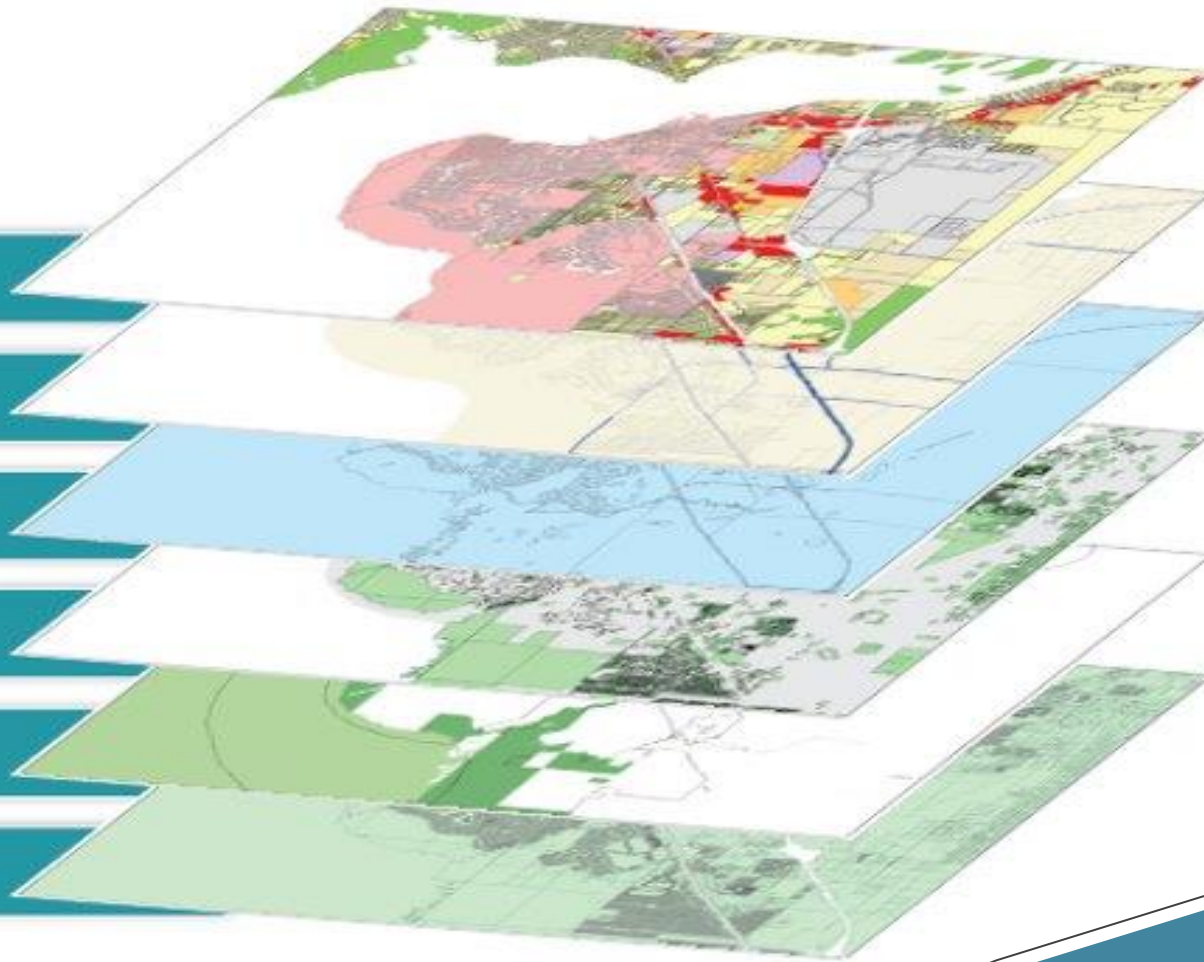
**Roadways**

**TAZ's**

**Vacant Land**

**Environmental Lands**

**Parcels**



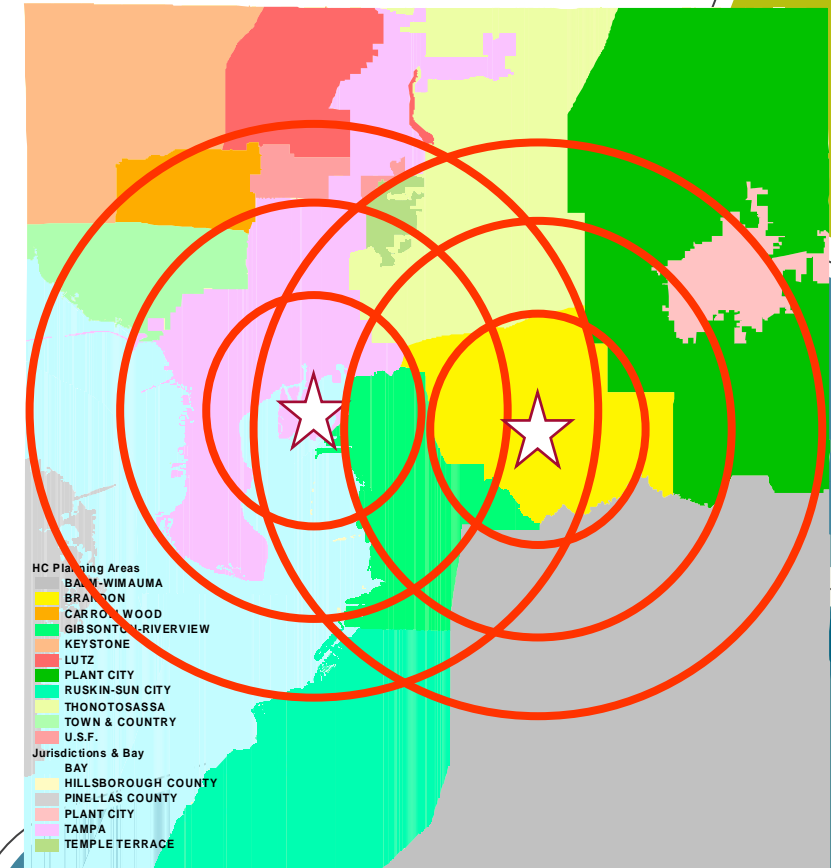
# Densities and Intensities

Juris_ FLU	Land Use	Land Use Code	Maximum Dwelling Units	Maximum FAR		
				Industrial Use	Commercial Use	Service Use
CC_CL	Low Intensity Coastal and Lakes Residential	CL	0.05	0.00	0.20	0.20
CC_RUR	Rural Residential	RUR	0.10	0.00	0.20	0.20
CC_LDR	Low Density Residential	LDR	2.00	0.00	0.20	0.20
CC_MDR	Medium Density Residential	MDR	4.00	0.00	0.40	0.40
CC_HDR	High Density Residential	HDR	6.00	0.00	0.50	0.50
CC_RMU	Residential Mixed Use	RMU	6.00	0.12	0.30	0.30
CC_CRR	Central Ridge Residential	CRR		0.00	0.00	0.00
CC_MHP	Mobile Home Park	MHP	6.00	0.00	0.20	0.20
CC_PSO	Professional Services/Offices	PSO	4.00	0.00	1.00	1.00
CC_GNC	General Commercial	GNC	6.00	0.00	1.00	1.00
CC_CLC	Coastal and Lakes Commercial	CLC	0.05	0.00	0.30	0.30
CC_RAC	Rural Activity Center	RAC	2.00	0.00	0.5	0.5
CC_RVP	Recreational Vehicle Park/Campground	RVP	10.00	0.00	0.2	0.2
CC_IND	Industrial	IND	0.00	3.00	0.00	0.00
CC_EXT	Extractive	EXT	0.00	0.00	0.00	0.00
CC_PSI	Public/Semi-Public, Institutional	PSI	0.00	0.00	0.50	0.50
CC_TCU	Transportation, Communications, Utilities	TCU	0.00	0.00	0.00	0.00
CC_REC	Recreation	REC	0.00	0.00	0.2	0.2
CC_AGR	Agriculture	AGR	0.10	0.00	0.00	0.00
CC_CON	Conservation	CON	0.00	0.00	0.00	0.00
CC_PRT	Port	PRT	6.00	0.00	0.2	0.2



# Allocation Process

- Approved Development
- Gravity Model
  - Bigger & Closer are More Attractive





# Recommendations

Not a Model but a  
Tool

Short Term to Long  
Term

Draw on Human  
Knowledge/Review  
Workshops

Produce Widely  
Useful Forecast

# Review Process Tools



MAP EXHIBITS



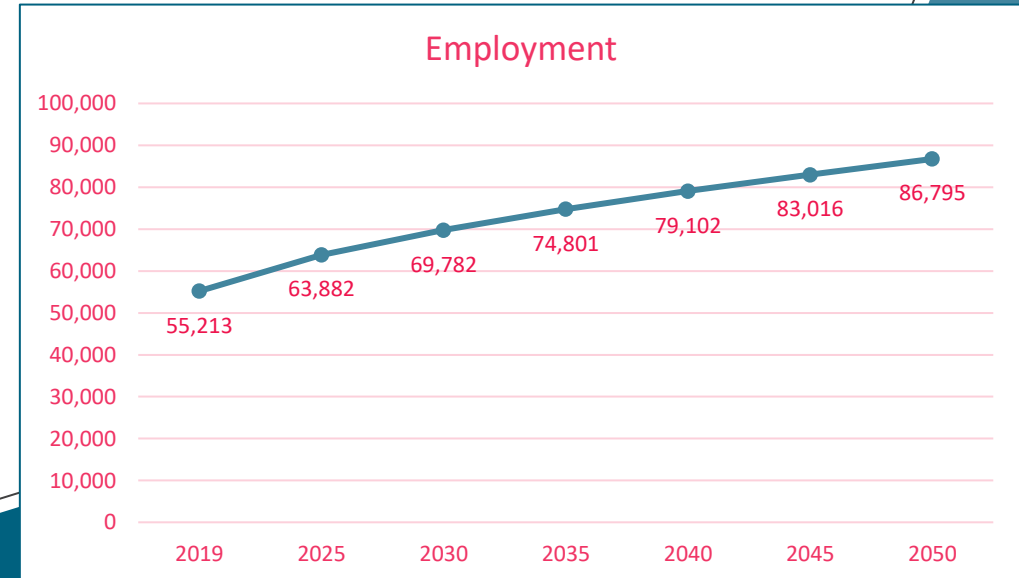
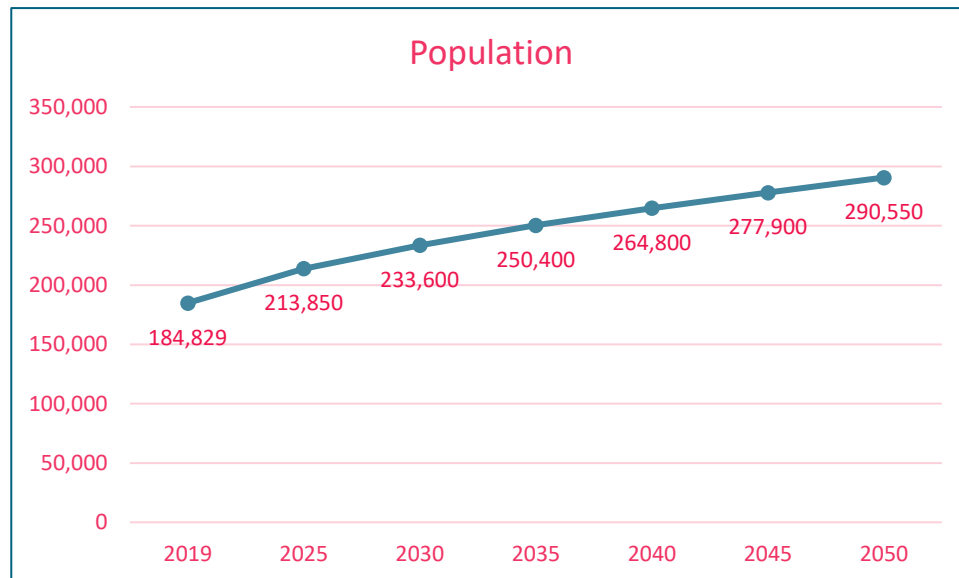
EDITOR SPREADSHEET



TAZ WEB VIEWER

# Draft Forecast

Totals			Change	
	2019	2050	2019 -> 2050 (#)	2019 -> 2050 (%)
Population	184,829	290,550	105,721	57.20%
Employment	55,213	86,795	31,582	57.20%

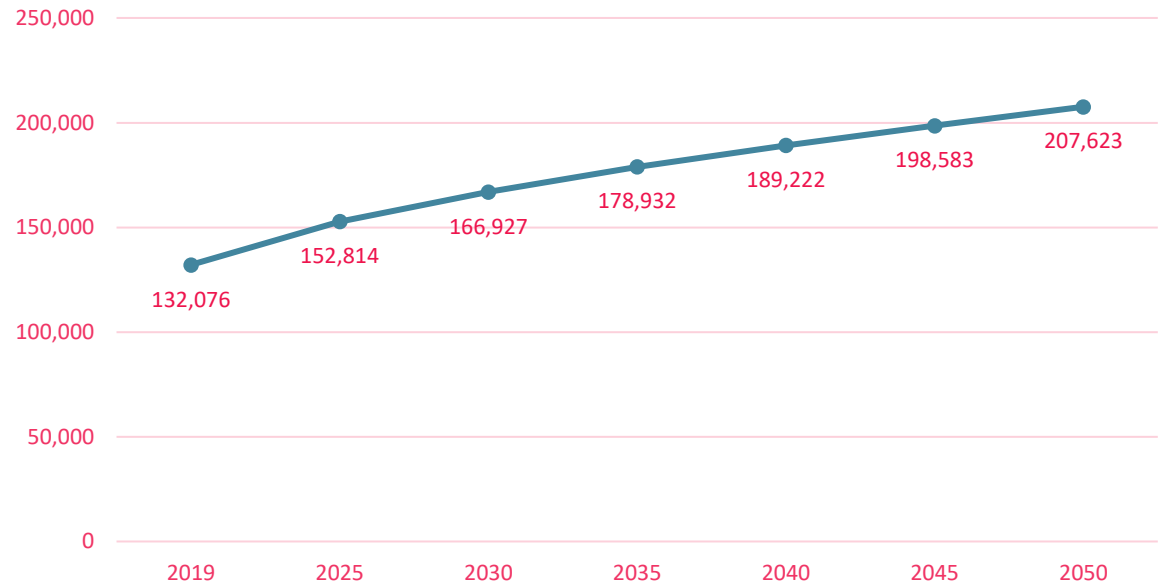


# Draft Forecast

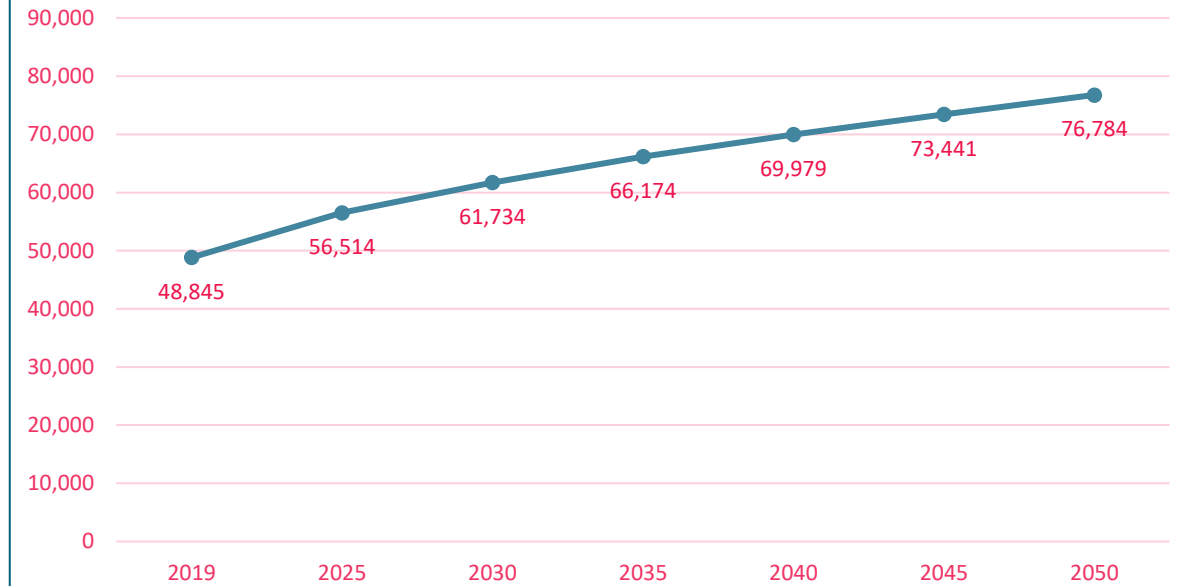
Totals			Change	
	2019	2050	2019 -> 2050 (#)	2019 -> 2050 (%)
Single Family Population	132,076	207,623	75,547	57.20 %
Multi Family Population	48,845	76,784	27,939	57.20 %
Industrial	5,173	8,653	3,480	67.27 %
Commercial	16,359	19,988	3,629	22.18 %
Service	33,681	58,154	24,473	72.66 %

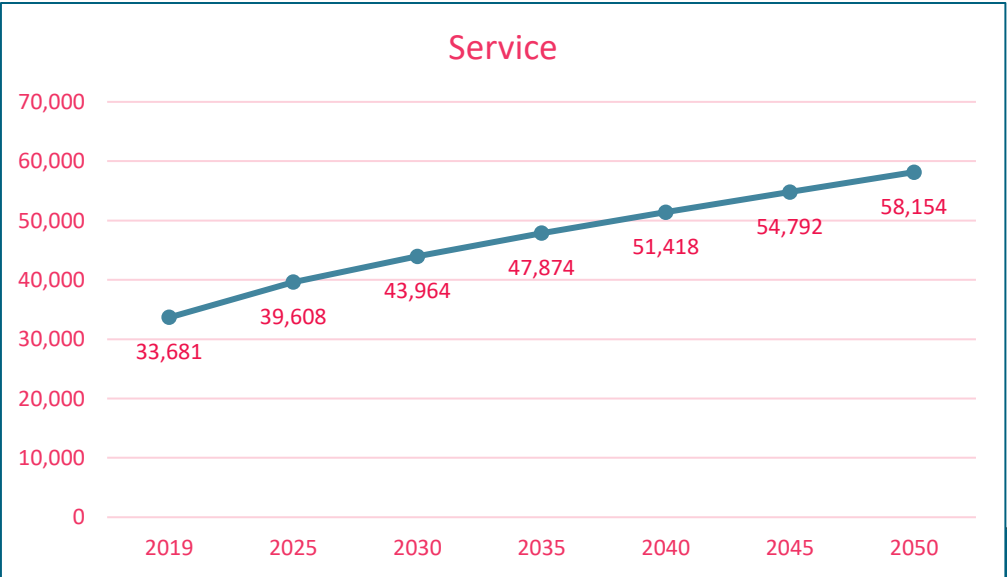
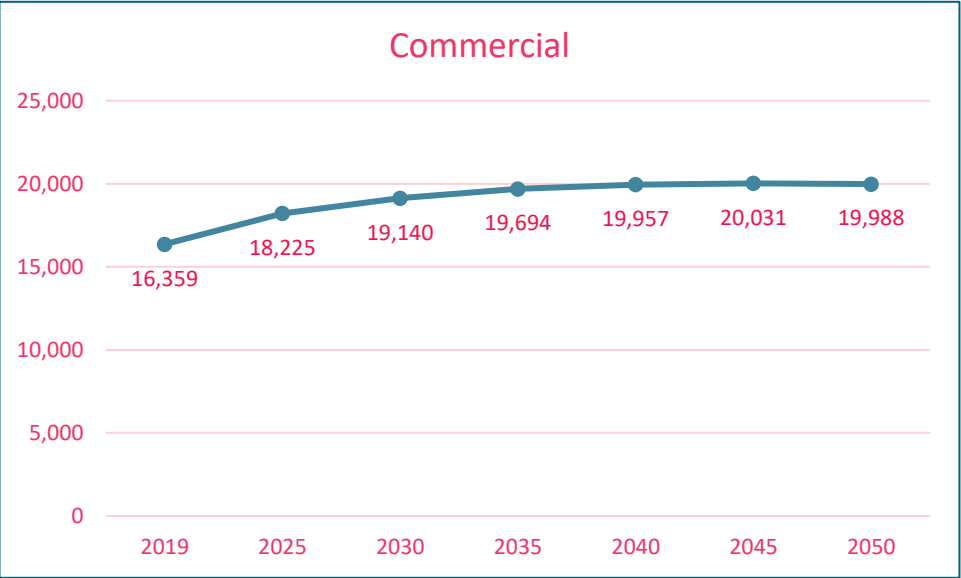
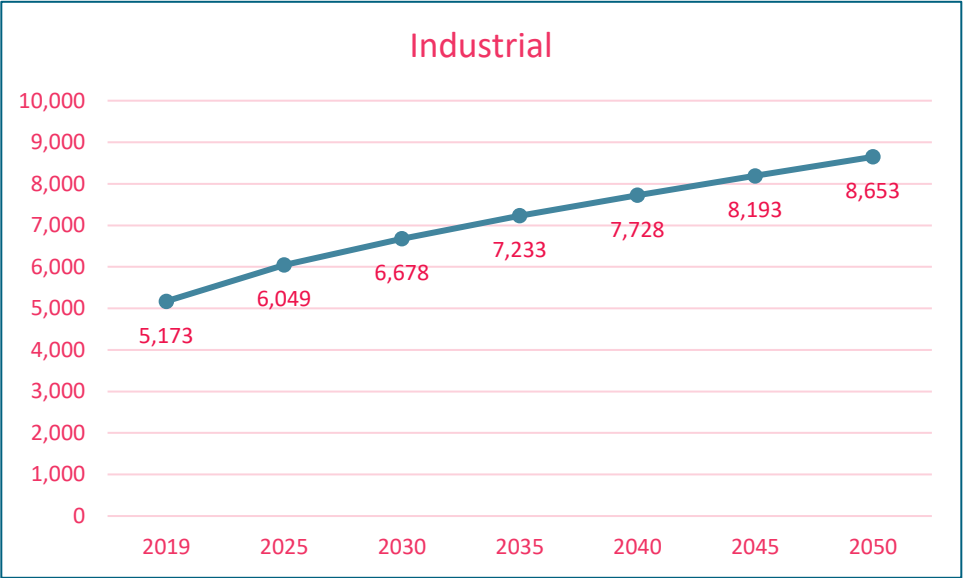
# Draft Forecast

Single Family Population



Multi Family Population







# 2050 SOCIO ECONOMIC DATA DEVELOPMENT

# 2023

**PROJECT/EVENT NAME:** 2050 SE DATA DEVELOPMENT

**ORGANIZER'S NAME:** CHARLOTTE COUNTY – PUNTA GORDA MPO

Socio-economic data shall be developed for the 2050 Long Range Transportation Plan (LRTP) Update by the Consultant by five-year increments from 2025 to the horizon year of 2050. The Consultant shall forecast and deliver all zonal data by analysis zone (TAZ) for Charlotte County including the southwest portion of DeSoto County. The data shall be consistent with the Florida Standard Urban Transportation Modeling Structure format and what was done for the 2045 zonal data submittal.

The final data needs to be provided to the MPO by the consultant in ArcGIS shapefile format or the format consistent to D1RPM model. **Below is the DRAFT timeline for the completion of the task and subject to change**

PROJECT PHASE	START DATE	END DATE
Issue Task Assignment	02.09.2023	02.10.2023
Oral Presentations	02.28.2023	03.01.2023
Subcommittee Rankings	03.01.2023	03.01.2023
TAC/CAC Recommendations	03.02.2023	03.02.2023
MPO Board Approval of a Consultant	03.21.2023	03.21.2023
Notice to Proceed/Data Needs Discussion	05.16.2023	05.16.2023
Subcommittee of review 2019 validated data	05.29.2023	05.30.2023
Subcommittee of review 2050 forecast data	08.16.2023	08.16.2023
TAC/CAC Draft Review of updated 2050 Data	09.27.2023	09.27.2023
MPO Board Review of Draft 2050 Data	10.16.2023	10.16.2023
Final SE Data Forecast Report - TAC/CAC	11.08.2023	11.08.2023
Final SE Data Forecast Report – MPO Board Adoption	12.18.2023	12.18.2023

January						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
S	M	T	W	TH	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May						
S	M	T	W	TH	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
S	M	T	W	TH	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October						
S	M	T	W	TH	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December						
S	M	T	W	TH	F	S
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23	24	25	26	27	28	29
30	31					

TAC/CAC

MPO Board



JUNE 28, 2023  
CITIZENS' ADVISORY COMMITTEE (TAC) MEETING

**AGENDA ITEM # 11**  
**SUN TRAIL PROJECTS - DISCUSSION**

**Purpose:** To review and comment on the proposed SUN Trail projects

**Agenda Item Presented by:** MPO Staff

**Discussion:**

The **Florida Greenways and Trails Council (FGTC)** serves as an extension to advise the Florida Department of Environmental Protection on Greenways and Trails related issues. The council held their meeting on April 13<sup>th</sup> & 14<sup>th</sup> of 2023 in Tallahassee. The proposed changes to the SUN Trail were discussed at the April 2023 Office of Greenways & Trails for their approval.

MPO Staff had the opportunity to attend the council meeting to request proposed changes (Attachment 1) to the SUN Trail alignment maps. These changes were presented to this committee back at the November 30, 2022 meeting. MPO Staff coordinated with our regional partners to the north and south for concurrence of regional connections.

In the current FDOT Draft Tentative Work Program (FY 2024 through FY 2028), the Cape Haze Pioneer Trail Corridor on SR 776 (from Myakka State Forest to US 41) is funded for Design in FY 2024 for \$ 657,019. The project is divided into two segments. On US 41 at South Alligator Creek, a Pedestrian Overpass is funded for Design in FY 2025 for \$290,000.

The status of the SUN Trail funded projects in Charlotte County for FY 2024 through FY 2028 Draft Tentative Work Program is listed below:

Cape Haze Pioneer Trail (SR 776) from US 41 to Gillot Blvd; PE- \$468,000 (FY 2024)

Cape Haze Pioneer Trail (SR 776) from Gillot Blvd to Myakka State Forrest; PE \$189,019 (FY 2024)

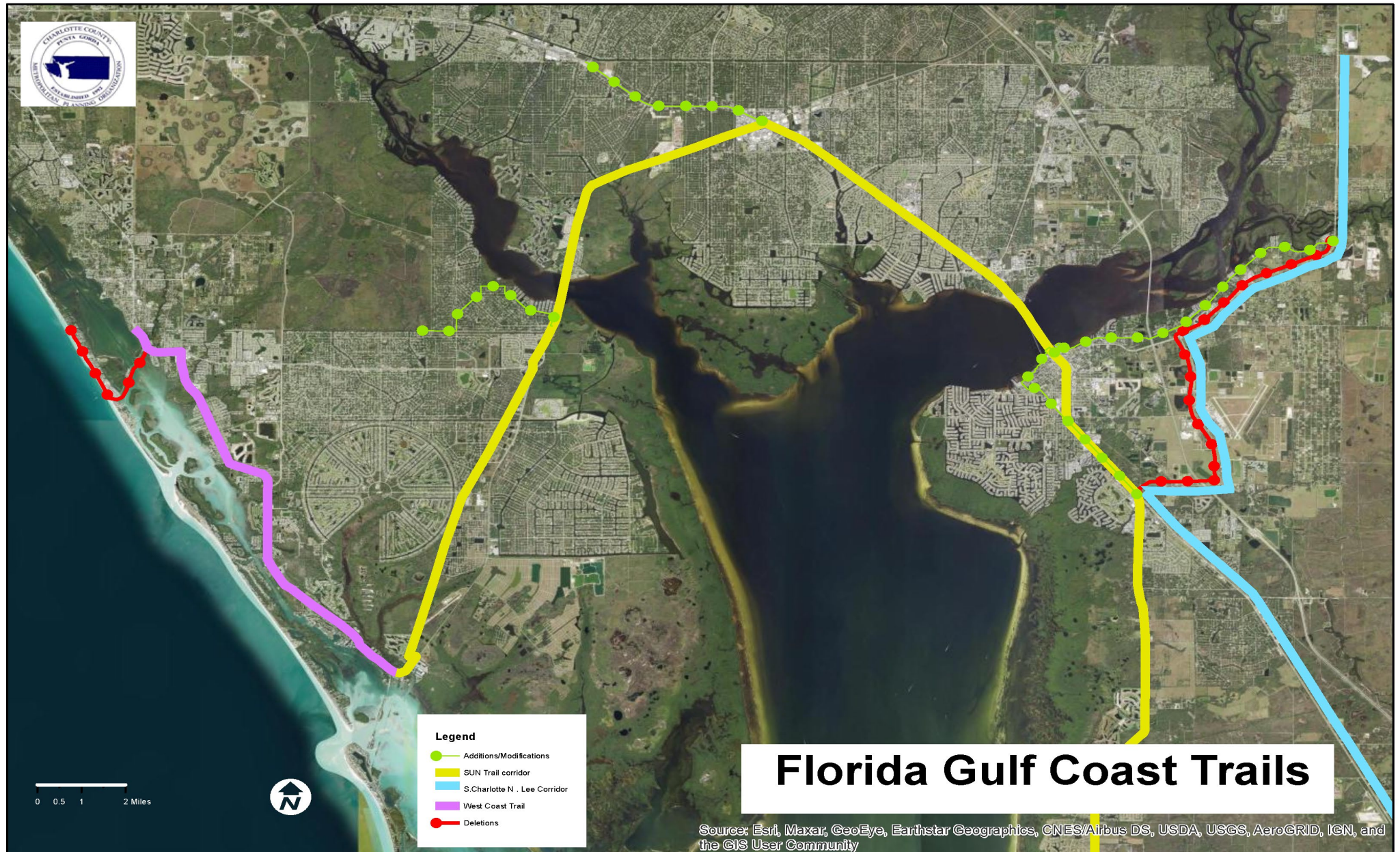
US 41 (SR 45) at South Fork Alligator Creek; PE \$290,000 (FY 2025)

**Recommendation:** Review and comment only

**Attachments:**

1. [Proposed Changes to SUN Trails](#)
2. [SUN Trail – Completed / Funded projects](#)

## Proposed Changes to the SUN Trails in Charlotte County





## Project number # 1

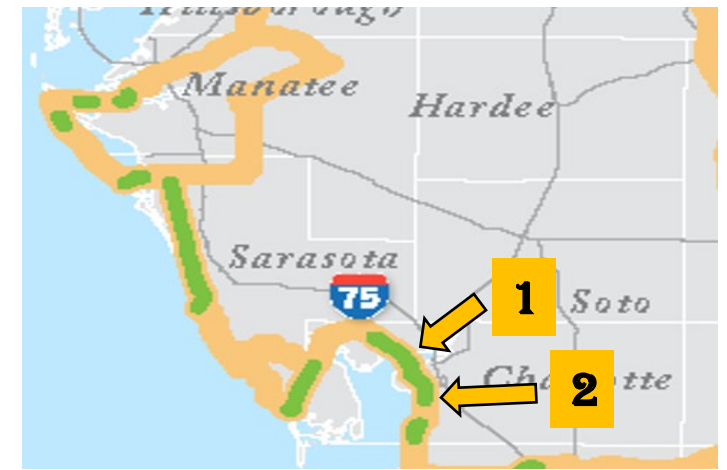
## Harbor Walk Phase 1B

**Awarded \$1.1 Million  
in SUN Trail Funds**  
Completed - 2019

## Project number #2

**Pedestrian Bridge on US 41  
@ N. Alligator Creek**

**Awarded \$992,637 in  
SUN Trail Funds**  
Completed - Mar 2020



Before Construction

After Construction

Before Construction

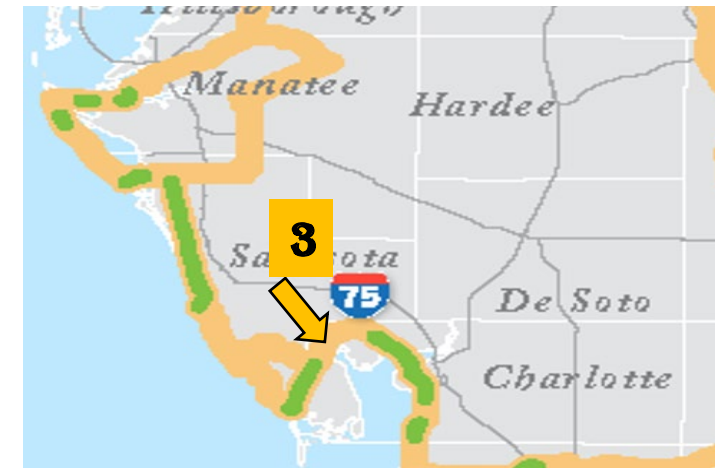
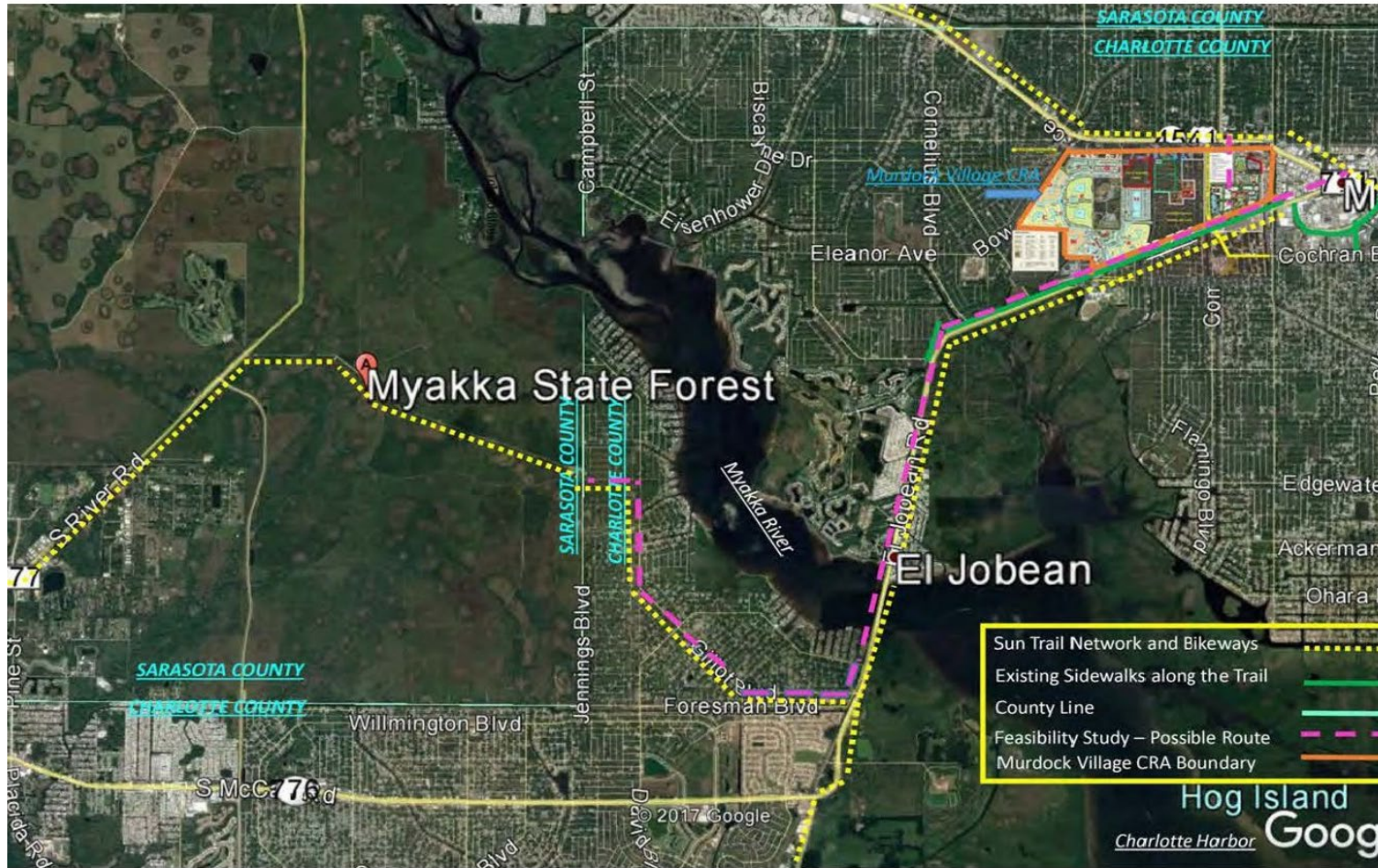
After Construction



## Project number #3

## SR 776 SUN Trail Feasibility Study

Cape Haze Pioneer Trail Corridor and the Murdock Village CRA Corridor



Map Key

**Awarded \$110,000 in SUN Trail Funds**

STATUS

Study Completed – Jan 2022



# Current Funded Projects

## Project # 1

SR 776 from US 41 to  
Gillot Blvd  
PE in FY 2024 - \$468,000

## Project # 2

SR 776 from Myakka Forrest  
to Gillot Blvd  
PE in FY 2024 - \$189,000

## Project # 3

Pedestrian Bridge on  
US 41 at S. Fork  
Alligator Creek  
PE in FY 2025 - \$290,000

