

MPO: Charlotte County-Punta Gorda MPO

Revision #: 2

Reason:

FY 2024 moving \$20,000 from Task 2- Data Collection, Analysis & Mapping from Salary line and adding it into Task 2-Data Collection, Analysis & Mapping consultant line.

Fiscal Year: 2024

Contract #: G2813

Fund: FHWA - PL

Form: 1

of: 3

FUNDING CHANGES

Part of a De-Ob: No

Revision Type: Modification

| Task # | Task Name | Original \$ | Proposed \$ | Difference |
|----------------------|-------------------------------------|--------------|--------------|------------|
| 2 | Data Collection, Analysis & Mapping | \$ 35,000.00 | \$ 35,000.00 | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| TOTAL FUNDING CHANGE | | \$ 35,000.00 | \$ 35,000.00 | \$ 0.00 |
| FHWA - PL | Total Budget Amount for FY 2024 | | | |

OTHER UPWP CHANGES (NON-FINANCIAL)

| Task # | Task Name | Amendment Type |
|--------|-----------|----------------|
| | | |
| | | |
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| | | |
| | | |

Modification Required Documentation (to be appended with UPWP Revision Signature Form)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Task Pages (including task budget tables)-Current & Proposed | <input checked="" type="checkbox"/> Signed Cost Certification |
| <input checked="" type="checkbox"/> Agency Participation Budget Table-Current & Proposed | <input checked="" type="checkbox"/> Fund Summary Budget Table-Current & Proposed |

Amendment Required Documentation (to be appended with UPWP Revision Signature Form)

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Task Pages (including task budget tables)-Current & Proposed | <input checked="" type="checkbox"/> Signed Cost Certification | <input type="checkbox"/> TIP Modification |
| <input checked="" type="checkbox"/> Agency Participation Budget Table-Current & Proposed | <input checked="" type="checkbox"/> MPO Meeting Agenda | <input checked="" type="checkbox"/> Amended Agreement |
| <input checked="" type="checkbox"/> Fund Summary Budget Table-Current & Proposed | | |

Non-Financial Amendment Required Documentation (to be appended with UPWP Revision Signature Form)

- ☐
- Task Pages (if a change occurs) - Current & Proposed

Reviewing Action

| | Reviewer: | Comments: |
|------|----------------------|-----------|
| FDOT | Reviewer: Action: | Comments: |
| FHWA | Reviewer: Action: | Comments: |
| FTA | Reviewer: Action: | Comments: |



Last updated: 09/09/2023

Revision #: 2

Adding in FY 2024 Task 4- Long Range Transportation Plan (LRTP) \$31,469 SL dollars to assist with the development of the 2050 LRTP.

of: 3

Revision Type: Financial Amendment

FHWA - SL

Modification Required Documentation (to be appended with UPWP Revision Signature Form)

- Amendment Required Documentation (to be appended with UPWP Revision Signature Form)

- Non-Financial Amendment Required Documentation (to be appended with UPWP Revision Signature Form)*

- ### Reviewing Action

| Agency | Reviewer: | Comments: |
|--------|--|-----------------------------|
| FDOT | <p>Reviewer: [Redacted]</p> <p>Action:</p> | <p>Comments: [Redacted]</p> |
| FHWA | <p>Reviewer: [Redacted]</p> <p>Action:</p> | <p>Comments: [Redacted]</p> |
| FTA | <p>Reviewer: [Redacted]</p> <p>Action:</p> | <p>Comments: [Redacted]</p> |

MPO: Charlotte County-Punta Gorda MPO

Revision #: 2

Reason:

Adding additional funds in PL in the amount of \$1,192 received for 5305(d) in Task 8-Transit & Transportation Disadvantaged (TD) Planning.

Fiscal Year: 2024

Contract #: G2813

Fund: FHWA - PL

Form: 3

of: 3

FUNDING CHANGES

Part of a De-Ob: No

Revision Type: Financial Amendment

| <i>Task #</i> | <i>Task Name</i> | <i>Original \$</i> | <i>Proposed \$</i> | <i>Difference</i> |
|-----------------------------|--|---------------------|---------------------|--------------------|
| 8 | Transit & Transportation Disadvantaged (TD) Planning | \$ 86,491.00 | \$ 87,683.00 | \$ 1,192.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| | | | | \$ 0.00 |
| TOTAL FUNDING CHANGE | | \$ 86,491.00 | \$ 87,683.00 | \$ 1,192.00 |
| FHWA - PL | Total Budget Amount for FY 2024 | | | |

OTHER UPWP CHANGES (NON-FINANCIAL)

| Task # | Task Name | Amendment Type |
|--------|-----------|----------------|
| | | |
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| | | |

Modification Required Documentation (to be appended with UPWP Revision Signature Form)

- | | |
|---|---|
| <input type="checkbox"/> Task Pages (including task budget tables)-Current & Proposed | <input type="checkbox"/> Signed Cost Certification |
| <input type="checkbox"/> Agency Participation Budget Table-Current & Proposed | <input type="checkbox"/> Fund Summary Budget Table-Current & Proposed |

Amendment Required Documentation (to be appended with UPWP Revision Signature Form)

- ☒ Task Pages (including task budget tables)-Current & Proposed
 ☒ Signed Cost Certification
 ☐ TIP Modification
- ☒ Agency Participation Budget Table-Current & Proposed
 ☒ MPO Meeting Agenda
 ☒ Amended Agreement
- ☒ Fund Summary Budget Table-Current & Proposed

Non-Financial Amendment Required Documentation (to be appended with UPWP Revision Signature Form)

- ☐
- Task Pages (if a change occurs) - Current & Proposed

Reviewing Action

| FDOT | | FHWA | | FTA | |
|-----------|--|-----------|--|-----------|--|
| Reviewer: | | Reviewer: | | Comments: | |
| Action: | | Action: | | | |

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

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

| 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 5th, 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 (D1RPM)
- 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 D1RPM 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 D1RPM 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 21st 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

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

| 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 21st 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

| | | |
|---|--|-----------------|
| Funding Sources: 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> |
| | TOTAL | \$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) | \$86,491 | *\$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 |
| | TOTAL | \$410,378 | \$412,807 |

***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 |
| Subscriptions - 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 |
| Subscriptions - 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 - Administration. 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 | 2023 | | | 2024 | | | FY 2023 Funding Source | | | | FY 2024 Funding Source | | | |
|--|--------------------|--------------------------------|------|---------|------|-----------|------|-----------|------------------------|---------|-------|---------|------------------------|---------|-------|--------|
| | | | 2023 | 2023 | 2024 | 2023 | 2023 | 2024 | Soft Match | Federal | State | Local | Soft Match | Federal | State | Local |
| | | | | | | | | | | | | | | | | |
| G2923 | CTD | State | \$ | 23,887 | \$ | 23,887 | \$ | 25,124 | \$ | - | \$ | 23,887 | \$ | - | \$ | 25,124 |
| | | CTD G2923 TOTAL | \$ | 23,887 | \$ | 23,887 | \$ | 25,124 | \$ | - | \$ | 23,887 | \$ | - | \$ | 25,124 |
| | Federal Other | Federal | \$ | - | \$ | - | \$ | 249,500 | \$ | - | \$ | - | \$ | - | \$ | - |
| | | Federal Other TOTAL | \$ | - | \$ | - | \$ | 249,500 | \$ | - | \$ | - | \$ | - | \$ | - |
| G2446 | FFY 21 FTA 5305(d) | Federal | \$ | 48,836 | \$ | 48,836 | \$ | - | \$ | 12,209 | \$ | 48,836 | \$ | - | \$ | - |
| | | FFY 21 FTA 5305(d) G2446 TOTAL | \$ | 48,836 | \$ | 48,836 | \$ | - | \$ | 12,209 | \$ | 48,836 | \$ | - | \$ | - |
| G2813 | FHWA | PL | \$ | 641,623 | \$ | 641,623 | \$ | 601,911 | \$ | 141,513 | \$ | - | \$ | 601,911 | \$ | - |
| | | FHWA G2813 TOTAL | \$ | 641,623 | \$ | 641,623 | \$ | 601,911 | \$ | 141,513 | \$ | - | \$ | 601,911 | \$ | - |
| | FHWA | SL | \$ | - | \$ | - | \$ | 31,469 | \$ | - | \$ | - | \$ | 31,469 | \$ | - |
| | | FHWA TOTAL | \$ | - | \$ | - | \$ | 31,469 | \$ | - | \$ | - | \$ | 31,469 | \$ | - |
| | FTA 5307 | Federal | \$ | 39,418 | \$ | 39,418 | \$ | 300,000 | \$ | - | \$ | - | \$ | - | \$ | - |
| | | FTA 5307 TOTAL | \$ | 39,418 | \$ | 39,418 | \$ | 300,000 | \$ | - | \$ | - | \$ | - | \$ | - |
| | Local | Local | \$ | 12,717 | \$ | 12,717 | \$ | 75,217 | \$ | - | \$ | - | \$ | - | \$ | 75,217 |
| | | Local TOTAL | \$ | 12,717 | \$ | 12,717 | \$ | 75,217 | \$ | - | \$ | - | \$ | - | \$ | 75,217 |
| | | TOTAL | \$ | 766,481 | \$ | 1,283,221 | \$ | 1,283,221 | \$ | 153,722 | \$ | 729,877 | \$ | 139,695 | \$ | 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. | | | | | | | | | | | | | | | | |

Agency Participation
July 18, 2022

| Funding Source | CTD | Federal/Other | FFY 21 FTA 5305(d) | FHWA | FTA 5307 | Local |
|--|------------------|------------------|--------------------|-------------------|------------------|-------------------|
| Contract | G2923 | | G2446 | G2813 | | |
| Fiscal Year | 2023 | 2024 | 2023 | 2023 | 2023 | 2024 |
| Total Budget | \$ 23,887 | \$ 25,124 | \$ 48,836 | \$ 641,623 | \$ 39,418 | \$ 300,000 |
| Task 1 ADMINISTRATION | | | | | | |
| 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 | \$ - |
| Task 2 DATA COLLECTION, ANALYSIS AND MAPPING | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ - | \$ 35,000 | \$ 15,000 | \$ - |
| Consultant | \$ - | \$ - | \$ - | \$ 50,000 | \$ 20,000 | \$ - |
| Sub Total | \$ - | \$ - | \$ - | \$ 85,000 | \$ 35,000 | \$ - |
| Task 3 PUBLIC PARTICIPATION PLAN (PPP) | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ - | \$ 13,000 | \$ 13,000 | \$ - |
| Sub Total | \$ - | \$ - | \$ - | \$ 13,000 | \$ 13,000 | \$ - |
| Task 4 LONG RANGE TRANSPORTATION PLAN (LRTP) | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ - | \$ 40,000 | \$ 40,000 | \$ - |
| Consultant | \$ - | \$ - | \$ - | \$ 58,904 | \$ 68,000 | \$ - |
| Consultant- SL Funds | \$ - | \$ - | \$ - | \$ - | \$ 31,469 | \$ - |
| Sub Total | \$ - | \$ - | \$ - | \$ 98,904 | \$ 139,469 | \$ - |
| Task 5 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ - | \$ 30,000 | \$ 30,000 | \$ - |
| Sub Total | \$ - | \$ - | \$ - | \$ 30,000 | \$ 30,000 | \$ - |
| Task 6 SPECIAL PROJECT PLANNING | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ - | \$ 25,000 | \$ 25,000 | \$ - |
| Consultant | \$ - | \$ - | \$ 249,500 | \$ - | \$ - | \$ 62,500 |
| Sub Total | \$ - | \$ - | \$ 249,500 | \$ 25,000 | \$ 25,000 | \$ 62,500 |
| Task 7 REGIONAL PLANNING AND COORDINATION | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ - | \$ 12,000 | \$ 12,000 | \$ - |
| Sub Total | \$ - | \$ - | \$ - | \$ 12,000 | \$ 12,000 | \$ - |
| Task 8 TRANSIT AND TRANSPORTATION DISADVANTAGED (TD) PLANNING | | | | | | |
| Personnel (salary and benefits) | \$ 23,887 | \$ 25,124 | \$ - | \$ 46,806 | \$ 84,183 | \$ - |
| Consultant | \$ - | \$ - | \$ - | \$ - | \$ 39,418 | \$ 300,000 |
| Travel | \$ - | \$ - | \$ - | \$ 1,080 | \$ 1,500 | \$ - |
| Direct Expenses | \$ - | \$ - | \$ - | \$ 950 | \$ 2,000 | \$ - |
| Sub Total | \$ 23,887 | \$ 25,124 | \$ - | \$ 48,836 | \$ 87,683 | \$ 300,000 |
| Task 9 AGENCY EXPENDITURE USING LOCAL FUNDS | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 10,667 |
| Travel | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 700 |
| Direct Expenses | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,350 |
| Sub Total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 12,717 |
| TOTAL PROGRAMMED | \$ 23,887 | \$ 25,124 | \$ 249,500 | \$ 641,623 | \$ 39,418 | \$ 300,000 |
| TOTAL | \$ 23,887 | \$ 25,124 | \$ 48,836 | \$ 641,623 | \$ 39,418 | \$ 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 \$1 Funds in the amount of \$31,469. Also, moved \$20,000 from Task 2- Data Collection salary line into Task 2- consultant line.

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

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DEBARMENT and SUSPENSION CERTIFICATION

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

- (1) The 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)
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LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS

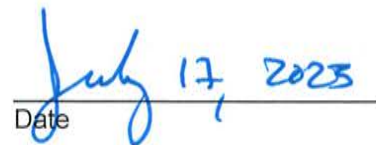
In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Charlotte County-Punta Gorda MPO that:

- (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)
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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)

July 17, 2023
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
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05/18

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



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.

Name: Pamela Barr

Planning Specialist III, District One

Title and District

7/17/2023

Signature