

Action:

UPWP REVISION FORM RTMENT OF TRANSPORTATION Last undated: 09/15/2022 MPO: Charlotte County-Punta Gorda MPO Revision #: 3 Modification: moving from Task 1-Administration \$1,500 for Travel, \$ 500 form Postage, \$500 from Education and \$2,000 from R/M Equip/vehicle totaling \$4,500 - adding it into Task 1-Administration advertising line. Reason: Fund: FHWA - PL Contract #: G2W22 Form: 1 of: 1 Fiscal Year: 2025 **FUNDING CHANGES** Part of a De-Ob: No Revision Type: Modification Task # Task Name Proposed \$ Difference \$ 404,514.00 \$ 404,514.00 Administration \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00 \$ 404,514.00 TOTAL FUNDING CHANGE \$ 404,514.00 \$ 0.00 \$ 1,022,105.00 FHWA - PL **Total Budget Amount for FY** 2025 \$ 1,022,105.00 \$ 0.00 OTHER UPWP CHANGES (NON-FINANCIAL) Task Name Amendment Type Task # Modification Required Documentation (to be appended with UPWP Revision Signature Form) Task Pages (including task budget tables)-Current & Proposed Signed Cost Certification Fund Summary Budget Table-Current & Proposed Agency Participation 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** Amended Agreement Agency Participation Budget Table-Current & Proposed MPO Meeting Agenda 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

Comments: Reviewer: Modification Panela Barr 03/12/2025 | 11:07 AM EDT FDOT F0A9E54140A0418.. Action: Approved Reviewer: Comments: Action: Reviewer: Comments:



RON DESANTIS GOVERNOR

Signature

605 Suwannee Street Tallahassee, FL 32399-0450 JARED W. PERDUE, P.E. SECRETARY

Cost Analysis Certification
Charlotte County-Punta Gorda MPO
Jnified Planning Work Program - FY 2025 - FY 2026
Modified 3/11/2025
Revision Number: Revision 3
hereby certify that the cost for each line item budget category has been evaluated and letermined 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.
Jame: Pamela Barr
Community Liaison
itle and District

# Task 1 Administration

# Purpose:

Properly manage the transportation planning process in the Charlotte County-Punta Gorda area that responds to the needs of the community. This includes the monitoring and managing of local planning tasks to ensure that the local planning process complies with all state and federal requirements utilizing consultant services as needed.

## Previous Work:

- Provided staff support and assistance to the MPO Board and its advisory committees
- Adopted the FY 2023 FY 2024 UPWP in May 2022
- Amended the FY 2023 FY 2024 UPWP as required
- Publicized all meeting information on MPO website, Charlotte County website, local libraries and Charlotte County local newspaper in FY 2023 – FY 2024
- Submitted monthly signed and approved Visa® credit card statements along with original receipts to
  Fiscal Services for final review based on monthly deadline provided to allow for Fiscal review and to meet
  purchasing deadlines-ongoing
- Submitted all required MPO resolutions to MPO legal counsel for review
- Awarded the "Peggy Walters" Citizen Mobility Award to a citizen who made significant contributions to transportation planning within Charlotte County – July 2022 and July 2023
- Updated Continuity of Operations Plan (COOP)
- Continued maintenance and uploaded all MPO required documents on MPO Web Site
- Prepared and submitted invoices per standards required by 23 C.F.R. 420.121(c) and performed in accordance with 49 C.F.R
- Completed the Joint FDOT/MPO Annual Certification reviews
- Produced board and advisory committee's agenda packets, meeting minutes, and records of committee
  proceedings as scheduled
- Keep Charlotte Beautiful Calendar providing bicycle laws and safety information
- Executed General Planning Consultant Services contract with three consultants for FY 2021-2024 as of January 2022

# Required Activities: MPO staff will provide the following services:

- Provide day-to-day oversight of overall agency administrative activities and staff management including graphics production, evaluation and resolution of any special issues which may arise
- Provide oversight for development and update of MPO planning document deliverables such as the LRTP, TIP, PPP, etc.
- Provide oversight for Regional Transportation Studies affecting the MPO Planning Area
- Continue to coordinate with Charlotte County Purchasing, and Fiscal Services to maintain invoices for monthly office equipment rental, utilities, office supplies & materials - Ongoing
- Approve invoices daily and submit for payment through the County's Invoicing process Ongoing
- Continue to process various travel arrangements and reimbursement claims according to local and State requirements for MPO staff - ongoing
- Prepare and submit payroll based on bi-weekly timesheets to Clerk Payroll within the designated deadlines
   Ongoing

- Submit monthly signed and approved Visa® credit card statements along with original receipts to Fiscal Services for final review based on monthly deadline provided to allow for Fiscal review and to meet Purchasing deadlines-ongoing
- Continue to process all legal advertising to meet the required deadlines ongoing
- Assist local agencies and interested parties on planning increased security and safety of the transportation system, including airport, rail and transit modes (daily)
- Distribute agenda packets for all MPO Board and advisory committee meetings to members, adjacent county MPOs, local media and government sponsored information outlets as needed
- Provide orientation, training and staff support to the MPO Board and its advisory committees as needed
- Provide training and support by attending US DOT and FDOT approved training courses as available
- Prepare and submit invoices per the standards required by 23 C.F.R. 420.121(c) and performed in accordance with 49 C.F.R. (quarterly)
- Update as needed the Staff Services Agreement with Charlotte County
- Development and update of the Unified Planning Work Program (UPWP) for FY 2025 and FY 2026 by July 1, 2024, and July 1, 2025
- Participate in FDOT/Charlotte County Public Works/Punta Gorda Public Works Coordination Meetings quarterly
- Continue maintenance on MPO Web Site (ongoing)
- Continue software update and selected peripheral equipment purchases with county IT Department and other Federal, State, and local government Planning Agencies as needed
- Seek justification from FDOT for Capital Purchases exceeding budget estimates as needed
- Procure and or replace the necessary capital equipment to maintain the same level of service as is currently available at the MPO, and security (anti-virus) software will continue to be upgraded as required by 49 CFR. as needed
- MPO Office renovations and modifications to enhance security and improve operations as needed
- Maintain financial records for an annual audit, if required
- Amending the MPO lease agreement with Charlott County
- Review and revise MPO/TAC/CAC/BPAC Bylaws to reflect the use of telephone and video teleconferencing devices and applications when health and physical emergencies preclude meeting physically as needed
- Sponsor Charlotte County safety programs in Keep Charlotte beautiful calendar annually
- Utilize General Planning Consultant services as needed

### **End Products:**

- · Develop MPO planning document deliverables as required by Federal and State Statutes
- · Develop Budgets, contracts and financial records reviewed and submitted to FDOT quarterly ongoing
- Board and advisory committee's agenda packets, meeting minutes, and records of committee proceedings as scheduled
- Training, workshop of the MPO Board, MPO Advisory Committees and MPO Staff to enhance understanding of the MPO Process and transportation decision making as needed
- Physical inventory to safeguard equipment and maintenance that meets the requirements of Federal Highway Administration (FHWA) Regulation 49 C.F.R. 18.32(d)(3) and (4) annually
- Disposal of equipment purchased with planning funds consistent with state law and FHWA Regulation 49 C.F.R. Part 18.32(e) updated as needed
- Developed UPWP for FY 2025 and FY 2026 May 2024 and May 2025

- Annual audit report to the Federal Audit Clearinghouse Database March 2024 and March 2025, if required
- Invoices to FDOT for review following end of each quarter through June 30, 2026 quarterly
- Updated documents to reflect the possible reapportionment of the MPO Planning area as needed
- · Computer, hardware and software upgrades as needed
- Maintain office supplies to support and execute everyday business as needed
- Financial tasks including grant reimbursements, audit reports, budget, grant reconciliations, timekeeping, inventory, invoice payment, various resolutions, travel processing, meeting/public meeting s ongoing
- MPO website updated and improved on a continuous basis
- Amendment/revision/modification of the UPWP/Section 5305 (d) as needed
- · Renovation and rearrangement of MPO office for increased security and efficient operations if needed
- Revise and adopt amended MPO/TAC/CAC/BPAC Bylaws to allow utilization of meeting audio graphic or web teleconferencing methods - as needed
- Joint FDOT/MPO annual certification reviews Annually by March 2024 and March 2025
- Keep Charlotte Beautiful safety programs calendar sponsorship July 2024 and July 2025
- Three signed GPC contracts

Responsible Agency: Charlotte County-Punta Gorda MPO

Funding Sources: Year 1 - FY 2025 FHWA (PL) \$404,514

TOTAL \$404,514

Year 2 – FY 2026 FHWA (PL) \$317,357

TOTAL \$317,357

March 11, 2025 UPW Modification: FY 2025 Task 1-Administration moving money in between expense lines totaling \$4,500 into Task 1 – Administration advertising line.

October 21, 2024 UPWP Amendment: Increased PL by \$74,346

July 29, 2024 Amendment: added \$5,654 additional funding received for CPG 5305(d)in FY 2025 Task 1 – salaries and benefits account line

Task 1: Estimated Budget Detail For "Planning Task"

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	FHWA			FY	2025 Total
	G2W22				
	PL		Total		
2	025 FHWA	20	25 FHWA		
G	2W22 (PL)	G2V	/22 (Total)		
\$	320,994	\$	320,994	\$	320,994
\$	-	\$	-	\$	-
\$	4,000	\$	4,000	\$	4,000
\$	76,520	\$	76,520	\$	76,520
\$	-	\$	-	\$	-
\$	2,000	\$	2,000	\$	2,000
\$	1,000	\$	1,000	\$	1,000
\$	404,514	\$	404,514	\$	404,514
	FHWA			FY	2026 Total
	G2W22				
	PL		Total		
2	026 FHWA	20	26 FHWA		
G	2W22 (PL)	G2V	/22 (Total)		
\$	233,837	\$	233,837	\$	233,837
\$	5,500	\$	5,500	\$	5,500
\$	75,020	\$	75,020	\$	75,020
\$	2,000	\$	2,000	\$	2,000
\$	1,000	\$	1,000	\$	1,000
\$	317,357	\$	317,357	\$	317,357
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Funding Source		FHN	NA		AM COLUMN
Contract Number		G2V	V22	FY	2025 Total
Source Level		PL	Total		2111 11111111
MPO Budget Reference					
Lookup Name	1000	025 FHWA 2W22 (PL)	FHWA G2W22 (Total)		
Personnel (salary and benefits)	_	1111111111			
Salaries, Benefits and other deduction	1.0				200.00
	\$	320,994		\$	320,99
Personnel (salary and benefits) Subtotal	\$	320,994	\$ 320,994	\$	320,99
Employees and MPO Board Members travel on					
Charlotte County business including conferences, seminars, public meetings, MPOAC meetings, etc. as well as any in county and outside the County mileage	\$	2,500	2	\$	2,50
MPO Board and Committees costs related to MPO meeting travels	4	7 698			N CA
	\$	1,500	\$ 4,000	\$	1,50
Travel Subtotal Direct Expenses	>	4,000	\$ 4,000	2	4,00
Governmental Indirect Cost: These services include Attorney Services, IT Support, HR, Fleet services, Facilities, Finance, Fiscal Purchasing & other support services provided by Charlotte County for Charlotte MPO	\$	51,848		\$	51,84
MPO Self Insurance Costs		7050600	-	- 3000	51,848
HATOLEN STREET, STREET	\$	1,172	-	\$	1,172
Rental: Storage Cost	\$	3,700		\$	3,700
Subcriptions - newspapers, MPO website updates, improvements/maintenance, books & publication	¥.	diava			
Advertising Costs-Boards, Committee meetings, committee vacancies, PPP, LRTP, TIP, job vacancies,etc.	\$	7,000		\$	7,000
Postage and Freight Costs	\$	1,500		\$	1,500
Janitorial Cleaning Services Costs	Ś				
Printing and Binding /Other Charges &	2	800		\$	800
Obligation	\$	500		\$	500
Equipment Leases/overage costs for copier	\$	4,500		\$	4,500
Gas/Oil/Lubricants					
Repair/Maintenance -Building	\$	700		\$	700
Educational Expenses-staff training, sponsorship,	-	500		\$	500
training registration, continue education		100			
	\$	1,500		\$	1,500
Communication -cell phone	\$	800			800
R/M Equipment/vehicle	\$	-	4	\$	-
Direct Expenses Subtotal	\$	76,520	\$ 76,520	\$	76,520
Supplies					
Departmental/Office Supplies	\$	2,000		\$	2,000
Supplies Subtotal	\$	2,000	\$ 2,000	\$	2,000
quipment					
Peripherals Equipment/TV(use in conference room for meetings and training)	À	مانانو و			, ou
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quipment Subtotal	\$		\$ 1,000	\$	1,000
Total	\$	404,514	\$ 404,514	\$	404,514

3-11-25-UPWP administrative revision-Moved \$4,500 between expense into Task 1-Administration into Advertising expense line

# Agency Funding Source Table FY 2025- FY2026 Table 1:

Funding Source March 11, 2025

Serie Series	<sup>1818]</sup> 8341,							FY 2025 Fu	FY 2025 Funding Source	rce				<u>a</u>	FY 2026 Funding Source	ng Source		
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	CTD G2Z96 TOTAL	₩.	26,437	\$	26,437	\$	\$ -		\$	26,437	\$	٠,		4	٠	26,437	ŵ	
	PL	\$	680,585	\$	590,667	\$ 150	\$ 901,051	680,585	↔		-γ-	٠	130,274	\$	\$ 290,063		45	Ţ
7.	PLCS*	₹.	22,989	\$	15,556	\$ 5	5,070 \$	22,989	\$		\$	-	3,431	1 \$	15,556 \$		Ş	
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9	SL	₩.	102,547	45		\$ 22	22,617   \$	102,547	\$		₩.	\$ -	,	\$	-	1	φ.	
	FHWA G2W22 TOTAL	\$	1,022,105	\$	606,223	\$ 225	225,429 \$	1,022,105	\$		45	٠	133,705	\$	606,223 \$		s	
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	Local	\$	16,569	\$	16,569	\$	- -	1	ψ		₩.	16,569 \$	1	\$	-	1	₩	16,569
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	TOT	TOTAL \$	1,616,397	φ.	697,258	\$ 225	225,429 \$	1,524,423	\$	26,437	·s	\$ (2)	133,705	<b>ئ</b>	654,252 \$	26,437	φ.	16,569
3-11-25 -Administrative revision-move	3-11-25 -Administrative revision-moved \$4,500 from Task 1-expenses adding it in Advertsiing expense.	dvertsiir	g expense.															
10-21-24UPWP amendment: Adde	10-21-24 UPWP amendment: Added \$22,547 in FY 2025 Task 4-LRTP SL Fund and \$74,346 PL funds that were unencumbered in FY 2024 to FY 2025 UPWP	and \$74	,346 PL fund	s that w	ere unencu	mbered in F	, 2024 to	FY 2025 UPW	А									
Charlotte Amended 7-29-24 UPWP	Charlotte Amended 7-29-24 UPWP FY 2024/2025 adding CPG 5305(d) funds in the amount of \$5,654 in	in the a	mount of \$5	.654 in T	ask 1 Admir	istration - Sa	alaries ar	Task 1 Administration - Salaries and Benefits account line.	ccount line									
3-20-24 UPWP deobligation from FY 2024 Task 4-Long Range Tran These monies will be utilize in producing the 2050 LRTP update.	3-20-24 UPWP deobligation from FY 2024 Task 4-Long Range Transportation Plan (LRTP) consultant line \$238,531 adding it into FY 2025 Task 4-Long Range Transportaion Plan (LRTP) consultant account line. These monies will be utilize in producing the 2050 LRTP update.	ו Plan (L	RTP) consult	ant line	\$238,531 ad	ding it into F	Y 2025 T	ask 4-Long Ra	inge Transp	oortaion P	an (LRTP)	consultan	t account line					
*These funds satisfy the require [8 11206(b)] 2.5% of the total [8	*These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets planning.  [8 11206(b)] 2.5% of the total PL allocation for FY 2004/2025 is \$12 989 and for FY 2005/2006 is \$15 556	omplet 989 an	e Streets pl	anning.	ie 915 556									The second control of				
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Agency Participation Table FY 2025 - FY2026 Table 2:

Agency Participation March 11, 2025

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	e monies will be utilize in producing the	2050 LR	P upda	ite.													

2025

Administrative Revision-March

# Task 1 Administration

# **Purpose:**

Properly manage the transportation planning process in the Charlotte County-Punta Gorda area that responds to the needs of the community. This includes the monitoring and managing of local planning tasks to ensure that the local planning process complies with all state and federal requirements utilizing consultant services as needed.

### **Previous Work:**

- Provided staff support and assistance to the MPO Board and its advisory committees
- Adopted the FY 2023 FY 2024 UPWP in May 2022
- Amended the FY 2023 FY 2024 UPWP as required
- Publicized all meeting information on MPO website, Charlotte County website, local libraries and Charlotte County local newspaper in FY 2023 FY 2024
- Submitted monthly signed and approved Visa® credit card statements along with original receipts to Fiscal Services for final review based on monthly deadline provided to allow for Fiscal review and to meet purchasing deadlines-ongoing
- Submitted all required MPO resolutions to MPO legal counsel for review
- Awarded the "*Peggy Walters*" Citizen Mobility Award to a citizen who made significant contributions to transportation planning within Charlotte County July 2022 and July 2023
- Updated Continuity of Operations Plan (COOP)
- Continued maintenance and uploaded all MPO required documents on MPO Web Site
- Prepared and submitted invoices per standards required by 23 C.F.R. 420.121(c) and performed in accordance with 49 C.F.R
- Completed the Joint FDOT/MPO Annual Certification reviews
- Produced board and advisory committee's agenda packets, meeting minutes, and records of committee
  proceedings as scheduled
- Keep Charlotte Beautiful Calendar providing bicycle laws and safety information
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of January 2022

# **Required Activities:** MPO staff will provide the following services:

- Provide day-to-day oversight of overall agency administrative activities and staff management including graphics production, evaluation and resolution of any special issues which may arise
- Provide oversight for development and update of MPO planning document deliverables such as the LRTP, TIP, PPP, etc.
- Provide oversight for Regional Transportation Studies affecting the MPO Planning Area
- Continue to coordinate with Charlotte County Purchasing, and Fiscal Services to maintain invoices for monthly office equipment rental, utilities, office supplies & materials Ongoing
- Approve invoices daily and submit for payment through the County's Invoicing process Ongoing
- Continue to process various travel arrangements and reimbursement claims according to local and State requirements for MPO staff ongoing
- Prepare and submit payroll based on bi-weekly timesheets to Clerk Payroll within the designated deadlines Ongoing

- Submit monthly signed and approved Visa® credit card statements along with original receipts to Fiscal Services for final review based on monthly deadline provided to allow for Fiscal review and to meet Purchasing deadlines-ongoing
- Continue to process all legal advertising to meet the required deadlines ongoing
- Assist local agencies and interested parties on planning increased security and safety of the transportation system, including airport, rail and transit modes (daily)
- Distribute agenda packets for all MPO Board and advisory committee meetings to members, adjacent county MPOs, local media and government sponsored information outlets as needed
- Provide orientation, training and staff support to the MPO Board and its advisory committees as needed
- Provide training and support by attending US DOT and FDOT approved training courses as available
- Prepare and submit invoices per the standards required by 23 C.F.R. 420.121(c) and performed in accordance with 49 C.F.R. (quarterly)
- Update as needed the Staff Services Agreement with Charlotte County
- Development and update of the Unified Planning Work Program (UPWP) for FY 2025 and FY 2026 by July 1, 2024, and July 1, 2025
- Participate in FDOT/Charlotte County Public Works/Punta Gorda Public Works Coordination Meetings quarterly
- Continue maintenance on MPO Web Site (ongoing)
- Continue software update and selected peripheral equipment purchases with county IT Department and other Federal, State, and local government Planning Agencies as needed
- Seek justification from FDOT for Capital Purchases exceeding budget estimates as needed
- Procure and or replace the necessary capital equipment to maintain the same level of service as is currently available at the MPO, and security (anti-virus) software will continue to be upgraded as required by 49 CFR. as needed
- MPO Office renovations and modifications to enhance security and improve operations as needed
- Maintain financial records for an annual audit, if required
- Amending the MPO lease agreement with Charlott County
- Review and revise MPO/TAC/CAC/BPAC Bylaws to reflect the use of telephone and video teleconferencing devices and applications when health and physical emergencies preclude meeting physically as needed
- Sponsor Charlotte County safety programs in Keep Charlotte beautiful calendar annually
- Utilize General Planning Consultant services as needed

## **End Products:**

- Develop MPO planning document deliverables as required by Federal and State Statutes
- Develop Budgets, contracts and financial records reviewed and submitted to FDOT quarterly ongoing
- Board and advisory committee's agenda packets, meeting minutes, and records of committee proceedings as scheduled
- Training, workshop of the MPO Board, MPO Advisory Committees and MPO Staff to enhance understanding of the MPO Process and transportation decision making as needed
- Physical inventory to safeguard equipment and maintenance that meets the requirements of Federal Highway Administration (FHWA) Regulation 49 C.F.R. 18.32(d)(3) and (4) annually
- Disposal of equipment purchased with planning funds consistent with state law and FHWA Regulation 49 C.F.R. Part 18.32(e) updated as needed
- Developed UPWP for FY 2025 and FY 2026 May 2024 and May 2025

- Annual audit report to the Federal Audit Clearinghouse Database March 2024 and March 2025, if required
- Invoices to FDOT for review following end of each quarter through June 30, 2026 quarterly
- Updated documents to reflect the possible reapportionment of the MPO Planning area as needed
- Computer, hardware and software upgrades as needed
- Maintain office supplies to support and execute everyday business as needed
- Financial tasks including grant reimbursements, audit reports, budget, grant reconciliations, timekeeping, inventory, invoice payment, various resolutions, travel processing, meeting/public meeting s ongoing
- MPO website updated and improved on a continuous basis
- Amendment/revision/modification of the UPWP/Section 5305 (d) as needed
- Renovation and rearrangement of MPO office for increased security and efficient operations if needed
- Revise and adopt amended MPO/TAC/CAC/BPAC Bylaws to allow utilization of meeting audio graphic or web teleconferencing methods as needed
- Joint FDOT/MPO annual certification reviews Annually by March 2024 and March 2025
- Keep Charlotte Beautiful safety programs calendar sponsorship July 2024 and July 2025
- Three signed GPC contracts

Responsible Agency: Charlotte County-Punta Gorda MPO

**Funding Sources**: Year 1 - FY 2025 FHWA (PL) <u>\$404,514</u>

TOTAL \$404,514

Year 2 – FY 2026 FHWA (PL) \$317,357

TOTAL \$317,357

October 21, 2024 UPWP Amendment: Increased PL by \$74,346

July 29, 2024 Amendment: added \$5,654 additional funding received for CPG 5305(d)in FY 2025 Task 1 – salaries and benefits account line

Task 1: Estimated Budget Detail For "Planning Task"

1 01	ı ıaııııı	19	I a 3 K		
	FHWA			FY	2025 Total
	G2W22				
	PL		Total		
2	025 FHWA	20	25 FHWA		
G	2W22 (PL)	G2V	/22 (Total)		
\$	320,994	\$	320,994	\$	320,994
\$	-	\$	-	\$	-
\$	4,000	\$	4,000	\$	4,000
\$	76,520	\$	76,520	\$	76,520
\$	-	\$	-	\$	-
\$	2,000	\$	2,000	\$	2,000
\$	1,000	\$	1,000	\$	1,000
\$	404,514	\$	404,514	\$	404,514
	FHWA			FY	2026 Total
	G2W22				
	PL		Total		
2	026 FHWA	20	26 FHWA		
G	2W22 (PL)	G2V	/22 (Total)		
\$	233,837	\$	233,837	\$	233,837
\$	5,500	\$	5,500	\$	5,500
\$	75,020	\$	75,020	\$	75,020
\$	2,000	\$	2,000	\$	2,000
\$	1,000	\$	1,000	\$	1,000
\$	317,357	\$	317,357	\$	317,357
FY:	2025 & 2026				
Ś	554.831				
	-				
	9.500				
-		l			
	4.000				
\$ \$	4,000 2,000				
	2 G \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	FHWA G2W22 PL  2025 FHWA G2W22 (PL) \$ 320,994 \$ - \$ 4,000 \$ 76,520 \$ - \$ 2,000 \$ 1,000 \$ 404,514  FHWA G2W22 PL  2026 FHWA G2W22 (PL) \$ 233,837 \$ 5,500 \$ 75,020 \$ 2,000 \$ 1,000 \$ 317,357  FY 2025 & 2026  \$ 554,831 \$ - \$ 9,500 \$ 151,540 \$ -	FHWA G2W22 PL  2025 FHWA G2W22 (PL) \$ 320,994 \$ \$ - \$ \$ 4,000 \$ \$ 76,520 \$ \$ - \$ \$ 2,000 \$ \$ 1,000 \$ \$ 404,514 \$   FHWA G2W22 PL  2026 FHWA G2W22 PL  2026 FHWA G2W22 (PL) \$ 233,837 \$ \$ 5,500 \$ \$ 75,020 \$ \$ 75,020 \$ \$ 1,000 \$ \$ 317,357 \$   FY 2025 & 2026  \$ 554,831 \$ \$ - \$ \$ 9,500 \$ \$ 1,540 \$ \$ -	G2W22	FHWA G2W22 PL Total  2025 FHWA G2W22 (PL) \$ 320,994 \$ 320,994 \$ \$ - \$ - \$ \$ 4,000 \$ 4,000 \$ \$ 76,520 \$ 76,520 \$ \$ - \$ - \$ \$ 2,000 \$ 2,000 \$ \$ 1,000 \$ 1,000 \$ \$ 404,514 \$ 404,514 \$  FHWA G2W22 (PL)  G2W22 PL Total  FY G2W22 PL Total  2026 FHWA G2W22 (Total) \$ 233,837 \$ 233,837 \$ \$ 5,500 \$ 5,500 \$ \$ 75,020 \$ 75,020 \$ \$ 1,000 \$ 1,000 \$ \$

Task 1 ADM	INIST	RATION				
20	025					
Funding Source		FH\	NA			Wash In
Contract Number		G2V	V22		FY	2025 Total
Source Level		PL		Total		11000
MPO Budget Reference		III Inoi				
Lookup Name	27.34	2W22 (PL)	FH	NA G2W22 (Total)		
Personnel (salary and benefits) Salaries, Benefits and other deduction		222 221			1	
Barrier I (- I	\$	320,994 320,994	ė	320,994	\$	320,994
Personnel (salary and benefits) Subtotal Travel	7	320,994	3	320,994	7	320,99
Employees and MPO Board Members travel on Charlotte County business including conferences, seminars, public meetings, MPOAC meetings, etc. as well as any in county and outside the County mileage						
	\$	4,000			\$	4,000
MPO Board and Committees costs related to MPO						9.000
meeting travels	\$	1,500	^		\$	1,500
Travel Subtotal	\$	5,500	\$	5,500	>	5,500
Direct Expenses Governmental Indirect Cost: These services include						-
Attorney Services, IT Support,HR, Fleet services, Facilities, Finance, Fiscal Purchasing & other support services provided by Charlotte County for Charlotte MPO	\$	51,848		-	\$	51,848
MPO Self Insurance Costs	\$	1,172			\$	1,172
Rental: Storage Cost	\$	3,700		- U	\$	3,700
Subcriptions - newspapers, MPO website updates, improvements/maintenance, books & publication	\$	2,000			\$	2,000
Advertising Costs-Boards, Committee meetings, committee vacancies, PPP, LRTP, TIP, job vacancies,etc.	\$	2,500			\$	2,500
Postage and Freight Costs	\$	2,000			\$	2,000
Janitorial Cleaning Services Costs	\$	800			\$	800
Printing and Binding /Other Changes & Obligation		500			\$	500
Equipment Leases/overage costs for copier	\$	7 2 3 3 4 3			\$	1 1 1 1 1 1
Gas/Oil/Lubricants	\$	4,500	-		1000	4,500
- CIDAL 3.3 313 P12772	\$	700			\$	700
Repair/Maintenance -Building	\$	500	_		\$	500
Educational Expenses-staff training, sponsorship, training registration, continue education	\$	2,000			\$	2,000
Communication -cell phone	\$	800			\$	800
R/M Equipment/vehicle	\$	2,000			\$	2,000
Direct Expenses Subtotal	\$	75,020	\$	75,020	\$	75,020
Supplies						
Departmental/Office Supplies	\$	2,000		œ .	\$	2,000
Supplies Subtotal	\$ \$	2,000	\$	2,000	\$	2,000
Equipment						
Peripherals Equipment/TV(use in conference room for						
meetings and training)	\$	1,000		14	\$	1,000
	\$	1,000	\$	1,000	\$	1,000
Equipment Subtotal	3					

# Agency Funding Source Table FY 2025- FY2026 Table 1:

Funding Source October 21, 2024

FTA Other  Local	ver.	SUL	<sup>مان</sup> مراد							FY 2025	FY 2025 Funding Source	Source					FY 2	026 Fund	FY 2026 Funding Source	a		
CTD 62295 TOTAL   S. 26,437   S. 26,378			205		2025	20.	97	Soft Mar	tch	Federal		State	-	ocal	Sof	t Match	Fede	<u></u>	State	a.	Local	
Fig. 26,437	96Z	E	State	\$	26,437	٠,	26,437	S				26,437		ř	Ş		S	,		26,437	\$	,
FILACIAN FILACIAN STATES STATE	79	an	CTD G2296 TOTAL	S	26,437	*	26,437	\$				26,437	_	4	\$		\$			26,437	\$	•
FHVA         PLCS**         \$ 22,288         \$ 15,556         \$ 5,070         \$ 22,989         \$ - 5         \$ 47,636         \$ - 5 <td></td> <td></td> <td>別</td> <td>v,</td> <td>680,585</td> <td></td> <td>_</td> <td></td> <td>0,106 \$</td> <td>M</td> <td>Annual Control</td> <td></td> <td>₩.</td> <td></td> <td>S</td> <td>130,263</td> <td>177</td> <td></td> <td>S</td> <td></td> <td>\$</td> <td>4</td>			別	v,	680,585		_		0,106 \$	M	Annual Control		₩.		S	130,263	177		S		\$	4
FHWA FLASON FLACORIGENTON S 102,547 S S 47,636 S 102,547 S S S S S S S S	z		PLC5*	15	22,989	450	_	20	5,070 \$			•	·S		45			15,556	\$		\$	
FTASSOT FRAME GENEZITOTAL S 100,547	zwz	FHWA	Pt Deobigation	vs.	215,984	\$	1			Ĭ,			\$		S	-	**		\$	6	\$	5
FTA 5307	9		.31.	W).	102,547	·vs	· A		2,617 \$			1	v		s		45		s.		\$	
FTA 5307 FTA 5307 XXXXX TOTAL \$ 306,946 \$ 48,029 \$ \$ 306,946 \$			FHWA G2W2Z TOTAL	40-	1,022,105	\$	_		_	17		·	s		s	_		-	\$		45-	
Federal         \$ 195,372         \$ - \$ 5         195,372         \$ - \$ 5         \$ 195,372         \$ - \$ 5         \$ 5	жжжж	FTA 5307	FTA 5307 xxxxx TOTAL	40-	306,946	t/s	48,029	45				,	v.	17	v,			48,029	\$		\$	,
Librari TOTAL         \$ 48,968         \$ - \$ 5         \$ 195,372         \$ 195,372         \$ 48,968         \$ - \$ 5         \$ 244,340         \$ - \$ 5         \$ 16,569			Federal	**	195,372	\$	٠	\$	,		372 \$	1	S	1	·s-	,	\$	1	45-		45.	•
FTA Other TOTAL   \$ 244,340 \$ .		FTA Other	Local	*	48,968	\$		\$					ss.	48,968	_	0	\$		45+	,	\$	,
Lincial TOTAL   \$ 16,569   \$ 16,569   \$ .   \$			FTA Other TOTAL	w	244,340	\$		\$	_		372 \$		10-	48,968	45+		\$	•	45	•	45-	
Local TOTAL \$ 16,569 \$ 16,569 \$ . \$ . \$ . \$ . \$ . \$ . \$ . \$ . \$ . \$			Local	S	16,569	-	16,569	\$	-			1	47-	16,569			55-		\$	,	\$	16,569
\$ 16,569 \$ 16,569 \$ . \$ . \$ . \$ . \$ . \$		Local		S	*	155		s	,			•	\$		s.		s.		\$		\$	
			LOCAL TOTAL	w.	16,569	W	16,569	S	,			٠	v,	16,569			45	•	45.	,	45	16,569

225,429 \$ 1,524,423 \$ 10-21-24UPWP amendment: Added 522,547 in FY 2025 Task 4-LRTP SL Fund and 574,346 PL funds that were unencumbered in FY 2024 to FY 2025 UPWP \$ 802,769 TOTAL \$ 1,616,397 \$

16,569

26,437 \$

654,202 \$

133,694 \$

65,537 \$

26,437 \$

Charlotte Amended 7-29-24 UPWP FY 2024/2025 adding CPG 5305(d) funds in the amount of \$5,654 in Task 1 Administration - Salaries and Benefits account line.

3-20-24 UPWP deobligation from FY 2024 Task 4-Long Range Transportation Plan (LRTP) consultant line \$238,531 adding it into FY 2025 Task 4-Long Range Transportation Plan (LRTP) consultant account line. These monies will be utilize in producing the 2050 LRTP update.

These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets planning.

[§ 11206(b)] 2.5% of the total PL allocation for FY 2024/2025 is \$22,989 and for FY 2025/2026 is \$15,556.

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Agency Participation Table FY 2025 - FY2026 Table 2:

Sub Total   S	SubTotal   S	Sub Total   S	Sub Total   S	Sub Total   S	Sub Total   S	Funding Source Contract Fiscal Year Total Budget	2025 \$ 26,437	622256 87 S	2026	\$10	76 2022 51,022,105	FHWA GZW22	207.5	F 45	95,90	XXXX	FT4 5307 xxxx 2028 46 \$ 48	2026	2026	2026 2025 48,029 \$ 195	2026	2026 2025 2026 2 8	2026 2025 2026 48,029 \$ 195,372 \$ -
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10-21-24UPWP amendment: Added \$22,547 in FY 2025 Task 4-LRTP SI. Fund and \$74,346 PL funds that were unencumbered in FY 2024 to FY 2025 UPWP

3-20-24 UPWP deobligation from FY 2024 Task 4-Long Range Transportation Plan (LRTP) consultant line \$238,531 adding it into FY 2025 Task 4-Long Range Transportaion Plan (LRTP) consultant account line

Amended: October 21, 2024

These monies will be utilize in producing the 2050 LRTP update.

\*These funds satisfy the requirements for the 2.5% PL set asiale for Complete Streets planning.

[§ 11206(b)] 2.5% of the total PL allocation for FY 2024/2025 is \$22,989 and for FY 2025/2026 is \$15,556.

# Task 1 Administration

# **Purpose:**

Properly manage the transportation planning process in the Charlotte County-Punta Gorda area that responds to the needs of the community. This includes the monitoring and managing of local planning tasks to ensure that the local planning process complies with all state and federal requirements utilizing consultant services as needed.

### **Previous Work:**

- Provided staff support and assistance to the MPO Board and its advisory committees
- Adopted the FY 2023 FY 2024 UPWP in May 2022
- Amended the FY 2023 FY 2024 UPWP as required
- Publicized all meeting information on MPO website, Charlotte County website, local libraries and Charlotte County local newspaper in FY 2023 FY 2024
- Submitted monthly signed and approved Visa® credit card statements along with original receipts to Fiscal Services for final review based on monthly deadline provided to allow for Fiscal review and to meet purchasing deadlines-ongoing
- Submitted all required MPO resolutions to MPO legal counsel for review
- Awarded the "*Peggy Walters*" Citizen Mobility Award to a citizen who made significant contributions to transportation planning within Charlotte County July 2022 and July 2023
- Updated Continuity of Operations Plan (COOP)
- Continued maintenance and uploaded all MPO required documents on MPO Web Site
- Prepared and submitted invoices per standards required by 23 C.F.R. 420.121(c) and performed in accordance with 49 C.F.R
- Completed the Joint FDOT/MPO Annual Certification reviews
- Produced board and advisory committee's agenda packets, meeting minutes, and records of committee
  proceedings as scheduled
- Keep Charlotte Beautiful Calendar providing bicycle laws and safety information
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of January 2022

# **Required Activities:** MPO staff will provide the following services:

- Provide day-to-day oversight of overall agency administrative activities and staff management including graphics production, evaluation and resolution of any special issues which may arise
- Provide oversight for development and update of MPO planning document deliverables such as the LRTP, TIP, PPP, etc.
- Provide oversight for Regional Transportation Studies affecting the MPO Planning Area
- Continue to coordinate with Charlotte County Purchasing, and Fiscal Services to maintain invoices for monthly office equipment rental, utilities, office supplies & materials Ongoing
- Approve invoices daily and submit for payment through the County's Invoicing process Ongoing
- Continue to process various travel arrangements and reimbursement claims according to local and State requirements for MPO staff ongoing
- Prepare and submit payroll based on bi-weekly timesheets to Clerk Payroll within the designated deadlines Ongoing

- Submit monthly signed and approved Visa® credit card statements along with original receipts to Fiscal Services for final review based on monthly deadline provided to allow for Fiscal review and to meet Purchasing deadlines-ongoing
- Continue to process all legal advertising to meet the required deadlines ongoing
- Assist local agencies and interested parties on planning increased security and safety of the transportation system, including airport, rail and transit modes (daily)
- Distribute agenda packets for all MPO Board and advisory committee meetings to members, adjacent county MPOs, local media and government sponsored information outlets as needed
- Provide orientation, training and staff support to the MPO Board and its advisory committees as needed
- Provide training and support by attending US DOT and FDOT approved training courses as available
- Prepare and submit invoices per the standards required by 23 C.F.R. 420.121(c) and performed in accordance with 49 C.F.R. (quarterly)
- Update as needed the Staff Services Agreement with Charlotte County
- Development and update of the Unified Planning Work Program (UPWP) for FY 2025 and FY 2026 by July 1, 2024, and July 1, 2025
- Participate in FDOT/Charlotte County Public Works/Punta Gorda Public Works Coordination Meetings quarterly
- Continue maintenance on MPO Web Site (ongoing)
- Continue software update and selected peripheral equipment purchases with county IT Department and other Federal, State, and local government Planning Agencies as needed
- Seek justification from FDOT for Capital Purchases exceeding budget estimates as needed
- Procure and or replace the necessary capital equipment to maintain the same level of service as is currently available at the MPO, and security (anti-virus) software will continue to be upgraded as required by 49 CFR, as needed
- MPO Office renovations and modifications to enhance security and improve operations as needed
- Maintain financial records for an annual audit, if required
- Amending the MPO lease agreement with Charlott County
- Review and revise MPO/TAC/CAC/BPAC Bylaws to reflect the use of telephone and video teleconferencing devices and applications when health and physical emergencies preclude meeting physically as needed
- Sponsor Charlotte County safety programs in Keep Charlotte beautiful calendar annually
- Utilize General Planning Consultant services as needed

## **End Products:**

- Develop MPO planning document deliverables as required by Federal and State Statutes
- Develop Budgets, contracts and financial records reviewed and submitted to FDOT quarterly ongoing
- Board and advisory committee's agenda packets, meeting minutes, and records of committee proceedings as scheduled
- Training, workshop of the MPO Board, MPO Advisory Committees and MPO Staff to enhance understanding of the MPO Process and transportation decision making as needed
- Physical inventory to safeguard equipment and maintenance that meets the requirements of Federal Highway Administration (FHWA) Regulation 49 C.F.R. 18.32(d)(3) and (4) annually
- Disposal of equipment purchased with planning funds consistent with state law and FHWA Regulation 49 C.F.R. Part 18.32(e) updated as needed
- Developed UPWP for FY 2025 and FY 2026 May 2024 and May 2025

- Annual audit report to the Federal Audit Clearinghouse Database March 2024 and March 2025, if required
- Invoices to FDOT for review following end of each quarter through June 30, 2026 quarterly
- Updated documents to reflect the possible reapportionment of the MPO Planning area as needed
- Computer, hardware and software upgrades as needed
- Maintain office supplies to support and execute everyday business as needed
- Financial tasks including grant reimbursements, audit reports, budget, grant reconciliations, timekeeping, inventory, invoice payment, various resolutions, travel processing, meeting/public meeting s ongoing
- MPO website updated and improved on a continuous basis
- Amendment/revision/modification of the UPWP/Section 5305 (d) as needed
- Renovation and rearrangement of MPO office for increased security and efficient operations if needed
- Revise and adopt amended MPO/TAC/CAC/BPAC Bylaws to allow utilization of meeting audio graphic or web teleconferencing methods as needed
- Joint FDOT/MPO annual certification reviews Annually by March 2024 and March 2025
- Keep Charlotte Beautiful safety programs calendar sponsorship July 2024 and July 2025
- Three signed GPC contracts

Responsible Agency: Charlotte County-Punta Gorda MPO

Funding Sources: Year

Year 1 - FY 2025

FHWA (PL) \$404,514

TOTAL

\$404,514

Year 2 – FY 2026

FHWA (PL) \$317,357

TOTAL

\$317,357

October 21, 2024 UPWP Amendment: Increased PL by \$74,346

July 29, 2024 Amendment: added \$5,654 additional funding received for CPG 5305(d)in FY 2025 Task 1 – salaries and benefits account line

Task 1: Estimated Budget Detail For "Planning Task"

Task 1 ADMINISTRATION						
2025						
Funding Source		FHWA			FY	2025 Total
Contract Number		G2W22			113	
Source Level		PL		Total		
MPO Budget Reference						
Lookup Name		2025 FHWA 32W22 (PL)	1 (75)	025 FHWA V22 (Total)		
Personnel (salary and benefits)	\$	320,994	\$	320,994	\$	320,994
Consultant	\$		\$		\$	
Travel	\$	5,500	\$	5,500	\$	5,500
Direct Expenses	\$	75,020	\$	75,020	\$	75,020
Indirect Expenses	\$	-	\$		\$	
Supplies	\$	2,000	\$	2,000	\$	2,000
Equipment	\$	1,000	\$	1,000	\$	1,000
2025 Totals	\$	404,514	\$	404,514	\$	404,514
2026			-			enerit
Funding Source		FHWA			FY	2026 Total
Contract Number		G2W22				
Source		PL		Total		
MPO Budget Reference						
Lookup Name		2026 FHWA 32W22 (PL)	10.00	026 FHWA V22 (Total)		
Personnel (salary and benefits)	\$	233,837	\$	233,837	\$	233,837
Travel	\$	5,500	\$	5,500	\$	5,500
Direct Expenses	\$	74,970	\$	74,970	\$	74,970
Supplies	\$	2,000	\$	2,000	\$	2,000
Equipment	\$	1,000	\$	1,000	\$	1,000
2026 Totals	\$	317,307	\$	317,307	\$	317,307
	EV	2025 & 2026				
	FT	2025 & 2026				
Personnel (salary and benefits)	\$	554,831				
Consultant	\$	*				
Travel	\$	11,000				
Direct Expenses	\$	149,990				
Indirect Expenses	\$					
Supplies	\$	4,000				
Equipment	\$	2,000				
Total	\$	721,821				

Task 1 ADM	INIST	RATION				
20	025					
Funding Source		FH	NA			
Contract Number		G2V	V22		FY	2025 Total
Source Level		PL		Total		
MPO Budget Reference Lookup Name	100	025 FHWA	10.00	WA G2W22		
Personnel (salary and benefits)	GZ	2W22 (PL)	_	(Total)		
Salaries, Benefits and other deduction	\$	320,994			\$	320,994
Personnel (salary and benefits) Subtotal	\$	320,994	Ś	320,994	\$	320,994
Travel	21112				-	
Employees and MPO Board Members travel on Charlotte County business including conferences, seminars, public meetings, MPOAC meetings, etc. as well as any in county and outside the County mileage						
	\$	4,000		•	\$	4,000
MPO Board and Committees costs related to MPO		3 000				. 652
meeting travels	\$	1,500	\$		\$	1,500
Travel Subtotal Direct Expenses	>	5,500	>	5,500	>	5,500
Governmental Indirect Cost: These services include Attorney Services, IT Support,HR, Fleet services, Facilities, Finance, Fiscal Purchasing & other support services provided by Charlotte County for Charlotte MPO	40					
ANY THE RESERVE TO THE PARTY OF	\$	51,848	_	-	\$	51,848
MPO Self Insurance Costs	\$	1,172			\$	1,172
Rental: Storage Cost	\$	3,700			\$	3,700
Subcriptions - newspapers, MPO website updates, improvements/maintenance, books & publication	\$	2,000			\$	2,000
Advertising Costs-Boards, Committee meetings, committee vacancies, PPP, LRTP, TIP, job vacancies,etc.	\$	2,500			\$	2,500
Postage and Freight Costs	\$	2,000			\$	2,000
Janitorial Cleaning Services Costs	\$	800			\$	800
Printing and Binding /Other Changes & Obligation	\$	500			\$	500
Equipment Leases/overage costs for copier	\$	4,500			\$	4,500
Gas/Oil/Lubricants					11/10/10	
Repair/Maintenance -Building	\$	700 500			\$	700 500
Educational Expenses-staff training, sponsorship,	7	300			Y	500
training registration, continue education	4	2,000				2,000
Communication -cell phone	\$	2,000			\$	2,000
R/M Equipment/vehicle	\$	3 000			\$	2,000
Direct Expenses Subtotal	\$	2,000 <b>75,020</b>	\$	75,020	\$	75,020
Supplies Supplies		. 5,020	·	. 5,020		. 0,020
Departmental/Office Supplies	\$	2,000		4	\$	2,000
Supplies Subtotal	\$	2,000	\$	2,000	\$	2,000
Equipment						
Peripherals Equipment/TV(use in conference room for						
meetings and training)	\$	1,000			\$	1,000
Equipment Subtatal	\$	1,000	\$	1,000	\$	1,000
Equipment Subtotal Total	\$	404,514	\$		\$	404,514

# Agency Funding Source Table FY 2025- FY2026 Table 1:

Funding Source October 21, 2024

Dette	OS BUILD	المراجع المراج							FY 2025 Funding Source	os guipur	nrce					FY 2026 Funding Source	ding Sourc	gų.		
		105		2025		2026	Soft Match	-	Federal	S	State	Local	-e	Soft Match	4	Federal	State	a)	Local	
962		State	\$	26,437	S	26,437	\$	\$	v	s.	26,437	ş	\$		s,		\$	26,437 \$		,
79	CID	CTD G2296 TOTAL	\$	26,437	\$	26,437	\$		•	45	26,437	\$		•	s.	٠	\$	26,437 \$		
		1d	\$	680,585	45	290,617	\$ 150,106	\$ 901	982'089	\$ \$		\$	\$	130,263	3 \$	590,617	٠,	٠,		
z		PLCS*	€.	22,989 \$	S	15,556	\$ 5,0	5,070 \$	22,989 \$	\$ 6	i,	\$	\$	3,431	1 \$	15,556	45-	\$		
zmz	FHWA	Pt Deobligation	v.	215,984	\$		\$ 47,6	47,636 \$	215,984	4 \$		Ş	\$ -	•	\$	,	\$	\$		i
		SL	47+	102,547	·s	7	\$ 22,6	22,617 \$	102,547	\$ 2	•	55	٠,		s		φ.	•		
		FHWA GZWZZ TOTAL	₹S.	1,022,105 \$	S	606,173	\$ 225,429	429 \$	1,022,105	\$		·ss.		133,694	\$	606,173	S			
жжжж	FTA 5307	FTA 5307 xxxxx TOTAL	v	306,946	w	48,029	٠,	•	306,946	\$-		s.	,		v.	48,029	so.			
		Federal	45	195,372	45+	•	\$	\$	195,372	2 \$		₩.	\$	•	s,		45			,
	FTA Other	local	₩.	48,968 \$	\$		. \$	\$		\$		\$	48,968 \$		\$		\$			,
		FTA Other TOTAL	45	244,340	40-	•	\$	\$	195,372	\$ 2	•	\$	48,968 \$	•	·s		•	•		
		Local	\$	16,569	47-	16,569	\$	\$	1	₩.		\$.	16,569 \$		\$	1	\$			16,569
	Local		+ <b>√</b> >-		٠٠.	ī	\$	\$	•	φ.		\$		6	\$		s.			i
		Local TOTAL	45-	16,569	4/3-	16,569	\$	٠,		٠,		٠٠.	16,569 \$		45		s	•		16,569
		DT T	TOTAL \$	1,616,397 \$	45-	697,208	\$ 225,4	225,429 \$	1,524,423 \$	٠ ج	26,437	45	65,537 \$	133,694	\$	654,202	45-	26,437 \$		16,569
10-21-24UPWP ame	endment: Added	10-21-24UPWP amendment: Added \$22,547 in FY 2025 Task 4-LRTP SL Fund and \$74,346 PL funds that were unencumbered in FY 2024 to FY 2025 UPWP	d and \$74,	346 PL fund	s that w	ere unencun	nbered in FY	2024 to	FY 2025 UPW	Д										
Charlotte Amende	d 7-29-24 UPWP	Charlotte Amended 7-29-24 UPWP FY 2024/2025 adding CPG 5305(d) funds in the amount of \$5,654 in Task 1. Administration - Salaries and Benefits account line.	s in the ar	mount of \$5,	654 in T	ask 1 Admin	istration - Sal	aries a	nd Benefits a	ccount lin	e.									
3-20-24 UPWP deo These monies will	bligation from F be utilize in pro	3-20-24 UPWP deobligation from FY 2024 Task 4-Long Range Transportation Plan (LRTP) consultant line \$238,531 adding it into FY 2025 Task 4-Long Range Transportaion Plan (LRTP) consultant account line. These monies will be utilize in producing the 2050 LRTP update.	on Plan (U	RTP) consult	ant line	\$238,531 ad	ding it into FI	7 2025	Fask 4-Long Ra	ange Tran	sportaion F	lan (LRTF	) consultar	t account line	ai.					
*These funds sati	sfy the requires	*These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets planning.	Complet	e Streets pl	anning.			1												
[§ 11206(b)] 2.5	% of the total	[§ 11206(b)] 2.5% of the total PL allocation for FY 2024/2025 is \$22,989 and for FY 2025/2026 is \$15,556.	2,989 and	1 for FY 202	5/2026	is \$15,556.	41.3													

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Agency Participation Table FY 2025 - FY2026 Table 2:

Task 1.00ministraymon   Facultical   Saciation   Sac	2025 2026 2025 195,372 \$ . \$ 65,537 \$ . \$ . \$ . \$ . \$ . \$ . \$	July Sent
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