

CITIZEN ADVISORY COMMITTEE

Lee County Metropolitan Planning Organization

Thursday, May 5, 2022

City of Cape Coral Public Works Building

815 Nicholas Parkway East, Cape Coral, FL 33990

3:00 p.m.



AGENDA

Call to Order

Roll Call

1. Public Comments on Items on the Agenda
2. LeeTran Report
3. FDOT Report

New Business

4. *Review and Approval of the March 3, 2022 CAC Meeting Summary (Calandra Barraco)
5. *Review and Approval of the FY 2022/2023 & FY 2023/2024 Unified Planning Work Program (Don Scott)
6. *Review and Approval of the Federal and State Transportation Priorities (Don Scott)
7. *Review and Approval of the Updated Lee and Collier & Lee and Charlotte-Punta Gorda TRIP Priorities (Don Scott)
8. *Review and Comment on the Transportation Disadvantaged Service Plan (Brian Raimondo)
9. +Review and Provide Recommendation on a Proposed Electric Vehicle Registration Fee (Don Scott)
10. Review of the Draft FY 2022/2023 through FY 2026/2027 Transportation Improvement Program (Don Scott)

Other Business

11. Public Comments on Items not on the Agenda
12. Announcements
13. Topics for next meeting
14. Information and Distribution Items

Adjournment *Action Items *May Require Action

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CITIZEN ADVISORY COMMITTEE

Lee County Metropolitan Planning Organization
Thursday, March 3, 2022
City of Cape Coral Public Works Building
815 Nicholas Parkway East, Cape Coral, FL 33990
3:00 p.m.



Meeting Minutes

The meeting was called to order at 3:05 p.m. by Chair Rick Anglickis. The Pledge of Allegiance was recited. The phone-in option of the meeting was connected at 3:06 p.m. Chair Anglickis mentioned articles relating to two CAC members, Mr. Justin Thibaut and Mr. Albert O'Donnell. The committee briefly discussed banks.

Roll Call

The roll was recorded by MPO staff. There was a quorum. Members in attendance included Karen Miller, Bev Larson, Joshua Goergen, Albert O'Donnell, Marion Briggs, Elaine Sarlo, Rick Anglickis, Steve Henry, Bruce Bohlander, Vanessa Chaviano, Randy Krise, Ted Tryka, Lewis Gould, and Kevin Berry. Others in attendance included Victoria Peters with FDOT; and Lee County MPO staff Don Scott, Ron Gogoi, and Calandra Barraco.

Agenda Item #1 - Public Comments on Items on the Agenda

There were no public comments on items on the agenda.

Agenda Item #2 – LeeTran Report

Mr. Scott provided the LeeTran report presented by Ms. Dawn Huff with LeeTran at the earlier Technical Advisory Committee (TAC) meeting. He mentioned LeeTran was moving forward with their three infrastructure projects as well as moving forward with the mobility-on-demand (MOD) project in Bonita Springs. A brief discussion followed on project cost increases and supply delays.

Agenda Item #3 – FDOT Report

Ms. Victoria Peters with FDOT provided the FDOT report. Ms. Peters provided information on an upcoming speed management workshop and Work Program progress.

New Business

Agenda Item #4 - *Review and Approval of the January 6, 2022 CAC Meeting Summary

Ms. Bev Larson made the motion to approve the January 6, 2022 Meeting Summary. Mr. Randy Krise seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #5 - *Review and Approval of a TIP Amendment to add Transit Bus Replacements to FY 2021/2022

Mr. Don Scott presented this agenda item to amend the Transportation Improvement Program (TIP) to add a transit project to cover the replacement of four buses in the current fiscal year. The new TIP sheet was attached to the agenda packet, posted to the MPO website, and shown as a slide at the meeting. He said the current FY 2022 through FY 2026 Transportation Improvement Program (TIP) is being amended to add a transit project for bus replacements in the current fiscal year. He said the current Transportation Improvement Program includes funding for bus replacements in FY 23/24 & FY 24/25 at half of the usual amount and there is no funding currently shown in FY 25/26. He concluded

the replacement of four buses is consistent with LeeTran's bus replacement needs. Chair Anglickis asked if there were any questions. The committee briefly discussed authorization, funding, and meeting the replacement schedule.

Mr. Steve Henry made the motion to approve the TIP amendment to add Transit Bus Replacements to FY 2021/2022. Ms. Bev Larson seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #6- *Review and Approval of Transit Performance Measures

Mr. Ron Gogoi presented this agenda item to review LeeTran's Transit Asset Management Plan (TAMP) and Public Transportation Agency Safety Plan (PTASP) Performance Targets for FY 2022 and recommend MPO adopt a resolution supporting the Targets. Chair Anglickis noted the resolution was not attached to the agenda item. Mr. Scott said it is generally just presented to the MPO Board at their meeting. Mr. Gogoi then provided a Power Point presentation that included slides on the target setting process, an overview of the targets, the adopted safety targets, short/long term goals, and transit asset management performance measures. The full presentation can be viewed here: <https://leempo.com/wp-content/uploads/Agenda-6.Transit-Performance-Targets.pdf> The committee discussed facilities, transparency, penalties, and example of bridges. Mr. Gogoi mentioned a motion was needed to recommend MPO Board adoption of the resolution in support of the transit performance measures presented.

Mr. Albert O'Donnell made the motion to approve the LeeTran Transit Performance Measures. Ms. Marion Briggs seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #7 - *Endorsement of USBR15 Bicycle Route Through Lee County

Mr. Gogoi presented this agenda item to recommend that the MPO Board adopt a resolution endorsing the expansion and designation of USBR 15 through Lee County. Mr. Gogoi provided a Power Point presentation that included slides with information on the existing/proposed route maps, application process, proposed route through Lee County, local government support, and support in other counties. His presentation can be viewed here: <https://leempo.com/wp-content/uploads/Agenda-7.USBR-15-FL.pdf> The committee discussed the exclusive use of roadways with existing bicycle lanes/facilities, connection to existing routes, signage, requirements, local government involvement, existing bicycle loop in Estero, Federal grant funding for Estero loop signage, no cost associated with USBR 15 designation, low traffic in designated route, example of SUN Trail segment on Livingston in Collier, fees associated with development of land, private funding, USBR 15 route through Estero, possible future changes to route based on new facilities, and route through downtown Fort Myers. Chair Anglickis asked if there was a motion.

Ms. Marion Briggs made the motion to endorse a resolution of USBR 15 bicycle route alignment through Lee County. Mr. Josh Goergen seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #8 - +Review and Provide Comments on the Draft FY 2022/2023 & FY 2023/2024 Unified Planning Work Program

Mr. Scott presented this agenda item to review and provide comments on the draft tasks included in the FY 2022/2023 and FY 2023/2024 Unified Planning Work Program. Mr. Scott reviewed the funding sources and the UPWP budgets tasks and included projects. Mr. Scott noted this agenda item would be back for committee approval in May and comments could be emailed to MPO staff. The committee discussed 5305 and 5307 transit fund categories, other Federal codes for funding, Federal

regulations, additional FDOT requirements/restrictions, electric vehicle (EV) charging plan, travel funds, FDOT community liaison title, approval process, template, charts on spending by District, Fair Share report, needs based program, history and background of fair share report, totaling all costs per district, comparing areas based on Work Programs, formulas used, high number of state roads in Polk County, Florida receiving lowest per capita amount in country for new bill, carbon reduction funds, signal timing and congestion, impact of pandemic on vehicle miles travelled and oil prices, intersection improvements, Fort Myers plan for street conversion from vehicles to pedestrians, air quality mitigation, Treeline and Daniels project, and preparing projects in advance of funding.

Agenda Item #9 - Summary of the Joint Lee and Charlotte-Punta Gorda MPO Boards Meeting Items and Discussion

Mr. Scott presented this agenda item to provide a summary of the February 18, 2022 Joint Meeting items and Board discussion for the committee. He provided a Power Point presentation that included slides with information on TRIP priorities, I-75 Connect Studies, Burnt Store Road corridor, SR 31 projects, I-75 Purple Heart Highway, and Joint Regional Coordination. His entire presentation can be viewed here: <https://leempo.com/wp-content/uploads/Agenda-9-Joint-Charlotte-Punta-Gorda-MPO-and-Lee-MPO-Board.pdf> The committee discussed Burnt Store widening, progress of an interchange to connect Del Prado to I-75, Cape Coral Evacuation study, sewer line in Charlotte County, gas line on SR 31, traffic congestion on SR 78 near Lee Civic Center, funded projects, cost feasible projects, SR 31 phases, sending agenda item presentation to committee, composition of regional coordination committee, and history of Lee and Collier joint meetings.

Other Business

Agenda Item #10 - Public Comments on Items not on the Agenda

There were no public comments on items not on the agenda.

Agenda Item #11 – Announcements

Mr. Scott announced there would be a Federal Highway Certification Review meeting on March 15 with both virtual and in-person options. Mr. Goergen mentioned his op-ed in the News Press and Mr. Scott said he would have staff forward it to the committee.

Agenda Item #12 - Topics for next meeting

Topics suggested for next meeting included a list of projects based on most impact on economic development and electric vehicle registration fees or taxes. The committee also discussed resolution from the committee in support of electric vehicle registration fees, MPOAC joining a mileage based user fee group, examples of electric vehicle fees in other states, requesting MPO Board to support electric vehicle fees, bringing back other state examples on electric vehicle fees to next meeting, vehicle miles traveled (VMT) fees for all vehicles, webinar on issues with VMT fees, calculation for gas tax usage and applying that to electric vehicle users, landscaping on roundabout on Williams, gas tax holiday idea, analysis of how far projects will be delayed due to increasing costs, Lee County project tier example, estimates versus bid prices, and example of tornado impact in Lee County.

Agenda Item #13 - Information and Distribution Items

The information and distribution items included a legislative tracking spreadsheet and an appropriations project request matrix. Chair Anglickis requested the whole RoadWatch report be included in a link and the local RoadWatch section of the report be printed out at future meetings.

The meeting was adjourned at 4:43 p.m.

An audio recording of the entire meeting can be accessed here: https://soundcloud.com/user-390911534/03-03-2022-cacwma?utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing

*Action Items +May Require Action

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REVIEW AND APPROVAL OF THE FY 2022/2023 AND FY 2023/2024 UNIFIED PLANNING WORK PROGRAM

RECOMMENDED ACTION: Recommend approval of the FY 2022/2023 and FY 2023/2024 Unified Planning Work Program (**Attached**).

Every two years the MPO develops the Unified Planning Work Program (UPWP) that serves as the budget to indicate what the MPO will be doing over that time period. A draft of the Unified Planning Work Program (UPWP) was submitted to FDOT and FHWA and their comments as well as the comments that have been submitted to date have been addressed in this updated version (the comments are included in Appendix E).



**UNIFIED PLANNING WORKPROGRAM
FOR
FISCAL YEARS 2022/23 - 2023/24
(July 1, 2022- June 30, 2024)**

To be Adopted: May 13, 2022

LEE COUNTY METROPOLITAN PLANNING ORGANIZATION

815 Nicholas Parkway East, P.O. Box 150045, Cape Coral, Florida 33915-0045
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Prepared by the staff and the participating agencies of the Lee County Metropolitan Planning Organization. This report was financed in part by the U.S. Department of Transportation, Federal Highway and Transit Administrations; the Florida Department of Transportation (FDOT); and participating local governments.

"The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration (FTA), U.S. Department of Transportation, under the State Planning and Research Program, Section 505 or Metropolitan Planning Program, Section 104(f)J of Title 23, U.S. Code (USC). The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation."

CFDA# 20.205, Highway Planning and Construction
Federal Aid Project Number 0261 (056)
FDOT financial project number 439312-4-14-01 PL Funds
FDOT Contract Number: G2815

CFDA # 20.505, Federal Transit Technical Studies Grant (Metropolitan Planning)
FDOT financial project number 410115-1-14-30 5305 Fund
FDOT Contract Number: G1V50

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FISCAL YEARS 2023 & 2024 UNIFIED PLANNING WORK PROGRAM

**Lee County
Metropolitan Planning Organization**

VOTING MEMBERS

Councilmember Teresa Watkins Brown, City of Fort Myers
Chair

Commissioner Cecil Pendergrass, Lee County District 2
Vice-Chair

Mayor Kevin Ruane, Lee County Commissioner District 1
Treasurer

Councilmember Fred Forbes, City of Bonita Springs
Councilmember Laura Carr, City of Bonita Springs
Mayor John Gunter, City of Cape Coral
Councilmember Tom Hayden, City of Cape
Councilmember Dan Sheppard, City of Cape Coral
Councilmember Keith Long, City of Cape Coral
Councilmember Jessica Cosden, City of Cape Coral
Councilmember Johnny Streets, Jr., City of Fort Myers
Councilmember Fred Burson, City of Fort Myers
Mayor Ray Murphy, Town of Fort Myers Beach
Vice Mayor Richard Johnson, City of Sanibel
Commissioner Ray Sandelli, Lee County District 3
Commissioner Brian Hamman, Lee County District 4
Commissioner Frank Mann, Lee County District 5

ALTERNATES

Councilmember Darla Betzer Bonk, City of Fort Myers
Councilmember Jim Atterholt, Town of Fort Myers Beach
Councilmember Michael Miller, City of Sanibel
Vice Mayor Jon McLain, Village of Estero
Councilmember Jennifer Nelson, City of Cape Coral
Councilmember Gloria Tate, City of Cape Coral
Councilmember Welsh, City of Cape Coral

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ACRONYMS USED IN THIS UPWP

3-C	Continuing, Cooperative, and Comprehensive
AMDA	Application for Master Development Approval
ADA	Americans with Disabilities Act
AMPO	Association of Metropolitan Planning Organizations
ATIS	Advanced Traveler Information System
ATPPL	Alternative Transportation in Parks and Public Lands
ATMS	Advanced Traffic Management System
AV/CV	Autonomous Vehicle/Connected Vehicle
BIL	Bipartisan Infrastructure Bill
BOCC	Board of County Commissioners
BPCC	Bicycle Pedestrian Coordinating Committee
BPAB	Bicycle Pedestrian Advisory Board
BPAC	Bicycle Pedestrian Advisory Committee
BRT	Bus Rapid Transit
CAC	Citizen Advisory Committee
CAD	Computer Aided Drafting
CAMP	Corridor Access Management Plan
CAP	Commuter Assistance Program
CAT	Collier Area Transit
CEMP	Comprehensive Emergency Management Plan
CFASP	Continuing Florida Aviation System Planning Process
CFDA	Catalogue of Federal Domestic Assistance
C.F.R.	Code of Federal Regulations
CIC	Citizen Involvement Committee
CIP	Capital Improvement Program
CMR	Congestion Monitoring Report
CMS	Congestion Management System
CMS/ITS	Congestion Management System/Intelligent Transportation System
CMP	Congestion Management Process
COA	Comprehensive Operations Analysis
COOP	Continuity of Operation Plan
CPU	Central Processing Unit
CRA	Community Redevelopment Agency
CRT	Commuter Rail Transit
CTC	Community Transportation Coordinator
CTD	Commission for Transportation Disadvantaged
CTS	Center Transportation Studies
CTST	Community Traffic Safety Team
CUTR	Center for Urban Transportation Research
CUTS	Coordinated Urban Transportation Systems
DBE	Disadvantaged Business Enterprise
DOT	Department of Transportation
DRA	Downtown Redevelopment Agency
DRI	Development of Regional Impact
EAR	Evaluation and Appraisal Report
EEO	Equal Employment Opportunity
ESRI	Environmental Systems Research Institute
EST	Environmental Screening Tool
ETAT	Environmental Technical Advisory Team
ETDM	Efficient Transportation Decision Making
FAA	Federal Aviation Administration
FAC	Federal Aid Circular
FAP	Federal Aid Program

FAST	Fixing Americas Surface Transportation
FDOT	Florida Department of Transportation
FGCU	Florida Gulf Coast University
FHWA	Federal Highway Administration
FIHS	Florida Interstate Highway System
FM	Federal Management
FMR	Federal Management Regulation
FPTA	Florida Public Transportation Association
F.S.	Florida Statute
FSUTMS	Florida Standard Urban Transportation Model Structure
FTA	Federal Transit Administration
FY	Fiscal Year
GIS	Geographical Information System
GMISI	Grants Management Information System
ICAR	Intergovernmental Coordination and Review
IDAS	Intelligent Transportation Systems Deployment Analysis System
IMS	Incident Management System
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
ITS	Intelligent Transportation Systems
ITSSC	Intelligent Transportation Systems Stakeholder Committee
JARC	Job Access and Reverse Commute
JPA	Joint Participation Agreement
LAP	Local Agency Program
LC	Lee County
LCB	Local Coordinating Board for the Transportation Disadvantaged
LCDOT	Lee County Department of Transportation
LCHSTP	Locally Coordinated Public Transit Human Services Transportation Plan
LEP	Limited English Proficiency
LOS	Level of Service
L RTP	Long Range Transportation Plan
LUAM	Land Use Allocation Model
MAP-21	Moving Ahead for Progress in the 21st Century
M&O	Maintenance and Operations
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
MPOFPA	Metropolitan Planning Organization Freight Program Assessment
MPP/PL	Metropolitan Planning Program
MSTU	Municipal Service Taxing Unit
NARC	National Association of Regional Councils
NEPA	National Environmental Policy Act
NS/EW	North South/East West
OMB	Office of Management and Budget
PD&E	Preliminary Design and Environmental
PDA	Personal Digital Assistant
PEA	Planning Emphasis Area
PIP	Public Involvement Plan
PL	Federal Planning Funds
RFP	Request For Proposals
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A legacy for Users
SAP	Specific Area Plans
SEC.	Section
SEIR	State Environmental Impact Report
SHS	State Highway System

SIB	State Infrastructure Bank
SIS	Strategic Intermodal System
SOV	Single Occupancy Vehicle
SR	State Road
SRTS	Safe Route to School
STP	Surface Transportation Program
SWFMRT	Southwest Florida Metro-Regional Transportation
SWFRPC	Southwest Florida Regional Planning Council
TAC	Technical Advisory Committee
TAN	Transportation Advisory Network
TAOC	Transit Authority Oversight Committee
TAZ	Traffic Analysis Zone
TCEA	Transportation Concurrency Exceptions Area
TCSP	Transportation Community and System Preservation Program
TD	Transportation Disadvantaged
TOM	Transportation Demand Management
TOP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TE	Transportation Enhancement
TELUS	Transportation Economic and Land Use System
TEA	Transportation Enhancement Application
TEA-21	Transportation Equity Act for the 21 st Century
TIA	Traffic Impact Analysis
TIGER	Transportation Investment Generating Economic Recovery
TIM	Traffic Incident Management
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TMC	Transportation Monitoring Center
TMOC	Traffic Management and Operations Committee
TOP	Transportation Outreach Program
TRANPLAN	Transportation Planning
TRB	Transportation Research Board
TRIP	Transportation Regional Incentive Program
ULAM	Urban Land Use Allocation Model
UPWP	Unified Planning Work Program
USC	United States Code
UZA	Urbanized Area
ZDATA	Zonal Data

INTRODUCTION

This Unified Planning Work Program (UPWP) has been prepared to define the tasks to be undertaken and the anticipated funding requirements of the Lee County Metropolitan Planning Organization (MPO) for fiscal years 2022/23 and 2023/24. This work program includes funding from the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), State funded tasks and Locally funded tasks. The FY runs from July 1, 2022 through June 30, 2023 for FY 22/23 and from July 1, 2023 through June 30, 2024 for FY 2023/24.

This document is intended to inform the general public and all public officials and agencies that contribute monetary or in-kind support to the MPO's transportation planning process of its proposed budget for fiscal years 2022/23 through 2023/24. It is also intended to assign specific responsibilities for the various tasks to the participating agencies in accordance with the supplemental Interlocal agreement to the Interlocal agreement creating the MPO. In addition, the Unified Planning Work Program (UPWP) provides the basis for federal funding of the transportation planning activities to be undertaken with FHWA or FTA funds.

Section 120 of Title 23, USC, permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, USC. FDOT will provide soft match for the FHWA Metropolitan Planning Program (MPP/PL) funds using toll revenue expenditures, to the extent that credits are available, as a credit toward the non-federal matching share. The amount identified represents the total amount of soft match required for the amount of FHWA PL and 5305 funds budgeted in this UPWP for a total of \$390,470 for FY 22/23.

Statement of CPG participation:

The FDOT and the Lee County Metropolitan Planning Organization participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually consolidate Florida's FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. These funds are annually apportioned to FDOT as the direct recipient and allocated to the MPO by FDOT utilizing formulas approved by the MPO, FDOT, FHWA and FTA in accordance with 23 CFR 420.109 and 49, U.S.C. Chapter 53. The FDOT is fulfilling the CPG's required 18.07% non-federal share (match) using Transportation Development Credits as permitted by 23 CFR 120(i) and FTA C 8100.1D.

Following this introduction is a discussion of the organization and management of the Lee County Metropolitan Planning Organization (MPO). Within the main sections of the Unified Planning Work Program, the specific transportation planning activities to be undertaken in the two fiscal years by the MPO staff are organized into four major sections, each of which may include a number of Individual tasks:

1. Administration This section includes those functions required to manage the transportation planning process on a continuing basis, including program administration, development review and reporting, as well as such activities as intergovernmental coordination, coordination and implementation of regional transportation planning initiatives for the urbanized area of Southwest Florida, so as to form a closer coalition

among Collier, Charlotte, Glades, Hendry and Sarasota counties, citizen participation, public information, Involvement and education of the public about all aspects and phases of transportation planning with focus on early and continuous gathering of information from the public in order to facilitate optimal transportation decision making and staff training. It also includes any planning activities not identified as part of any task in another section.

2. Systems Monitoring This section includes those work tasks needed to monitor and analyze travel behavior and factors affecting travel, such as socio-economic, land use, environmental, and transportation system data. Information collected in these tasks is used extensively in many other Unified Planning Work Program tasks, including the Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP) updates, Congestion Management, Transit Planning, and project planning.

3. Systems Planning This section includes transportation system planning tasks related to contingency operations and long or short range transportation planning and programming. Specific tasks may include further improvement and revalidation of the travel demand forecasting model the development, review, amendment and updating of the Long Range Transportation Plan and Transportation Improvement Program.

4. Project Planning This section includes those work tasks concerned with preparing more detailed plans for specific projects and programs identified in the more conceptual system level plans, such as airport master plans, transportation disadvantaged, corridor studies and bicycle/pedestrian studies.

Each of the local governments that participate in the Lee County Transportation Study has adopted a comprehensive plan in accordance with Chapter 163, Florida Statutes (FS). Each of these plans contain a traffic circulation element which, for the most part, reflects the MPO's long-range transportation plan in effect at the time it was last updated. Each of the local governments participates in the MPO's planning process through the Technical Advisory Committee (TAC), the Bicycle Pedestrian Coordinating Committee (BPCC), the Traffic Management Operations Committee and the MPO. This UPWP has been developed to be consistent, to the maximum extent feasible, with the approved growth management plans of the participating local governments and the Strategic Regional Comprehensive Policy Plan (SRPP) of the Southwest Florida Regional Planning Council (RPC).

The level of planning effort represented by this UPWP reflects federal and state requirements as well as local needs and issues and is constrained by the funds available to carry out the program.

FY 2022/23 and FY 2023/24 Transportation Planning Priorities: A major emphasis area in the UPWP continues to include the development of performance measure targets and incorporating the how we are striving to meet the targets in our planning documents.

The MPO will be working on developing its project priorities for Surface Transportation Program (STP) and State, Transportation Alternatives (TA), Transportation Regional Incentive Program (TRIP), Strategic Intermodal System (SIS) and Multi-Modal Enhancement Box funds over the Spring in both 2023 and 2024 to help guide FDOT in the development of its Work Program.

The MPO will continue to participate in the implementation of FDOT's Efficient Transportation Decision Making Process to environmentally screen the proposed future projects, and may prepare a multi-year business plan to supplement the UPWP if the MPO will need to carry over a significant percentage of its annual allocation of PL funds for use in later years.

As Lee County is an attainment area for the National Ambient Air Quality Standards, this MPO is not required to undertake an air quality planning program (although it does consider projections of vehicle emission in the comparison of network alternatives), nor does any other agency do air quality planning for Lee County.

LeeTran will also continue programs for compilation of data for the monthly and annual National Transit Database submissions; continue efforts to improve the ADA compliance, passenger safety and amenities. LeeTran will also be updating the Public Transportation Agency Safety Plan and continuing with the update of the Transit Development Plan.

Status of Transportation Planning Activities

MPO Planning Activities

Transportation Planning Activities in the Lee County metropolitan area are undertaken with funds obtained through Titles 23 and 49, U.S.C.

Regional Planning

During the last UPWP time frame, the Lee MPO participated in meetings of the District 1 Coordinated Urban Transportation Systems (CUTS) committee, Continuing Florida Aviation System Planning Process (CFASPP), M-Cores, MPOAC meetings and in the District and State-wide meetings with FDOT, Charlotte-Punta Gorda MPO, Collier MPO, Lee County DOT, Hendry County and Charlotte County.

The Lee MPO participated in the Collier MPO's Technical Advisory Committee (TAC), the joint Lee-Collier Technical Advisory Committee (TAC), Citizen's Advisory Committee (CAC), Metropolitan Planning Organization (MPO) Board, and the Bicycle Pedestrian Coordinating Committee (BPCC)/Pathways Advisory Committee meetings. The Lee County and Collier MPOs worked together in prioritizing Transportation Regional Incentive (TRIP) funds and regional projects.

The Lee MPO also participates in the Lee and Charlotte County Punta-Gorda Metropolitan Planning Organizations' TAC meetings and the two Boards have adopted regional TRIP projects and resolutions.

Long Range Transportation Plan

The MPO adopted and amended the 2045 LRTP to be consistent with changes to projects. The MPO has begun the initial data collection for updating the Long Range Transportation Plan (LRTP) to a 2050 horizon year that will be adopted by the MPO Board in December of 2025.

Short Range Transportation Planning

The MPO's TIP has been amended several times to add new projects, adjust project limits and project funding due to rising construction costs.

Goods and Freight Movement Planning

The Lee MPO continues to plan for increasing freight demands from our population increases and changes in how households and businesses are using online orders to purchase goods. A Goods and Freight study was updated as part of the Long Range Plan and staff continues to collect and analyze freight shipping and impacts.

Congestion Management/ITS

The MPO continues to participate in the Community Traffic Safety Committee to participate in resolving short term Congestion Management solutions as well as bringing back improvements that need to be included in the priority process. The MPO also participated in the development of the TSM&O Plan that is now being used to prioritize projects and studies to address improvements included within the document.

Bicycle Pedestrian Planning

The MPO adopted local and joint regional Transportation Alternatives (TA) Program priorities in the spring of 2021 and 2022. The MPO also endorsed applications for bicycle pedestrian facilities to be implemented with Safe Routes to School (SRTS) Program funds. The MPO also prioritized SU funded bicycle pedestrian projects in the spring of 2021 and 2022 as well. The MPO also takes part in FDOT's Electronic Review Comment (ERC) Team and has been regularly reviewing design plans for resurfacing and capacity projects in Lee County to ensure accommodation of bicycle pedestrian and transit facilities consistent with the adopted MPO and local plans. The MPO also participates in the review of design plans of traffic operations projects and stand-alone bicycle pedestrian projects that are programmed through the MPO priority process, or funded by District 1 with Highway Safety Program funds. The MPO participates in field reviews with FDOT and affected jurisdictions during the design review phase. The MPO also attends periodic Local Agency Project meetings to keep informed of project status and assist with programming changes and increased funding requests due to project cost increases.

Public Transportation Planning

The MPO updated the Transit Element of the Long Range Transportation Plan as part of the development of the 2045 LRTP and participated with LeeTran on the update of the Transit Development Plan. The MPO participates in the funding of transit planning staff and studies and programs supporting transit improvements.

Transportation Performance Measures

For the reporting of Performance Measures for Highway Safety, Pavement and Bridge, System Performance and Transit Asset Management as required by MAP-21, the Lee MPO has adopted targets consistent with FDOT's targets. The MPO has also adopted the Transit Safety and TAMP targets developed by LeeTran.

The MPO continues to analyze the transportation system performance on a regular basis to help determine projects and programs to address issues and to help meet the targets. In particular, the MPO analyzes traffic crash data on an ongoing basis in support of our partner agencies and their programs as well as for prioritizing projects and programs that will help reduce multi-modal crashes, fatalities and injuries.

FDOT Planning Activities

The Florida Department of Transportation provides support to the MPO in all of the planning activities that are listed over the previous two pages. This support ranges from participation in the various projects related to these items to producing Statewide, Districtwide and Lee County only studies that we use to better define projects and programs that are needed to improve existing and future transportation conditions in our MPO area. Listed below are specific projects/programs that the FDOT District One is providing:

1. Geographical Information Systems (GIS) Application Development and System Maintenance
2. Systems Planning Reviews
3. Interchange Reviews
4. Travel Demand Model Development
5. Statistics

6. EDTM/Community Impact Assessment
7. Federal Functional Classification
8. Traffic Count Program
9. Modal Development Technical Support
10. Strategic Intermodal System Plans
11. Commuter Services
12. State Highway Systems Corridor Studies
13. Complete Street Studies
14. Freight Mobility Support
15. Promoting and Coordinating Safety for all Modes of Transportation, including bicycle and pedestrian

ORGANIZATION AND MANAGEMENT

The Lee County Metropolitan Planning Organization (MPO) is an intergovernmental transportation planning agency created by an interlocal agreement among Lee County, Fort Myers, Cape Coral, Sanibel, Fort Myers Beach, Bonita Springs, Estero, and the Florida Department of Transportation (FDOT). It is comprised of eighteen (18) elected officials representing the above mentioned jurisdictions. The Lee County MPO is a completely independent governmental entity.

The MPO was reorganized to its present form in 1978, at which time a Citizen Advisory Committee (CAC) was formed to provide policy recommendations to the MPO. In 1980, the Lee County Metropolitan Planning Organization (MPO) disbanded the Citizen Advisory Committee (CAC) because of activities the Lee County Metropolitan Planning Organization (MPO) considered improper. It was replaced in 1981 by a Citizen Involvement Committee (CIC) whose role was restricted to advising the Lee County Metropolitan Planning Organization (MPO) and its staff on public information and involvement activities. The Citizen Involvement Committee (CIC) was re-constituted a year later as the Citizen Advisory Committee (CAC), with its role once again expanded to include providing recommendations to the Lee County Metropolitan Planning Organization (MPO) on policy issues.

Since 1982, the CAC has functioned to provide recommendations to the Lee County Metropolitan Planning Organization from the public's perspective on proposed transportation system plans, priorities for state and federal funding, and other transportation issues. As stated in its bylaws, it currently consists of 25 members, including two (2) members from different communities within each county commission district, appointed by the corresponding county commissioner. The other 14 members of the Lee County Metropolitan Planning Organization Citizen Advisory Committee will be distributed based on jurisdiction. The City of Cape Coral will appoint five (5) members, the City of Fort Myers will appoint three (3) members, the City of Bonita Springs will appoint two (2) members, and the City of Sanibel, the Town of Fort Myers Beach and Estero will each appoint one (1) member who lives within his/her jurisdiction. In addition, the Lee County Metropolitan Planning Organization as a whole will appoint one (1) transportation-disabled member and two other at-large positions to encourage minority and low income participation.

Generally, the topics discussed at the Citizen Advisory Committee meetings correspond to those topics to be considered at upcoming Lee County Metropolitan Planning Organization Board meetings. The Citizen Advisory Committee members may also serve on task forces or steering committees to study special items and make recommendations back to the CAC and the Board.

The Technical Advisory Committee (TAC) consists of local and state agency planners, engineers, and transit operators who make recommendations to the Lee County Metropolitan Planning Organization (MPO) on transportation plans, programs, amendments, and priorities on behalf of the agencies they represent. By doing so, it provides a continuing liaison with local, state, and federal agencies involved in transportation planning process.

A Traffic Management Operations Committee (TMOC) is sponsored by the MPO to make recommendations on traffic operations, ITS and congestion management matters

requiring intergovernmental coordination at the technical level as well as making recommendations on congestion mitigation projects and priorities.

A Bicycle Pedestrian Coordinating Committee (BPCC) is sponsored by the MPO to coordinate local governments' and FDOT's bicycle/pedestrian planning and project development activities, to review the provisions for cyclists and pedestrians in plans for state highway improvements and to advise on the development of the bicycle/pedestrian element of the MPO's long range transportation plan as well as the currently ongoing development of the County-wide Bicycle/Pedestrian Master Plan. It is also responsible for reviewing and making recommendations on bicycle and pedestrian improvements proposed for funding from the transportation enhancement program and from the box funds that are set-aside from the urban-attributable funds by the MPO for bicycle and pedestrian.

The MPO also appoints a Local Coordinating Board (LCB) to oversee the Transportation Disadvantaged program for Lee County LCB meets quarterly. Assistance on transit planning issues is provided to the MPO by LeeTran (the division of Lee County government that operates the local transit system). Legal counsel to the MPO is provided by Gray Robinson.

Technical assistance by the Florida Department of Transportation (FDOT) is provided primarily through the District 1 offices in Bartow and in Fort Myers. Federal financial assistance is provided by the Federal Highway Administration and the Federal Transit Administration. The Florida Department of Transportation matches the Federal Highway Administration and Federal Transit Administration funds with toll revenue credits. Additional financial support is also contributed by the participating local governments. The Florida Commission for the Transportation Disadvantaged provides a planning grant that funds most of the cost of staff support for the Transportation Disadvantaged Program (Task 4.3)

Local transportation needs are re-evaluated annually. Based on this evaluation, project priorities are established and made part of the MPO's annual Transportation Improvement Program (TIP). These priorities are forwarded to FDOT to guide it in the annual update of its Five Year Work Program. The FDOT then programs these projects, in priority order to the maximum extent practical, considering production schedules and funding constraints. In the event that it cannot meet the MPO's priorities, the FDOT reports back to the MPO to explain why. By Federal and/or State law, all surface transportation improvement projects must be included in and consistent (to the maximum extent feasible) with the MPO's TIP in order to be eligible for Federal and State funding. Consequently, the MPO's TIP is the primary document that guides all State and Federally funded transportation improvements in Lee County.

The MPO has in place various agreements with state and local governments and agencies that promote the continuing, cooperative and comprehensive (3-C) planning process. These agreements include the following:

- a. The Interlocal Agreement for the Creation of Metropolitan Planning Organization that was finalized in March 2016.
- b. The FTA Section 5305 Joint Participation Agreement (Contract G1V50), approved on April 5, 2021 with an expiration of December 31, 2023;
- c. The FTA Section 5305 Joint Participation Agreement (Contract G1K83), approved on June 9, 2020 with an expiration of December 3, 2022;
- d. The Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement, adopted April 29, 2013;

- e. The Interlocal agreement for joint regional transportation planning and coordination between the Collier and Lee County MPOs, updated and adopted March 20, 2009;
- f. The Interlocal agreement for joint regional transportation planning and coordination between the Charlotte and Lee County MPOs, updated and adopted December 13, 2013; and
- g. The Planning Funds Agreement approved on May 15, 2020 for the term from July 1, 2020 through June 30, 2022.

The MPO operates under a duly adopted set of bylaws as does its advisory and coordinating committees. Official records of MPO business are maintained at the MPO offices, located at 815 Nicholas Parkway East, Cape Coral, Florida 33990. All of the MPO's records are available for inspection during normal business hours.

Cost Analysis Certification

Lee County MPO

Unified Planning Work Program - FY 23-FY24

Adopted 5/13/2022

Revision Number: Initial Adoption

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

Name: Victoria G Peters

Liaison; FDOT District One
Title and District

Signature 5/13/2022

1.0 ADMINISTRATION

- 1.1** PROGRAM MANAGEMENT AND SUPPORT
- 1.2** UNIFIED PLANNING WORK PROGRAM
- 1.3** PUBLIC INVOLVEMENT AND OUTREACH PROGRAM
- 1.4** EQUIPMENT AND RESOURCE PURCHASE, UPGRADE AND MAINTENANCE
- 1.5** REGIONAL COORDINATION
- 1.6** TRANSIT PROGRAM MANAGEMENT AND SUPPORT
- 1.7** LOCALLY FUNDED ACTIVITIES

Section: ADMINISTRATION _____ **UPWP Task No: 1.1**
Task: PROGRAM MANAGEMENT AND SUPPORT

OBJECTIVE

To properly manage the transportation planning process, ensuring that it is continuous, cooperative and comprehensive.

REQUIRED ACTIVITIES

- Staff support of MPO, MEC, TAC, and CAC meetings including meeting notification, advertisement and the preparation of minutes and agenda packages.
- Amendment of TAC, CAC and MPO bylaws if and when necessary.
- Provide Florida Government in the Sunshine (Sunshine Law) updates to MPO, MEC, TAC and CAC members.
- Address through its attorney Florida Sunshine law issues, if and when needed, as they apply to scheduling subcommittee meetings, special meetings of the MPO and participation of MPO advisory process.
- Maintaining records for proper management committee members in special committees and Boards not part of the MPO planning
- Processing of invoices, performance of grant requirements, annual financial audits and budgets.
- Present annual audit report to the MPO Executive Committee.
- Employee paid time off, retirement, health and life benefits.
- Preparing and submitting monthly progress reports, invoices, and related documents, as required.
- Preparing for and participating in the MPO's joint certification reviews with FDOT each year and FHWA every four years.
- Participating in MPOAC and CUTS and meetings, as required, to receive information on the best planning practices, to discuss and provide input on planning requirements, to provide input on projects and programs that impact our MPO area.
- Travel as part of local, regional and statewide meetings and training for staff and the Board.
- Preparing MPO agreements and resolutions.
- Update and test the MPO's Continuity of Operations Plan (COOP), as needed.
- Attend training for Title VI, Environmental Justice and Limited English Proficiency Programs.

Section: ADMINISTRATION _____ **UPWP Task No: 1.1**
Task: PROGRAM MANAGEMENT AND SUPPORT (CONTINUED)

PREVIOUS WORK

- Preparation of agenda packages and technical assistance for the MPO Board, MEC, TAC and CAC Committee's.
- Coordination with federal, state and local government committees and MPO Committees.
- Preparation of contracts and agreements between the MPO and participating agencies.
- Preparation of State and Federal Certification Documentation, agreements, resolutions and JPA's.

END PRODUCT

- Monthly: Agenda packages for MPO, MEC, TAC, and CAC meetings.
- Fall/Winter of 2022 and 2023: Work with Auditor to prepare MPO audit for the Executive Committee's review.
- February/March 2023 and 2024: Joint state certification reviews.
- As needed: Update MPO's founding interlocal agreement and other agreements.
- Monthly PL funding: Put together progress reports and invoices.
- Ongoing: Advertising of meetings, public hearings, public notices and legal ads.
- Monthly: Travel to meetings, training and workshops.
- As Provided: Staff attended Environmental/Title VI training hosted by FDOT, FHWA and FTA.
- Quarterly: Participation in the statewide MPO Advisory Council and FDOT District One Coordinated Urban Transportation Studies (CUTS) meetings.
- Spring 2023 and 2024: MPOAC weekend institute training for selected Board members.
- Ongoing: Coordination with Committees and MPO Board on transportation related issues.
- Ongoing Update of MPO informational materials and reports.
- Yearly: Obtain Insurance that includes Directors and Officers, Business Owners, Workers Compensation, Life, Disability Insurance through an Insurance Broker (McGriff).

Section: ADMINISTRATION _____ UPWP Task No: 1.2
Task: UNIFIED PLANNING WORK PROGRAM

OBJECTIVE

Maintain a UPWP document for the Lee County MPO that reflects the anticipated annual funding requirements and description of staff activities undertaken to carry out the metropolitan transportation planning process.

REQUIRED ACTIVITIES

- Preparation of a two year UPWP, coordination and monitoring of UPWP activities and participating agency UPWP support, and amendments of the UPWP as necessary during the year.
- Preparation of a multi-year business plan, to project future tasks and funding needed.
- Incorporate all applicable federal and state rules and procedures in developing the UPWP.
- Submit all draft documents to review agencies at the local, state and federal levels.
- Incorporate agency comments and submit final document to FDOT, FHWA and FTA for approval.

PREVIOUS WORK

- Development of the Fiscal Year FY 2020/21 and FY 2021/22 UPWP.
- Amendments to the FY 2022/23 and FY 2023/24 UPWP.

END PRODUCT

- March 15, 2024: Develop draft UPWP for FYs 24/25 and 25/26, including all necessary budget spreadsheets for review.
- May 15, 2024: Develop final UPWP for FYs 24/25 and 2025/26.
- As needed: Amendments to the adopted 2 year UPWP.

Task No: 1.2 Unified Planning Work Program								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disa d.	Total
A. Personnel Services								
	MPO staff salaries	\$10,000	-	-	-	-	-	\$10,000
	Subtotal:	\$10,000	-	-	-	-	-	\$10,000
	Total:	\$10,000	-	-	-	-	-	\$10,000

Task No: 1.2 Unified Planning Work Program								
Estimated Budget Detail for FY 2023/2024								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disa d.	Total
A. Personnel Services								
	MPO staff salaries	\$10,000	-	-	-	-	-	\$10,000
	Subtotal:	\$10,000	-	-	-	-	-	\$10,000
	Total:	\$10,000	-	-	-	-	-	\$10,000

Section: ADMINISTRATION _____ UPWP Task No: 1.3
Task: PUBLIC INVOLVEMENT AND COMMUNITY OUTREACH

OBJECTIVE

Involve and educate the public about all aspects and phases of transportation planning with a focus on early and continuous gathering of information from the public in order to facilitate optimal transportation decision making.

REQUIRED ACTIVITIES

- Create public and media awareness of the Lee County MPO.
- Update MPO outreach materials: develop notifications and announcements as needed to disseminate information.
- Increase media relations and maintain positive and proactive media presence.
- Provide interviews and answer questions on MPO projects to print and broadcast media.
- Prepare and conduct surveys to gain public input.
- Annual review of the MPO's *Public Involvement Plan* (PIP), and maintenance of the MPO's e-mail contact list.
- Conduct public information and participation efforts consistent with the MPO's Public Involvement Plan.
- Continuously update the Lee County MPO Web site with meeting dates and information, project documents and studies.
- Continue to monitor updates on federal requirements for Title VI and Disadvantaged Business Enterprise (DBE) as they apply to planning operations.
- Update Geographical Information Systems (GIS) maps using low income and minority community location data as defined in the Census files for Title VI documentation.
- Public relations work involving dissemination of MPO information at community events and meetings, safety events, chamber meetings and project meetings.
- Update the Limited English Proficiency (LEP) Plan as required by census data.
- Document measures of effectiveness for the Public Involvement Plan and make changes to procedures.

PREVIOUS WORK

- As Needed: Review and update of the Public Involvement Plan.
- Continuous: Update and adding of the e-mail contact lists.
- Distribution of MPO documents to the libraries in the Lee County Library System.
- Interviews and presentations related to MPO process, documentation, studies and projects.
- Development of public notices, advertisements, media interviews, newsletters and website distribution of public meeting items and transportation items of interest.
- Continuous: Updates to the MPO Website.
- Various: Participate in Safety Events.
- Various: Presentations at neighborhood meetings, business meetings, advocacy meetings, Chambers events, ECCL, transit meetings, public meetings and workshops etc.

Section: ADMINISTRATION_____UPWP Task No: 1.3
Task: PUBLIC INVOLVEMENT AND COMMUNITY OUTREACH
(CONTINUED)

END PRODUCTS

- Ongoing: Measures of effectiveness of public involvement activities.
- Annual: PIP update to reflect minor changes prompted by the results of the measures of effectiveness plan.
- Ongoing: Dissemination of information about MPO events and workshops.
- As Needed: Update the Limited English Proficiency (LEP) Plan.
- Ongoing: Continue to monitor updates on federal requirements for Title VI and Disadvantaged Business Enterprise (DBE) programs as they apply to planning operations. Attend training for Title VI and Environmental Justice Programs.
- Ongoing: Gather public input from the Committees and the public regarding projects.
- Ongoing: Attendance and participation in safety workshops and events.
- Ongoing: Presentations to neighborhood communities, business groups, associations and other agencies on existing and future MPO plans, programs and projects to educate on the planning process and to receive comments, questions and input to provide better and more accurate plans and projects that meet the needs of our communities.

Task No: 1.3 Public Involvement and Outreach Program

Estimated Budget Detail for FY 2022/2023

Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$20,000	-	-	-	-	-	\$20,000
	Subtotal:	\$20,000	-	-	-	-	-	\$20,000
	Total:	\$20,000	-	-	-	-	-	\$20,000

Task No: 1.3 Public Involvement and Outreach Program

Estimated Budget Detail for FY 2023/2024

Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$20,000	-	-	-	-	-	\$20,000
	Subtotal:	\$20,000	-	-	-	-	-	\$20,000
	Total:	\$20,000	-	-	-	-	-	\$20,000

Section: ADMINISTRATION. _____ UPWP Task No: 1.4
Task: OFFICE EQUIPMENT AND RESOURCE PURCHASE, UPGRADE AND MAINTENANCE

OBJECTIVE

To provide for the capital and operating costs related to office operations including the purchase and maintenance of necessary equipment, rent for office and storage space, office equipment, computer equipment, software and printing and publication costs.

REQUIRED ACTIVITIES

- Purchase of computers, laptops and equipment, software, and audio visual equipment.
- Computer network and IT costs, maintenance and upgrades of computers, laptop and equipment.
- Rental lease payments for the office space.
- Rental lease payments for the storage unit.
- Periodic updates of software and GIS software maintenance fees.
- Monthly payments of phone, internet, cloud storage, network and website bills.
- Lease of office equipment, such as the copy machine.
- Annually update equipment inventory.

PREVIOUS WORK

- 2021: Purchase two laptop computers (CPU: Intel Core 2 Duo Quad Q6600 2.4 GHz, 8 MB, 1066 MHz FSB; RAM: 4GB DDR2-800; HDD: 250GB SATAII 7200RPM; Video: NVIDIA Quadro FX4600 768MB PCIe; DVD+-RW Drives).
- Update equipment and inventory.
- Update and purchase of office software including GIS maintenance fees.

END PRODUCT

- 2022: Purchase of one new laptop computer (CPU: Intel Core 2 Duo Quad Q6600 2.4 GHz, 8 MB, 1066 MHz FSB; RAM: 4GB DDR2-800; HOD: 250GB SATAII 7200RPM; Video: NVIDIA Quadro FX4600 768MB PCIe; DVD+-RW Drives).
- Monthly: Rental and lease agreements for office, storage facility, telephone, internet, webhosting services, e-fax services, conference phone services, and virtual data hosting.
- Monthly: Lease of copier (through DeLage Landen) and copier, copy service/ charges (through Accent Business Products) procured through written quotes.
- Ongoing: IT service for maintenance of computers and software.
- Ongoing: Service for printers.
- Update equipment Inventory and yearly software license fees that includes ESRI, Microsoft, Acrobat, Survey Monkey, GoDaddy, SoundCloud, Quickbooks and Replicon through Government pricing.
- Printing of Bicycle Maps for distribution.

Task No: 1.4 Office Equipment and Resource Purchase, Upgrade and Maintenance
Estimated Budget Detail for FY 2022/2023

Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Dis ad.	Total
A. Personnel Services								
	MPO staff salaries	-	-	-	-	-	-	-
	Subtotal:	-	-	-	-	-	-	-
B. Other Direct Expenses								
	Office Rent & MPO storage	\$5,500	-	-	-	-	-	\$5,500
	Telephones & Conference Calling	\$5,000						\$5,000
	Copier Lease/Copy Charges	\$9,000						\$9,000
	Network & File storage	\$2,000						\$2,000
	Internet & Website hosting	\$3,000						\$3,000
	Office Supplies	\$2,400						\$2,400
	Mailings, Postage & P.O. Box	\$3,000						\$3,000
	Map, brochure & booklet printing	\$4,000						\$4,000
	Computers & Software upgrades	\$18,100						\$18,100
	IT Service and Maintenance	\$3,000						\$3,000
	Subtotal:	\$55,000	-	-	-	-	-	\$55,000
	Total:	\$55,000	-	-	-	-	-	\$55,000

Task No: 1.4 Office Equipment and Resource Purchase, Upgrade and Maintenance

Estimated Budget Detail for FY 2023/2024

Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disa d.	Total
A. Personnel Services								
	MPO staff salaries	-	-	-	-	-	-	-
	Subtotal:	-	-	-	-	-	-	-
B. Other Direct Expenses								
	Office Rent & MPO storage	\$5,500	-	-	-	-	-	\$5,500
	Telephones & Conference Calling	\$5,000						\$5,000
	Copier Lease/Copy Charges	\$9,000						\$9,000
	Network & File storage	\$2,000						\$2,000
	Internet & Website hosting	\$3,000						\$3,000
	Office Supplies	\$2,400						\$2,400
	Mailings, Postage & P.O. Box	\$3,000						\$3,000
	Map, brochure & booklet printing	\$4,000						\$4,000
	Computers & Software upgrades	\$18,100						\$18,100
	IT Service and Maintenance	\$3,000						\$3,000
	Subtotal:	\$55,000	-	-	-	-	-	\$55,000
	Total:	\$55,000	-	-	-	-	-	\$55,000

Section: ADMINISTRATION, _____ UPWP Task No: 1.5
Task: REGIONAL COORDINATION

OBJECTIVE

Coordinate and implement regional transportation planning initiatives for the urbanized area of Southwest Florida, forming a closer coalition among Collier, Charlotte, Glades, Hendry and Desoto counties and other regional entities. These activities include coordinating consistent multi-modal improvements across County lines, working jointly to time the projects within the Long Range Plans and working together on traffic modeling, mapping, data collection and safety programs in support of transportation and economic development projects and activities.

REQUIRED ACTIVITIES

- Amend the joint coordination agreements between the Lee County MPO and Collier MPO and the Charlotte MPO, as necessary.
- Coordinate with Collier MPO and FDOT to update the regional network maps.
- Staff support to Joint Lee and Collier meetings - MPO activities, to the Joint Lee and Charlotte MPO activities, Lee/Collier MPO, TAC, CAC, BPCC/Pathways Committee, TMOC/Collier County ITS Committee meetings and Lee/Charlotte meetings including meeting notifications and the preparation of minutes and agenda packages.
- Staff support to joint coordination meetings with any other adjoining MPO or Jurisdiction, such as the Babcock meetings and ad hoc subcommittee meetings, as needed.
- Update TRIP and SIS project priorities.
- Participate in Continuing Florida Aviation System Planning Process (CFASPP), Charlotte County- Punta Gorda MPO's Technical Advisory Committee meetings, Collier CMS meetings and the Collier MPO's Technical Advisory Committee meetings.

PREVIOUS WORK

- 2020/2021 and 2021/2022: Participation in TAC, CAC, BPCC, ITS/CMS and MPO meetings with the Collier MPO. Participation in TAC and MPO meetings with the Charlotte County Punta Gorda MPO. Put together and participate in Joint MPO meetings with adjoining MPO's.
- 2020/2021 and 2021/2022: Coordination and development of the agendas for the joint meetings.
- Spring 2021 and 2022: Reviewed, evaluated, coordinated with project sponsors, Collier MPO and Charlotte MPO, prioritized TRIP proposals and developed and reviewed packages.
- Staff participation in coordination meetings with Collier, Charlotte MPOs/Counties and Hendry County over grant opportunities, specific projects affecting both entities and the development/amendment of the Long Range Transportation Plan (LRTP) and other planning documents.
- As Needed: Review SIS, Regional Needs and Cost Feasible Plans.
- As Needed: Update and adopt Bi-County Regional Transportation Networks, SIS Priorities, SUN Trail network, Regional Bicycle Pedestrian Network and Priorities.

END PRODUCTS

- Periodically: Staff support for Joint TAC, CAC, Bicycle/Pedestrian and MPO meetings with Collier County.
- Annually: Staff support to the Lee/Charlotte MPO Board meetings.
- As needed: Staff support and participation in regional coordination meetings including the

- Ad Hoc subcommittee meetings.
- Spring 2023 and 2024: Prioritize and process the TRIP priorities with the Collier and Charlotte MPO's.
- As needed: Updates to regional network maps, joint regional multimodal plans and SIS priorities.
- As needed: Staff Coordination on projects with adjoining MPOs and rural counties.
- As needed: Attend other adjoining MPO committee meetings.
- Bi-Monthly: Staff participation in the Collier and Charlotte MPO's Technical Advisory Committee and Collier Congestion Management meetings.
- As needed: Participate in meetings of the Heartland, TBARTA and RPC meetings.

Task No: 1.5 Regional Coordination								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$20,000	-	-	-	-	-	\$20,000
	Subtotal:	\$20,000	-	-	-	-	-	\$20,000

Task No: 1.5 Regional Coordination								
Estimated Budget Detail for FY 2023/2024								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$20,000	-	-	-	-	-	\$20,000
	Subtotal:	\$20,000	-	-	-	-	-	\$20,000

Section: ADMINISTRATION, _____ UPWP Task No: 1.6
Task: TRANSIT RELATED PROGRAM MANAGEMENT AND SUPPORT

OBJECTIVE

To manage, support and coordinate transit related activities including the development of a plan for grant compliance, financial plans and the TOP In order to maintain the current Lee County transit operations and plan for its growth. This task relates to Grants Management Information System (GMIS) Planning Line Item Code - Program Support and Administration Work; GMIS Planning Line Item Code 44.25.00 Transportation Improvement Plan; GMIS Planning Line Item Code 44.26.15 Support Transit Capital Investment Decision through Planning; GMIS Planning Line Item Code 44.26.14 - Planning for Transit System Management and Operations; GMIS Planning Line Item Code 44.26.16 Incorporating Safety and Security in Transportation Planning; GMIS Planning Line Item Code 44.26.12 - Coordination of Non-Emergency Human Service Transportation and GMIS Planning Line Item Code 44.23.02 - LRTP.

REQUIRED ACTIVITIES

This task will include program coordination and administration by LeeTran and the Lee MPO for UPWP tasks involving transit, paratransit, ridesharing and emergency contingency planning, including:

- Staff support and attendance by LeeTran at MPO Committee and Board meetings (44.21.00).
- Bookkeeping, financial and progress reporting Certification of compliance with civil rights laws (EEO, Title VI and Americans with Disabilities Act (ADA)) (44.21.00).
- Completion of annual electronic filing of certifications and assurances for FTA assistance (44.21.00).
- Attendance by LeeTran personnel at conferences and training courses relating to UPWP tasks (44.21.00).
- Participation in the State and Federal review of MPO certification (44.21.00).
- Update the Equal Employment Opportunity (EEO), DBE, and ADA plans (44.21.00, 44.23.02)
- Major Update of the Title VI Plan. (44.21.00)
- Prepare and update the Transit Asset Management and Safety Plans (44.16.14).
- Update of annual Disadvantaged Business Enterprise (DBE) goals (44.21.00).
- Staff work on data, analysis and filing of applications for the economic stimulus funding for Section 5307 and 5311 Programs (44.21.00).
- Annually review and update/major update of the Transit Development Plan (TDP) in light of performance data collected, financial projections developed and the latest information on future development and demographic trends. Appropriate analytical tools will be selected for use in assessing needs, determining service demand and supply, and testing future service scenarios (44.23.02).
- Consider conducting a Comprehensive Operations Analysis as an ancillary study to the Transit Development Plan update or major update (TDP) (44.16.14)
- Conduct a Bus Stop Inventory to achieve a goal of 100% system review every five years.
- Apply for and program transit grants and Improvements (44.21.00, 44.25.00)
- Conduct on-board surveys, public opinion surveys, and collect input from stakeholders to generate data for use in preparing daily and monthly statistics for federal and state reports, and gauge operations, safety and security, efficiency, user friendliness, demand, and public perception of the transit system (44.21.00, 44.26.16, 44.26.14).
- Collect and analyze data on public transportation facilities and equipment as required by federal, state, and local governments as part of asset management requirements (44.26.15).
- Collect data monthly as prescribed by the National Transit Database requirements (44.26.00).
- Evaluate Individual route performance from collected data (44.26.14, 44.26.24).
- Continue "mystery rider" program to evaluate the quality of service delivery, driver customer service, bus condition, safety, and fare collection (44.21.00, 44.26.14).
- Collect and report monthly safety and security data as required by the FTA (44.26.16).
- Provide performance indicator data to FDOT and CUTR for their analysis and publish the information to the general public (44.21.00)

Section: ADMINISTRATION _____ **UPWP Task No: 1.6**
Task: TRANSIT RELATED PROGRAM MANAGEMENT AND SUPPORT (CONTINUED)

- MPO staff ensures a competitive project selection process for awarding 5310 local match and other grant opportunities (44.26.12).
- Conduct various transit studies as needed (44.21.00, 44.26.14, 44.23.02).
- Continue to identify and implement service improvements and efficiencies (44.26.15).
- MPO staff submits the FTA 5305 grant applications to the FDOT (44.21.00).
- Identify and evaluate potential energy conservation measures (44.26.14).
- Through coordination with Lee County Public Safety, update the Emergency Transportation Operations element of the Comprehensive Emergency Management Plan (CEMP) to correct deficiencies identified during annual hurricane preparedness exercises (44.26.16).
- Update the Transit Security Plan annually or after any re-assessment of risks of interruption of transportation operations due to a natural or man-made disaster. Inventory existing preparedness measures (44.26.16).
- Work with representatives of the disabled community to gather input for service and facility improvements (44.26.12).
- Coordinate with other paratransit service providers to identify strategies to make the best use of resources in providing efficient, cost effective, and high quality paratransit services (44.26.12).
- Facilitate and Coordinate with the Charlotte and Collier MPOs on transit issues (44.23.02).
- Encourage transit participation in local municipalities' development review processes to ensure access to bus stops (44.26.14).
- Continue efforts to improve ADA Compliance, passenger safety, and passenger amenities through the Bus Stop Amenities Plan.
- A review and identification of existing and potential areas for transit facilities.
- Review and update, if necessary, the *ADA Complimentary Paratransit Plan* and *Community Transportation Coordinator (CTC) Transition Plan* (44.26.12).
- Complete an accessibility assessment of passenger amenities (44.26.12).
- Administer the *Partnering for Transportation* program (44.26.12).

PREVIOUS WORK

- Updates to Equal Employment Opportunity (EEO), DBE, and ADA plans (44.21.00, 44.26.12).
- Major update of the Title VI Plan to incorporate new requirements that take effect in early 2012 (44.21.00).
- Comprehensive major update of the Transit Development Plan (44.21.00, 44.23.02).
- Development of a Transit Vision Plan (44.23.02).
- Each year, LeeTran has prepared budgets, which are approved by the Lee County Board of County Commissioners. Prior budgets have included recurring operating costs as well as capital improvements for development of a new transit facility, replacement vehicles, related support equipment, construction of intermodal transfer and park and ride facilities (44.21.00, 44.26.15, 44.26.14).
- Monthly and Annually: report data to National Transit Database (44.21.00).
- Monthly and Quarterly: Monitoring of energy prices and supply in coordination with other public agencies (44.21.00).

Section: ADMINISTRATION **UPWP Task No: 1.6**
Task: TRANSIT RELATED PROGRAM MANAGEMENT AND SUPPORT (CONTINUED)

PREVIOUS WORK (CONTINUED)

- Annual participation in the development and implementation of Lee County's Hurricane Evacuation Plan (44.26.10).
- Monthly: Analysis of the use of alternative fuels and equipment (44.26.15).
- Work on the development of the online trip planner (44.26.14).
- Coordinate and review the Transit Bus Pull-out and Queue Studies with the MPO (44.26.15).
- Update as necessary with Collier County the Interlocal agreement that connects service between Lee and Collier (44.21.00).
- 2015: Implementation of the State of Good Repair Grant and completion of the construction of the Lee Tran facility (44.26.15, 44.25.00).
- Development of transit data and revenues for the LRTP updates and amendments (44.23.02).

END PRODUCT

- Monthly: Attendance and participation in the MPO Committee and Board meetings (44.21.00).
- Annual: Financial and progress reporting (44.21.00).
- Annually: Annual Lee Tran Audit (44.21.00).
- January 2023 and 2024: National Transit Database information filing (44.21.00).
- Monthly: National Transit Database Report filing (44.21.00).
- Semi-Annually: Quality evaluations from "Mystery Rider" program (44.21.00).
- Monthly: Quarterly Safety and Security Reports (44.26.16).
- Monthly: Transit reporting, forecasting, management, and planning (44.21.00).
- Annual: Publish transit performance data in accordance with Transit Block Grant requirements (44.21.00).
- Spring 2023 and 2024: Update special needs transportation plans before hurricane season (44.26.16).
- Annually: Transit Security Plan update (44.26.16).
- Carbon Emission Reduction/Fuel Savings Efforts (44.26.14).
- Annually, only if required: Review and update *ADA Complementary Paratransit Plan* (only if there are changes to Federal ADA law) (44.21.00).
- Annually, only if required: Review and update *CTC Transition Plan*. These are contingency plans which will be put into effect should the CTC resign or be terminated (44.26.12).
- Update the Equal Employment Opportunity (EEO), DBE, and ADA plans (44.21.00, 44.23.02)
- Major Update of the Title VI Plan (44.21.00).
- Develop an EV Charging Master Plan (44.21.00)
- Update the Transit Asset Management Plan and Transit Safety Plans (44.16.14).

Task No: 1.6 Transit Program Management and Support
Estimated Budget Detail for FY 2022/2023

Budget Category	Budget Category Description	PL/CPG	FTA 5305 Carry-forward	Total	Trans. Disad.	FDOT Soft Match
A.						
	MPO staff salaries	\$10,000	-	\$10,000	-	\$2,206
	LeeTran staff salaries	\$163,413	\$210,000	\$373,413	-	\$78,041
	Subtotal:	\$173,413	\$210,000	\$383,413	-	\$80,247
	LeeTran and MPO Consultant Services - TDP, EV Charging Master Plan, LRTP Transit Element	\$137,414	-	\$137,414	-	\$30,307
	Subtotal:	\$137,414		\$137,414	-	\$30,307
	Total:	\$310,827	\$210,000	\$520,827	-	\$110,554

Task No: 1.6 Transit Program Management and Support
Estimated Budget Detail for FY 2023/2024

Budget Category	Budget Category Description	PL/CPG	FTA 5305 Carry-forward	Total	Trans. Disad.	FDOT Soft Match
A.						
	MPO staff salaries	\$10,000	-	\$10,000	-	\$2,206
	LeeTran staff salaries	\$260,827		\$260,827	-	\$57,526
	Subtotal:	\$270,827		\$270,827	-	\$59,732
	LeeTran and MPO Consultant Services - TDP, EV Charging Master Plan, LRTP Transit Element	\$40,000	\$0	\$40,000	-	\$8,822
	Subtotal:	\$40,000	\$0	\$40,000	-	\$8,822
	Total:	\$310,827	\$0	\$310,827	-	\$70,760

Section: ADMINISTRATION
LOCALLY FUNDED ACTIVITIES

UPWP Task No: 1.7 Task:

OBJECTIVE

To supplement FHWA and FTA funds and to provide the local match for state or federal grants. To cover any MPO expenses which may not be eligible for-reimbursement with FHWA PL, FTA Section 5305, or Transportation Disadvantaged (TD) funds.

REQUIRED ACTIVITIES

- Expenses of preparing and transmitting MPO resolutions and policy positions on pending legislation or rulemaking to, and related communications with, state or federal legislators or regulatory agencies.
- Preparation, submittal, and presentation of grant and loan applications in case it cannot be accommodated in another UPWP task.
- Consultant work order costs not covered under other funding including the local match for 5305 funding.
- Pay for travel, professional membership dues and expenses that are not eligible for reimbursement with PL funds.
- Match Grant Funding as necessary to meet requirements of the funding sources.
- Funds to operate the MPO until reimbursement.

PREVIOUS WORK

- Ongoing: Preparing and transmitting resolutions and policy positions with respect to legislative issues.
- Consultant services for federal grant opportunities.
- Local match funding for 5305 funds.
- 2020/21: Contributed local funds to the Florida MPO Advisory Council (MPOAC) to support its advocacy activities.
- 2021/22: Contributed local funds to the Florida MPO Advisory Council (MPOAC) to support its advocacy activities.

END PRODUCT

- Ongoing: Review of the impacts of pending legislation; preparing and transmitting resolutions, letters and policy positions with respect to legislative issues.
- As needed: Pay for travel, professional membership dues and expenses that are not eligible for reimbursement with PL funds.
- As needed: Local match funding for FTA 5305 funds.
- As needed: Preparation of grant and loan applications that cannot be accommodated in another UPWP task.
- Annually: Contribute local funds to the Florida MPO Advisory Council (MPOAC) to support its advocacy activities.
- As needed: Funds to operate the MPO until reimbursement.

Task No: 1.7 Locally Funded Activities								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	F H W A (P L)	FHW A (SU)	FTA 5303	FTA State Match	FTA Local Match	Local	Total
A. Personnel Services and Expenses								
	Lobbying, grant submittals, travel, office expenses, membership dues and other expenses not grant eligible	-	-	-	-	-	\$73,191	\$73,191
	Subtotal:	-	-	-	-	-	\$73,191	\$73,191

Task No: 1.7 Locally Funded Activities								
Estimated Budget Detail for FY 2023/2024								
Budget Category	Budget Category Description	F H W A (P L)	FHW A (SU)	FTA 5303	FTA State Match	FTA Local Match	Local	Total
A. Personnel Services and Expenses								
	Lobbying, grant submittals, travel, office expenses, membership dues and other expenses not grant eligible	-	-	-	-	-	\$73,191	\$73,191
	Subtotal:	-	-	-	-	-	\$73,191	\$73,191

2.0 SYSTEMS MONITORING

**2.1 CONGESTION MANAGEMENT, INTELLIGENT
TRANSPORTATION SYSTEMS (ITS) AND DATA
DEVELOPMENT**

**2.2 EFFICIENT TRANSPORTATION DECISION
MAKING (ETDM) PROCESS**

Section: SYSTEMS MONITORING _____ UPWP Task No: 2.1
Task: CONGESTION MANAGEMENT, INTELLIGENT TRANSPORTATION SYSTEMS (ITS) AND DATA DEVELOPMENT

OBJECTIVE

To monitor the performance of the various transportation modes and intermodal connections, identify locations where congestion frequently occurs or can be expected to occur in the future, and identify cost- effective and expeditious remedial measures to be implemented. Also to coordinate ITS project planning and development and integrate it within the area's overall transportation planning process, as well as integrating it within the FDOT District 1 regional ITS architecture. To monitor and analyze traffic volumes, highway levels of service, traffic crashes, and the characteristics and condition of the motor vehicle, bicycle, and pedestrian networks.

REQUIRED ACTIVITIES

- Staff support to the Traffic Management and Operations Committee (TMOC), including meeting notifications, preparation of agenda packages and preparation of meeting minutes.
- Review of the existing data collection and performance monitoring programs of local government agencies and FDOT to identify any gaps in coverage or deficiencies in the reliability or comparability of congestion measures: and, identification, encouragement, and facilitation of corrective efforts.
- Work with the TMOC, 511, local traffic reporters, LeeTran, Lee County School District and bus drivers, local law enforcement and public safety officers to identify congested roadways to be evaluated and to solicit mitigation suggestions.
- Work with the TMOC in identifying congestion mitigation measures including traffic operations improvements, low cost ITS projects, and travel demand management strategies such as reducing Single Occupancy Vehicle (SOV) trips or shifting them to other modes-in cooperation with FDOT and the local governments, to address congestion problems identified through this task.
- Update the Congestion Management Process and TSM&O Plan, as necessary.
- Publication of a congestion monitoring and State of the System report.
- Monitoring of Travel Demand Management Practices in Lee County.
- Work with local governments and employers in promoting travel demand reduction measures.
- Monitor opportunities through federal discretionary ITS grant and other programs to fund ITS planning and Implementation of ITS projects in Lee County.
- Participate in FDOT's Lee and Collier Traffic Incident Management (TIM) Team meetings.
- Participate in Lee County Community Traffic Safety Team (CTST) meetings.
- Continuing maintenance, analysis, and publication of traffic crash statistics and updating of inventories of road system characteristics and conditions by FDOT and local governments.
- Monitoring and reporting of performance measures in support of approved targets.

Section: SYSTEMS MONITORING **UPWP Task No: 2.1**
Task: CONGESTION MANAGEMENT, INTELLIGENT TRANSPORTATION SYSTEMS (ITS) AND DATA DEVELOPMENT (CONTINUED)

PREVIOUS WORK

- Development and mapping of crash data statistics.
- Bi-monthly: Staff support of TMOC meetings, including preparation of minutes, meeting notifications and agenda distribution.
- Annually: Solicitation of public input on reporting congested locations.
- Periodically: Publication of a Congestion Monitoring and the State of the System report.
- Annually: Collection and reporting of performance measures, analysis of progress to meeting approved targets.
- As necessary: Update of the Congestion Management Process and TSM&O plans.
- Participate in the ongoing data collection efforts of other agencies in the County and use off the data for ongoing projects.
- Process and analyze demographic and geographic data necessary to implement transportation plans and programs.

END PRODUCT

- Bi-Monthly: Provide staff support to TMOC and produce agenda and minutes for meetings.
- Bi-annually: Update the State of the System Reports and the TSM&O plan.
- Monthly: Staff participation in CTST meetings.
- Bi-Monthly: Staff participation in the TIM Meetings.
- Annually: Collection and reporting of performance measures, analysis of progress to meeting approved targets.
- As Needed: Participation in conducting road safety audits.
- Ongoing: Development of traffic data, crash and roadway inventory/condition maps and graphics.

Task No: 2.1 Congestion Management, ITS and Data Development								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans . Disad .	Total
A. Personnel Services								
	MPO staff salaries	\$30,000	-	-	-	-	-	\$30,000
	Subtotal:	\$30,000	-	-	-	-	-	\$30,000
	Total:	\$30,000	-	-	-	-	-	\$30,000

Task No: 2.1 Congestion Management, ITS and Data Development

Estimated Budget Detail for FY 2023/2024

Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans - Disad -	Total
A. Personnel Services								
	MPO staff salaries	\$30,000	-	-	-	-	-	\$30,000
	Subtotal:	\$30,000	-	-	-	-	-	\$30,000
	Total:	\$30,000	-	-	-	-	-	\$30,000

Section: SYSTEMS MONITORING _____ UPWP Task No: 2.2
Task: EFFICIENT TRANSPORTATION DECISION MAKING (ETDM) PROCESS

OBJECTIVE

To continue the ETDM process by reviewing and commenting on Purpose and Needs Statements, socio-cultural and economic data reports and the project data in the Environmental Screening Tool (EST).

REQUIRED ACTIVITIES

- In conjunction with other responsible agencies, develop the planning screens, programming screens and project development phases for major projects.
- Support early and ongoing community coordination to disseminate public information, gather public input and determine community impacts.
- Assist FDOT in maximizing project implementation efficiencies by addressing significant problems associated with project design and development and identifying fatal flaws in an early stage.

PREVIOUS WORK

- Provide the FDOT District 1 ETDM Coordinator with Purpose and Needs Statements for projects that were on MPO's Priority List or are going through the screening.
- Needs Plan and Cost Feasible projects screened as part of the LRTP update.
- Identification and participation of staff in the ETDM reviews of upcoming projects.

END PRODUCTS

- Ongoing: Review socio-cultural and economic data reports for ETDM projects.
- Ongoing: Review and respond to Environmental Technical Advisory Team (ETAT) comments.
- As needed: Work with FDOT to develop a community profile of Lee County.
- As Needed: Coordinate with FDOT and develop projects to be submitted through the ETDM process.
- As Needed: Participation with FDOT, Consultants in the review of upcoming projects.
- As Needed: Work with FDOT and Consultants in the public review of upcoming projects.

Task No: 2.2 Efficient Transportation Decision Making (ETDM) Process								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans Disad	Total
A. Personnel Services								
	MPO staff salaries	\$5,000	-	-	-	-	-	\$5,000
	Subtotal:	\$5,000	-	-	-	-	-	\$5,000
	Total:	\$5,000	-	-	-	-	-	\$5,000

Task No: 2.2 Efficient Transportation Decision Making (ETDM) Process								
Estimated Budget Detail for FY 2023/2042								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans Disad	Total
A. Personnel Services								
	MPO staff salaries	\$5,000	-	-	-	-	-	\$5,000
	Subtotal:	\$5,000	-	-	-	-	-	\$5,000
	Total:	\$5,000	-	-	-	-	-	\$5,000

3.0 SYSTEMS PLANNING

3.1 LONG RANGE TRANSPORTATION PLANNING

3.2 TRANSPORTATION IMPROVEMENT PROGRAM

3.3 FREIGHT AND GOODS MOVEMENT PLANNING

OBJECTIVE

Develop and maintain a Long Range Transportation Plan (LRTP) that is technically sound, multimodal in nature, financially feasible and consistent with community values, state and federal planning emphasis areas (PEAs), neighboring counties and Lee County's travel demand for the next twenty years.

REQUIRED ACTIVITIES

- Review and produce necessary amendments to keep up with changes in the growth patterns, financial resources, political environment, grant opportunities and changes to local and State Plans.
- Use input from the MPO, MEC, TAC, CAC, BPC, TMOC, Local Coordinating Board (LCB), FDOT, Local Agencies and the public to keep the LRTP up-to-date.
- Review and provide future traffic projections for various proposed projects from the regional model.
- Support for and review of the development and validation of the Lee model.
- Completion of new financial resource forecasts for a comprehensive update of the long range multimodal transportation plan which extends the horizon year, including projection of needed funds for operations and maintenance. Provide updated revenues, such as grants, in support of LRTP amendments.
- Prepare public involvement plan for the development of the Long Range Transportation plan.
- Consideration of social, economic, energy, and environmental effects and distribution of benefits and adverse environmental impacts with respect to low income and minority communities and any other traditionally underserved and under-represented groups during the comprehensive update.
- Development, analysis and monitoring of performance measures to help prioritize projects that meet the MPO's adopted targets.
- Review and comment on the consistency of proposed projects.
- Development of future zonal data in support of the 2050 LRTP update.
- Analysis and update of project cost estimates, project timing and transportation conditions in support of LRTP amendments.

PREVIOUS WORK

- Amendments and modifications to the 2040 and 2045 Long Range Transportation Plan.
- Development of land use scenarios to test land use changes for incorporation in the 2040 Long Range Transportation Plan.
- Development of the project cost data and transportation revenues in support of the development of the 2045 LRTP.
- Work with FDOT to develop the update to the Regional Transportation model including the existing and future year zonal data and future population projections.

END PRODUCTS

- Fall 2022: Development of the 2050 zonal data for the LRTP update.
- As needed: Develop updated project cost estimates.
- As needed: Run transportation model alternatives of proposed projects in support of local and regional planning needs and amendments.
- As needed: Amendments to the 2045 Long Range Transportation Plan.
- Winter 2024: Development of the scopes of work for the development of the 2050 LRTP update.

Task No: 3.1 Long Range Transportation Plan								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$25,000	-	-	-	-	-	\$25,000
	Subtotal:	\$25,000	-	-	-	-	-	\$25,000
	Total:	\$25,000	-	-	-	-	-	\$25,000

Task No: 3.1 Long Range Transportation Plan								
Estimated Budget Detail for FY 2023/2024								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$25,000	-	-	-	-	-	\$25,000
	Subtotal:	\$25,000	-	-	-	-	-	\$25,000
	Total:	\$25,000	-	-	-	-	-	\$25,000

Section: SYSTEMS PLANNING _____ UPWP Task No: 3.2
Task: TRANSPORTATION IMPROVEMENT PROGRAM

OBJECTIVE

To update annually the Transportation Improvement Program (TIP) and amend it as needed during the course of the year; consistent with the planning requirements identified in 23 USC 134(g).

REQUIRED ACTIVITIES

- Annual update of the project priorities for bicycle pedestrian, congestion management, transit, airport priorities and statewide intermodal priorities in accordance with the Public Involvement Plan (PIP).
- Development of the Draft and Adopted TIP for approval and distribution.
- Amendments to the Adopted TIP as necessary in accordance with the PIP.
- Review of FDOT's draft tentative work program for consistency with adopted priorities and compare the 4 common years with the adopted TIP.
- Continue to participate in the Local Agency Program (LAP) coordination meetings with FDOT and local governments in Lee County and participate in resolving issues.
- Publish annual obligations listing.
- Working with the FDOT to report and monitor the Highway Safety, Pavement and Bridge, System and Transit Asset Management performance measures and identifying projects to help meet the adopted targets.

PREVIOUS WORK

- June 2021: Published the FY 2022 - FY 2026 Transportation Improvement Plan.
- June 2022: Published the FY 2023- FY 2027 Transportation Improvement Plan.
- Spring 2023 and 2024: Updated MPO priorities.
- Fall of 2022 & 2023: Review and distribute FDOT's Draft Tentative Work Program.
- Yearly: Published annual obligations listing.
- Ongoing: Amended FY 2022- FY2026 and FY2023- FY 2027 TIPs.
- Quarterly: Participated in LAP coordination meetings.

END PRODUCT

- Spring 2023 and 2024: Update transportation priorities.
- Spring 2023 and 2024: Working with FDOT to report and monitor the transportation performance measures and identify project priorities that help address meeting adopted targets.
- June 2023 and 2024: Adopt and publish TIP.
- As needed: Amendments to adopted TIP's to address project changes.
- Quarterly: Participation in FDOT/Local Government coordination meetings.

Task No: 3.2 Transportation Improvement Program								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans · Disad ·	Total
A. Personnel Services								
	MPO staff salaries	\$10,000	-	-	-	-	-	\$10,000
	Subtotal:	\$10,000	-	-	-	-	-	\$10,000
	Total:	\$10,000	-	-	-	-	-	\$10,000

Task No: 3.2 Transportation Improvement Program								
Estimated Budget Detail for FY 2023/2024								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans · Disad ·	Total
A. Personnel Services								
	MPO staff salaries	\$10,000	-	-	-	-	-	\$10,000
	Subtotal:	\$10,000	-	-	-	-	-	\$10,000
	Total:	\$10,000	-	-	-	-	-	\$10,000

Section: SYSTEMS PLANNING _____ UPWP Task No: 3.3
Task: FREIGHT AND GOODS MOVEMENT PLANNING

OBJECTIVE

To improve the efficiency of intermodal transportation and intermodal capital investments and enhance interjurisdictional coordination and cooperation.

REQUIRED ACTIVITIES

- Participate in regional freight/intermodal efforts such as the Strategic Intermodal System (SIS), freight workshops, and seminars.
- Continue coordination with the Lee County Port Authority, local trucking companies and Seminole Gulf Railroad (RR) on freight and goods movement activity.
- Update and expand list of contact names, addresses and phone numbers of freight stakeholders in Southwest Florida, and continue coordination with major freight stakeholders.
- Identify freight hot spots, high freight use corridors and operational improvements that address swept path width, off tracking, motor vehicles, bicycle and pedestrian conflicts within Lee County.
- Analyze the results of the Truck survey questions as part of Congestion Management Process for Public and Stakeholders.
- Analyze and produce freight project priorities.

PREVIOUS WORK

- Review and provide input and data for the development of the Strategic Intermodal System (SIS).
- Development and approval of a Lee County MPO Goods and Freight Studies.
- Coordination with freight operators and local agencies on goods and freight movement issues and identify needed improvements.
- Preparation and conduct Freight and Goods summit.

END PRODUCTS

- Ongoing: Coordination with freight stakeholders on freight and goods activities.
- As Needed: Development of goods and freight project priorities.
- Ongoing: Coordination with stakeholders and partner agencies on freight data and necessary projects to support efficient and safe goods movement throughout the region.

Task No: 3.3 Freight and Goods Movement Planning								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$8,000	-	-	-	-	-	\$8,000
	Subtotal:	\$8,000	-	-	-	-	-	\$8,000
	Total:	\$8,000	-	-	-	-	-	\$8,000

Task No: 3.3 Freight and Goods Movement Planning								
Estimated Budget Detail for FY 2023/2024								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$8,000	-	-	-	-	-	\$8,000
	Subtotal:	\$8,000	-	-	-	-	-	\$8,000
	Total:	\$8,000	-	-	-	-	-	\$8,000

4.0 PROJECT PLANNING

4.1 SPECIAL PROJECTS AND STUDIES

**4.2 BICYCLE PEDESTRIAN AND MULTI-PURPOSE
PATHWAY PLANNING**

4.3 TRANSPORTATION DISADVANTAGED PROGRAM

**4.4 ADMINISTRATIVE AND PLANNING CONSULTANT
SERVICES**

4.5 LEE COUNTY COMPLETE STREETS INITIATIVE

Section: PROJECT PLANNING
Task: SPECIAL PROJECTS AND STUDIES

UPWP Task No: 4.1

OBJECTIVE

To undertake area studies and corridor studies to refine the metropolitan transportation system plan and other types of special studies not included in another task, to coordinate with and participate in the project planning activities of the participating agencies, accommodate unforeseen project planning needs which may arise during the program year, review Airport Master Plans and participate in the review and impact of large developments.

REQUIRED ACTIVITIES

- Participate in the review process of development impacts so that the land use and socio-economic data used in the LRTP reflects current growth and development decisions.
- Analysis of Transportation Element amendments for consistency with MPO plans and impact on future short term and long term plans.
- Review and comment on project traffic and alternative concepts for project development and environmental studies on state highways for consistency with MPO plans.
- Work with Injury Prevention Council (IPC) on transportation safety related issues.
- Review and comment on multi-modal design plans for consistency with MPO plans.
- As per the Intergovernmental Coordination and review (ICAR) agreement and public transportation coordination agreement signed by the Southwest Florida Regional Planning Council (SWFRPC), MPO, Port Authority and FDOT, MPO staff will review airport master plans and identify and resolve any inconsistencies with MPO plans and programs or with transportation projects from the state work program.

PREVIOUS WORK

- 2021: Reviewed and analyzed Babcock development and traffic analysis.
- 2021/2022: Attend and review roadway planning and project development meetings including State Road SR 31, I-75, San Carlos Boulevard and other projects. Review projects for consistency with MPO Plans.
- Work with the Injury Prevention Council
- Review of developments and traffic analysis to address changes in MPO planning documents.

END PRODUCTS

- Ongoing: Participate in coordination meetings on upcoming PD&E, Design and Construction Projects.
- As needed: Participation in state and local governments' corridor and small area studies.
- As needed: Review and comment on project traffic reports and PD&E studies.
- As needed: Development reviews and traffic analysis.
- Monthly: Attend and participate with the IPC on transportation safety and issues.

Task No: 4.1 Special Projects and Studies								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$25,000	-	-	-	-	-	\$25,000
	Subtotal:	\$25,000	-	-	-	-	-	\$25,000
	Total:	\$25,000	-	-	-	-	-	\$25,000

Task No: 4.1 Special Projects and Studies								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$25,000	-	-	-	-	-	\$25,000
	Subtotal:	\$25,000	-	-	-	-	-	\$25,000
	Total:	\$25,000	-	-	-	-	-	\$25,000

Section: PROJECT PLANNING _____ **UPWP Task No: 4.2**
Task: BICYCLE PEDESTRIAN AND MULTI PURPOSE PATHWAY PLANNING

OBJECTIVE

To support on-going efforts by state and county agencies to implement multimodal urban/suburban mobility and pedestrian activities and facilities, to coordinate county, regional, and state pedestrian, bicycle, greenway and multi-purpose pathway projects, raise awareness of pedestrian and bicycling in Lee County and provide staff support to the Lee County MPO Bicycle Pedestrian Coordination Committee (BPCC).

REQUIRED ACTIVITIES

- Staff support to the BPCC meetings.
- Participate in updates of the Countywide Trails and Greenways Master Plan.
- Participate in local jurisdictions Bicycle Pedestrian Advisory Committee meetings.
- Work with local bicycle advocacy groups and other governmental agencies to develop bicycle awareness within the area.
- Update Lee County bicycle/pedestrian facility databases and maps as needed.
- Review project proposals for Safe Routes to School (SRTS) funds and obtain MPO endorsement.
- Development of the Bicycle and Pedestrian Master Plans and Safety Action Plans.
- Update evaluation criteria for TA, SRTS and Multi-Box funded proposals and prioritize projects.
- Develop bicycle pedestrian project cost estimates in support of MPO funded projects.
- Development and regular updates of Bicycle and Pedestrian Maps and graphics for distribution and use.
- Implement the recommendations identified in the Bicycle/Pedestrian Master Plan and the Bicycle Pedestrian Safety Action Plan.
- Provide staff and local agency training to educate transportation planners, engineers, transit staff and public works employees about bicycle/pedestrian design best practices, safety programs and benefits.
- Work with our various partners to reach out on safety and education public service materials, programs and presentations to address bicycle and pedestrian crashes.

PREVIOUS WORK

- Staff support to BPCC meetings.
- Identify and prioritize Bicycle/Pedestrian projects.
- Endorse Safe Route to School (SRTS) Applications.
- Develop and update the Countywide Bicycle Pedestrian Master Plan and safety Actions Plans.
- Scoping, Project Management and Support of local Bicycle Pedestrian Plans.
- Attend local jurisdiction bicycle/pedestrian meetings.
- Solicit and analyze TA, SRTS and multi-modal box funded projects and prioritize through the Committees and the Board.
- Implementation of the recommendations from the Bicycle Pedestrian Master Plan and the Bicycle Pedestrian Safety Action Plan.

Section: PROJECT PLANNING _____ **UPWP Task No: 4.2 Task: BICYCLE PEDESTRIAN AND MULTI PURPOSE PATHWAY PLANNING (Cont.)**

END PRODUCT

- Monthly: Staff support to BPCC meetings including the preparation of agendas.
- Winter/Spring 2023 and 2024: Identify, analyze and prioritize bicycle/pedestrian priorities.
- Spring 2023 and 2024: Endorse Safe Route to School (SRTS) Applications.
- As needed: Attend local jurisdiction bicycle/pedestrian meetings.
- Ongoing: Update of the bicycle/pedestrian facilities maps.
- Quarterly: Analysis of bicycle pedestrian crash data and production of tables and graphics in support of local partners and outreach activities.

Task No: 4.2 Bicycle Pedestrian and Pathway Planning								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$28,000	-	-	-	-	-	\$28,000
	Subtotal:	\$28,000	-	-	-	-	-	\$28,000
	Total:	\$28,000	-	-	-	-	-	\$28,000

Task No: 4.2 Bicycle Pedestrian and Pathway Planning								
Estimated Budget Detail for FY 2023/2024								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$28,000	-	-	-	-	-	\$28,000
	Subtotal:	\$28,000	-	-	-	-	-	\$28,000
	Total:	\$28,000	-	-	-	-	-	\$28,000

Section: PROJECT PLANNING _____ UPWP Task No: 4.3
Task: TRANSPORTATION DISADVANTAGED PROGRAM

OBJECTIVE

To meet the MPO's responsibilities under Chapter 427, Florida Statutes, and Rule 41-2, Florida Administrative Code, as the designated official planning agency for Lee County, to assist with the local administration and planning of the program for the coordination of transportation services for the transportation disadvantaged.

REQUIRED ACTIVITIES

The following are MPO staff responsibilities in either staff support of the Local Coordinating Board (LCB), or as a function by the Lee County MPO under Chapter 427, F.S. and Rule 41-2, F.A.C:

- Take appointments to fill vacancies on the LCB and planning grant applications to the MPO Board for approval.
- Staff support to the Local Coordinating Board including preparing agendas and documents.
- Maintain a grievance resolution committee, review and update complaint and grievance procedures.
- Evaluate consumer satisfaction and conduct an annual evaluation of the Community Transportation Coordinator (CTC).
- Review the CTC Contingency Plan and update as needed.
- File planning grant applications for and prepare all necessary progress reports and requests for reimbursement by the Commission for the Transportation Disadvantaged (CTD).

The following is the responsibility of the designated CTC:

- Prepare Annual Operating Report and provide to Local Coordinating Board (LCB) and TD Commission.
- Prepare and file trip grant applications.
- Prepare annual updates to the Transportation Disadvantaged Service Plan (TDSP) and provide them for review by the LCB, TAC, CAC, MPO and TD Commission.
- Updates to the Memorandum of Agreement.
- Collect and report management data regarding transportation service for the transportation disadvantaged within Lee County as required by the CTD.

PREVIOUS WORK

- 2021 and 2022: Filed planning grant application.
- Spring of 2022: LCB Board's evaluation of LeeTran as the CTC.
- Spring of 2021 and 2022 minor updates to the TDSP.

END PRODUCT

- Spring of 2023 and 2024: LCB's annual evaluation of the designated CTC.
- March of 2023 and 2024: Coordinate with CTC staff regarding minor TDSP update
- April 2023 and April 2024: Complete minor TDSP update and submit to LCB for approval.
- May 2023 and 2024: Submit LCB minor TDSP update to TAC, CAC, and MPO for endorsement.
- May 2023 and 2024: Submit MPO endorsed TDSP to the CTD.
- June 2023 and 2024: File applications for FY 2023/24 and FY 2024/25 TD Planning Grants.

Task No: 4.3 Transportation Disadvantaged Program								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	-	-	-	-	-	\$32,000	\$32,000
	Subtotal:	-	-	-	-	-	\$32,000	\$32,000
B. Travel								
	Travel and Training	-	-	-	-	-	\$2,000	\$2,000
	Subtotal:	-	-	-	-	-	\$2,000	\$2,000
C. Other Direct Expenses								
	Advertising	-	-	-	-	-	\$1,500	\$1,500
	Postage and Packages	-	-	-	-	-	\$500	\$500
	Subtotal:	-	-	-	-	-	\$2,000	\$2,000
	Total:	-	-	-	-	-	\$36,000	\$36,000*

Task No: 4.3 Transportation Disadvantaged Program								
Estimated Budget Detail for FY 2023/2024								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	-	-	-	-	-	\$33,000	\$33,000
	Subtotal:	-	-	-	-	-	\$33,000	\$33,000
B. Travel								
	Travel and Training	-	-	-	-	-	\$2,000	\$2,000
	Subtotal:	-	-	-	-	-	\$2,000	\$2,000
C. Other Direct Expenses								
	Advertising	-	-	-	-	-	\$1,500	\$1,500
	Postage and Packages	-	-	-	-	-	\$500	\$500
	Subtotal:	-	-	-	-	-	\$2,000	\$2,000
	Total:	-	-	-	-	-	\$37,000	\$37,000*

- This funding is state funding from the Florida Commission for the Transportation Disadvantaged.

Section: PROJECT PLANNING

UPWP Task No: 4.4

Task: ADMINISTRATIVE AND PLANNING CONSULTANT SERVICES

OBJECTIVE

Select consultants/contractors to assist staff with administrative and transportation planning activities in support of the UPWP work tasks where staff resources need additional support or specific administrative and planning expertise.

REQUIRED ACTIVITIES

- Staff development of scopes and RFPs for the selection of qualified consultants and contractors in support of planning studies and administrative tasks. Extend and develop addendums to Consultant agreements, as necessary and consistent with new requirements.
- Staff manage and monitor consultant contracts for consistency with federal and state requirements, including Title VI and DBE compliance.
- Consultant Services that include transportation modeling support for LRTP amendments and updates.
- Consultant Services that include transit modeling and planning in support of LRTP amendments and updates.
- Administrative support to the MPO staff including accounting, legal and audit services.
- Consultant Services that include assisting staff with public involvement activities.
- Consultant Services that include the collection of multi-modal traffic data, traffic modeling, data analysis in the development of performance measures and targets.
- Consultant Services that include conducting planning studies and feasibility assessments of Congestion Management and Bicycle/Pedestrian projects.
- Consultant Services for the development of Bicycle Pedestrian Master Plans and other local agency projects.

PREVIOUS WORK

- 2021/2022: Preparation and advertisement of RFP for selection of General Planning Consultants.
- 2019/2020: Develop scopes for developing elements of the Long Range Transportation Plan and the management of the projects until completion.
- 2019: Scope, selection and development of the City of Fort Myers Bicycle Pedestrian Master Plans.
- 2021: Scope, selection and contract for the SUN Trail Feasibility Study.
- Conduct 2019/2020 and 2020/2021 audits.
- MPO legal services.
- MPO Accounting services.

Section: PROJECT PLANNING

UPWP Task No: 4.4

Task: ADMINISTRATIVE AND PLANNING CONSULTANT SERVICES (CONTINUED)

END PRODUCTS

- Ongoing: Accounting services.
- Ongoing: Legal support services.
- As needed: Consultant tasks to run regional model alternatives in support of projects or changes to land use assumptions throughout the County. These tasks also include transportation model runs in support of the LRTP update and plan amendments.
- Fall 2022 and 2023: Conduct 2021/2022 and 2022/2023 audits
- Spring 2023 and 2024: Maintenance of the TIP reporter tool to provide the TIP formatted consistent with FDOT and FHWA/FTA requirements.
- Spring 2023: Prioritize and develop for implementation the Bicycle Pedestrian Safety Action Plan countermeasures.
- Summer/Fall 2022: Develop scopes and task work orders to support the local efforts for discretionary grant opportunities consistent with the NOFOs from the programs identified in the new Infrastructure Bill. Develop a local Electric Vehicle (EV) Master Plan in support of grant funding for developing EV infrastructure improvements.
- Fall/Winter 2022: Develop the 2050 zonal data for the Regional Model Update.
- Fall 2022: Produce and Active Transportation Plan consistent with the new infrastructure bill requirements.

- Summer/Fall 2022: Continue with conducting vehicle, bicycle and pedestrian crash outreach activities consistent with the Safety Action plan and in support of reducing fatalities and injuries. Continue coordination activities with the Streets Alive, Lee Trauma Center, law enforcement agencies and other local agencies on high crash trend issues in support of education, enforcement and public outreach activities. This will include media outreach such as PSA's and safety program materials like helmets and lights. This is a continuation of activities started in FY 2022.
- Summer 2022 and Ongoing: Complete the performance measure dashboard. Analyze the performance measure data and report results and implement plans and projects in support of meeting the targets. This includes updating the State of the System reporting to account for recent pandemic impacts. This is a continuation of activities started in FY 2022.
- Fall 2023/Spring 2024: Develop scopes of work for the update of the Long Range Plan including the Goods and Freight element, the Bicycle Pedestrian Element, the TS&MO/Congestion Management Plan and the Transit Development Plan. Begin the update of the Long Range Plan tasks.
- Summer 2022 – Spring 2023: Complete the Cape Coral evacuation study. This is a continuation of activities started in FY 2022.
- Summer/Fall 2022: Complete the Bonita and Estero Rail corridor study in support of the Sun Trail system connection from Bonita up to JY Linear Park. This is a continuation of activities started in FY 2022.
- Summer 2022: Collect and Analyze Origin and Destination data for use in the transportation model trip table adjustments and analyze trip information for other ongoing studies and projects.
- 2022/2023: Conduct Bicycle Pedestrian Count Data Collection.

*

Task No: 4.4 Administrative and Planning Consultant Services								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	STATE (TLWR)	FTA 5305	FT A State Match	Local Funds	Total
A. Personnel Services								
	MPO staff salaries	\$15,000	-	-	-	-	-	\$15,000
	Subtotal:	\$15,000	-	-	-	-	-	\$15,000
B. Administrative and Consultant Services								
	Accounting Services	\$20,000	-	-	-	-	-	\$20,000
	Legal Services	\$20,000						\$20,000
	MPO Audit	\$26,000						\$26,000
	TIP Reporter Tool	\$9,800						\$9,800
	Regional Model Alternatives	\$20,000						\$20,000
	Support for discretionary grant programs. Develop a local EV Master Plan	\$99,656						\$99,656
	Produce and Active Transportation Plan	\$40,000						\$40,000
	Complete Dashboard and Performance Measure Analysis	\$20,000						\$20,000
	Develop the 2050 zonal data	\$75,000						\$75,000
	Conduct bicycle and pedestrian counts	\$20,000						\$30,000
	Conduct vehicle, bicycle and pedestrian safety outreach activities	\$80,000						\$80,000
	Cape Coral Evacuation Study	\$125,000					\$125,000	\$250,000
	Conduct and analyze origin destination data for model update	\$40,000						\$40,000
	Subtotal:	\$595,456			-	-	\$125,000	\$720,456
	Total:	\$610,456			-	-	\$125,000	\$735,456

Task No: 4.4 Administrative and Planning Consultant Services

Estimated Budget Detail for FY 2023/2024

Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	STATE (TLWR)	FTA 5305	FTA State Match	Local Funds	Total
A. Personnel Services								
	MPO staff salaries	\$15,000	-	-	-	-	-	\$15,000
	Subtotal:	\$15,000	-	-	-	-	-	\$15,000
B. Administrative and Consultant Services								
	Accounting Services	\$20,000	-	-	-	-	-	\$20,000
	Legal Services	\$20,000						\$20,000
	MPO Audit	\$26,000						\$26,000
	TIP Reporter Tool	\$9,800						\$9,800
	Regional Model Alternatives	\$25,000						\$25,000
	Performance Measure Analysis	\$30,000						\$30,000
	Conduct vehicle, Bicycle & Pedestrian Safety Outreach Activities	\$75,000						\$75,000
	Begin development of the Long Range Plan Update Elements	\$94,870						\$66,871
	Support for discretionary grant programs	\$85,000						\$70,000
	Conduct Bicycle Pedestrian Count Data Collection	\$25,000						\$25,000
	Subtotal:	\$410,671	-	-	-	-	-	\$410,671
	Total:	\$425,671	-	-	-	-	-	\$425,671

Section: PROJECT PLANNING
Task: LEE COUNTY COMPLETE STREETS

UPWP Task No: 4.5

OBJECTIVE

To support activities related to the performance measure data collection and reporting for the TIGER V project.

REQUIRED ACTIVITIES

- Ongoing administrative activities related to the project.
- Collecting performance measure data and conducting the reporting requirements.

PREVIOUS WORK

- Project Management of the construction activities.
- Produce reporting requirements.
- Produce final close-out documents for the project.
- November/December 2019, 2020 & 2021: Collect performance data consistent with the grant requirements and produce performance data collection report.

END PRODUCTS

- November/December 2022: Data collection and reporting of the performance data for the completed project.
- November/December 2023: Data collection and reporting of the performance data for the completed project.

Task No: 4.5 Lee County Complete Streets Initiative								
Estimated Budget Detail for FY 2022/2023								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$3,000	-	-	-	-	-	\$3,000
	Subtotal:	\$3,000	-	-	-	-	-	\$3,000
B. Consultant Services								
	Performance data collection and reporting	\$35,000	-	-	-	-	-	\$35,000
	Subtotal:	\$38,000	-	-	-	-	-	\$38,000
	Total:	\$38,000	-	-	-	-	-	\$38,000

Task No: 4.5 Lee County Complete Streets Initiative								
Estimated Budget Detail for FY 2023/2024								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	FTA Local Match	Trans. Disad.	Total
A. Personnel Services								
	MPO staff salaries	\$3,000	-	-	-	-	-	\$3,000
	Subtotal:	\$3,000	-	-	-	-	-	\$3,000
A. Consultant Services								
	Performance data collection and reporting	\$50,000	-	-	-	-	-	\$50,000
	Subtotal:	\$53,000	-	-	-	-	-	\$53,000
	Total:	\$53,000	-	-	-	-	-	\$53,000

BUDGET TABLES

TABLE 1, 2022/23 AGENCY PARTICIPATION TABLE
TABLE 2, 2022/23 FUNDING SOURCE TABLE

TABLE 1, 2023/24 AGENCY PARTICIPATION TABLE
TABLE 2, 2023/24 FUNDING SOURCE TABLE

TABLE 1
FISCAL YEAR 2022/23 BUDGET SUMMARY BY TASK AND PARTICIPATING AGENCY
This table summarizes the funds budgeted to be spent on each task by each responsible agency

	Task	Description	FHWA (PL)		CPG	SU	LOCAL	FDOT	Total
			Staff	Consultant					
1. Administration									
	1.1	Program Management and Support	\$307,000				\$0	\$67,710	\$374,710
	1.2	Unified Planning Work Program (UPWP)	\$10,000				\$0	\$2,206	\$12,206
	1.3	Public Involvement and Community Outreach	\$20,000				\$0	\$4,411	\$24,411
	1.4	Equipment and Resource Purchase, Upgrade and Maintenance	\$55,000				\$0	\$12,130	\$67,130
	1.5	Regional Coordination	\$20,000				\$0	\$4,411	\$24,411
	1.6	Transit Program Management and Support	\$10,000		\$310,827		\$0	\$70,760	\$391,587
	1.7	Locally Funded Activities	\$0				\$73,191		\$73,191
2. Data Collection and Management Systems									
	2.1	Congestion Management, ITS & Data Development	\$30,000				\$0	\$6,617	\$36,617
	2.2	Efficient Transportation Decision Making (ETDM) Process	\$5,000				\$0	\$1,103	\$6,103
3. Systems Planning									
	3.1	Long Range Transportation Planning	\$25,000				\$0	\$5,514	\$30,514
	3.2	Transportation Improvement Program	\$10,000				\$0	\$2,206	\$12,206
	3.3	Freights and Goods Movement Planning	\$8,000				\$0	\$1,764	\$9,764
4. Special Project Planning									
	4.1	Special Projects and Studies	\$25,000				\$0	\$5,514	\$30,514
	4.2	Bicycle Pedestrian and Multi-Purpose Pathway Planning	\$28,000				\$0	\$6,176	\$34,176
	4.3	Transportation Disadvantaged Program	\$0				\$0	\$36,000	\$36,000
	4.4	Administrative, Planning and Project Consultant Services	\$15,000	\$595,456				\$134,639	\$745,095
	4.5	Lee County Complete Streets Initiative	\$3,000	\$35,000				\$8,381	\$46,381
		Total fiscal year 2022/23 cost for all tasks	\$571,000	\$630,456	\$310,827		\$73,191	\$369,541	\$1,955,016
		Total carryover from prior fiscal years			\$210,000		\$250,000	\$42,000	
		Total cost, including carryover, for all tasks		\$1,201,456	\$520,827		\$323,191	\$411,541	\$2,457,015

**TABLE 2
FISCAL YEAR 2022/23 BUDGET SUMMARY
BY TASK AND FUNDING SOURCE**

Task	Description	FHWA PL		STATE	CPG		SU Funds		TD Grant		Local Contributions							Total Share			Total Cost	
		Federal	Consultants	Soft Match	Federal	Soft Match	Staff	Consultants	State	Local	Lee County	Bonita Springs	Cape Coral	Fort Myers	Fort Myers Beach	Sanibel	Estero	Carryover	Federal	State		Local
1. Administration																						
1.1	Program Management and Support	\$ 307,000		\$ 67,710															\$ 307,000	\$ 67,710	\$ -	\$ 374,710
1.2	Unified Planning Work Program (UPWP)	\$ 10,000		\$ 2,206															\$ 10,000	\$ 2,206	\$ -	\$ 12,206
1.3	Public Involvement and Community Outreach	\$ 20,000		\$ 4,411															\$ 20,000	\$ 4,411	\$ -	\$ 24,411
1.4	Equipment and Resource Purchase, Upgrade and Maintenance	\$ 55,000		\$ 12,130															\$ 55,000	\$ 12,130	\$ -	\$ 67,130
1.5	Regional Coordination	\$ 20,000		\$ 4,411															\$ 20,000	\$ 4,411	\$ -	\$ 24,411
1.6	Transit	\$ 10,000		\$ 2,206	\$ 310,827	\$ 68,554													\$ 320,827	\$ 70,760		\$ 391,587
1.7	Locally Funded Activities	\$ -		\$ -							\$ 37,213	\$ 5,132	\$ 18,323	\$ 7,777	\$ 700	\$ 727	\$ 3,319		\$ -		\$ 73,191	\$ 73,191
2. Data Collection and Management Systems																						
2.1	Congestion Management, ITS and Data Development	\$ 30,000		\$ 6,617															\$ 30,000	\$ 6,617	\$ -	\$ 36,617
2.2	Efficient Transportation Decision Making (ETDM) Process	\$ 5,000		\$ 1,103															\$ 5,000	\$ 1,103	\$ -	\$ 6,103
3. Systems Planning																						
3.1	Long Range Transportation Planning	\$ 25,000		\$ 5,514															\$ 25,000	\$ 5,514	\$ -	\$ 30,514
3.2	Transportation Improvement Program	\$ 10,000		\$ 2,206															\$ 10,000	\$ 2,206	\$ -	\$ 12,206
3.3	Freights and Goods Movement Planning	\$ 8,000		\$ 1,764															\$ 8,000	\$ 1,764	\$ -	\$ 9,764
4. Special Project Planning																						
4.1	Special Projects and Studies	\$ 25,000		\$ 5,514															\$ 25,000	\$ 5,514	\$ -	\$ 30,514
4.2	Bicycle Pedestrian and Multi-Purpose Pathway Planning	\$ 28,000		\$ 6,176															\$ 28,000	\$ 6,176	\$ -	\$ 34,176
4.3	Transportation Disadvantaged Program	\$ -		\$ -					\$ 36,000										\$ -	\$ 36,000	\$ -	\$ 36,000
4.4	Administrative, Planning and Project Consultant Services	\$ 15,000	\$ 595,456	\$ 134,639															\$ 610,456	\$ 134,639		\$ 745,095
4.5	Lee County Complete Streets Initiative	\$ 3,000	\$ 35,000	\$ 8,381															\$ 38,000	\$ 8,381		\$ 46,381
	Total FY 2022/23 cost for all tasks	\$1,201,456		\$ 264,986	\$ 310,827				\$ 36,000	\$ -	\$ 37,213	\$ 5,132	\$ 18,323	\$ 7,777	\$ 700	\$ 727	\$ 3,319		\$ 1,512,283	\$ 369,541	\$ 73,191	\$ 1,955,015
	Total carryover from prior fiscal years				\$ 210,000	\$ 42,000											\$ 250,000		\$ 210,000	\$ 42,000	\$ 250,000	\$ 502,000
	Total cost, including carryover, for all tasks	\$1,201,456		\$ 264,986	\$ 520,827	\$ 110,554			\$ 36,000	\$ -	\$ 37,213	\$ 5,132	\$ 18,323	\$ 7,777	\$ 700	\$ 727	\$ 3,319	\$ 250,000	\$ 1,722,283	\$ 411,541	\$ 323,191	\$ 2,457,015

TABLE 1
FISCAL YEAR 2023/24 BUDGET SUMMARY BY TASK AND PARTICIPATING AGENCY
This table summarizes the funds budgeted to be spent on each task by each responsible agency

	Task	Description	FHWA (PL)		CPG	SU	LOCAL	FDOT	Total
			Staff	Consultant					
1. Administration									
	1.1	Program Management and Support	\$307,000				\$0	\$67,710	\$374,710
	1.2	Unified Planning Work Program (UPWP)	\$10,000				\$0	\$2,206	\$12,206
	1.3	Public Involvement and Community Outreach	\$20,000				\$0	\$4,411	\$24,411
	1.4	Equipment and Resource Purchase, Upgrade and Maintenance	\$55,000				\$0	\$12,130	\$67,130
	1.5	Regional Coordination	\$20,000				\$0	\$4,411	\$24,411
	1.6	Transit Program Management and Support	\$10,000		\$310,827		\$0	\$70,760	\$391,587
	1.7	Locally Funded Activities	\$0				\$73,191		\$73,191
2. Data Collection and Management Systems									
	2.1	Congestion Management, ITS & Data Development	\$30,000				\$0	\$6,617	\$36,617
	2.2	Efficient Transportation Decision Making (ETDM) Process	\$5,000				\$0	\$1,103	\$6,103
3. Systems Planning									
	3.1	Long Range Transportation Planning	\$25,000				\$0	\$5,514	\$30,514
	3.2	Transportation Improvement Program	\$10,000				\$0	\$2,206	\$12,206
	3.3	Freights and Goods Movement Planning	\$8,000				\$0	\$1,764	\$9,764
4. Special Project Planning									
	4.1	Special Projects and Studies	\$25,000				\$0	\$5,514	\$30,514
	4.2	Bicycle Pedestrian and Multi-Purpose Pathway Planning	\$28,000				\$0	\$6,176	\$34,176
	4.3	Transportation Disadvantaged Program	\$0				\$0	\$37,000	\$37,000
	4.4	Administrative, Planning and Project Consultant Services	\$15,000	\$410,671				\$93,883	\$519,554
	4.5	Lee County Complete Streets Initiative	\$3,000	\$50,000				\$11,689	\$64,689
		Total fiscal year 2023/24 cost for all tasks	\$571,000	\$460,671	\$310,827		\$73,191	\$333,094	\$1,748,783
		Total carryover from prior fiscal years					\$250,000		
		Total cost, including carryover, for all tasks		\$1,031,671	\$310,827		\$323,191	\$333,094	\$1,998,783

- - -

**TABLE 2
FISCAL YEAR 2023/24 BUDGET SUMMARY
BY TASK AND FUNDING SOURCE**

Task	Description	FHWA PL		STATE	FTA 5305		SU Funds		TD Grant		Local Contributions							Total Share			Total Cost	
		Federal	Consultants	Soft Match	Federal	Soft Match	Staff	Consultants	State	Local	Lee County	Bonita Springs	Cape Coral	Fort Myers	Fort Myers Beach	Sanibel	Estero	Carryover	Federal	State		Local
1. Administration																						
1.1	Program Management and Support	\$ 307,000		\$ 67,710															\$ 307,000	\$ 67,710	\$ -	\$ 374,710
1.2	Unified Planning Work Program (UPWP)	\$ 10,000		\$ 2,206															\$ 10,000	\$ 2,206	\$ -	\$ 12,206
1.3	Public Involvement and Community Outreach	\$ 20,000		\$ 4,411															\$ 20,000	\$ 4,411	\$ -	\$ 24,411
1.4	Equipment and Resource Purchase, Upgrade and Maintenance	\$ 55,000		\$ 12,130															\$ 55,000	\$ 12,130	\$ -	\$ 67,130
1.5	Regional Coordination	\$ 20,000		\$ 4,411															\$ 20,000	\$ 4,411	\$ -	\$ 24,411
1.6	Transit	\$ 10,000		\$ 2,206	\$ 310,827	\$ 68,554													\$ 320,827	\$ 70,760		\$ 391,587
1.7	Locally Funded Activities	\$ -		\$ -							\$ 37,213	\$ 5,132	\$ 18,323	\$ 7,777	\$ 700	\$ 727	\$ 3,319		\$ -		\$ 73,191	\$ 73,191
2. Data Collection and Management Systems																						
2.1	Congestion Management, ITS and Data Development	\$ 30,000		\$ 6,617															\$ 30,000	\$ 6,617	\$ -	\$ 36,617
2.2	Efficient Transportation Decision Making (ETDM) Process	\$ 5,000		\$ 1,103															\$ 5,000	\$ 1,103	\$ -	\$ 6,103
3. Systems Planning																						
3.1	Long Range Transportation Planning	\$ 25,000		\$ 5,514															\$ 25,000	\$ 5,514	\$ -	\$ 30,514
3.2	Transportation Improvement Program	\$ 10,000		\$ 2,206															\$ 10,000	\$ 2,206	\$ -	\$ 12,206
3.3	Freights and Goods Movement Planning	\$ 8,000		\$ 1,764															\$ 8,000	\$ 1,764	\$ -	\$ 9,764
4. Special Project Planning																						
4.1	Special Projects and Studies	\$ 25,000		\$ 5,514															\$ 25,000	\$ 5,514	\$ -	\$ 30,514
4.2	Bicycle Pedestrian and Multi-Purpose Pathway Planning	\$ 28,000		\$ 6,176															\$ 28,000	\$ 6,176	\$ -	\$ 34,176
4.3	Transportation Disadvantaged Program	\$ -		\$ -					\$ 37,000										\$ -	\$ 37,000	\$ -	\$ 37,000
4.4	Administrative, Planning and Project Consultant Services	\$ 15,000	\$ 410,671	\$ 93,883															\$ 425,671	\$ 93,883		\$ 519,554
4.5	Lee County Complete Streets Initiative	\$ 3,000	\$ 50,000	\$ 11,689															\$ 53,000	\$ 11,689		\$ 64,689
Total FY 2023/24 cost for all tasks		\$1,031,671		\$ 227,539	\$ 310,827				\$ 37,000	\$ -	\$ 37,213	\$ 5,132	\$ 18,323	\$ 7,777	\$ 700	\$ 727	\$ 3,319		\$ 1,342,498	\$ 333,094	\$ 73,191	\$ 1,748,783
Total carryover from prior fiscal years																		\$250,000			\$ 250,000	\$ 250,000
Total cost, including carryover, for all tasks		\$1,031,671		\$ 227,539	\$ 310,827	\$ 68,554			\$ 37,000	\$ -	\$ 37,213	\$ 5,132	\$ 18,323	\$ 7,777	\$ 700	\$ 727	\$ 3,319	\$ 250,000	\$ 1,342,498	\$ 333,094	\$ 323,191	\$ 1,998,783

APPENDIX A

State Planning Factors and Emphasis Areas

Florida Planning Emphasis Areas

The Florida Department of Transportation Office of Policy Planning develops *Planning Emphasis Areas* on a two-year cycle in coordination with the development of Metropolitan Planning Organizations' respective unified planning work programs. Emphasis areas set planning priorities, support the Florida Transportation Plan, and give importance to topic areas which MPOs are encouraged to address as they develop their planning programs. Implementation of the seven goals of the Florida Transportation Plan requires embracing innovation; extensive collaboration across jurisdictions, modes and disciplines; an emphasis on customer service; data and performance feedback; and strategic investments for the efficient and effective allocation of resources.

Metropolitan Planning Organizations should consider the following four topics when updating their Unified Planning Work Plan.

Safety

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

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

System Connectivity

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

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

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

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

Resilience

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

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

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

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

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

Planning Factors

The FTA and FHWA identify Planning Emphasis Areas (PEAs) annually to promote priority themes for consideration, as appropriate, in statewide and metropolitan (unified) planning work programs proposed for FTA and FHWA funding.

Planning Factors

These planning factors are:

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

PLANNING FACTORS AND EMPHASIS AREAS / UPWP TASK MATRIX

ITEM #	PLANNING FACTORS	UPWP TASKS																
		1.1	1.2	1.3	1.4	1.5	1.6	1.7	2.1	2.2	3.1	3.2	3.3	4.1	4.2	4.3	4.4	4.5
1	Support economic vitality of the metropolitan, especially by enabling global competitiveness, productivity and efficiency.																	
2	Increase safety of transportation system for motorized and non-motorized users.																	
3	Increase security of transportation system for motorized and non-motorized users.																	
4	Increase accessibility and mobility options for people and freight.																	
5	Protect and enhance the environment, promote energy conservation, improve the quality of life and promote consistency between transportation improvements; state and local planned growth and economic development patterns.																	
6	Enhance the integration and connectivity of the transportation systems, across and between modes, for people and freight.																	
7	Promote efficient system management and operation																	
8	Improve the resiliency of the transportation system and reduce or mitigate stormwater impacts of surface transportation and resilience																	
9	Enhance travel and tourism																	
10	Emphasize the preservation of the existing transportation system.																	
11	Safety/Transportation Performance Measures																	
12	System Connectivity																	
13	Automated/Connected/Electric/Shared Use Vehicles																	

APPENDIX B

Joint Certification Statement on the Metropolitan
Transportation Planning Process

DEBARMENT and SUSPENSION CERTIFICATION

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

- (1) The Lee County 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 Lee County 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: Cecil Pendergrass
Title: MPO Vice Chair

May 13, 2022
Date

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 Lee County MPO that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Lee County 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 Lee County 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: Cecil Pendergrass
Title: MPO Vice Chair

May 13, 2022
Date

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the Lee County 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 Lee County 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 Lee County MPO, in a non-discriminatory environment.

The Lee County 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: Cecil Pendergrass
Title: MPO Vice Chair

May 13, 2022
Date

TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the Lee County 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 Lee County 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: Cecil Pendergrass
Title: MPO Vice Chair

May 13, 2022

Date

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.

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

APPENDIX C

MPO Planning Study Matrix

PD&E AND PLANNING STUDIES MATRIX FOR FY 2022/2023 & 2023/2024

Project ID	Project	Project Start	Cost (in 1,000\$)	Deliverables (Emphasis on transportation products)	Anticipated Completion
1	Rail Feasibility Study	Spring 2021	\$450	SUN Trail options within the rail corridor	Winter 2022
2	Old US 41 from Collier Co/L to Bonita Beach Rd. PD&E Study	Spring 2019	\$1,600	Location and Design Approval for Widening Options	Early 2024
3	US 41/Bonita Beach Rd PD&E Study	Fall 2019	\$1,000	Location and Design Approval for Intersection Imp.	Late 2023
4	Burnt Store Rd from Tropicana to .25 miles N. of Charlotte Co/L. PD&E	Winter 2020	\$2,250	Location and Design Approval for Widening Options	Fall 2023
5	SR 31 from SR 80 to SR 78 PD&E	Jan 2020	\$2,000	TDP Plan	Spring 2024
6	SR 78 from I-75 to SR 31	Fall 2019	\$1,500	Location and Design Approval for Widening Options	Spring 2024
7	I-75 Master Plan Study	Early 2021	?	Proposed Priority Improvements	Late 2022
8	Pine Island SUP Study	Winter 2020	\$800	Options for PD&E study	Summer 2022

APPENDIX D

Comments on the Draft version of the UPWP

UNIFIED PLANNING WORK PROGRAM (UPWP) REVIEW CHECKLIST

MPO: [Lee MPO](#)

UPWP Draft # or Date: [Draft #1](#)

Review #: [1](#)

Date of Review: [March/April,
2022](#)

Reviewed By: [Victoria Peters](#)

The following UPWP Review Checklist is provided to assist in the review of the MPO's UPWP. This Review Checklist is to be completed by the MPO Liaison and included in the UPWP Appendix.

Comments should be categorized as:

Editorial: Comments may be addressed by MPO, but would not affect approval of the document, i.e., grammatical, spelling, and other related errors.

Enhancement: Comments may be addressed by MPO, but would not affect approval of the document, i.e., improve the quality of the document and the understanding for the public (improving graphics, re-packaging of the document, use of plain language, reformatting for clarity, removing redundant language).

Critical: Comment MUST be addressed to meet minimum state and federal requirements to obtain approval. The reviewer must clearly identify the applicable state or federal policies, regulations, guidance, procedures, or statutes that the document does not conform with.

A space for comments for each section is provided at the bottom of each section.

UPWP Cover & Title Page

Does the cover or title page include the following information?

- MPO name, address, website? [Yes If yes, page number: 1/Cover](#)
- CFDA number (FHWA – PL & SU: 20.205, FTA 5305: 20.505)? [Yes If yes, page number: 1/Cover](#)
- Identification of agencies providing funds for the UPWP? [Yes If yes, page number: 1/Cover](#)
- Financial Project Number (FPN) for each contract shown in UPWP? [Yes If yes, page number: 1/Cover](#)
- Federal Award Identification Number (FAIN) for FHWA contracts (or the Federal Aid Project Number [FAP])? [Yes If yes, page number: 1](#)
- Correct State Fiscal Years? [Yes If yes, page number: 1/Cover](#)
- Statement of nondiscrimination? [Yes If yes, page number: 1/Cover](#)
- DRAFT UPWP: Space for adoption date and revision dates? [Yes If yes, page number: 1/Cover-Adoption Date of May 13, 2022](#)
- FINAL UPWP: Adoption date and space for revision dates? [Yes If yes, page number: Click or tap here to enter text.](#)

[Choose a category](#)

[Click here to enter comments](#)

Required Content

Does the UPWP have the following information?

- Introduction? [Yes](#) If yes, page number: 11
- Organization and Management? [Yes](#) If yes, page number: 17
- UPWP Planning Task Pages? [Yes](#) If yes, page number: 79
- Funding Source Budget Table and Summary Budget Table? [Yes](#) If yes, page number: 81-83
- Definition of acronyms used in UPWP? [Yes](#) If yes, page number: 7-9
- District Planning Activities? [Yes](#) If yes, page number: 87
- Indirect Rate Approval (if required)? [Not Applicable](#) If yes, page number: xx
 - Cost Allocation Plan and Certificate of Indirect Cost in an appendix? [Not Applicable](#) If yes, page number: xx
- In TMAs, the MPO must identify and include cost estimates for transportation planning, research and technology transfer activities funded with other federal or state and/or local funds being conducted within the MPO area (this includes planning and feasibility studies by other entities) (23 CFR 420.111(e)). [Yes](#) If yes, page number: 109
- **DRAFT UPWP:**
 - A place for the signed Resolution adopting the final UPWP? [Yes](#) If yes, page number: 113 Placeholder page
 - A place for the draft Resolution to adopt Travel Policy if not using FDOT policy (if required)? [Not Applicable](#) If yes, page number: [Using FDOT Travel Policy](#)
 - A place for the Cost Analysis Certification Statement? [Yes](#) If yes, page number: 21
 - A place for the FHWA Certifications and Assurances? [Yes](#) If yes, page number: 101-108
- **FINAL UPWP:**
 - The signed Resolution adopting the UPWP? [Select response](#) If yes, page number: xx
 - The signed Resolution adopting the Travel Policy if not using FDOT policy (if required)? [Select response](#) If yes, page number: xx
 - The signed Cost Analysis Certification Statement? [Select response](#) If yes, page number: xx
 - The signed FHWA Certifications and Assurances? [Select response](#) If yes, page number: xx
 - UPWP Comments? [Select response](#) If yes, page number: xx
- Appendix to include items previously mentioned: Travel Policy (if required), Cost Allocation Plan and Certificate of Indirect Cost (if required), and UPWP Comments? [Yes-111](#)

Enhancement

[Click or tap here to enter text.](#)

Introduction

Does the introduction include the following elements?

- Definition and purpose of the UPWP? [Yes](#) If yes, page number: 11
- Overview of MPO's comprehensive transportation planning activities? [Yes](#) If yes, page number: 63-75
- Discussion of planning priorities, both MPO and local? [Yes](#) If yes, page number: 13, 45 & 63-75
- **Statement of CPG participation:** "The FDOT and the (insert organization name) participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually

consolidate Florida’s FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. These funds are annually apportioned to FDOT as the direct recipient and allocated to the MPO by FDOT utilizing formulas approved by the MPO, FDOT, FHWA and FTA in accordance with 23 CFR 420.109 and 49, U.S.C. Chapter 53. The FDOT is fulfilling the CPG’s required 18.07% non-federal share (match) using Transportation Development Credits as permitted by 23 CFR 120(i) and FTA C 8100.1D. [If yes, page number: ”](#). [No-to be included in their Final UPWP](#)

- Definition of soft match: Section 120 of Title 23, U.S.C., permits a State to use certain toll revenue expenditures as a credit toward the non-Federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the Federal share to be increased up to 100% to the extent credits are available. The “soft match” amount being utilized to match the FHWA funding in the UPWP is 18.07% of FHWA program funds for a total of \$360,878 for FY23 and FY24 [Yes If yes, page number: 11](#)
- Description of public involvement process used in development of MPO’s UPWP? [Yes](#) [No](#) [Page number:4, 31, 32 and 89.](#)
- Description of how the MPO’s addresses the [Federal Planning Factors](#)-(23 CFR 450.306(b)) – can be demonstrated using a matrix? [Yes If yes, page number: 98](#)
- Description of how the MPO’s UPWP addresses the [Florida Planning Emphasis Areas 2021](#) and the [2021 Federal Planning Emphasis Areas](#)? [Yes If yes, page number: 95-97 and 99](#)
- If MPO is not in attainment, description of transportation related air quality planning activities regardless of funding sources or agencies conducting activities? [Yes If yes, page number: 13](#)

[Choose a category](#)

[Click here to enter comments](#)

MPO Organization and Management

At a minimum, does the UPWP include information on the following items?

- Identification of participants and description of role in the UPWP planning process? [Yes If yes, page number: 17](#)
- Discussion of agreements, including date executed
 - Metropolitan Planning Agreement (FHWA funds)? [Yes If yes, page number: 19, 29](#)
 - Public Transportation Grant Agreements (prior year FTA funds)? [Yes If yes, page number: 16](#)
 - Interlocal Agreement for the Creation (or Redesignation) of the Metropolitan Planning Organization? [Yes If yes, page number: 18 & 19](#)
 - Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (ICAR)? [Yes If yes, page number: 18](#)
 - Memorandum of Understanding between MPOs and/or FDOT if transferring funds to accomplish Regional Activities? [Yes If yes, page number: 16](#)
- Discussion and identification of operational procedures and bylaws including date executed?
 - Continuity of Operations (COOP): [Yes If yes, page number: 19](#)

- MPO Bylaws: [Yes If yes, page number: referred to on page 19](#)
- Does the MPO include the following SIGNED Certifications and Assurances section?
 - Disadvantaged Business Enterprise Utilization? [Yes If yes, page number: 105- to be signed on May 13, 2022](#)
 - Debarment and Suspension Certification? [Yes If yes, page number: 103 - 105- to be signed on May 15, 2022](#)
 - Lobbying Certification for Grants, Loans and Cooperative Agreements? [Yes If yes, page number: 104, 105- to be signed on May 15, 2022](#)
 - Title VI/Nondiscrimination Assurances? [Yes If yes, page number: 106 - - to be signed on May 15, 2022](#)
 - Appendices A and E? [Select response If yes, page number: 57](#)
- Discussion of Indirect Rate Plan, and in an appendix include signed Cost Allocation Plan and Certificate of Indirect Cost, if applicable? [Not Applicable If yes, page number: xx](#)

[Choose a category](#) [Click here to enter comments](#)

Work Elements/Tasks Sheets

At a minimum, does the UPWP have the following distinct tasks or subtasks?

- MPO Administration? [Yes If yes, page number: 85 \(Table One\)](#)
- Transportation Improvement Program (TIP)? [Yes If yes, page number: 85](#)
- Long Range Transportation Plan (LRTP)? [Yes If yes, page number: 85](#)
- MPO Regional Activities Task (if required)? [Yes If yes, page number: 85](#)

[Enhancement](#) Update Financial Tables; pg. 29 to reflect a total of \$700,000 SU funds for FY23 and FY24 for LRTP efforts.

Do each of the Work Element/Task Summary Pages include the following?

- Is each Task Sheet named and numbered? [Yes, see tasks listed on these pages in detail: page: 26, 27, 30, 33, 36, 37, 40, 44, 46, 50, 51, 54, 57, 60, 62, 66, 68, 70, 73, 74, 76,](#)
- Does each Task Sheet include Purpose, Previous Work, Required Activities? [Yes](#)
- Do the required activities list who will be completing the work? [Yes](#)
- Does each Tasks Sheet indicate who is the responsible agency or agencies? [Yes](#)
- Does each Task Sheet include end products/deliverables with scope and estimated completion date? [Yes](#)
- Does supporting narrative for each task provide sufficient detail to determine eligibility, necessity, and reasonableness of the purchase? [Yes](#)
- If memberships are listed as an expense, does it state that the memberships are for organizational memberships, not individual memberships? [No If yes, page number: N/A – Task No.: 1.7 = Locally Funded Activities cover memberships not grant eligible.](#)

[Choose a category](#) [Click here to enter comments](#)

Work Elements/Tasks Sheets Budget Tables

Did the MPO use the UPWP Budget Table template provided by Central Office for task budget tables? **No**

Did the MPO prepare Task Summary Budget tables for year 1 and year 2 (either individually or combined)? **Yes** page number: pgs.: **79, 81, 83 & 85**

Does MPO **Administration Task** have subcategory for:

- Personnel Services? **Yes** If yes, page number: **70**
- Equipment? Equipment costing more than \$5,000 per item should be listed separately. **Yes** - page **37 – items listed separately.**
- Travel? **Yes** If yes, page number: **70**
- Supplies? Supplies costing more than \$1,000 per item should be listed separately. **Yes** If yes, page number: **36 & 37**
- Direct Expenses? **Yes** If yes, page number: **37**
- Indirect Expenses (only required if MPO has an approved indirect rate)? **No** If yes, page number: **N/A**
- Are Atypical expenses (see [Guide for UPWP Development](#)) clearly described? **No** If yes, page number: **NA**
- Is Annual Audit expense included, if required? **Yes** If yes, page number: **71-74**

Do each of the other Work Element/Task Summary **Estimated Budget Tables** include the following?

- Personnel Services? **Yes**
- Consultant Services (if using consultant on task)? **Yes** Task 4.4 details on pgs. **73 and 74**
- Travel (if needed)? **Yes** Tasks **1.1, pgs. 26, 27, 46, 70**
- Direct Expenses (if needed)? **Yes** pgs. **26, 27, 36, 37, 70,**
- Indirect Expenses (only required if MPO has an approved indirect rate)? **Not Applicable**
- Supplies (if needed)? **Yes**
- Equipment (if needed)? **Yes**

[No comment](#)

MPO Regional Activities Task (required if MPO is transferring funds between MPOs and/or FDOT to complete regional planning activities)

Does the MPO have distinct tables to reflect MPO funding and overall regional task funding? In the UPWP Budget Table template provided by Central Office, these tables are called MPO Regional Activities and All Regional Accounting. **Yes** page number: **39, Task 1.5**

Do the Regional Work Element/Task Budget Table(s):

- Show ALL agencies (e.g., other MPOs, FDOT) that are included in the regional activities? **Yes** If yes, page number: **81** [Click or tap here to enter text.](#)
- Show amounts to be transferred by the MPO to other agencies (if applicable)? **Yes** If yes, page number: **39**
- Show amounts to be received by the MPO from other agencies (if applicable)? **Yes** If yes, page number: **81, 85**

- Show activities the funds are being used for? [Yes](#) If yes, page number: 81 & 83
- Do all participating MPOs use identical:
 - Descriptions of the activities to be completed [Yes](#) If yes, page number: [Click or tap here to enter text.](#)
 - Task name, activity description(s) and budgeted funds [Yes](#) If yes, page number: [Click or tap here to enter text.](#)

[Choose a category](#)

[Great detail on use of participating local funds on p 81 and p 82.](#)

Funding Source Budget Table

Did the MPO use the UPWP Budget Table template provided by Central Office for Funding Source Budget Table?

[No](#)

Total FY 2023 contract amounts:

- **DRAFT UPWP:**
 - PL funds, which include FDOT FY 23 FTA 5305(d) and FY 23 PL funds (refer to Chris Bratton’s PL Spreadsheet ***total should not include estimated amount to be de-ob’d from FY 2021-22***)? [Yes](#) ; pages 79-85
 - STBG or other federal funds (FY 2023 amount shown in FDOT Tentative Work Program)? [YES – shown in the FDOT Tentative WP](#)
 - Prior year active FTA contracts (PTGAs) with estimated amount? (contracts will be trued up in the fall once we have remaining balances at end of fiscal year.) [Yes](#)
- **FINAL UPWP:**
 - PL funds, which include FDOT FY 23 FTA 5305(d) and FY 23 PL funds (refer to Chris Bratton’s UPDATED PL Spreadsheet which will include the MPO Board approved de-ob’d amount)? [Yes – accurate PL amounts form Chris’s spreadsheet and Collier is not de-obligating this UPWP cycle-in DRAFT.](#)
 - STBG funds or other federal funds (FY 2023 amount shown in FDOT Tentative Work Program) + MPO Board approved de-ob’d funds (if applicable) [Yes-in DRAFT](#)
 - Prior year active FTA contracts (PTGAs) with estimated amount? (contracts will be true-d up in fall once we have remaining balances at end of fiscal year.) [Yes-in DRAFT](#)
- Does Funding Source Budget Table include soft match amounts? [Yes-in DRAFT](#)

[Choose a category](#)

[Click here to enter comments](#)

Total FY 2024 contract amounts:

- **DRAFT UPWP:**
 - PL funds, which include FDOT FY 24 FTA 5305(d) and FY 24 PL funds (refer to Chris Bratton’s PL Spreadsheet)? [Yes](#) If yes, page number: 79-85
 - STBG or other federal funds (FY 2024 amount shown in FDOT Tentative Work Program)? [Yes](#)

- FINAL UPWP:
 - PL funds, which include FDOT FY 24 FTA 5305(d) and FY 23 PL funds (refer to Chris Bratton’s UPDATED PL Spreadsheet)? [Select response](#)
 - STBG funds or other federal funds (FY 2023 amount shown in FDOT Tentative Work Program) + MPO Board approved de-ob’d funds (if applicable) [Select response](#)
- Does Funding Source Budget Table include soft match amounts? [Select response](#)

[Choose a category](#) [Click here to enter comments](#)

Since the UPWP is the “Scope of Service” for the MPO Agreement, it is important to confirm that the total of Year 1 and Year 2 amounts in the UPWP also match what is shown on the MPO Agreement.

- Does **FINAL UPWP PL amounts** shown in FY 2023 plus FY 2024 match what is shown on new MPO Agreement? [Draft UPWP is accurate and amounts/funds match MPO Agreement.](#)
- Does Other FHWA funding (i.e., SU, CMAQ, etc.,) amounts shown in FY 2023 and FY 2024 match what is shown on new MPO Agreement? [MPO Agreement wil have PL only – MPO not requesting SU at this time.](#)

[No comment](#)

Summary Budget Table

Did the MPO use the UPWP Budget Table template provided by Central Office for the Summary Budget Table?

[No](#)

Do the **total FY 2023 contract amounts** match what is shown on Funding Source Budget Table? [Yes, page 81](#)

Do the **total FY 2024 contract amounts** match what is shown on Funding Source Budget Table? [Yes, page 85](#)

[Choose a category](#) [Click here to enter comments](#)

General UPWP Comments

[Enhancement](#) **Please add the CPG Statement:** **Statement of CPG participation:** “The FDOT and the (insert organization name) participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually consolidate Florida’s FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. These funds are annually apportioned to FDOT as the direct recipient and allocated to the MPO by FDOT utilizing formulas approved by the MPO, FDOT, FHWA and FTA in accordance with 23 CFR 420.109 and 49, U.S.C. Chapter 53. The FDOT is fulfilling the CPG’s required 18.07% non-federal share (match) using Transportation Development Credits as permitted by 23 CFR 120(i) and FTA C 8100.1D”.

[Editorial](#) [Great job Don!! Your UPWP flows nicely and has lots of detail with explanations to help guide the general public as to the purpose of the UPWP and also displays the need for the Planning Studies. Thank you.](#)

[Choose a category](#)

[Choose a category](#)



Federal Highway Administration

Florida Division Office
 3500 Financial Plaza, Suite 400
 Tallahassee, Florida 32312
 (850) 553-2201
 www.fhwa.dot.gov/fldiv

Federal Transit Administration

Region 4 Office
 230 Peachtree St, NW, Suite 1400
 Atlanta, Georgia 30303
 (404) 865-5600

Planning Comments

Document Name: _____		MPO: _____	
Date of Document:	Date Received	Date Reviewed	District: _____
Reviewed by:			

COMMENTS

	Page #	Comment Type	Comment Description
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APPENDIX E

MPO Resolution

RESOLUTION 22-06

A RESOLUTION OF THE LEE COUNTY METROPOLITAN PLANNING ORGANIZATION AUTHORIZING THE MPO VICE CHAIR TO EXECUTE THE METROPOLITAN PLANNING ORGANIZATION AGREEMENT AND TO APPROVE THE FY 2022/2023 AND FY 2023/2024 UNIFIED PLANNING WORK PROGRAM

Whereas, the Lee County Metropolitan Planning Organization has the authority to execute the Metropolitan Planning Organization Agreement per 23 U.S.C. 134, 23CFR 450 and F.S 339.175 and to approve the Unified Planning Work Program per 23 CFR 450.308 (b) and F.S. 339.175 (9); and

Whereas, on May 13, 2022, the Lee County Metropolitan Planning Organization Board reviewed and approved the FY 2022/2023 and FY 2023/2024 Unified Planning Work Program and the MPO Planning Agreement.

Now therefore, it be resolved by the Lee County Metropolitan Planning Organization that:

The MPO Vice Chair or designee is authorized to execute the attached MPO Planning Agreement and the FY 2023 and FY 2024 Unified Planning Work Program and to sign other related documents that may be required to process the UPWP and the Planning Agreement.

PASSED AND DULY ADOPTED this 13th day of May 2022.

LEE COUNTY METROPOLITAN PLANNING ORGANIZATION

Commissioner Cecil Pendergrass, MPO Vice Chair

Derek Rooney, MPO Attorney

Donald Scott, MPO Executive Director

REVIEW AND APPROVAL OF THE FEDERAL AND STATE FUNDED PROJECT PRIORITIES

RECOMMENDED ACTION: Review and approval of the updated federal and state funded priorities (**attached**).

The project priorities are updated each year for submittal to FDOT for consideration of funding. The **attached** federal and state priority list has been updated to include the request for the right-of-way phase for the SR 31 project from SR 80 to SR 78, as now the design phase is programmed in the work program. In addition, the cost estimate for the Old US 41 design phase has increased to match the cost estimate provided at the recent PD&E public workshop.

**REVIEW AND APPROVAL OF THE UPDATED JOINT LEE AND COLLIER
AND LEE AND CHARLOTTE-PUNTA GORDA TRIP PRIORITIES**

RECOMMENDED ACTION: Review and approval of the updated Lee and Collier and Lee and Charlotte-Punta Gorda MPO TRIP priorities.

The Transportation Regional Incentive Program (TRIP) provides funding for roadway and transit projects on the adopted regional roadway network map. The TRIP priorities have been updated to be consistent with the current eligible projects included in the local Capital Improvement Elements. The TRIP priority projects require a minimum fifty percent local funding match.

Joint TRIP Priorities for Lee and Collier for 2022

Sponsor	Route	From	To	Proposed Improvement	Requested Phase	Total Cost	Requested TRIP Funds	Staff Priority Order	State Funding Level	Fiscal Year	(1) Utilizing or relieving an SIS Facility	(2) SIS Connectivity	(3) County Enterprise Zones, Rural Area Economic Concern	(4) Corridor Management Techniques	(5) Production Readiness	(6) TRIP Funding Not Received	(7) Job Access and Economic Stimulus	(8) Performance on Previous TRIP Projects	(9) Overmatch	(10) Public Private Partnerships	Total Points
2021/2022																					
Lee County	Corkscrew Road	E.of Ben Hill Griffin	Bella Terra	2L to 4L	CST	\$24,525,000	\$6,975,000	Funded	\$ 2,651,966	FY 21/22	3	3	0	3	5	0	4	2	3	0	23
Lee County	Ortiz	Colonial Blvd	SR 82	2L to 4L	CST	\$16,520,000	\$4,000,000				3	0	2	3	5	0	4	2	3	0	22
2022/2023																					
Lee County	Corkscrew Road	Bella Terra	Alico Road	2L to 4L	CST	\$16,068,000	\$4,000,000				3	3	0	3	5	0	4	2	3	0	23
Lee County	Three Oaks Ext.	Fiddlesticks Canal Crossing	Pony Drive	New 4L	CST	\$60,774,000	\$8,000,000				3	0	0	3	5	0	4	2	3	0	20
2023/2024																					
Collier County	Collier Blvd	Golden Gate Inland Canal	Golden Gate Pkwy	4L to 6L	Des/Build	\$38,664,000	\$5,000,000				3	3	0	3	5	0	4	2	3	0	23
Lee County	Three Oaks Ext.	Pony Drive	Daniels Parkway	New 4L	CST	\$31,720,000	\$7,500,000				3	0	0	3	5	0	4	2	3	0	20
Collier County	Vanderbilt Beach Rd	US 41	E. of Goodlette	4L to 6L	CST	\$8,428,875	\$4,214,438	Funded	\$ 4,214,438	FY 24/25	3	0	0	3	5	0	4	2	1	0	18
Collier County	Veterans Memorial Boulevard	High School Entrance	US 41	New 4L/6L	CST	\$14,800,000	\$6,000,000				3	0	0	3	5	0	4	2	1	0	18
Lee County	Burnt Store Rd	Van Buren Pkwy	Charlotte Co/L	2L to 4L	PE	\$8,320,000	\$4,100,000				3	3	0	3	1	0	4	2	1	0	17
2024/2025																					
Collier County	Vanderbilt Beach Rd	16th Street	Everglades Blvd	New 2L	CST	\$19,050,000	\$4,125,000				3	0	3	3	5	0	4	2	3	0	23
Lee County	Ortiz Avenue	SR 82	Luckett Road	2L to 4L	CST	\$28,475,000	\$5,000,000				3	0	2	3	5	0	4	2	3	0	22
Collier County	Santa Barbara/Logan Blvd.	Painted Leaf Lane	Pine Ridge Road	Operational Imp.	CST	\$8,000,000	\$4,000,000				3	0	0	3	5	0	4	2	1	0	18
Collier County	Goodlette Road	Vanderbilt Beach Road	Immokalee Road	2L to 4L	CST	\$5,500,000	\$2,750,000	Funded	\$ 2,750,000	FY 23/24	3	0	0	3	5	0	4	2	1	0	18
2025/2026																					
Lee County	Alico Extension	Alico Road	SR 82	New 4L	CST	\$106,540,000	\$8,000,000				3	3	0	5	5	0	4	2	5	0	27
Lee County	Ortiz Avenue	Luckett Road	SR 80	2L to 4L	CST	\$28,418,000	\$5,000,000				3	0	2	3	5	0	4	2	3	0	22
2026/2027																					
2027/2028																					
Collier County	Oil Well Road	Everglades	Oil Well Grade Rd.	2L to 6L	CST	\$54,000,000	\$6,000,000				3	3	3	3	5	0	4	2	3	0	26
Collier County	Immokalee Road	At Livingston Road		Major Intersect.	PE	\$4,500,000	\$1,000,000				3	3	0	3	1	0	4	2	3	0	19
Collier County	Immokalee Road - Shoulder Project	Logan Blvd	Livingston Rd	Shoulders	CST	\$15,000,000					3	0	0	3	5	0	4	2		0	17
Collier County	Randall Blvd	Everglades	8th	2L to 6L							3	0	0	3		0	4	2		0	12
Collier County	Everglades Blvd	VBR Ext.	Oil Well	2L to 4L							3	0	0	3		0	4	2		0	12

JOINT TRIP PRIORITIES FOR LEE AND CHARLOTTE COUNTY-PUNTA GORDA MPO

Adopted by Lee MPO in May or June 2022

Adopted by Charlotte County-Punta Gorda MPO in May 2022

Sponsor	Route	From	To	Proposed Improvement	Requested Phase	Total Cost	Requested TRIP Funds	Amount of TRIP Funds Prgrammed	Year Funded	2022 Joint Priority
Lee County	Burnt Store Rd	Van Buren Pkwy	1000 ft North of Lee Co	2L to 4L	PE	\$8,320,000	\$4,100,000			
Charlotte County	Harborview RD	Melbourne St	I-75	2L to 4L	CST	\$45,630,000	\$4,000,000	TBD	2025/2026	
Lee County	Corkscrew Road	E. Ben Hil Griffin Road	Bella Terra	2L to 4L	CST	\$24,525,000	\$6,975,000	\$2,651,966	2021/2022	
Charlotte County	Edgewater Dr/Flamingo Blvd Ext.	Midway Blvd	SR 776	2L to 4L	PE, CST	\$38,080,000	\$2,200,000			
Lee County	Ortiz Avenue	Colonial Blvd	SR 82	2L to 4L	CST	\$16,520,000	\$4,000,000			
Charlotte County	N. Jones loop Rd	Burnt Store Rd	Piper Rd	4L to 6L	PE, CST	\$45,020,000	5,000,000			
Lee County	Corkscrew Road	Bella Terra	Alico Road	2L to 4L	CST	\$16,068,000	\$4,000,000			
Charlotte County	Kings Hwy (CR 769)	Sandhill Blvd	DeSoto County line	2L to 4L	CST	\$9,000,000	\$4,500,000			
Lee County	Three Oaks Pkwy Ext.	Fiddlesticks Canal	Pony Drive	New 4L	CST	\$60,774,000	\$8,000,000			
Lee County	Three Oaks Pkwy	Pony Drive	Daniels Parkway	New 4L	CST	\$31,720,000	\$7,500,000			
Lee County	Ortiz Avenue	SR 82	Luckett Road	2L to 4L	CST	\$28,475,000	\$5,000,000			
Lee County	Alico Extension	Alico Road	SR 82	New 4L	CST	\$106,540,000	\$8,000,000			
Lee County	Ortiz Avenue	Luckett Road	SR 80	2L to 4L	CST	\$28,418,000	\$5,000,000			

**REVIEW AND APPROVAL OF THE UPDATE TO THE
TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP)**

RECOMMENDED ACTION: Review and approval of the changes to the TDSP.

Annually, the Transportation Disadvantaged Service Plan is reviewed and updated. Below is a list of changes made to the TDSP and any changes from the Local Coordinating Board, who will meet on May 4th, will be provided at the meeting:

Pg 17-18 updated LCB Certification from the March 2022 MPO Board Meeting.

Pg 19 removed old roll call sheet for the new one to be added after May 4th LCB meeting.

Pg 25 updated Florida unemployment data.

Pg 26 updated Monthly Market Detail for Single Family Homes.

Pg 34 updated population data.

Pg 66 updated Grievance Procedure date of approval to May 4, 2022.

The full version of the TDSP can be accessed here: [TDSP UPDATE](#)

LEE COUNTY LOCAL COORDINATING BOARD MEMBERSHIP CERTIFICATION

MPO Name: Lee County Metropolitan Planning Organization; 815 Nicholas Parkway East, Cape Coral, Florida 33990

The Lee County Metropolitan Planning Organization named above hereby certifies to the following:

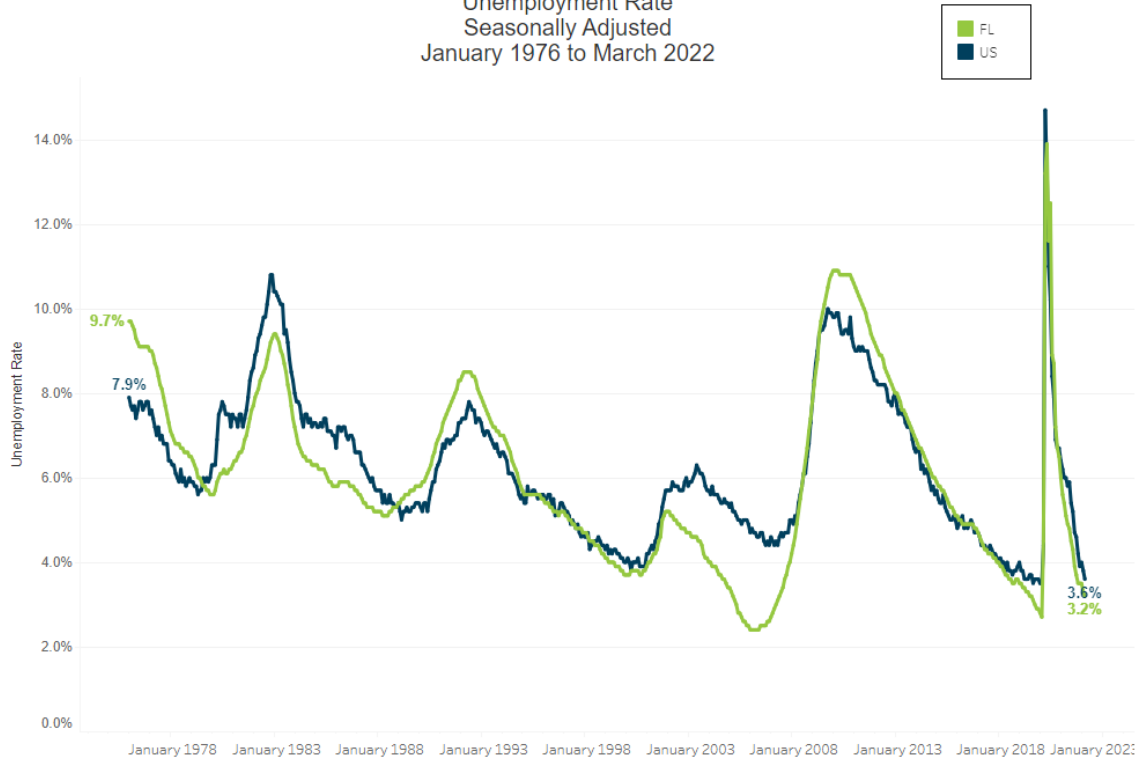
1. The membership of the Lee County Local Coordinating Board, established pursuant to Rule 41-2.012(3), *FAC*, does in fact represent the appropriate parties as identified in the following list; and
2. The membership represents, to the maximum extent feasible, a cross section of the local community.

Signature:  Date: 3-18-22
MPO Chair

	The Lee LCB has a Representative of:	Voting Member	Term Expires	Alternate's Name	Term Expires
1	The MPO or DOPA shall appoint one elected official to serve as the official Chairperson for all Coordinating Board meetings.	Jessica Cosden	December 2022	No alternate by law.	
2	A. A local representative of the Florida Department of Transportation (FDOT)	Candice Monroy	Agency	Dale Hanson	Agency
3	B. A local representative of the Florida Department of Children and Families	Bryan DeLaHunt (DCF)	Agency	Nicole Negron (DCF)	Agency
4	C. A local representative of the Public Education Community which could include, but not be limited to, a representative of the District School Board, School Board Transportation Office, or Headstart Program in areas where the School District is responsible	Roger Lloyd	Agency	David Rivera Nancy Crocker	Agency
5	D. In areas where they exist, a local representative of the Division of Vocational Rehabilitation Services or the Division of Blind Services, representing the Department of Education	Adam Long	Agency	Shantel Chapman	Agency
6	E. A person recommended by the local Veterans Service Office, representing Veterans of the county	Sgt. James Lear	September 2023	Vacant	
7	F. A person recognized by the Florida Association for Community Action representing the economically disadvantaged	Mariel Orengo	Agency	Kellie-Ann Torres	Agency
8	G. A person over age 60 representing the Elderly in the county	Vacant		Vacant	

	The Lee LCB has a Representative of:	Voting Member	Term Expires	Alternate's Name	Term Expires
9	H. A person with a disability representing the disabled in the county	Paul Lewis	September 2023	Vacant	
10	I--1.[One of Two] Citizen Advocates in the County	Vacant		Vacant	
	I--2. [One of two] Citizen Advocates this one must be a person who uses the transportation service(s) of the system as their primary means of transportation.	Kathleen Hoover	May 2024	Vacant	
12	J. A local representative for children at risk.	Vacant		Vacant	
13	K. In areas where they exist, the Chairperson or designee of the local Mass Transit or Public Transit System's Board, except in cases where they are also the Community Transportation Coordinator.	LeeTran is CTC.	Agency	Vacant	Agency
14	L. A local representative of the Florida Department of Elder Affairs	Vacant	Agency	Vacant	Agency
15	M. An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private non-profit representative will be appointed, except where said representative is also the Community Transportation Coordinator.	Michael Griffin Vice-Chair	December 2023 (2)	Ryan Williams	November 2024 (2)
16	N. A local representative of the Florida Agency for Health Care Administration	Signe Jacobson	Agency	Lonnie Thompson	Agency
17	O. A representative of the Regional Workforce Development Board established in Chapter 445, <i>Florida Statutes</i>	Jah-Mau Lambert	Agency	Vacant	Agency
18	P. A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, hospitals, local health department or other home and community based services, etc.	Heidi Shoriak	Agency	Jenn Souvannasinh	Agency
19	Q. A representative of the Agency for Persons with Disabilities.	Leah Watson	Agency	Donna Fain	Agency

Unemployment Rate Seasonally Adjusted January 1976 to March 2022



Source: U.S. Department of Labor, Bureau of Labor Statistics, Local Area Unemployment Statistics Program (LAUS)
 Prepared by: Florida Department of Economic Opportunity, Bureau of Workforce Statistics & Economic Research
 Released: April 15, 2022 | Next Release: May 20, 2022

Monthly Market Detail - February 2022
Single-Family Homes
Florida



Summary Statistics	February 2022	February 2021	Percent Change Year-over-Year
Closed Sales	23,661	23,947	-1.2%
Paid in Cash	8,007	6,936	15.4%
Median Sale Price	\$381,481	\$314,900	21.1%
Average Sale Price	\$543,977	\$465,508	16.9%
Dollar Volume	\$12.9 Billion	\$11.1 Billion	15.5%
Median Percent of Original List Price Received	100.0%	98.8%	1.2%
Median Time to Contract	12 Days	21 Days	-42.9%
Median Time to Sale	54 Days	67 Days	-19.4%
New Pending Sales	28,347	32,444	-12.6%
New Listings	29,041	28,798	0.8%
Pending Inventory	48,259	55,348	-12.8%
Inventory (Active Listings)	26,902	35,423	-24.1%
Months Supply of Inventory	0.9	1.3	-30.8%

Area	Lee County Population							
	2021 Estimate	2020 Actual	2019 Estimate	2018 Estimate	2017 Estimate	2016 Estimate	2010 Actual	2000 Actual
Florida	21,898,945	21,538,187	21,189,849	20,854,945	50,524,865	20,201,450	18,802,847	15,982,378
Lee County	782,579	760,822	743,871	724,796	708,797	691,400	618,754	440,888
Bonita Springs	54,746	53,644	54,437	51,176	50,137	48,388	43,857	32,797
FM Beach	5,584	5,582	6,520	6,406	6,328	6,276	6,277	6,561
Fort Myers	91,544	86,395	87,871	81,798	79,106	76,108	62,298	48,208
Sanibel	6,443	6,382	6,756	6,701	6,659	6,591	6,469	6,064
Cape Coral	201,554	194,016	185,837	180,175	175,063	170,474	154,305	102,286
Estero	37,213	36,939	32,412	31,806	30,945	30,565		

Source: Bureau of Economic and Business Research [Estimates of Population released annually \(April 1st estimate\)](#)

State and County estimates (2013 - 2019) revised to reflect 2020 Census Data, BEBR "Special Population Report, Revised annual Population Estimates for Florida and Its Counties, 2010-2020, with Components of Growth"

REVIEW AND PROVIDE A RECOMMENDATION ON A PROPOSED ELECTRIC VEHICLE REGISTRATION FEE

RECOMMENDED ACTION: Review and provide a recommendation on a proposed electric vehicle registration fee.

At the last meeting, there was a discussion about making a recommendation to the MPO Board supporting the implementation of an electric vehicle registration fee. Staff has done some research on this item and attached is an overview of the different electric vehicle registration fees that are charged around the United States. Currently, there are thirty states that have implemented an electric vehicle registration fee ranging from \$50.00 to \$212.78 increase over a base registration fee for a fully electric vehicle. There are also fourteen of those states that include a different registration fee for a plug in hybrid vehicle along with eight states that include an increased registration fee for a hybrid vehicle. Several of the states include additional alternative fuel vehicles in their programs such as solar, propane, compressed natural gas etc. Most of the states include provisions to have the money collected put into the transportation trust funds. For some background, the average person driving 12,000 miles per year in an internal combustion engine powered vehicle pays about \$264 in gas taxes each year.

Washington:

- **Traditional fees** ([Rev. Code Wash. 46.17.350](#); [Rev. Code Wash. 46.17.005](#); [Rev. Code Wash. 46.17.040](#); [Washington State Department of Licensing](#))
 - \$30 annual license tab fee.
 - Additional filing and service fees apply.
- **EV fees** (Wash. Rev. Code §46.17.323/[HB 2042](#) (2019); 2019 [Ballot Initiative 976](#))
 - \$150 additional annual registration fee for electric vehicles (initially \$100 as enacted in 2012).
 - \$75 additional Hybrid Vehicle Transportation Electrification fee to fund electric vehicle charging stations (enacted in 2019).
 - The state imposes two separate additional fees on electric vehicle owners. A 2019 ballot measure, Initiative 976, attempted to limit total annual registration fees for electric vehicles to \$30. In October 2020, the Washington Supreme Court [ruled that Initiative 976 is unconstitutional](#).
- **Total fees**
 - Annual fees totaling \$255 for electric vehicles.

EV Definitions:

- “Electric vehicle” means a vehicle that is capable of being powered by electricity supplied by a rechargeable battery that can travel at least 30 miles relying exclusively on battery power.

EV Fee Distribution:

- Of the funds collected through the \$150 EV registration fee, 70% goes to the motor vehicle fund, 15% goes to the transportation improvement account, and 15% goes to the rural arterial trust account.
- The \$75 Hybrid Vehicle Transportation Electrification fee goes toward electric vehicle charging stations.

Idaho:

- **Traditional fees** ([Idaho Code §49-402](#); [Idaho Department of Motor Vehicles](#))
 - Annual registration fees depend on the age of the vehicle.
 - \$69 annual registration fee for vehicles 1-2 years old.
 - \$57 annual registration fee for vehicles 3-4 years old.
 - \$45 annual registration fee for vehicles 7 or more years old.
- **EV fees** (Idaho Code §49-457/[HB 312](#) (2015)/ [HB 20](#) (2017))

- \$140 additional annual fee for all-electric vehicles.
- \$75 additional annual fee for plug-in hybrid vehicles.
- **Total fees**
 - Annual fees of \$209, \$197 or \$185 for all-electric vehicles.
 - Annual fees of \$144, \$132 or \$129 for plug-in hybrid vehicles.

EV Definitions:

- “Electric vehicle” means a vehicle powered only by electricity.
- “Plug-in hybrid vehicle” means a motor vehicle with a hybrid propulsion system that operates on both electricity supplied through a rechargeable battery and traditional fuel.

EV Fee Distribution:

- All fees deposited into the Highway Distribution Account as follows:
 - 40% to localities for construction and maintenance of highways and bridges and to fund requirements on unpaid bonds.
 - 60% to the state highway account for construction and improvement of state highways.

Oregon:

- **Traditional fees** ([Or. Rev. Stat. § 803.420](#))
 - \$43 annual registration fee.
- **EV fees** ([Or. Rev. Stat. § 803.422](#)/[Or. Rev. Stat. § 319.885](#); [890/](#)[HB 2017](#) (2017))
 - Additional fees are assigned by miles per gallon (mpg) as follows:
 - \$18 for vehicles with 0-19 mpg.
 - \$23 for vehicles with 23-29 mpg.
 - \$33 for vehicles with 40 mpg or greater.
 - \$ 110 additional annual fee for electric vehicles.
 - Note that these fees increase in 2021.
 - Electric vehicle owners can opt to participate in the state’s road usage charge program, [OReGO](#), in lieu of the annual fee.
- **Total fees**
 - Annual fees of \$153 for electric vehicles.

EV Definitions:

- N/A

EV Fee Distribution:

- Revenues support state and local transportation systems through road and bridge improvements, enhanced safety measures, and increased transit options.

California:

- **Traditional fees** ([Cal. Veh. Code § 9250](#); [California Department of Motor Vehicles](#))
 - The state implements a number of registration-related fees.
 - Base annual registration fee of \$53.
 - Transportation Improvement fee of \$27 to \$188 based on vehicle value.
- **EV fees** (Cal. Veh. Code § 9250.6/[SB 1](#) (2017))
 - \$100 additional annual fee for a zero-emission vehicles model year 2020 or later.
 - Effective January 2021 and every year after, the fee will increase in accordance with the consumer price index.
- **Total fees**
 - Annual fees of \$153 in addition to all other fees, including a Transportation Improvement fee.

EV Definitions:

- “Zero-emission vehicle” means a vehicle that produces no emissions of criteria pollutants, toxic air contaminants or greenhouse gases when stationary or operating, as determined by the state Air Resources Board (subdivision (d) of Section 44258 of the Health and Safety Code).

EV Fees Distribution:

- Following deductions from DMV administrative costs, revenues are deposited into the Road Maintenance and Rehabilitation Account.

Hawaii:

- **Traditional fees** ([Hawaii Rev. Stat. §249-31](#))
 - \$45 annual registration fee.
 - Additional vehicle weight taxes apply.
- **EV fees** (Hawaii Rev. Stat. §249-31/[SB 409](#) (2019)).
 - \$50 annual surcharge for electric vehicles.
- **Total fees**
 - Annual fees of \$95 in addition to other taxes.

EV Definitions:

- N/A

EV Fee Distribution:

- Revenues are deposited into the State Highway Fund.

Utah:

- **Traditional fees** ([Utah Rev. Code 41-1a-1206\(1\)\(b\)](#))
 - \$44 annual registration fee.
- **EV fees** ([Utah Code §41-1a-1206/SB 136](#) (2018)).
 - \$90 additional annual fee for electric motor vehicles.
 - \$90 additional annual fee for vehicles fueled by a source other than motor fuel, diesel fuel, natural gas or propane.
 - \$39 additional annual fee for plug-in hybrid electric motor vehicles.
 - \$15 additional annual fee for hybrid electric motor vehicles.
 - Fees increase in 2021 to \$120 for all-electric or other nonfossil fuel powered motor vehicles, \$20 for hybrid electric motor vehicles, and \$52 for plug-in hybrid motor vehicles.
 - Beginning Jan. 1, 2022, fees will be indexed to the consumer price index.
 -
 - Electric vehicle owners can opt to participate in the state's [road usage charge program](#) in lieu of the annual fee.
- **Total fees**
 - Annual fees of \$134 for electric vehicles.
 - Annual fees of \$83 for plug-in hybrids.
 - Annual fees of \$59 for hybrid vehicles.
 - Note that there is also an option to pay a six-month registration fee as opposed to an annual fee. Fee amounts for the six-month registration can also be found at [Utah Rev. Code 41-1a-1206](#).

EV Definitions:

- “Electric motor vehicle” means a motor vehicle that is powered solely by electricity supplied by a rechargeable energy storage system.
- “Hybrid electric motor vehicle” means a motor vehicle that is capable of being powered by both an internal combustion engine and a rechargeable energy storage system.
- “Plug-in hybrid electric motor vehicle” means a hybrid electric motor vehicle that is capable of being charged by an external source.

EV Fee Distribution:

- Revenues are deposited in the Transportation Fund. [Utah Code §41-1a-1201](#).

Colorado:

- **Traditional fees** ([Colo. Rev. Stat. § 42-3-306](#); [Colorado Department Revenue](#))
 - Annual registration fees are based on vehicle weight and type.
- **EV fees** (Colo. Rev. Stat. §42-3-304(25)(a)/[HB 1110](#) (2013).
 - \$50 additional annual fee for plug-in electric motor vehicles.
- **Total fees**
 - Annual fees include the \$50 annual fee in addition to traditional registration fees, which vary by vehicle weight and type.

EV Definitions:

- “Plug-in electric motor vehicle” means a motor vehicle that qualifies under the federal definition ([26 U.S.C. sec. 30D](#)). It also includes any motor vehicle that is propelled by a rechargeable battery pack capable of being recharged from any external source of electricity. [Colo. Rev. Stat. §42-1-102](#).

EV Fee Distribution:

- 60% of fee revenues (\$30 of \$50 additional fee) are deposited into the Highway Users Tax Fund.
- 40% of fee revenues (\$20 of \$50 additional fee) are deposited into the Electric Vehicle Grant Fund, which administers grants to install charging stations and to offset station operating costs.

Wyoming:

- **Traditional fees** ([Wyo. Stat. §31-3-102](#))
 - \$30
 - Additional county fees may apply.
- **EV fees** (Wyo. Stat. §31-3-102(a)(xxiii)/[HB 9](#) (2015)/ [HB 2](#) (2016)/[HB 166](#) (2019).
 - \$200 total annual fee for plug-in electric vehicles.
 - While the state initially enacted a one-time \$50 decal fee in 2015, the legislature clarified its intent that the fee be annual in 2016 and increased the fee amount in 2019.
- **Total fees**
 - Because the state’s EV fees are total, not additional, plug-in electric vehicles are not charged a separate or passenger vehicle registration fee, but instead are charged an increased fee of \$200.

EV Definitions:

- “Plug-in electric vehicle” means any motor vehicle that is propelled by a rechargeable battery capable of being charged from any external source of electricity. “Plug-in electric vehicle” does not include a hybrid vehicle. *See* Wyo. Stat. §31-17-301.

EV Fee Distribution:

- Revenues are deposited into the state highway fund. *See* Wyo. Stat. §31-17-303.

North Dakota:

- **Traditional fees** ([N.D. Cent. Code § 39-04-19](#))
 - \$93 annual fee for vehicles greater than 3,200 pounds, but less than 4,500 pounds for the first six years of registration.
 - Fees vary depending on the year of registration and the weight of the vehicle.
- **EV fees** (N.D. Cent. Code § 39-04-19.2/[SB 2061](#) (2019)).
 - \$120 additional annual road use fee for electric vehicles.
 - \$50 additional annual road use fee for plug-in hybrid vehicles.
- **Total fees**
 - Annual fees of \$143 for plug-in hybrids, which varies depending on vehicle weight and year of registration.
 - Annual fees of \$213 for electric vehicles, which varies depending on vehicle weight and year of registration.

EV Definitions:

- “Electric vehicle” means a vehicle powered only by electricity.
- “Plug-in hybrid vehicle” means a vehicle with a hybrid propulsion system using an internal combustion engine and a chargeable energy storage device.
- “Electric motorcycle” means a vehicle with a saddle for the rider and no more than three wheels, powered only by electricity.

EV Fee Distribution:

- Revenues are deposited into the highway tax distribution fund.

Minnesota:

- **Traditional fees** ([Minn. Stat. Ann. §168.013](#))
 - \$10 plus 1.25% of the vehicle’s base value.
- **EV fees** (Minn. Stat. Ann. §168.013/[HF 3](#) (2017))

- \$75 additional annual fee for nonhybrid, “all-electric” vehicles.
- **Total fees**
 - Annual fees of \$85 in addition to 1.25% of the vehicles base value for all-electric vehicles.

EV Definitions:

- "All-electric vehicle" means an electric vehicle that is powered solely by an electricity supplied through a rechargeable storage battery, fuel cell or other portable source of electrical current. The definition excludes plug-in hybrid electric vehicles.

EV Fee Distribution:

- Revenues are deposited into the Highway User Tax Distribution Fund.

South Dakota:

- **Traditional fees**
 - Annual license fee for all vehicles [depending on vehicle weight](#). Vehicles 0-9 years old pay the following annual fees:
 - Under 2000 lbs. – \$36
 - 2001-4000 lbs. – \$72
 - 4001-6000 lbs. – \$108
 - Over 6000 lbs. – \$144
 - [Older, larger, and commercial vehicles](#) are subject to higher fees
- **EV fees ([HB 1053](#))**
 - EV owners must pay an additional \$50 annual fee at the time of registration. This does not apply to hybrid vehicles.
- **Total fees**
 - The \$50 annual EV fee is on top of other fees, which vary by vehicle weight. For non-commercial vehicles, total fees for an EV would range from \$86 - \$194.

EV Definitions:

- “EV” means a noncommercial motor vehicle that is propelled by an electric motor that draws electricity from a battery that is capable of being recharged from an external source of electricity and that may be legally operated on the interstate highways in this state and eligible for registration pursuant to the laws of this state.

EV Fee Distribution:

- All fees are deposited into the state highway fund.

Wisconsin:

- **Traditional fees** ([Wis. Stat. Ann. §341.25\(a\)](#); [Wisconsin Department of Transportation](#))
 - \$85 annual registration fee.
- **EV fees** ([Wis. Stat. Ann. §341.25/Act 59 §1895M \(2017\)](#); [Act 9 § 1987 \(2019\)](#))
 - \$100 additional annual fee on nonhybrid electric vehicles.
 - \$75 additional annual fee on hybrid electric vehicles.
- **Total fees**
 - Annual fees of \$185 for nonhybrid electric vehicles.
 - Annual fees of \$160 for hybrid electric vehicles.

EV Definitions:

- “Nonhybrid electric vehicle” means a vehicle that is powered solely by electricity and that is not capable of using gasoline, diesel fuel or alternative fuel.
- “Hybrid electric vehicle” means a vehicle that uses gasoline, diesel fuel or alternative fuel and electricity.

EV Fee Distribution:

- \$75 annual fee for hybrid electric vehicles and \$100 for nonhybrid electric vehicle is disbursed to the state’s Transportation Fund.

Iowa:

- **Traditional fees** ([Iowa Code Ann. §321.109](#); [Iowa Taxes and Tags](#))
 - Based on vehicle weight and a percentage of the vehicle list price based on the vehicle’s age.
 - 40 cents per 100 pounds of vehicle weight; and
 - Fee of 1% of the list price if the vehicle is 1-7 model years old; or
 - Fee of .75% of the list price If the vehicle is 8-9 model years old; or
 - Fee of .5% of the list price if the vehicle is 10-11 model years old; or
 - Fee of \$50 if the vehicle is 12 or more model years old.
- **EV fees** ([SF 767 \(2019\)](#))
 - \$65 additional annual fee for battery electric vehicles (BEVs).
 - \$32 additional annual fee for plug-in hybrid electric motor vehicles (PHEVs).
 - In 2021, the fee increases to \$97 for BEVs and \$48.75 for PHEVs.
 - In 2022, the fee increases to \$130 for BEVs and \$65 for PHEVs.

- **Total fees**
 - Annual fees include EV fees in addition to applicable registration fees.

EV Definitions:

- “Battery electric vehicles” are defined as those “equipped with electrical drivetrain components and not equipped with an internal combustion engine, that are propelled exclusively by one or more electrical motors using electrical energy stored in a battery or other energy storage device that can be recharged by plugging into an electrical outlet or electric vehicle charging station.”
- “Plug-in hybrid electric vehicles” are defined as those “equipped with electrical drivetrain components, an internal combustion engine, and a battery or other energy storage device that can be recharged by plugging into an electrical outlet or electric vehicle charging station.”

EV Fee Distribution:

- Revenues are deposited into the Road Use Tax Fund. [Iowa Code Ann § 321.145](#).

Nebraska:

- **Traditional fees** ([Neb. Rev. Stat. §60-3,190](#); [Neb. Rev. Stat. §60-3,140](#); [Nebraska Department of Motor Vehicles](#))
 - \$15 annual registration fee.
 - Additional taxes and fees are collected at the time of registration.
- **EV fees** [Neb. Rev. Stat. §60-3,191/LB 289](#) (2011)
 - \$75 additional annual fee for alternative fuel vehicles.
- **Total fees**
 - Annual fees of \$90 for alternative fuel vehicles in addition to all other annual fees and taxes.

EV Definitions:

- “Alternative fuel” includes vehicles powered by electricity, solar power and any other source of energy not otherwise taxed under the motor fuel laws. Alternative fuel does not include motor vehicle fuel, diesel fuel or compressed fuel. See [Neb. Rev. Stat. §60-306](#).

EV Fee Distribution:

- Revenues deposited into the Highway Trust Fund.

Kansas:

- **Traditional fees** ([Kan. Rev. Stat. § 8-143](#))
 - \$30 or \$40 depending on weight.
 - Additional county fees apply.
- **EV fees** ([Kan. Rev. Stat. § 8-143](#); [HB 2214](#) (2019))
 - \$100 *total* annual registration fee for all-electric vehicles.
 - \$50 *total* annual registration fee for electric hybrid and plug-in electric hybrid vehicles.
- **Total fees**
 - Because the state’s EV fees are total, not additional, electric and hybrid vehicles are not charged a separate or passenger vehicle registration fee, but instead are charged an increased fee of \$100 for all-electric vehicles and \$50 for hybrid electric vehicles.

EV Definitions:

- “Electric vehicle” means a vehicle that is powered by an electric motor drawing current from rechargeable storage batteries or other portable electrical energy storage devices, provided the energy must be drawn from a source off the vehicle, such as an electric vehicle charging station.

EV Fee Distribution:

- The majority of fee revenues are deposited into the State Highway Fund. [Kan Stat. Ann. § 8-145](#).

Oklahoma:

- **Traditional fees**
 - Annual registration fees vary based on how long a vehicle has been registered in the state, decreasing over time:
 - . 1st through 4th year: \$96
 - i. 5th through 8th year: \$86
 - ii. 9th through 12th year: \$66
 - iii. 13th through 16th year: \$46
 - iv. 17th year and over: \$26
- **EV fees** ([Enr. HB 2234](#), to be codified as Title 68 Sec. 6501-6509)
 - Annual license fee for all electric vehicles (except PHEVs), in addition to other registration fees, [depending on vehicle weight](#):

- . Under 6000 lbs. (Class 1) – \$110
 - i. 6000 – 10000 lbs. (Class 2) – \$158
 - ii. 10000 – 26000 lbs. (Class 3-6) – \$363
 - iii. Over 26000 lbs. (Class 7-8) – \$2250
 - There is a similar but reduced fee schedule for plug-in hybrids (PHEVs):
 - . Under 6000 lbs. (Class 1) – \$82
 - i. 6000 – 10000 lbs. (Class 2) – \$118
 - ii. 10000 – 26000 lbs. (Class 3-6) – \$272
 - iii. Over 26000 lbs. (Class 7-8) – \$1687
- **Total fees**
 - EV and PHEV fees are in addition to traditional registration fees. Total fees for most passenger EVs and PHEVs (Class 1) would be either \$206 or \$178, respectively.

EV Definitions:

- “EV” means a 100%-electric motor vehicle with a battery capacity of 20kwh or more, or a plug-in hybrid electric motor vehicle with a combustion engine and battery of at least 5kwh capacity, that has four wheels and is made for use on public roads.

EV Fee Distribution:

- 100% of funds from these fees go to a new Driving on Road Infrastructure with Vehicles of Electricity (DRIVE) Revolving Fund until July 1, 2027.
- After this date:
 - . 85% goes to the revolving fund
 - i. 15% is apportioned to the counties of the state

Illinois:

- **Traditional fees** ([625 ILCS 5 3-806](#))
 - \$148 annual registration fee.
 - \$1 surcharge deposited into the State Police Vehicle Fund.
 - \$2 surcharge deposited into the Park and Conservation Fund.
- **EV fees** ([625 ILCS 5 3-805](#)/SB 1939 (2019))
 - \$100 additional annual fee for electric vehicles.
 - Before 2020, the electric vehicle registration fee could not exceed a \$35 biennial rate, or \$18 per year. Beginning Jan. 1, 2020, the registration fee for electric vehicles will equal those for traditional motor vehicles.
- **Total fees**
 - Annual fees of \$251 for electric vehicles.

EV Definition:

- “Electric vehicle” is defined as a vehicle that is 8,000 pounds or less and is propelled by an electric engine and does not use motor fuel.

EV Fee Distribution:

- \$1 of the additional fee is allocated to the Secretary of State Special Services Fund and the remainder deposited into the Road Fund.

Missouri:

- **Traditional fees** ([Mo. Rev. Stat. §301.055](#); [Missouri Department of Revenue](#))
 - \$18.25 for a vehicle with a taxable horsepower of under 12 up to \$51.25 for a vehicle with a taxable horsepower of over 72.
 - Registration fees are assessed according to the vehicle’s [taxable horsepower](#).
 - Additional processing fees apply.
- **EV fees** ([Mo. Ann. Stat. §142.869/SB 619](#) (1998)).
 - \$75 additional annual fuel decal fee for alternative fueled passenger motor vehicles up to 18,000 lbs.
 - \$37.50 additional annual fee for plug-in electric hybrid vehicles.
- **Total fees**
 - Annual fees of \$93.25 up to \$126.25 for alternative fueled passenger vehicles, depending on the vehicle’s taxable horsepower.
 - Annual fees of \$55.75 up to \$88.75 for plug-in electric hybrid vehicles, depending on the vehicle’s horsepower.

EV Definitions:

- “Plug-in electric hybrid” means any model year 2018 or newer hybrid vehicle that [has not been modified](#) and is equipped with an internal combustion engine and batteries that can be recharged by connecting to an electric power source.
- “Alternative fuel” means electricity, liquefied petroleum gas (propane), compressed natural gas, or a combination of liquefied petroleum gas and a compressed natural gas or electricity used in an internal combustion engine or motor.

EV Fee Distribution:

- Revenues are deposited into the State Highway Fund.

Arkansas:

- **Traditional fees** ([Arkansas Department of Motor Vehicles Registration Fee Schedule](#))
 - Annual registration fees are dependent on vehicle weight
 - \$17 for vehicles 3,000 pounds or less.
 - \$25 for vehicles over 3,000 pounds but less than 4,500 lbs.
 - \$30 for vehicles more than 4,500 lbs.
 - Additional validation decal fee may apply
- **EV fees** (Ark. Stat. Ann. § 27-14-614 /[SB 336](#) (2019))
 - \$200 additional annual fee for electric vehicles.
 - \$100 additional annual fee for hybrid vehicles.
- **Total fees**
 - Annual fees of \$217, \$225 or \$230 for electric vehicles depending on vehicle weight in addition to all other fees.
 - Annual fees of \$117, \$125 or \$130 for hybrid vehicles depending on vehicle weight in addition to all other fees.

EV Definitions:

- “Electric vehicle” means a vehicle powered only by electricity;
- “Hybrid vehicle” means a vehicle with a hybrid propulsion system that operates on both traditional fuel and stored electricity.

EV Fees Distribution:

- Revenues are considered “special revenues,” distributed to the State Highway and Transportation Department Fund.

Mississippi:

- **Traditional fees** ([Miss. Code Ann. §§27-19-5](#))
 - \$15 private passenger carriers’ tax.
 - Also subject to an ad valorem tax at the time of registration.
- **EV fees** (Miss. Code Ann. §§27-19-21; 23/[HB 1](#) (2018 First Extraordinary Session))
 - \$150 additional annual fee for electric vehicles.
 - \$75 additional annual fee for hybrid vehicles.
 - Beginning July 1, 2021, fees will be indexed to inflation.
- **Total fees**
 - Annual fees of \$165 for electric vehicles in addition to other applicable taxes.

- Annual fees of \$90 for hybrid vehicles in addition to other applicable taxes.

EV Definitions:

- “Electric vehicle” means a vehicle that is used primarily for use on public roads that is powered solely by electricity supplied from a rechargeable battery, fuel cell or other portable source of electricity and required to have a license tag under Miss. Code Ann. §§27-19-1 et seq.
- “Hybrid vehicle” means a vehicle that is used primarily on public roads that is propelled by at least two forms of and is required to have a license tag under Miss. Code Ann. §§27-19-1 et seq.

EV Fee Distribution:

- Revenues are apportioned for the same purposes and in the same proportion as specified for gasoline and diesel fuel taxes during the previous state fiscal year and such funds must be used solely for the repair and maintenance of roads, streets and bridges.

Tennessee:

- **Traditional fees** ([Tenn. Code Ann. § 55-4-111\(a\)\(1\)\(Table\)](#))
 - - \$23.75 annual registration fee.
- **EV fees** ([Tenn. Code Ann. §55-4-116/](#)[HB 534](#) (2017)).
 - - \$100 additional annual fee for electric vehicles.
- **Total fees**
 - - Annual fees of \$123.75 for electric vehicles.

EV Definitions:

- “Electric vehicle” means a passenger or commercial motor vehicle powered exclusively by electricity.

EV Fee Distribution:

- Revenues are deposited into the highway fund. [Ten. Code Ann. § 55-6-107](#).

Alabama:

- **Traditional fees** ([Alabama Department of Revenue](#))
 - \$15-23 annual standard fee.
 - \$50 annual additional fee.
 - Additional ad valorem tax and local fees apply.
- **EV fees** (Ala. Code § 40-12-242 /[HB 2](#) (2019))
 - \$200 additional annual fee for battery electric vehicles (BEVs).
 - \$100 additional annual fee for plug-in hybrid vehicles (PHEVs).
 - Starting in 2023, the fee will increase by \$3 every four years.
 - The fees will be reduced by any forthcoming federal fee or surcharge up to \$50 per year for BEVs and \$25 for PHEVs provided those federal fees are used for highway transportation purposes in the state.
- **Total fees**
 - Annual fees of \$265-\$273 for battery electric vehicles in addition to all other fees and taxes.
 - Annual fees of \$165-\$173 for plug-in hybrid vehicles in addition to all other fees and taxes.

EV Definitions:

- “Battery electric vehicle” means a vehicle powered only by electricity.
- “Plug-in hybrid electric vehicle” means a vehicle with a hybrid propulsion system that operates on both combustible fuel and stored electric energy.

EV Fee Distribution:

- The first \$150 of fee revenues from BEVs and first \$75 of fee revenues from PHEVs is allocated as follows:
 - 66.67% to the state.
 - 25% to counties.
 - 8.33% to cities.
- The remainder is deposited into the Rebuild Alabama Fund, which funds electric vehicle charging infrastructure through the Electric Transportation Infrastructure Grant Program until total registrations of BEVs and PHEVs exceed 4% of total vehicle registrations. Once this threshold is reached, fees drop to \$150/year for BEVs, \$75 for PHEVs with revenues divided between the state, counties, and cities as noted above to fund construction, maintenance and repair of public roads, highways and bridges, and for any other purpose for which the Rebuild Alabama Fund may lawfully be used.

North Carolina:

- **Traditional fees** ([N.C. Gen. Stat. §20-87](#))
 - \$36 annual registration fee.
- **EV fees** (N.C. Gen. Stat. §20-87(13)/[SB 402](#) (2013)/ [HB 97](#) (2015)).
 - \$130 additional annual fee for plug-in electric vehicles.
- **Total fees**
 - - Annual fees of \$166 for plug-in electric vehicles.

EV Definitions:

- “Plug-in electric vehicle” means a motor vehicle used primarily on public roads that is powered by electricity supplied by a rechargeable battery with a capacity of at least 4 kilowatt-hours , has not been modified, and does not exceed 8,500 lbs.

EV Fee Distribution:

- 85% of revenues are deposited into the Highway Fund to supports existing transportation system, including resurfacing highways, replacing bridges, paving secondary roads.
- 15% of revenues are deposited into the Highway Trust Fund.

West Virginia:

- **Traditional fees** ([Registration Fees Brochure](#))
 - \$51.50
- **EV fees** (W. Va. Code §17A-10-3c/[SB 1006](#) (2017))
 - \$200 additional annual fee on electric vehicles.
 - \$100 additional annual fee on vehicles operating on a combination of electricity and petrochemical fuels.
- **Total fees**
 - Annual fees of \$251.50 for electric vehicles.
 - Annual fees of \$151.50 for hybrid vehicles gas/electric vehicles.

EV Definitions:

- N/A

EV Fee Distribution:

- Revenues from fees on vehicles operated on hydrogen, natural gas or a combination of electricity and petrochemicals are deposited into the State Road Fund, which pays the principal and interest due on state bonds issued for the fund, funding the

administration expenses for the Division of Highways, and state road maintenance, construction and improvement.

- Revenues from fees on electric vehicles are deposited into the state's Transportation Fund.

Indiana:

- **Traditional fees** ([Ind. Code Ann. § 9-18.1-5-2](#); [Indiana Bureau of Motor Vehicles](#))
 - - \$21.35 registration fee.
 - \$15 Transportation Infrastructure Improvement Fee.
 - Additional taxes may apply.
- **EV fees** ([Ind. Code Ann. § 9-18.1-5-12/](#)[HB 1002](#) (2017))
 - - \$150 additional annual fee for all-electric vehicles.
 - \$50 additional annual fee for hybrid vehicles.
 - The fee is indexed to the same inflation mechanism as the motor fuel tax.
- **Total fees**
 - Annual fees of \$86.35 for hybrid vehicles in addition to all other fees.
 - Annual fees of \$186.35 for all-electric vehicles in addition to all other fees.

EV Definitions:

- "Electric vehicle" means a vehicle that is propelled by an electric motor powered by a battery or other electrical device and does not have a combustion engine.
- "Hybrid vehicle" means a vehicle that is capable of being powered with energy from both an internal combustion engine and an energy storage device, and also uses a regenerative braking system.

EV Fee Distribution:

- Revenues are deposited into the Local Road and Bridge Matching Grant Fund for projects undertaken by local units to repair/increase road and/or bridge capacity.

Michigan:

- **Traditional fees** ([Mich. Comp. Laws Ann. §257.801](#); [Michigan Office of the Secretary of State](#))

- Vehicles with a model year of 1984 or newer pay registration fees based on the manufacturer’s suggested retail price.
- Additional fees may apply.
- **EV fees** (Mich. Comp. Laws Ann. §257.801(7)/ [HB 4736](#) (2015))
 - Michigan indexes its EV fees based on the motor vehicle fuel tax. Each 1 cent fuel tax increase above 19 cents increases the BEV annual fee by \$5 and the PHEV annual fee by \$2.50. The current fees, calculated using a 26.3 cent per gallon gasoline motor vehicle fuel tax, are as follows:
 - \$135 additional annual fee for “electric vehicles,” or BEVs, up to 8,000 pounds (\$100 base fee).
 - \$47.50 additional annual fee for certain PHEVs up to 8,000 pounds (\$30 base fee).
 - \$235 additional annual fee for “electric vehicles,” or BEVs over 8,000 pounds (\$200 base fee).
 - \$117.50 additional annual fee for certain PHEVs over 8,000 pounds (\$100 base fee).
- **Total fees**
 - Annual fees include the EV fees in addition to traditional fees, which vary depending on vehicle price.

EV Definitions: ([HB 5313](#), 2020, effective 9/29/2020)

- “Plug-in hybrid electric vehicle” means a vehicle that can use batteries to power an electric motor and use another fuel, such as gasoline or diesel, to power an internal combustion engine or other propulsion source, and that may use electricity from the grid to run the vehicle some or all of the time. Previously referred to as “hybrid electric vehicle.”
- “Electric vehicle” means a vehicle that is propelled solely by electrical energy and that is not capable of using gasoline, diesel fuel or alternative fuel to propel the vehicle. Previously referred to as “nonhybrid electric vehicle.”

EV Fee Distribution:

- Some revenues are deposited into the Michigan Transportation Fund for road maintenance carried out by cities, villages and counties.
- Other revenues are deposited into the Scrap Tire Regulation Fund.

Virginia:

- **Traditional fees** [Virginia Department of Motor Vehicles](#)
 - \$40.75-\$45.75 depending on vehicle weight.

- Note that additional local fees may apply.
- **EV fees** (Va. Code §58.1-2249(b)/[SB 127](#) (2014)).
 - \$64 additional annual license tax for alternative fuel vehicles or electric motor vehicles.
 - Note that Virginia’s EV fee can decrease to \$50 if the receiving jurisdiction does not use the fee revenues for transportation purposes.
- **Total fees**
 - Annual fees of \$104.75 or \$109.75 depending on vehicle weight.

EV Definitions:

- “Alternative fuel vehicle” means a vehicle powered by a combustible gas, liquid or other source of energy that is neither a motor fuel nor electricity and excludes hybrid electric vehicles.
- “Electric motor vehicle” means a motor vehicle powered by electricity only.

EV Fee Distribution:

- Revenues are deposited into the Highway Maintenance and Operating Fund and must be used for district transportation purposes.

North Carolina:

- **Traditional fees** ([N.C. Gen. Stat. §20-87](#))
 - \$36 annual registration fee.
- **EV fees** (N.C. Gen. Stat. §20-87(13)/[SB 402](#) (2013)/ [HB 97](#) (2015)).
 - \$130 additional annual fee for plug-in electric vehicles.
- **Total fees**
 -
 - Annual fees of \$166 for plug-in electric vehicles.

EV Definitions:

- “Plug-in electric vehicle” means a motor vehicle used primarily on public roads that is powered by electricity supplied by a rechargeable battery with a capacity of at least 4 kilowatt-hours , has not been modified, and does not exceed 8,500 lbs.

EV Fee Distribution:

- 85% of revenues are deposited into the Highway Fund to supports existing transportation system, including resurfacing highways, replacing bridges, paving secondary roads.
- 15% of revenues are deposited into the Highway Trust Fund.

Georgia:

- **Traditional fees** ([Ga. Code Ann. §40-2-151](#))
 - \$20 annual registration fee for passenger vehicles
- **EV fees** (Ga. Code Ann. §40-2-151(19)(A)(i)/[HB 170](#) (2015)).
 - The **current additional annual fees** reflect a statutory base fee that is automatically adjusted according to a statutory formula (effective July 2016). The fees are applicable to vehicles registered July 1, 2019, and later are as follows:
 - \$212.78 for noncommercial alternative fueled vehicles (\$200 base fee).
- **Total fees**
 - Annual fees of \$232.78 for noncommercial alternative fueled passenger vehicles.

EV Definitions:

- “Alternative fueled vehicle” means any vehicle fueled solely by an alternative fuel, including electricity. The fees do not apply to hybrid vehicles unless the hybrid vehicle owner elects to use an alternative fuel vehicle license plate.

EV Fee Distribution:

- Revenues must be used exclusively for “transportation purposes,” including roads, bridges, public transit, rails, airports, buses, seaports; accompanying infrastructure and services necessary to provide access to these facilities; and paying general obligation debt and other multiyear financing obligations.

South Carolina:

- **Traditional fees** ([S.C. Code § 56-3-620](#))
 -
 - \$36-40 biennial *fee* depending on registrant age.
- **EV fees** (S.C. Code Ann. §56-3-645/[HB 3516](#) (2017))
 -
 - \$120 additional biennial fee for electric vehicles.
 - \$60 additional biennialfee for hybrid vehicles.
- **Total EV fees**
 -
 - Biennial feesof \$156-\$160 for electric vehicles.
 - Biennial fees of \$96-\$100 for hybrid vehicles.

EV Definitions:

- “Hybrid vehicle” means a motor vehicle powered by a combination of motor fuel and electricity, hydrogen or any fuel other than motor fuel.

EV Fee Distribution:

- Revenues are deposited into the Infrastructure Maintenance Trust Fund, to be used exclusively for repairs, maintenance, and improvements to the existing transportation system. [S.C. Code Ann. §57-11-20\(A\)](#).

**REVIEW OF THE DRAFT FY 2022/2023 – FY 2026/2027
TRANSPORTATION IMPROVEMENT PROGRAM**

DISCUSSION ITEM:

The draft FY 2022/2023 - FY 2026/2027 Transportation Improvement Program (TIP) is located at the link posted below for Committee review and comment. The final version will be brought back for approval at the June meeting. Staff will provide an overview of the TIP projects at the meeting.

Link: [DRAFT TIP](#)