5460-A 63rd Street East| Bradenton, Florida 34203 | Office: 941-359-5772 | www.mympo.org

Exhibit A

Sarasota/Manatee Metropolitan Planning Organization

UNIFIED PLANNING WORK PROGRAM

Fiscal Years 2024/2025 - 2025/2026

MPO collaborative process leads to billions of dollars in transportation projects

The **route** to transportation funding for our region.

Adopted **May 20, 2024**
Revision #1- September 23, 2024
Revision #2- March 31, 2025
Revision #3- September 29, 2025
Revision #4- January 26, 2026
Revision #5- March 30, 2026 (Draft)

Sarasota MPO Manatee

UNIFIED PLANNING WORK PROGRAM

Fiscal Year 2024/2025 - 2025/2026

CFDA Numbers:
20.205 - Highway Planning and Construction and
20.505 - Federal Transit Technical Studies Grant (Metropolitan Planning)

FAP No. 0264-060-M
FP No. 439315-4

The preparation of this document has been financed in part through grants from the U.S. Department of Transportation (Federal Highway Administration and Federal Transit Administration), the Florida Department of Transportation, the Commission for the Transportation Disadvantaged, Sarasota County and Manatee County in cooperation with the local governments and agencies within the Sarasota-Bradenton Urbanized Area.

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Adopted on
MAY 20, 2024

In accordance with Federal, State and other authorities, the MPO does not tolerate discrimination and encourages broad participation regardless of race, color, national origin, sex, age, disability, religion or family status. (Title VI of Civil Rights Act of 1964, 42 U.S.C. § 2000d, and the Civil Rights Restoration Act of 1987, P.I. 100.259). For more information on our commitment to inclusion and nondiscrimination, click here or call 941-359-5772. Para más información sobre nuestro compromiso de inclusión y no discriminación, presione aquí o llama al 941-359-5772.

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GOVERNOR

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SECRETARY

UNIFIED PLANNING WORK PROGRAM

Fiscal Year 2024/2025 - 2025/2026

Cost Analysis Certification

Sarasota/Manatee MPO

Unified Planning Work Program – FY 24/25 – FY 25/26

Status: Adopted Date: May 20, 2024

Revision Number: 1 Date: September 23, 2024

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.

Pamela Barr
Name: Print

Liaison/District 1
Title and District

DocuSigned by:
Pamela Barr
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Signature

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INTRODUCTION

The Sarasota/Manatee Metropolitan Planning Organization (MPO) is the regional transportation planning entity for Sarasota and Manatee Counties. MPOs are established by state and federal laws and through interlocal agreements to provide a process for local governments within a Transportation Management Area (TMA) to coordinate with the Florida Department of Transportation (FDOT), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). A TMA is an urbanized area (UZA)with a population over 200,000 as determined by the latest decennial census. The MPO is a transportation policy-making body that oversees the region's transportation planning, facilitating collaboration between governments, interested parties, and residents in the planning process. The MPO makes decisions about the allocation of certain federal transportation dollars within the metropolitan area and identifies project priorities influencing other State funding decisions. The dollars may fund roadway, transit, freight, bicycle and pedestrian and other regionally significant transportation projects.

The MPO develops the Unified Planning Work Program (UPWP) biennially in accordance with the current Florida Department of Transportation (FDOT) MPO Program Management Handbook. The UPWP is submitted to federal and state review agencies according to the dates, processes and agencies described in the handbook. The MPO planning process is continuing, comprehensive, and cooperative.

The Federal definition of a UPWP is ***"a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds"*** *(23 CFR 450.104).* Federal and state laws provide additional guidance on the development of the UPWP; 23 C.F.R. 450.314, F.S. 339.175 (9).

Air Quality

The MPO is currently in an attainment area for all National Ambient Air Quality Standards (NAAQS). The MPO monitors air quality statistics and considers opportunities to maintain ambient air quality when selecting transportation projects.

Soft Match

Beginning in FY 22/23, the Sarasota/Manatee MPO and the FDOT participate in a Consolidated Planning Grant Program (CPG) and FDOT will no longer separate funding from the Federal Transit Administration 5305(d). FTA funds will no longer come to the MPO as separate funds but will come to the MPO as Metropolitan Planning (PL) funds**. FDOT provides toll credits as a soft match (not spendable) to satisfy federal matching funds requirements; the UPWP budget includes local contributions from Manatee and Sarasota counties equivalent to previously required match or ten percent of the FTA portion of the CPG as detailed in the source of funds tables.** The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually consolidate Florida's FHWA Metropolitan Planning (PL) and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division.

FHWA and FTA funding is annually apportioned to FDOT as the direct recipient and allocated to the MPO by FDOT utilizing formulas approved by MPOs, FDOT, FHWA, and FTA in accordance with 23 CFR 420.109 and 49 U.S.C. Chapter 53. FDOT is fulfilling the CPG's required 18.07% non-federal share (match) using Transportation Development Credits as permitted by 23 CFR 120(j) and FTA C 8100.1D.

Please note that all eligible expenses will be reimbursed on an actual cost basis and therefore an indirect rate will not be utilized at this time.

UPWP Work Elements

The five (5) tasks within this UPWP ensure that the Sarasota/Manatee MPO UPWP addresses all requirements and needs established at the federal, state, and local levels and are accompanied by a budget table identifying the proposed funding sources and budgeted funds. Each of the work elements includes a description of activities, deliverables, and anticipated completion dates.

- Task 1.00: Administration and Management
- Task 2.00: Systems Planning
- Task 3.00: System Performance and Analytics
- Task 4.00: Public Participation
- Task 5.00: Regional Task – SCTPA Support and Shared Task

Planning Area

The MPO is part of the North Port-Sarasota-Bradenton UZA/TMA with the primary planning area being the whole of Manatee and Sarasota counties as identified in Figure 1. Figure 2 identifies the regional road network that the Sarasota/Manatee MPO influences. An interlocal agreement between Sarasota/Manatee MPO and Charlotte County-Punta Gorda MPO was established to ensure joint planning and coordination efforts as each MPO is responsible for a small geographic area in the other's county.

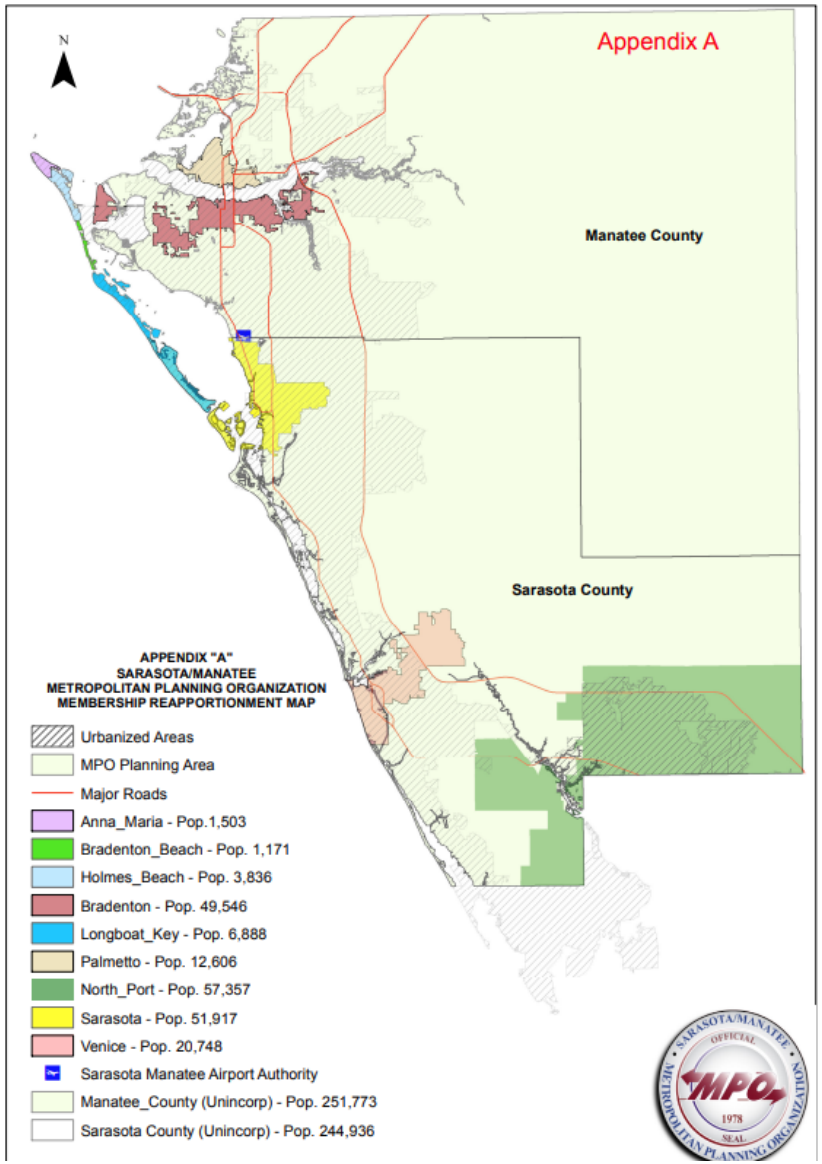


Figure 1 Sarasota/Manatee MPO Planning Area

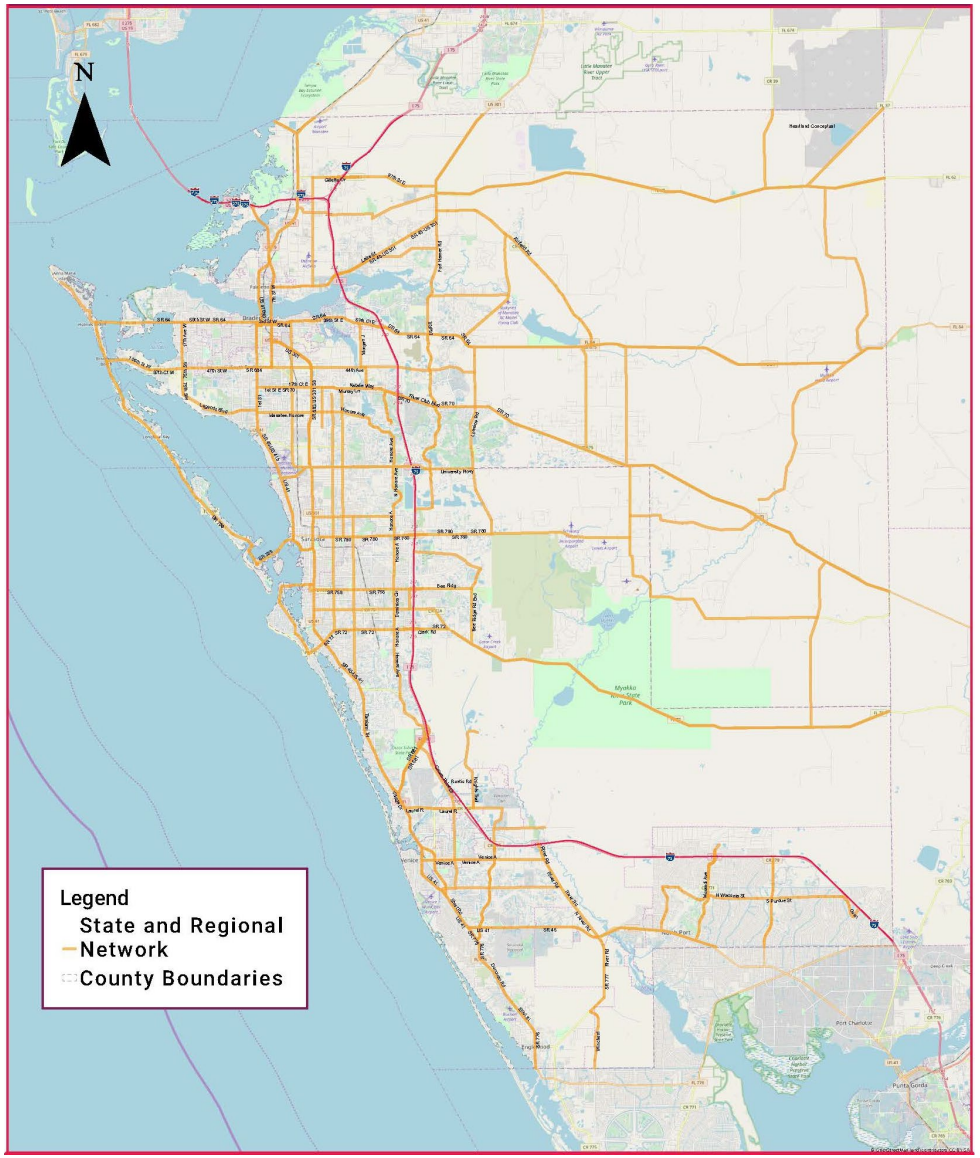


Figure 2 Sarasota/Manatee MPO Regional Road Network

Planning Priorities, Emphasis Areas, and Factors

Local Priorities

In 2012, Congress passed Moving Ahead for Progress in the 21st Century Act (MAP-21), which changed the way communities must document the allocation and use of federal funds. In 2021, the Infrastructure Investment and Jobs Act (IIJA) was passed and carried forward performance management elements from prior authorizations and funded numerous discretionary grant programs. To effectively score projects, the MPO regularly assesses project prioritization criteria and updates various criteria to better align with specific mandates as new information and data become available. In January 2019, the MPO began updating the Long-Range Transportation Plan (LRTP) for 2045 and a reorganization of focus areas was necessary to better align the goals of the MPO with the requirements of federal and state legislation. During this process the MPO identified the following planning goals and objectives:

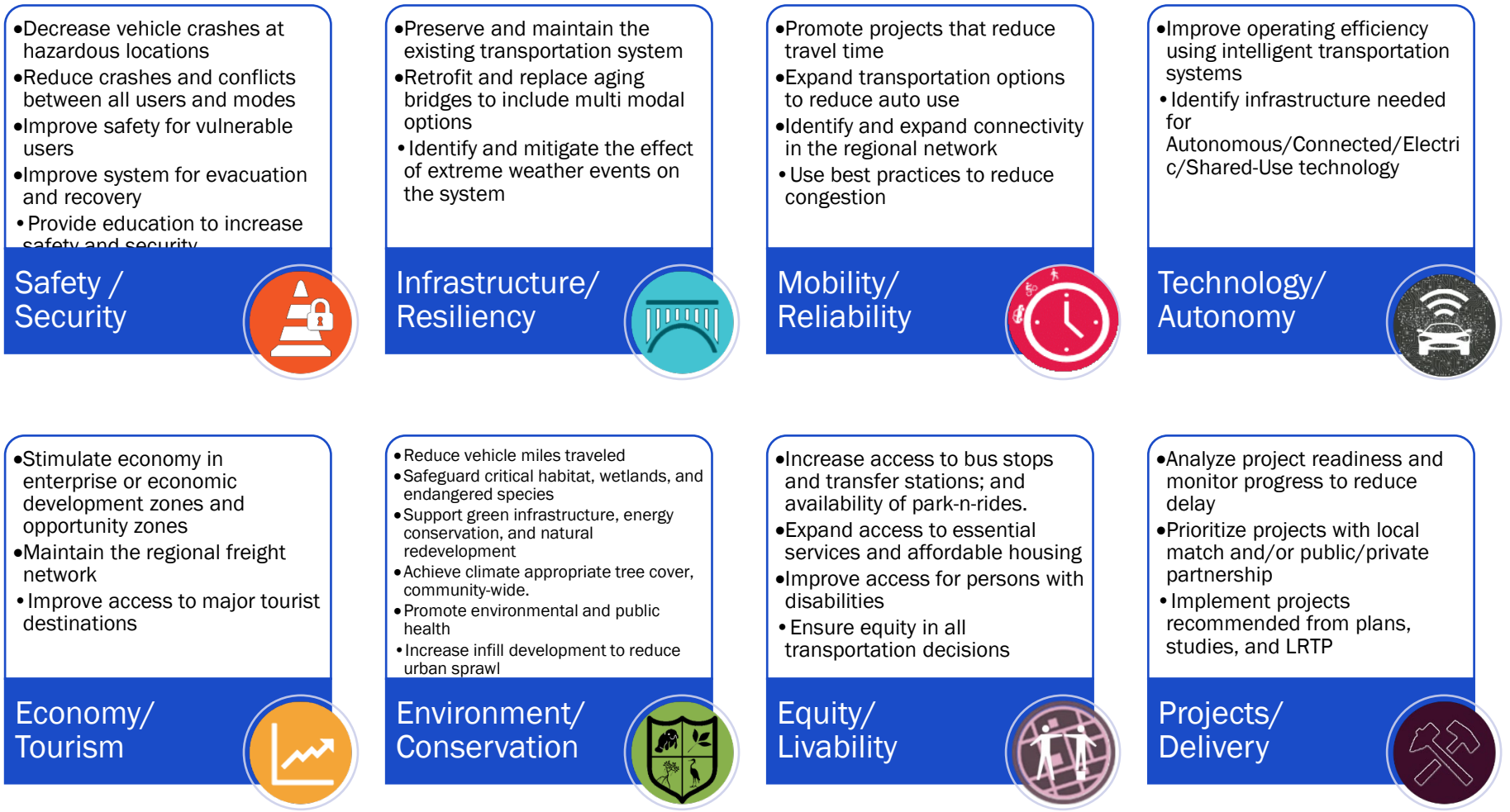


Figure 3 MPO Planning Goals and Objectives

Federal Priorities

As exhibited in **Figure 4: Planning Factors Matrix,** the MPO has worked diligently to align the organization's goals, objectives, and project priorities with the federal planning factors in MAP-21 (Moving Ahead for Progress in the 21st Century) and the FAST Act (Fixing America's Surface Transportation Act). All planning activities proposed in this UPWP will continue the MPO's commitment to investing resources in projects to achieve individual targets that collectively will make progress toward national and state goals.

Federal Planning Emphasis Areas – 2021

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) Offices of Planning have jointly issued updated Planning Emphasis Areas (PEAs) in 2021. The 2021 PEAs are outlined below:

Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

Ensure that transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. State DOTs and MPOs are encouraged to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users and undertake actions to prepare for and adapt to the impacts of climate change.

Equity and Justice40 in Transportation Planning

Ensure public involvement in the planning process and that plans, and strategies reflect various perspectives, concerns, and priorities from impacted areas. Encourage the use of strategies that:

- Improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; and
- Plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; and
- Reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; and
- Offer reduced public transportation fares as appropriate; and
- Target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and
- Consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

Complete Streets

Efforts to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration's 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor.

Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. MPOs, State DOTs, and providers of public transportation are encouraged to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs.

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

FHWA Division and FTA regional offices should encourage TPAs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The 64,200-mile STRAHNET system consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower

National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) studies.

Federal Land Management Agency (FLMA) Coordination

Coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, TPAs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and TPA long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

Planning and Environmental Linkages (PEL)

Implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.

Data in Transportation Planning

Encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision-making at the State, MPO, regional, and local levels for all parties.

State Priorities

FDOT 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 (7) 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. Florida MPOs should consider emphasizing the following four (4) planning topics when updating their UPWPs.

Safety

The Florida Transportation Plan and the State's Strategic Highway Safety Plan place top priority on safety, with a state target of zero traffic fatalities and serious injuries. In addition to adopting safety targets, the MPOs must show how their Long-Range Transportation Plan (LRTP) and priority projects in their Transportation Improvement Program (TIP) support progress toward those targets. The UPWP should consider enhancements to data analyses and community involvement to better inform the identification and prioritization of safety projects.

Equity

Executive Order 14008, Tackling the Climate Crisis at Home and Abroad, created the "Justice40 Initiative" that aims to deliver 40 percent of the overall benefits of relevant federal investments to disadvantaged communities. This initiative supports Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, outlines federal policy and defines equity as the consistent and systematic fair, just, and impartial treatment of individuals. The Florida Transportation Plan seeks transportation choices that improve accessibility and equity by including a key strategy to enhance affordable transportation, service, and information access options for all ages and abilities and throughout underserved communities. The MPOs are key to identifying and implementing improvements based on data-driven project prioritization that considers not only impacts of transportation projects on a community, but also benefits of projects that can enhance opportunities for a community. The UPWP should address approaches to furthering transportation equity.

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.

Emerging Mobility

Advances in communication and automation technology result in new mobility options, ranging from automated and connected transport, electric vehicles, ridesharing, and micro-mobility, to flying cars and space travel. These changes may be disruptive and transformational, with impacts to safety, vehicle ownership, travel capacity, vehicle miles traveled, land-use, transportation design, future investment demands, supply chain logistics, economy, and the workforce. Implementation of all seven goals of the Florida Transportation Plan can be furthered through both the transformation of major corridors and hubs and the expansion of transportation infrastructure to embrace and support the adoption of emerging mobility. The UPWP should recognize the important influence of emerging mobility on the multi-modal transportation system and include related planning studies, collaboration efforts, research, or other activities.

MPO Goal, National Goal, and Planning Factors, FDOT Planning Emphasis Area	MPO Activity
MPO – Safety | Security Federal - Safety and Security • Increase the safety of the transportation system for motorized and non-motorized users • Increase the security of the transportation system for motorized and non-motorized users FDOT - Safety	Working with FDOT and local jurisdictions, the MPO has identified safety improvements for implementation at twenty (20) high-crash locations and is currently updating the High Injury Network. The Destination Zero Safety Action Plan and Policy was adopted in February 2022. The Sarasota/Manatee MPO Board adopted targets of zero in 2023 and 2024 for each of the five federal safety performance measures. The MPO is currently working on a Destination Zero Safety Education Campaign to be implemented in Summer 2024. The Sarasota/Manatee MPO continues to host FDOT's Community Traffic Safety Team and participates actively in the meetings. .
MPO - Mobility | Reliability Federal - Congestion Reduction • Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight Federal - System Reliability • Promote efficient system management and operation FDOT – Emerging Mobility	The MPO is currently updating the Congestion Management Process (CMP) and has an anticipated adoption date in Summer 2024. The CMP provides data-driven information related to the safety and reliability of the system as well as guidance for setting future performance targets. The 2021 CMP update evaluated Transportation Systems Management and Operations (TSM&O) and ITS deployment as a means to improve reliability through the implementation of new technology. The MPO has been coordinating with FDOT and local jurisdictions to fund ITS projects in the Five-Year Work Program. The MPO adopted a US 41 Concept of Operations Study for a Transit Signal Priority (TSP) pilot implementation in October 2022. The pilot is funded in the Five-Year Adopted Work Program. The MPO is actively coordinating with FDOT and the two local transit partners on implementation of the TSP Pilot. In 2020, the MPO completed the US 41 Multi-Modal Emphasis Corridor Study. This analysis is being used to prioritize transportation projects on US 41 to support development of the corridor as a multi-modal facility.

MPO Goal, National Goal, and Planning Factors, FDOT Planning Emphasis Area	MPO Activity
	.
MPO – Economy | Tourism Federal - Freight Movement and Economic Vitality • Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency • Enhance travel and tourism	Community partners identified the following as priorities for economic development: reliability of DeSoto Bridge, traffic on the barrier islands, and I-75 interchange development at SR 681, and at Yorkshire Street, as priorities for economic development. In June 2022, the MPO met with local and regional partners in North Port to coordinate long-term planning for the future development of a proposed combined collector interchange at Yorkshire/Raintree Blvd. The MPO released a white paper in December 2022. The MPO will continue to work with jurisdictional and state partners to fund projects identified in the Barrier Island Traffic Study (2020). During the 2045 LRTP process, the MPO updated the economy & Tourism chapter to meet all state and federal requirements, and to guide investments based on contact, accessibility, and economic goals. In March 2023, the MPO kicked off a Mobility Study with the City of Bradenton to identify Complete Streets solutions in the area surrounding LECOM Park and the Village of the Arts, a regional destination. Two similar studies were identified in the 2045 LRTP: Ed Smith Stadium, and CoolToday Park. This mobility study will guide future investments to improve safety, mobility, and accessibility for all roadway users. The MPO adopted two SUN Trail Alignment Studies in May 2023 which identified planning-level trail alignments for unfunded segments of the regional trail system. Public outreach elements of this Study included a factsheet/poster on the economic benefits of trails that was shared during outreach activities at four farmers markets.

MPO Goal, National Goal, and Planning Factors, FDOT Planning Emphasis Area	MPO Activity
	The MPO will continue to work closely with SeaPort Manatee and the Sarasota Bradenton International Airport to support projects identified in their master plans. .
MPO - Infrastructure | Resiliency Federal - Infrastructure Condition • Emphasize preservation of the existing transportation system • Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation FDOT - Resilience	As mandated by state and federal law, the MPO continues to monitor the conditions of roads and bridges in the region. The MPO adopted new infrastructure conditions and bridge performance measure targets in 2023. Most of the MPO's priority bridges have construction or design funding identified in the work program. In January 2023, the MPO adopted Phase I of a Resiliency & Vulnerability Assessment. The projects and action items identified in Phase I will help target strategic investments in projects that will improve the resiliency of the transportation system to natural hazards. Phase II kicked off in August 2023 with an anticipated completion date in Summer 2024. Phase II will further prioritize the comprehensive list of projects from Phase I and integrate lessons learned from Hurricanes Ian (2022) and Idalia (2023). In 2023, the MPO updated the project prioritization scoring system to incorporate resiliency. The MPO has an ongoing relationship with the Tampa Bay Regional Planning Council and is actively involved with efforts related to education and awareness around system vulnerability. .
MPO – Environment | Conservation Federal - Environmental Sustainability • Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between	The MPO will continue to work with regional planning councils, estuary programs, and other groups to further evaluate the impact of transportation on the natural environment. During the 2050 LRTP process, the environment element will be updated and informs decision-making based on land use, projected future water

MPO Goal, National Goal, and Planning Factors, FDOT Planning Emphasis Area	MPO Activity
transportation improvements and State and local planned growth and economic development patterns	inundation, and the presence of protected lands and endangered species.
MPO – Equity | Livability Federal - Environmental Sustainability • Increase the accessibility and mobility of people and freight FDOT - Equity	The 2045 LRTP goals of equity and livability are targeted at better addressing community transportation needs, including accessibility, modal choice, and safety. Last adopted in 2019, the Active Transportation Plan (ATP) is currently being updated and has an expected completion date in early 2025. The ATP analyzes gaps in the pedestrian and bicycle network and identifies projects to improve connectivity to and accessibility of the active transportation network. The MPO utilized origin-destination data to better understand travel patterns and determine areas and corridors that should be prioritized for alternative mode improvements. The plan explores alternative and creative transit options including variable fixed routes, on-demand, hub-based, and vanpool services, as well as public-private partnerships. .
MPO – Technology | Autonomy Federal – System Reliability • Promote efficient system management and operation	The MPO is actively involved in implementing new technology and preparing for increased use of emerging mobility technologies throughout the state. The CMP contained TSM&O implementation strategies that included a discussion on the impact of ACES and the infrastructure and technology needed for an ever-growing market share of these vehicles. The MPO formed a TSM&O committee to expand the discussion and coordination between FDOT and local jurisdictions due to the vital importance of this topic. The US 41 Concept of Operations, which includes transit signal prioritization and technology elements, was adopted in October 2021. The Pilot Demonstration has been funded in the Five-Year Work Program and the MPO continues to work with state and transit partners on TSP implementation. The MPO will work to incorporate technology-based mitigation strategies into programmed

MPO Goal, National Goal, and Planning Factors, FDOT Planning Emphasis Area	MPO Activity
	projects and identify dedicated funding for these efforts in the 2050 LRTP.
MPO - Project Delivery	The MPO understands the importance of timely project delivery and is working with the state and local partners to improve communication and coordination to increase efficiency. The MPO traditionally meets with each jurisdiction in a "Town Tour" ahead of the annual Call for Projects and development of the List of Project Priorities. This improves MPO understanding of community needs and current and upcoming projects. MPO staff also attend quarterly FDOT coordination meetings with the local jurisdictions to ensure that any assistance the MPO can provide during the project management process is being provided. The MPO meets weekly with the FDOT liaison for ongoing and timely coordination. In 2023, the MPO improved its Interactive TIP by hosting it on a project-tracking platform called EcoInteractive. This new process will improve staff efficiency in processing TIP amendments and modifications and improve public access to the MPO's TIP. In 2023, the MPO also streamlined the project submittal process by partially integrating the FDOT Priority Application with the MPO's online scoring web tool. .

Figure 4 Planning Factors Matrix

National Goals	Safety	Infrastructure condition	Congestion Reduction	System Reliability	Freight & Economic Vitality	Environmental Sustainability		Reduce Project Deliver Delays
	Significant reduction in traffic fatalities and serious injuries on all public roads.	Maintain highway infrastructure in a state of good repair.	Significant reduction in congestion.	Improve efficiency of surface transportation system.	Improve national freight network, strengthen rural communities, access to national and international trade markets, support regional economic development.	Enhance performance of the system while protecting and enhancing the natural environment.		Reduce project costs, promote jobs and economy, expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process.
State LRTP Requirements	Increase the safety and security of the transportation system for motorized and non-motorized users.	Emphasize the preservation of the existing transportation system.	Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.	Promote efficient system management and operation.	Support the economic vitality of the metropolitan planning area, especially enabling global competitiveness, productivity, and efficiency.	Protect and enhance the environment, promote energy conservation, and improve quality of life.	Increase the accessibility options available to people and for freight.	
MPO 2050 LRTP Goals & Objectives	**Safety / Security** **Decrease** Vehicle Crashes **Reduce** Crashes and conflicts between all users. **Improve** Safety for Vulnerable Users. **Provide** Education to increase safety and security.	**Infrastructure Resiliency** **Preserve** and maintain the existing Transportation system. **Retrofit** and replace aging bridges to include multi modal options. **Identify** and mitigate the effect of extreme weather events on the system.	**Mobility Reliability** Promote projects that reduce Travel time. **Expand** transportation options to reduce auto use. **Identify** and expand connectivity in the regional network. Use best practices to reduce congestion.	**Technology Autonomy** **Improve** operating efficiency using intelligent transportation systems. **Identify** infrastructure needed for Autonomous/connected/electric/shared-use/technology.	**Economy Tourism** **Stimulate** economy in enterprise or economic development zones and opportunity zones. **Maintain** the regional freight network. **Improve** access to major tourist destinations.	**Environment Conservation** **Reduce** Vehicle miles travelled. **Safeguard** critical habitat, wetlands, and endangered spices. **Support** green infrastructure, energy conservation, and natural redevelopment. **Achieve** climate appropriate tree cover, community wide. **Promote** environmental and public health. **Increase** infill development to reduce urban sprawl.	**Equity Liability** **Increase** access to bus stops and transfer stations, and availability of park-n-ride. **Expand** access to essential services and affordable housing. **Improve** access for persons with disabilities. **Ensure** equity in all transportation decisions.	**Project Delivery** **Analyze** Projects readiness and monitor progress. **Prioritize** projects with local match and/or public/private partnership. **Implement** projects recommended from plans, studies and LRTP.

**MPO 2045 LRTP Goals and Objectives adopted 09/23/2019—currently being updated for new Federal and State PEAs.*

	Task 1.0: Administration and Management		Task 2.0: Systems Planning				Task 3.0: System Performance and Analytics			Task 4.0: Public Outreach		Task 5.0: Regional Task
	Administration	Legislative Priorities	Short Term Planning	Long Term Planning	Public Transportation Planning	Special Project Planning	Performance Management & System Monitoring	Greenways, Trails, and Bicycle, Pedestrian Systems	Transportation Disadvantaged B	Public Participation	Regional Coordination	Regional Shared Task
MAP 21/FAST Act Planning Factors												
Safety/Security	X	X	X	X	X	X	X	X	X	X	X	X
Infrastructure/Resiliency	X	X	X	X	X	X	X	X		X	X	X
Mobility/Reliability	X	X	X	X	X	X	X		X	X	X	X
Technology/Autonomy	X	X	X	X	X	X	X		X	X	X	X
Economy/Tourism	X	X	X	X	X	X	X	X		X	X	X
Environment/Conservation	X	X	X	X	X	X	X	X	X	X	X	X
Equity/Livability	X	X	X	X	X	X	X	X	X	X	X	X
Project Delivery	X	X	X	X	X	X	X	X	X	X	X	X
Florida Planning Emphasis Areas – 2021												
Safety	X	X	X	X	X	X	X	X	X	X	X	X
Equity	X	X	X	X	X	X	X	X	X	X	X	X
Resilience	X	X	X	X	X	X	X	X	X	X	X	X
Emerging Mobility	X	X	X	X	X	X	X	X	X	X	X	X
Federal Planning Emphasis Areas												
Climate Crisis	X	X	X	X	X	X	X	X	X	X	X	X
Equity/Justice40	X	X	X	X	X	X	X	X	X	X	X	X
Complete Streets	X	X	X	X	X	X	X	X	X	X	X	X
Federal Planning Emphasis Areas (Continued)												

	Task 1.0: Administration and Management		Task 2.0: Systems Planning				Task 3.0: System Performance and Analytics			Task 4.0: Public Outreach		Task 5.0: Regional Task
	Administration	Legislative Priorities	Short Term Planning	Long Term Planning	Public Transportation Planning	Special Project Planning	Performance Management & System Monitoring	Greenways, Trails, and Bicycle, Pedestrian Systems	Transportation Disadvantaged B	Public Participation	Regional Coordination	Regional Shared Task
Public Involvement	X	X	X	X	X	X	X	X	X	X	X	X
STRAHNET/DOD Coordination	X	X	X	X	X	X	X			X	X	X
FLMA Coordination	X	X	X	X	X	X	X	X	X	X	X	X
Planning and Environmental Linkages	X	X	X	X	X	X	X	X	X	X	X	X
Data in Transportation Planning	X	X	X	X	X	X	X	X	X	X	X	X

Table 1: Federal and State Planning Factors by UPWP Task Matrix

Florida Department of Transportation- District One District Wide Planning activities for FY24/25- FY25/26

Contract Work
GIS Application Development and System Maintenance
Systems Planning and Reviews
Interchange Reviews
Travel Demand Model Development
ETDM/Community Impact Assessment
Statistics
Federal Functional Classification
Traffic Counts Program
Modal Development Technical Support
Transportation Alternatives Program Development
Commuter Services
State Highway System Corridor Studies Federal Planning Emphasis Area (FPE's) and minor update(s) to the D1 Planning Factors for FY25-FY26 UPWP• Growth Management Technical Support
Complete Streets Technical Support
Freight Mobility Support
Promoting and coordinating Safety for all modes of transportation, including bicycle and pedestrian.

Public Participation Process

The public is provided with the following opportunities to review and comment on the draft UPWP:

- The draft UPWP is posted on the MPO website at www.mympo.org along with an opportunity for online submittal of comments.
- Printed copies can be made available for public review at the MPO office during regular business hours.
- Written comments may be submitted by mail, email, or electronically online via the MPO website.
- Verbal comments may be made during the public comment portion of the agenda during regularly scheduled MPO Board or committee meetings, and/or during a properly noticed MPO Board meeting where adoption of the UPWP is scheduled on the agenda.

Availability of the draft UPWP for public review and comment, as well as the MPO Board meeting to consider its adoption, shall be publicly noticed as follows:

- Posted on the MPO website (www.mympo.org) in accordance with the MPO's Public Participation Plan,
- Distributed by news release to all major newspaper and television media outlets serving the area,
- Social media outlets.

When significant public comments are received on a draft UPWP as a result of public involvement, a summary, analysis, and report on the disposition of comments will be made a part of the final UPWP. If the final UPWP differs significantly from the one made available for public comment or raises new material issues, an additional opportunity for public comment will be made available following adoption.

ORGANIZATION AND MANAGEMENT

Participants

The Sarasota/Manatee Metropolitan Planning Organization (MPO) seventeen-member governing board is made up of local elected representatives from the two (2) counties and the nine (9) cities within both counties, and a representative of the Sarasota Manatee Airport Authority. The mayors of the three (3) small municipalities on Anna Maria Island meet separately as the Island Transportation Planning Organization, which has one seat on the MPO Board. The Florida Department of Transportation (FDOT) District One Secretary serves as a non-voting advisor.

MPO Board Members from the Sarasota and Manatee County Commissions represent the public transit entities operated by their respective counties. SeaPort Manatee is represented by the MPO Board Members who serve on the Manatee County Commission. The MPO Board meets at least quarterly to establish transportation policies and evaluate transportation needs for the bi-county MPO area. The number of representatives selected to serve on the Sarasota/Manatee MPO Governing Board is based on an apportionment plan approved by the Governor of Florida. The MPO Governing board is comprised of elected officials from:

- City of Bradenton (2 representatives)
- Island Transportation Planning Organization (Anna Maria, Holmes Beach & Bradenton Beach) (1 representative)
- Town of Longboat Key (1 representative)
- Manatee County (3 representatives)
- City of North Port (2 representatives)
- City of Palmetto (1 representative)
- City of Sarasota (2 representatives)
- Sarasota County (3 representatives)
- Sarasota-Manatee Airport Authority (1 representative)
- City of Venice (1 representative)

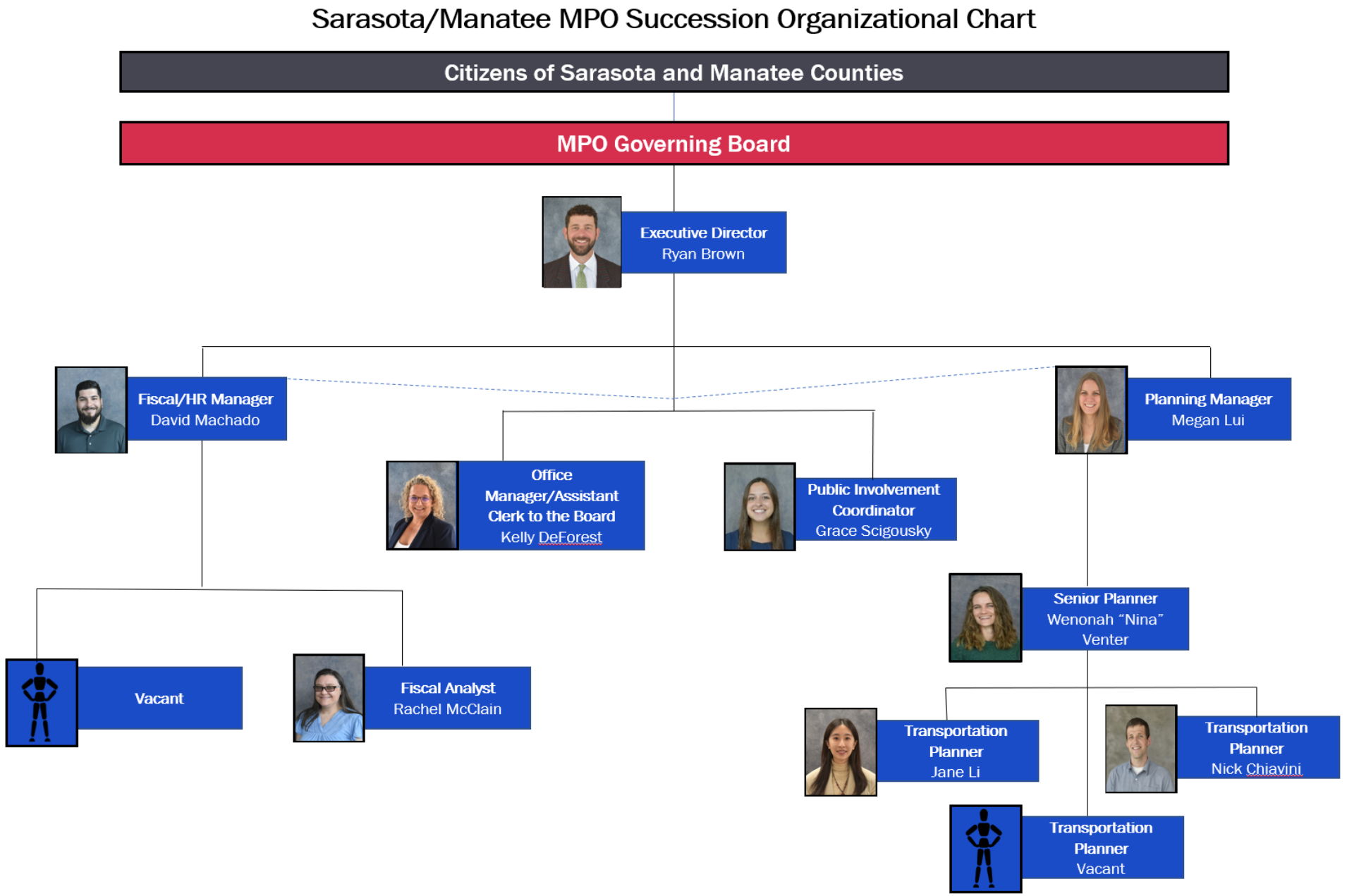
NOTE: The Florida Department of Transportation (FDOT) District 1 Secretary serves as a non-voting advisor.

The MPO has three standing advisory committees (★), as well as its own planning and administrative staff. In addition, the MPO Board occasionally establishes short-term committees to address special projects.

- *Technical Advisory Committee ★ (TAC):* Made up of planning and engineering staff from state, county, city and regional entities, and meets quarterly, usually on the second Monday of the month in which the MPO Board meets.
- *Citizens Advisory Committee ★ (CAC):* Composed of citizens representing each member jurisdiction of the MPO and meets quarterly, usually on the second Monday of the month in which the MPO Board meets. CAC members are recommended for appointment by their local jurisdiction body and confirmed by the MPO Board.
- *Bicycle/Pedestrian/Trails Advisory Committee ★ (BPTAC):* Membership includes citizens and staff of MPO member jurisdictions. The BPTAC meets quarterly at a minimum.

- *Transportation Systems Management & Operations Advisory Group (TSM&O):* Membership includes the local jurisdictions, FDOT, and the Regional Traffic Management Center (RTMC). The focus of this committee is on the management and implementation of intelligent transport system (ITS) and TSM&O projects in the region.
- *Destination Zero Advisory Group (DZAG):* Fatality and serious injury reduction implementation plan advisory committee.

Organizational Chart



Revised: January 2026

Agreements

The MPO is federally required to establish and maintain agreements with its member governments as well as its grantors. The agreements fall into four (4) categories: 1) agreements required to establish, organize, and operate the MPO; 2) agreements involving federal "pass through" and state matching funds; 3) agreements involving 100% state grant funds; and 4) agreements involving MPO financial support of local government planning activities. Such agreements include:

- Interlocal Agreement for the Creation of the Sarasota/Manatee Metropolitan Planning Organization (November 3, 2014) (Ratified Nunc Pro Tunc in 2017) (Adopted Resolution 2023-05 and Apportionment Plan Rentention September 18, 2023, awaiting approval from the Governor) (Updated every 10 years with census reapportionment)
- Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (June 23, 2015)
- State of Florida Department of Transportation Metropolitan Planning Organization Agreement (July 1, 2022).
- Multi-year Joint Participation Agreements for the Federal Transit Administration Section 5305(d) (has been consolidated into the Planning Grant) as well as annual Transportation Disadvantaged planning funds; (Sarasota CTD Planning Grant July 1, 2023, and Manatee CTD Planning Grant, July 1, 2023)
- Interlocal Agreement for Joint Regional Transportation Planning and Coordination between the Sarasota/Manatee Metropolitan Planning Organization (MPO) and the Charlotte County-Punta Gorda MPO, January 22, 2018 (Auto renews every 5 years).
- Interlocal Agreement for Administrative Services by and Between Manatee County and the Sarasota/Manatee Metropolitan Planning Organization, December 17, 2002 (Auto renews every year).
- Fifth Amended and Restated Interlocal Agreement for Regional Transportation Planning and Coordination in West Central Florida, by the Sarasota/Manatee MPO on January 27, 2020 (Auto renews every 5 years).
- A new Agreement covering the 2024/2025-2025/2026 Unified Planning Work Program (UPWP) to be in place efective July 1st, 2024.

Operational Procedures and Bylaws

The MPO is an independent, legal entity authorized pursuant to Florida Law. It is responsible for its own personnel administration and facility operations. The MPO currently has an Interlocal Agreement with Manatee County for support services such as payroll, fringe benefits, and administration.

The MPO is the designated planning agency to receive Transportation Disadvantaged (TD) trust funds for planning activities of the Transportation Disadvantaged Program in the urbanized area. The MPO has two standing Transportation Disadvantaged Local Coordinating Boards (Sarasota and Manatee counties) that are chaired by elected officials from the jurisdiction in which the board serves or a municipality within.

The MPO Board, TAC, BPTAC, and CAC operate under policies approved by the MPO Board. On a regular basis the committees provide recommendations to the MPO Board regarding short and long-range planning, implementation projects, and related issues. The full policy handbook can be viewed at https://www.mympo.org/resources/documents-library#68-140-policies.

Local transportation needs are evaluated annually by the MPO Board. Based on this evaluation, project priorities are established and submitted to FDOT for inclusion in its Five-Year Work Program. FDOT then programs these projects considering local and MPO priorities, production schedules, and funding constraints. If FDOT is unable to fund all the MPO's priorities, FDOT then reports back to the MPO Board to explain why its priorities cannot be met.

By Federal and State law, all multi modal transportation improvement projects must be consistent with the MPO's Long Range Transportation Plan (LRTP) and included in the MPO's Transportation Improvement Program (TIP) to be funded with Federal and State dollars. The MPO's TIP is the primary plan that reflects all state and federally funded transportation improvements in the two-county area.

Forms, Certifications, Assurances

Copies of the following Federal and State required documents are included in Appendices A through G:

A. FDOT District and Local Planning Activities
B. Joint Certification Package
C. Statements and Assurances
D. Title VI Nondiscrimination Agreement
E. Acronyms
F. Comments Received and MPO Responses
G. Resolution Approving the UPWP

WORK ELEMENTS AND TASK SHEETS

2024 STRATEGIC PRIORITIES

Planning

2024 Project Priorities
Tentative Work Program (Annual)
Transportation Improvement Program (Annual)
MAP-21 Safety Target Setting (Annual)
2050 Long Range Transportation Plan
LRTP Destination Zero Action Plan Education Implementation
Destination Zero Leadership Team
LRTP Resiliency/Vulnerability Assessment Study Phase 2
Congestion Management Process Update
Active Transportation Plan Update
LECOM/Village of the Arts District Planning Study
Collaboration with Partners

Implementation

2045 Long Range Transportation Plan Priorities
Transportation Resiliency Advisory Group and Project Priorities
Destination Zero Safety Priorities
Congestion Management Process & TSM&O Priorities
US 41 Concept of Operations Transit Signal Priority Demo Project
SUN Trail Priority Segment Funding
EcoInteractive Platform for interactive TIP and project priorities
Citian Crash Software Platform

Administration

FDOT State Certification (Annual)
Sarasota/Manatee MPO scheduled policy reviews.
36 committee meetings and 5 board meetings
2024/25 – 2025/26 Unified Planning Work Program
Top 10 Accomplishments

Engagement

2024 Public Participation Plan Update
Newsletter and Outreach Process Update
Sarasota/Manatee MPO Website Update

Destination Zero Safety Event
FHWA Organizational Safety Culture Self-Assessment Workshops
MPO Board Orientation Program
Committees' Orientation Program
2050 LRTP Public Involvement & Outreach Strategy Implementation

TASK 1.00 ADMINISTRATION AND MANAGEMENT

The Administration and Management Section tasks provide the overall management and general implementation of the transportation planning process in Sarasota and Manatee Counties. Time is allocated for staff to organize and help conduct MPO Board and committee meetings, maintain financial systems, and participate in intergovernmental activities. Provisions are also made for staff training. This task includes preparing and submitting annual administrative reports, including the UPWP and amendments as needed, maintaining office and computer equipment, and all activities and functions required to operate the MPO and perform responsibilities. In January 2008, the MPOAC voted unanimously to switch to a two-year UPWP. The UPWP now includes tasks for two years and the MPO adopts a new UPWP every other year.

Local administrative activities are financed, in part, by FHWA Consolidated Planning Grant Program (CPG/PL) Funds, Surface Transportation (SU) Funds and Local Funds. This funding source and a local match comprise the total administrative costs. An independent single audit of MPO programs is conducted annually in October under the auspices of the Manatee County Clerk of the Circuit Court.

Administration and Management Tasks include:

1.01 Agency Administration
1.02 Legislative Priorities

1.01 – AGENCY ADMINISTRATION

PURPOSE:

Ensure an adequately trained professional staff and resources to facilitate the decision-making process for implementing the LRTP transportation vision of the MPO Board and Sarasota/Manatee MPO region and to maintain continuing, comprehensive, and cooperative transportation planning for the MPO area.

PREVIOUS WORK:

- Provided ongoing staff support to the MPO Board and its advisory committees, submitted quarterly/monthly progress reports and reimbursement requests.
- Submitted grant application and reimbursement packages in accordance with established procedures and agreements on an ongoing basis. Created a new policy manual that encompasses employees, ADA compliance, social media, MPO Governing Board, MPO Committees, cell phones, public record, codes of conduct, etc. The full policy handbook can be viewed at https://www.mympo.org/resources/documents-library#68-140-policies
- Reviewed MPO policies and procedures to ensure compliance with the ever-changing rules and regulations the MPOs are guided by.
- Procured multiple software platforms to further develop mandated documents and assist in the public facing side of operations.
- Continued to update all financial processes and spreadsheets.
- Continue to grow the MPO personnel by providing opportunities for carrier development and certifications.
- Hired professionals in planning, finance, and other related fields to meet the growing demand of our jurisdiction and constituents.
- Purchased and replaced old equipment that met its useful life or obsolete.

1.02 - LEGISLATIVE PRIORITIES

PURPOSE:

To engage in activities to educate and/or advocate legislative positions to local, state, or federal officials on matters impacting the operation of the MPO consistent with MPO Board action and subsequent action taken by Sarasota County and Manatee County Commissions.

PREVIOUS WORK:

- MPO staff worked to develop the MPO's Legislative Priorities and presented them to the MPO Board.
- Participated in and assisted in the development of the MPO Advisory Council (MPOAC).
- Attended local delegation meetings and provided overview of MPO adopted priorities.

Activity		Deliverable(s)	Completion Date
Task 1.01			
A	Administer MPO Governing Board and advisory committees	Agendas, minutes, presentations	As scheduled
B	Provide training for MPO staff and MPO Governing Board members at conferences, workshops, etc. Attend business meetings as required. Training is beneficial to all staff as it keeps employees informed of latest data, best practices, and procedures related to the transportation planning process. Participate in professional organizations, annual meetings, conferences, and events.	Training, conference, meeting, and event attendance	As needed
C	Monitor the two-year UPWP for FY 25-26, process modifications and amendments, coordinate tasks with participating agencies, submit progress reports and invoices to FDOT, and adopt the FY 25-26 UPWP.	• Progress Reports, Invoices • FY 25-26 UPWP	• At least quarterly • May 2026
D	Maintenance and improvements to Office space lease, furniture, audio-visual and IT equipment, software, hardware, utility agreements	Office space	As needed
E	Acquire and utilize software such as ArcGIS, Office 365, Adobe Creative Cloud, EcoInteractive, Smartsheet's, and other software's that may further improve the MPO's processes.	MPO products	Annually
F	Acquire and utilize Locus software (The MPO will acquire and utilize Locus software to support data-driven studies, plans, and decision making. This software provides origin and destination data that measures how people interact with the built environment. The software will available for use by the MPO, MPO consultants, and our local jurisdictions.)	MPO products	Annually
G	Procure services, supplies, and equipment (scopes of services, RFPs, contracts, etc.).	Executed contracts	As needed
H	Complete General Planning Consultant (GPC) competitive procurement process.	GPC selection	July 2025
I	Perform financial tasks including grant reimbursements, audit reports, budget, supporting FDOT audit(s), grant reconciliations, timekeeping, inventory, contract management, invoice payments.	• Audit report, County budget • FDOT audit(s)	• Annually • Annually

Activity		Deliverable(s)	Completion Date
J	Maintain office supplies to support and execute everyday business including, but not limited to, printers, paper, pens, paper clips, state of the art technology, software. and update accounting system software.	Office supplies and equipment	As needed
K	Modify/establish agreements, policies, and COOP. Modify procedures to stay in compliance with state and federal rules/laws.	Agreements	As needed
L	Preparation for the 2025 Federal Certification Review.	Ensure compliance with federal guidelines	Ongoing
M	Prepare for and participate in Joint FDOT/MPO annual certification reviews.	Ensure compliance with state guidelines	Ongoing
N	Complete Apportionment Plan/Functional Classification Update.	Updated documents	Ongoing, as needed
O	Consultant Support Services (per scopes approved by FDOT and FHWA).	Consultants to provide in-house support for MPO staff as assigned.	Ongoing, as needed
TASK 1.01 *(SU FUND)*			
P	Buildout of new office space lease	**Office Buildout**	2025
Q	Buildout of new conference room capable of hosting all MPO meeting	**Conference Room Buildout**	2025
R	Includes IT software, hardware such as replacing monitors, laptops, peripherals, other IT equipment, that have reached its useful life.	**Computer/Hardware**	As needed
S	Replacement of Office furniture that has met its useful life or obsolete.	**Office Furniture**	As needed
T	Audio Visual System to fully integrate the MPO conference room, office capable of hosting MPO board meetings in house.	**Audio Visual**	2025
U	Monthly rent, common area maintenance and utility agreements costs for SMMPO office.	**Building/Equipment Rental**	Ongoing
TASK 1.02			
V	Development and adoption of the MPO legislative priorities.	Legislative Priorities	Annually

Activity		Deliverable(s)	Completion Date
W	Training and orientation for legislative officials.	Meeting organization and participation	Annually
X	Attend Legislative Delegation meetings to provide information about the MPO process	Meeting attendance	As needed

RESPONSIBLE AGENCY: Sarasota/Manatee MPO

Task 1.0 Funding Sources

FISCAL YEAR 2024/2025

FHWA (PL) $857,197.45

Task 1 Administration and Management									
2025									
Funding Source	**FHWA**			**Local**					FY 2025 Total
Contract Number	**G1**			**G3**					
Source Level	**PL**	**SU**	***Total***	**Sarasota County**	**Manatee County**			***Total***	
MPO Budget Reference	**CPG**	**CPG-SU**							
Lookup Name	**2025 FHWA G1 (PL)**	**2025 FHWA G1 (SU)**	***FHWA G1 (Total)***	**2025 Local G3 (Sarasota County)**	**2025 Local G3 (Manatee County)**			***Local G3 (Total)***	
Personnel (salary and benefits)									
Personnel	$ 335,970.00		-					-	$ 335,970
Personnel (salary and benefits)	**$ 335,970**	**$ -**	**$ 335,970**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	$ 335,970
Consultant									
Consultant Services	$ -		-					-	$ -
Consultant Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	$ -
Travel									
Travel	$ 50,000.00		-	$ -	$ -			-	$ 50,000
Travel Subtotal	**$ 50,000**	**$ -**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	$ 50,000
Direct Expenses									
Equipment	$ 15,000.00		-					-	$ 15,000
Supplies	$ 24,000.00		-	$ -	$ -			-	$ 24,000
Contractual	$ 50,000.00		-	$ -	$ -			-	$ 50,000
Software	$ 120,000.00		-	$ -	$ -			-	$ 120,000
Building/Equipment Rentals	$ 135,000.00	$ 41,888.00	-					-	$ 176,888
Manatee County Administrative	$ 36,000.00		-					-	$ 36,000
Other Administrative	$ 56,227.45		-	$ 1,364	$ 1,364			-	$ 58,955
Conference Room Buildout		$ 30,000							$ 30,000
Office Buildout		$ -							$ -
Office Furniture		$ -							$ -
Computer/Hardware		$ -							$ -
Financial Software	$ 35,000.00								$ 35,000
Direct Expenses Subtotal	**$ 471,227**	**$ 71,888.00**	**$ 543,115**	**$ 1,364**	**$ 1,364**	**$ -**	**$ -**	**$ 2,728**	$ 545,843
Total	**$ 857,197**	**$ 71,888**	**$ 929,085**	**$ 1,364**	**$ 1,364**	**$ -**	**$ -**	**$ 2,728**	**$ 931,813**

* The above table reflect $199,500.00 of PL De Obligated funds
* Updating the PL & Local funds columns based on updated projections after the FY22-23/23-24 UPWP closeout
*Moving $150,000 of SU funds to Task 2 ($100,000 from Conference room buildout and $50,000 from office buildout)
*Shifting $50,000 ($20,000 from Conference Room Buildout, $20,000 from Office Buildout and $10,000 from Computer/Hardware) in Year-1 SU funds in Direct Expenses to the Direct Expenses “Equipment & Rental” line-item SU funding column.
* Table is revised to reflect actual expenditures for Local Funds in FY25. Funds not used in FY25 are being transferred to the FY26 budget.
* De-obligates $36,772.55 in PL funds and $78,112.00 in SU funds from FY25 Task 1 as part of the closeout process to make funds available in year 1 (FY27) of the new UPWP cycle.

FISCAL YEAR 2025/2026

FHWA (PL) $749,093.55

Task 1 Administration and Management									
2026									
Funding Source	**FHWA**			**Local**					FY 2026 Total
Contract Number	**G1**			**G3**					
Source	**PL**	**SU**	***Total***	**Sarasota County**	**Manatee County**			***Total***	
MPO Budget Reference	**CPG**	**CPG-SU**							
Lookup Name	**2026 FHWA G1**	**2026 FHWA G1**	***FHWA G1***	**2026 Local G3**	**2026 Local G3**			***Local G3***	
Personnel (salary and benefits)									
Personnel	$ 386,592.00		-					-	$ 386,592
Personnel (salary and benefits)	**$ 386,592**	**$ -**	**$ 386,592**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	$ 386,592
Consultant									
Consultant Services	$ -		-	$ -	$ -			-	$ -
Consultant Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	$ -
Travel									
Travel	$ 12,436.00		-	$ 1,000	$ 1,000			-	$ 14,436
Travel Subtotal	**$ 12,436**	**$ -**	**$ 12,436**	**$ 1,000**	**$ 1,000**	**$ -**	**$ -**	**$ 2,000**	$ 14,436
Direct Expenses									
Equipment	$ -	$ -	-	$ 10,000.00	$ 10,000.00			-	$ 20,000
Supplies	$ 1,000.00		-	$ 5,000.00	$ 5,000.00			-	$ 11,000
Contractual	$ 98,000.00		-	$ 10,000.00	$ 10,000.00			-	$ 118,000
Software	$ 127,293.00		-	$ 5,000.00	$ 5,000.00			-	$ 137,293
Building/Equipment Rentals	$ 62,000.00	$ 21,223.22	-					-	$ 83,223
Manatee County Administrative	$ 40,000.00		-					-	$ 40,000
Other Administrative	$ 21,772.55		-	$ 7,543.96	$ 7,543.96			-	$ 36,860
Financial Software	$ -								$ -
Conference Room Buildout		$ -		$ 7,000.00	$ 7,000.00				$ 14,000
Office Buildout		$ -		$ 7,000.00	$ 7,000.00				$ 14,000
Office Furniture		$ -		$ 25,000.00	$ 25,000.00				$ 50,000
Compute/Hardware		$ -		$ -	$ -				$ -
Audio & Visual Systems		$ 140,000.00	-	$ 1,000.00	$ 1,000.00			-	$ 142,000
Direct Expenses Subtotal	**$ 350,066**	**$ 161,223**	**$ 511,289**	**$ 77,544**	**$ 77,544**	**$ -**	**$ -**	**$ 155,088**	$ 666,377
Total	**$ 749,094**	**$ 161,223**	**$ 910,317**	**$ 78,544**	**$ 78,544**	**$ -**	**$ -**	**$ 157,088**	**$ 1,067,405**

* The above table does not reflect any potential Carryforward funds. (Per 07/01/2025)
* Table is revised to include FY25 fund balance transfers of $67,700.56 in Local funds.
* As of 07/01/2025 the table includes $97,293.00 in PL carryforward funds from the FY24 closeout process & includes $2,364.65 per County as an increase to the Local fund contribution.
* De-obligates $184,791.45 in PL funds and $138,776.78 in SU funds from FY26 Task 1 as part of the closeout process to make funds available in year 1 (FY27) of the new UPWP cycle.
*Reduces the Contractual budget line by $2,000.00 and the Other Administrative budget line by $40,000.00 for a total of $42,000.00 and moves the funds to the Building/Equipment Rental budget line in the same table. Budgeted amount on the table does not change with this revision.

TASK 2.00 – SYSTEMS PLANNING

The Sarasota/Manatee MPO transportation planning process uses data and analysis to verify how transportation resources are invested in projects that work towards achieving transportation performance measure targets to make progress toward national goals.

The MPO will carry out varying types of planning activities including the development of the TIP, Project Priorities, the LRTP as well as other regional studies that will provide guidance in the allocation of state and federal funds. Federal Legislation also requires the MPO to adopt targets related to specific performance measures and data collection is vital in the process of establishing these targets and reporting accurately. The MPO also enlists a handful of general planning consultants that assist in the development of these plans and documents.

Systems Planning Tasks include:

2.01 Short Term Planning
2.02 Long Term Planning
2.03 Public Transportation Planning
2.04 2050 LRTP Planning Studies

2.01 – SHORT TERM PLANNING

PURPOSE:
Develop short term planning documents and strategies including the Transportation Improvement Program (TIP), Project Priorities, and other regional studies that implement the vision established in the Long-Range Transportation Plan (LRTP) and provide guidance related to near term decision-making.

PREVIOUS WORK:
- Developed the annual TIP which was representative of the 5-Year Work Program generated by FDOT and the projects submitted by local jurisdictions.
- Developed the annual project priorities based on applications submitted by local jurisdictions. This process utilized an online mapping tool, which improved accuracy and efficiency.
- Supported the TSM&O Advisory Group and strategies for funding projects.
- Updated the Call for Projects in 2023 by streamlining project priority application submission process and updating the scoring system based on recently completed planning studies.
- Completed the US 41 Transit Signal Priority Concept of Operations and coordinated with FDOT and transit agencies to fund the demonstration project in the 5-Year Work Program.

2.02 – LONG TERM PLANNING

PURPOSE:
Provide Staff with the necessary resources to maintain, amend, and develop the LRTP on a cyclical basis. Through guidance from federal legislation, the Long-Range Plan promotes the safe and efficient development, management, and operation of regional transportation systems to serve the mobility needs of people and freight.

PREVIOUS WORK:
- LRTP Studies completed: Fruitville Rd/University Pkwy SUN Trail Alignment Study, SR64/Manatee Ave SUN Trail Alignment Study, Resiliency & Vulnerability Assessment Phase I
- LRTP Studies funded: Destination Zero Safety Education Campaign, Resiliency/Vulnerability Assessment Study Phase II, LECOM/VOTA Mobility Study, Active Transportation Plan update, Congestion Management Process update, 2050 Long Range Transportation Plan
- Implementation of LRTP Priorities: TSM&O projects, Resiliency applications, TA and Safety Priorities

2.03 – PUBLIC TRANSPORTATION PLANNING

PURPOSE:

Provide the necessary resources to successfully plan multimodal and active transportation, including transit, throughout the Sarasota/Manatee Region. The MPO acts as partner and liaison to local transit agencies, while also planning for these activities to increase safety, efficiency, and mode share.

PREVIOUS WORK:

- The MPO completed FY 2021/2022 Section 5305(d) Application (June 2021 and 2022).
- The MPO hosted Quarterly Public Transportation Task Force meetings as a means for elected officials and local jurisdiction staff to provide reports related to public transit throughout the region.
- The MPO assisted and supported in the development and implementation of the Transportation Development Plan (TDP) in both Sarasota and Manatee Counties.
- The MPO supported Sarasota County in the funding and development of the TDSP major update.
- Adopted the US 41 Concept of Operations and coordinated with FDOT and transit agencies to fund the demonstration project in the 5-Year Work Program.
- US 41 Transit Signal Priority Demonstration Project programmed with procurement process underway for future deployment.
- Added a new annual element in the TIP which includes a project and program description, planned costs and anticipated revenues, and assurances that coordination with local public transit and local planning agencies has been completed.

MANATEE COUNTY AREA TRANSIT

Manatee County Short Range Public Transportation Planning Activities

FTA Section 5307 funding will be used by Manatee County to complete various public transportation planning activities which will include, but not be limited to: system wide and route level assessments including service and equity analyses, Transit Development Plan (TDP) annual updates, Transportation Disadvantaged Service Plan (TDSP) annual updates, a Civil Rights/Title VI Program update, Market Research, FTA Section 5310, 5307/5339 grant applications, National Transit Database (NTD) Annual Report updates, Asset Management Plan updates, and special projects or studies which will be undertaken with the respect to the delivery of transit service in Manatee County. Manatee County short range public transportation planning activities will be included in each 5307 Grant application under grant activity line item (ALI) 44.24.00

SARASOTA COUNTY BREEZE TRANSIT

Sarasota County Public Transportation Planning Activities

FTA Section 5307 funding will be used by Sarasota County to complete various public transportation planning activities which will include, but not be limited to: system wide and route level assessments including service and equity analyses, Transit Development Plan (TDP) annual updates, Transportation Disadvantaged Service Plan (TDSP) annual updates, a Civil Rights/Title VI Program update, Market Research, FTA Section 5310, 5307/5339 grant applications, National Transit Database (NTD) Annual Report updates, Asset Management Plan updates, and special projects or studies which will be undertaken with respect to the delivery of transit service in Sarasota County. Sarasota County public transportation planning activities will be funded using 5307 grants under ALI 44.22.00 and 44.23.01.

SARASOTA MANATEE AIRPORT AUTHORITY

Masterplan update and implementation is ongoing.

2.04 – 2050 LRTP Planning Studies (CONSULTANT ACTIVITIES)

PURPOSE:

Procure, manage, coordinate, and compensate professional planning consultants to assist in the development of the federal and state required transportation plans, documents, updates and needed amendments. Specific activities will be assigned using Work Task Assignments. Includes special project planning and consultant services in support of systems planning products including system performance management and monitoring, data development and network modeling, LRTP, TIP, and Congestion Management.

PREVIOUS WORK:

- Developed Socioeconomic (SE) data projections and Transportation Analysis Zones (TAZs) for the District 1 Regional Planning Model
- Kicked off the 2050 Long Range Transportation Plan in early 2024.
- Updated all federally mandated performance measures: Safety (PM1), Bridge and Pavement (PM2), and System Performance (PM3)
- Provided regular safety updates to the MPO Board and coordinated with Sarasota County on developing a Standard Operating Procedure for safety performance measures.
- Completed the following studies to be incorporated into the 2050 LRTP: SUN Trail Alignment Studies (total 2), Resiliency & Vulnerability Assessment Phase 1, US 41 Transit Signal Priority Concept of Operations.

	Activity	Deliverable(s)	Completion Date
TASK 2.01 – SHORT TERM PLANNING			
A	Prepare the TIP, including an interactive online map, and process TIP amendments as needed. Monitor and report on mandated performance measures as needed.	TIP Document	Annually (June)
B	Develop project priorities by soliciting for projects, prioritize using MPO scoring criteria, and submitting to FDOT for consideration. Incorporate updated performance measures as needed to ensure accurate project selection.	Project Priorities	Annually (December)
C	Prepare a list of projects for which Federal funds have been obligated in the preceding year and make it available for public review	Obligated Funds list	Annually (December)
D	Review FDOT Draft Work Program for consistency with LRTP and other documents adopted by the MPO governing board	Review Work Program	Annually (December)
E	Update the Congestion Management Plan/Process (CMP) (The MPO will update the federally mandate process to ensure concurrence with updated guidance as well as provide local jurisdictions with updated mobility data. This will create a foundation for the mobility element in the 2050 LRTP.)	CMP	Mid 2024
TASK 2.02 – LONG TERM PLANNING			
F	Update the LRTP for the year 2050 and process amendments as needed. Monitor and report on mandated performance measures as needed throughout the life of the LRTP. (This will include the expansion of the safety, equity, and resiliency elements as the MPO incorporates completed planning efforts and incorporates new state and federal guidance.)	• Adopted LRTP • Amendments	• June 2024 (extends to October 2025) • As needed
G	Review and Implementation of the FDOT District 1 regional travel demand model in the 2050 LRTP	LRTP Data Sets	Ongoing
H	Monitor, analyze, and incorporate the 2020 census data into ongoing and upcoming essential MPO documents	2020 census data	Ongoing

	Activity	Deliverable(s)	Completion Date
I	Update the Congestion Management Plan/Process (CMP) (The MPO will update the federally mandate process to ensure concurrence with updated guidance as well as provide local jurisdictions with updated mobility data. This will create a foundation for the mobility element in the 2050 LRTP.)	CMP	Mid 2024
J	Update other planning documents as described in 2050 LRTP	Updated documents	Ongoing, as needed
TASK 2.03 – PUBLIC TRANSPORTATION PLANNING			
K	Conduct Public Transportation Task Force Meetings	Prepare an agenda and record minutes	Quarterly
L	Coordinate with transit providers to coordinate for compliance on all federal requirement documents and agreements	Compliance with documents and agreements	Annually
TASK 2.04 – 2050 LRTP PLANNING STUDIES (CONSULTANT SERVICES)			
M*	Complete the LRTP Resiliency/Vulnerability Assessment Phase II based on recommendations made in the adopted 2045 LRTP (Phase II builds on Phase I of the study to refine the priority project list, develop targeted mitigation strategies that reduce or eliminate damage and disruption to high-risk infrastructure, and integrate resilience into elements of the LRTP, including the Cost Feasible Plan. The study will incorporate insights gained from the experience of Hurricane Ian, which impacted the region in September 2022.)	Vulnerability Assessment, Phase II	Mid 2024
N*	Complete the LECOM Baseball Study (The 2045 LRTP identified 3 baseball access studies as tourism hubs that would require roadway improvements in order to improve traffic flow and to better accommodate the surrounding land uses. The LECOM study will evaluate an area just south of downtown Bradenton and will look to incorporate improved walking and biking concepts as well as decrease recurring congestion near the stadium for funding in the 2050 LRTP.)	LECOM Baseball Study	Mid 2024
O*	Complete the Active Transportation Plan Update (The MPO will complete an update of the active transportation plan that will incorporate updated alignments for trail segments, completed studies from local jurisdictions, and updated guidance from federal and state agencies. This effort will feed directly into the 2050 LRTP.)	Active Transportation Plan	Early 2025

	Activity	Deliverable(s)	Completion Date
P*	LRTP Serious Injury and Fatality Reduction Plan Implementation	Project Implementation	Ongoing, as needed
Q	Prepare the Ed Smith Stadium Baseball Study (The 2045 LRTP identified 3 baseball access studies as tourism hubs that would require roadway improvements to improve traffic flow and to better accommodate the surrounding land uses. The Ed Smith study will evaluate an area just east of downtown Sarasota and will look to incorporate improved walking and biking concepts as well as decrease recurring congestion near the stadium for funding in the 2050 LRTP.)	Ed Smith Stadium Baseball Study	Mid 2025
R	Prepare CoolToday Park Stadium Baseball Study (The 2045 LRTP identified 3 baseball access studies as tourism hubs that would require roadway improvements to improve traffic flow and to better accommodate the surrounding land uses. The CoolToday study will evaluate an area around the CoolToday Baseball Stadium in North Port and will look to incorporate improved walking and biking concepts as well as decrease recurring congestion near the stadium for funding in the 2050 LRTP.)	CoolToday Park Baseball Study	Mid 2025
S	Prepare the Barrier Island Implementation Plan (The MPO will evaluate and develop an implementation plan for congestion relief and enhanced mobility on Anna Maria Island, Longboat Key, Siesta Key, and Manasota Key. The Plan will build on the Sarasota/Manatee Barrier Island Study (2020) as well as the Barrier Island Complete Streets Improvements PD&E that is currently underway).	Barrier Island Implementation Plan	Mid 2025
T	Prepare a Transportation Investment Analysis (The MPO will complete an historical investment analysis of the MPO's Transportation Improvement Plans to evaluate the funding of MPO priority projects, as well as the spatial distribution of transportation investments in our region relative to equity emphasis areas and priority safety corridors and intersections.)	Transportation Investment Analysis	Mid 2025
U	Perform Safety Countermeasures Performance Monitoring (the MPO previously completed a high-level before-and-after analysis of roundabouts in Manatee and Sarasota Counties to better understand their safety performance. The MPO is now seeking to update the 2022 roundabout analysis as part of a more comprehensive performance analysis of safety countermeasures implemented in the Sarasota/Manatee region.)	Safety Countermeasures Performance Monitoring	Mid 2025

	Activity	Deliverable(s)	Completion Date
V	Regional Transit Feasibility Study (To support existing and future transit service in the region, the MPO will complete a feasibility analysis of regional transit opportunities including the development and expansion bus rapid transit and water taxi services.)	Regional Transit Feasibility Study	Mid 2026
W	Project Priorities & Prioritization Update (The MPO will complete a major update to the project prioritization process and list of project priorities. This update will ensure consistency with the 2050 LRTP's goals and objectives and streamline the prioritization process to support successful regional jurisdiction applications for funding.)	Project Priorities & Prioritization Update	Mid 2026
X	Regional Freight & Passenger Analysis (The MPO will complete a regional rail analysis for both freight and passenger rail.)	Regional Freight & Passenger Analysis	Mid 2026
Y	Watershed & Transportation Asset Analysis (The MPO in collaboration with local partners, regional planning councils, and estuary programs will evaluate watershed characteristics and dynamics and the overall impact on transportation assets within the region.)	Watershed & Transportation Asset Analysis	Mid 2026
Z*	Safety Countermeasure Monitoring (To update the 2022 roundabout analysis as part of a more comprehensive performance analysis of safety countermeasures implemented in the Sarasota/Manatee region. This effort will also lay the foundation for a continuous monitoring process of existing and future projects.)	Safety Countermeasure Monitoring Study	Late 2025
AA**	Advancing Organizational Safety Culture (To develop internal process improvements to better incorporate roadway safety into coordination and planning activities and to enhance communication to stakeholders and the public regarding MPO safety commitments and actions.)	Organizational Safety Culture Advancement Plan	Mid 2026
AB	MPO Financial System Update (to assess the MPO's current organizational and financial framework, benchmark against peer MPOs, evaluate options for enhancing sustainability that range from refined hosted agreements to incremental steps toward greater independence and develop actionable recommendations and implementation strategies. This effort will align with state and federal guidelines and best practices.)	Update to the current MPO Financial Processes	Mid 2026

*Projects to be completed using FY24 De Obligated Funds
** Project using FY24 Carryforward funds

RESPONSIBLE AGENCY: Sarasota/Manatee MPO

Task 2.00 Funding Sources

FISCAL YEAR 2024/2025

FHWA (PL) $615,000.00

Task 2 Systems Planning							
2025							
Funding Source	**FHWA**			**Local**			FY 2025 Total
Contract Number	**G1**			**G3**			
Source Level	**PL**	**SU**	***Total***	**Sarasota County**	**Manatee County**	***Total***	
MPO Budget Reference	CPG	CPG-SU					
Lookup Name	**2025 FHWA G1 (PL)**	**2025 FHWA G1 (SU)**	***FHWA G1 (Total)***	**2025 Local G3 (Sarasota County)**	**2025 Local G3 (Manatee County)**	***Local G3 (Total)***	
Personnel (salary and benefits)							
Personnel	$ 615,000.00		-			-	$ 615,000
Personnel (salary and benefits) Subtotal	**$ 615,000**	**$ -**	**$ 615,000**	**$ -**	**$ -**	**$ -**	$ 615,000
Consultant							
2.04 2050 LRTP Planning Studies (described above table) De Obligated Amounts	$ -		-			-	$ -
2050 LRTP Development		$ 364,000.00	-			-	$ 364,000
ATP		$ 20,000.00	-			-	$ 20,000
2.04 2050 LRTP Planning Studies (described above table) New funds	$ -		-			-	$ -
Ed Smith Stadium Access Study		$ 477,167.00					$ 477,167
Barrier Island Implementation Plan		$ 200,000.00	-			-	$ 200,000
Transportation Investment Analysis		$ 150,000.00					$ 150,000
Safety Countermeasures Monitoring		$ 50,000.00					$ 50,000
Consultant Subtotal	**$ -**	**$ 1,261,167**	**$ 1,261,167**	**$ -**	**$ -**	**$ -**	$ 1,261,167
Total	**$ 615,000**	**$ 1,261,167**	**$ 1,876,167**	**$ -**	**$ -**	**$ -**	**$ 1,876,167**

* The above table reflect $26,000.00 of PL De Obligated funds & $429,412.00 of SU De Obligated funds
* Updating the PL funds columns based on updated projections after the FY22-23/23-24 UPWP closeout
* Adding $38,470 of additional funds received from the CPG 5303(D) funding to Personnel.
* Moving the Transportation Investment Analysis from year 2 to year 1 (funds come from a reduction in same funding source in task 1)
*Reducing the Ed Smith Stadium Access study amount by $22,833.00 from the estimated $500,000.00 to the actual contracted amount of $477,167 and reducing additional funds in the 2050 LTRP Development budget line by $27,167.00 from $409,412 to 382,245.00 to cover the $50,000.00 for the Safety Countermeasures Monitoring Study.
* Table is revised to reflect actual expenditures for Local Funds in FY25. Funds not used in FY25 are being transferred to the FY26 budget.
* De-obligates $20,000.00 in PL funds and $18,245.00 in SU funds from FY25 Task 1 as part of the closeout process to make funds available in year 1 (FY27) of the new UPWP cycle.

FISCAL YEAR 2025/2026
FHWA (PL) $575,575.00

Task 2 Systems Planning							
2026							
Funding Source	**FHWA**			**Local**			FY 2026 Total
Contract Number	**G1**			**G3**			
Source	**PL**	**SU**	***Total***	**Sarasota County**	**Manatee County**	***Total***	
MPO Budget Reference	CPG	CPG-SU					
Lookup Name	**2026 FHWA G1 (PL)**	**2026 FHWA G1 (SU)**	***FHWA G1 (Total)***	**2026 Local G3 (Sarasota County)**	**2026 Local G3 (Manatee County)**	***Local G3 (Total)***	
Personnel (salary and benefits)							
Personnel	$ 575,575.00		-			-	$ 575,575
Personnel (salary and benefits) Subtotal	**$ 575,575**	**$ -**	**$ 575,575**	**$ -**	**$ -**	**$ -**	$ 575,575
Consultant							
2.04 2050 LRTP Planning Studies (described	$ -		-			-	$ -
2050 LRTP Development		$ -	-			-	$ -
Ed Smith Statium Access Study		$ -	-			-	$ -
Barrier Island Implementation Plan		$ -	-			-	$ -
Trasportation Investment Analysis		$ -	-			-	$ -
Safety Countermeasures Monitoring		$ -	-			-	$ -
2.04 LRTP New Planning Studies (described		$ 507,677.00	-			-	$ 507,677
Regional Transit Feasibility Study		$ -	-			-	$ -
Project Priorities and Prioritizing Update		$ -	-			-	$ -
Regional Freight & Passenger Analysis		$ -	-			-	$ -
Watershed And Transportation Asset		$ -	-			-	$ -
Advancing Organizational Safety Culture		$ -	-			-	$ -
MPO Financial System Update		$ 50,000.00	-			-	$ 50,000
Consultant Subtotal	**$ -**	**$ 557,677**	**$ 557,677**	**$ -**	**$ -**	**$ -**	$ 557,677
Total	**$ 575,575**	**$ 557,677**	**$ 1,133,252**	**$ -**	**$ -**	**$ -**	**$ 1,133,252**

* The above table does not reflect any potential Carryforward funds.
* Replacing the Transportation Investment Analysis (moved to year 1) with a Watershed and Transportation Asset Analysis.
* As of 07/01/2025 the table includes $248,054.00 in PL carryforward funds, $47,293.00 in additional 5305(d) funds & $30,100.00 in SU carryforward funds.
* Adding Advancing Organizational Safety Culture as a new study under consulting work for FY26 using SU Funds.
* De-obligates $50,000.00 in PL funds and $272.423.00 in SU funds from FY26 Task 1 as part of the closeout process to make funds available in year 1 (FY27) of the new UPWP cycle.
* Adds a new study (MPO Financial System Update) to be completed in FY26.

TASK 3.00 System Performance and Analytics

Plans remain valid only if their forecast assumptions are constantly monitored. This requires tracking travel demand conditions on the transportation system network and land use trends (the source of travel demand). The trends in actual conditions are compared to forecast assumptions; large discrepancies may be an indication that plan assumptions and/or schedules need to be revised.

MPO policy calls for all available modes of travel to be utilized to their fullest to meet travel demand. Accordingly, activities have been developed to monitor and support the use of mass transit in addition to multiple modes of travel, such as walking, biking, transit, trails, transportation disadvantaged, etc. In this regard, implementation of improvement plans for all modes of transportation will be closely monitored. The plans, projects, reports, and data that are monitored are then analyzed to determine the effectiveness of each of these strategies.

System Performance and Analytics Tasks include:

3.01 Performance Management and System Monitoring
3.02 Greenways, Trails and Bicycle/Pedestrian Systems
3.03 Transportation Disadvantaged (TD) Planning

3.01 - PERFORMANCE MANAGEMENT (PM)

PURPOSE:

Monitor area travel characteristics and factors affecting travel such as socioeconomic, community and land use data; transportation system data; natural, physical, and human environmental concerns and issues; performance management and performance measures monitoring, reporting, and target setting; tasks related to Intelligent Transportation Systems (ITS), Transportation Systems Management & Operations (TSM&O) Development and Congestion Management are included in this process. Incorporate visualization tools.

PREVIOUS WORK:

- Integrated Performance Measures (PM) into Planning/Projects:
  - Safety/Security: Destination Zero Action Plan
  - Infrastructure Condition: Bridge and Pavement Assessments, Target Setting, Interactive Mapping
  - Mobility/Congestion/Reliability: Updated the CMP and includes TSM&O element.
  - Economy/Freight: New appendix in the 2045 LRTP highlighting context, accessibility, and economic trends.
  - Environment/Livability: Developed and adopted the Active Transportation Plan
  - Project Delivery: Advanced the prioritization process by utilizing an automated scoring tool.
- Responded to various inquiries and transmitted traffic counts, Florida Standard Urban Transportation Model Structure (FSUTMS), socio-economic data, network data files, planning data, transportation analysis zone maps, Sarasota-Manatee Area Transportation Study (SMATS) total system miles, vehicle miles of travel (VMT), and reports to local governmental agencies, consulting firms, developers, and the general public.

3.02 - GREENWAYS, TRAILS, AND BICYCLE/PEDESTRIAN SYSTEMS

PURPOSE:

Ensure consistency between all MPO plans and documents as related to the planning, development, and implementation of bicycle, pedestrian, greenways, and trails efforts throughout the region.

PREVIOUS WORK:

- Reviewed various Greenways, Trails and Bicycle/Pedestrian Plans and programs from the public and private sector.
- Reviewed and updated the Office of Greenways and Trails Priority and Opportunity map along with corresponding SUNtrail segments.
- Served as a member of Suncoast Transportation Planning Alliance's Regional Trails subcommittee (SCTPA)
- Incorporated Bicycle and Pedestrian planning and implementation into the 2045 LRTP
- Coordinated activities and events in cooperation with local bicycle and pedestrian advocacy groups.
- Developed and adopted the Active Transportation Plan (ATP) with the intention of improving connectivity between multiple modes of transportation including bicyclists, pedestrians, and transit riders.

3.03 – TRANSPORTATION DISADVANTAGED PLANNING

PURPOSE:

Conduct proactive Public Involvement/Public Information activities that provide complete information, timely public notice, full public access to key decisions and supports early and continuing involvement of the public in the transportation disadvantaged planning process. Ensure the availability of efficient, cost-effective, and quality transportation services for transportation disadvantaged persons for Sarasota and Manatee Counties as required by Chapter 427, FS and 41-2 FAC.

PREVIOUS WORK:

- Continued monitoring of state legislative action regarding Transportation Disadvantaged planning and operational funding to provide transportation services to people who are transportation disadvantaged in Sarasota and Manatee Counties
- Attended the Joint FPTA/TD Conference
- Coordinated the first Joint Sarasota and Manatee Transportation Disadvantaged Workshop
- The MPO supported Sarasota County in the funding and development of the TDSP major update.

	Activity	Deliverable(s)	Completion Date
TASK 3.01			
A	Monitor the CMP for project identification	Identified projects	Annually
B	Continue to refine project prioritization process	Updates to criteria	As needed
C	Develop, monitor, and report on performance measures and targets	Targets Report	Annually Annually
D	Data collection related to traffic volumes, speed, travel time, and origin-destination	Data sets	Annually
E	Monitor ATP for project identification	Identified projects	Annually
F	Support and prioritize projects from MPO/FDOT studies including the Central Manatee Network Alternatives Analysis and Barrier Island Traffic Study	Project prioritization	Annually
G	Organize and support the Barrier Island Traffic Study Implementation Committee	Meeting support	As scheduled
H	Organize and support the TSM&O Advisory Committee and leverage funding to engage in active performance management and data gathering;	Meeting support and data management	As scheduled
I	Monitor the development of local, regional, and statewide greenways, trails, and bicycle/pedestrian plans and programs to ensure consistency with MPO plans and programs	Plan consistency	Annually
J	Enhance the quality, usability, and value of data by continuing to coordinate regional performance measures and related data gathering among MPOs and with FDOT. Begin creating a unified set of regional spatial and tabular data formats and metadata standards. Acquire and analyze transportation system and other relevant data. Utilize visualization platforms to enhance user	Data Platforms	Ongoing

	Activity	Deliverable(s)	Completion Date
	experience when presenting complex transportation data. Continue coordination efforts to develop a consistent approach to the sharing and use of data.		
TASK 3.02			
K	Organize and support the MPO's Bicycle/Pedestrian/Trails Advisory Committee	Meeting Support	As scheduled
L	Assist and support local jurisdictions and regional agencies with plan development related to greenways, trails, bicycle, and pedestrians	Local and Regional Support	As needed
M*	Participate as a member of the Florida Gulf Coast Trail Alliance (established in 2025) to support regional trail development	Meeting Participation	As scheduled
N*	Support FDOT's implementation of the Street SAFE Program in Manatee and Sarasota Counties through local coordination activities	FDOT Street Safe Program	As needed
Task 3.03			
O	Jointly develop and annually update the Transportation Disadvantaged Service Plans (TDSP) with the community transportation coordinators (CTC) and the LCBs	Complete initial TDSP or annual updates	Annually (June 30th)
P	Solicit and recommend CTCs to the Commission by planning agency staff or their designee as needed	Planning agency's letter of recommendation and signed resolution	Every 5 years
Q	Provide staff support to the LCBs in conducting an annual evaluation of the CTCs, including local developed standards as delineated in the adopted TDSPs. Assist the Commission in joint reviews of the CTCs	LCB and planning agency selected CTC evaluation worksheets pursuant to the most recent version of the Commission's CTC Evaluation Workbook	Annually

	Activity	Deliverable(s)	Completion Date
R	Organize and provide staff support and related resources for at least four (4) LCB meetings per year, holding one meeting during each quarter. Provide program orientation and training for newly appointed LCB members.	LCB Meeting agendas; minutes; membership roster; attendance report; copy of public notice of meetings	Quarterly
S	• Host one LCB public workshop, and • Assist the Commission, as requested, in co-sponsoring public workshops.	Public workshop agenda and minutes of related workshop	• Annually • As requested
T	Develop and annually update by-laws for LCBs approval.	Copy of LCB approved by-laws with date of update noted on cover page	Annually
U	Develop, annually update, and implement LCBs grievance procedures in accordance with the Commission's most recent LCB and Planning Agency Operating Guidelines.	Copy of LCB approved Grievance Procedures with date of update noted on cover page	Annually
V	Review and comment on the Annual Operating Report (AOR) for submittal to the LCBs, and forward comments/concerns to the Commission.	Cover Page of AOR, signed by CTC representative and LCB Chair	Annually
W	Research and complete the Actual Expenditures Report (AER) for direct federal and local government transportation funds.	Completed AER in accordance with the most recent Commission's AER instructions	Annually (September 15th)
X	Complete quarterly progress reports addressing planning accomplishments for the local transportation disadvantaged program as well as planning grant deliverables.	Complete Quarterly Progress Reports submitted with invoices	Quarterly
Y	Planning agency staff shall attend at least one Commission sponsored training, including but not limited to, the Commission's regional meetings or annual training workshop.	Documentation related to attendance at such event(s)	Annually

*Added for FY26

RESPONSIBLE AGENCY: Sarasota/Manatee MPO

Task 3.00 Funding Sources

FISCAL YEAR 2024/2025

FHWA (PL) $155,000.00

Task 3 System Performance and Analytics									
2025									
Funding Source	**FHWA**			**CTD**		**Local**			FY 2025 Total
Contract Number	**G1**			**G2**		**G3**			
Source Level	**PL**	**SU**	***Total***	**State**	***Total***	**Sarasota County**	**Manatee County**	***Total***	
MPO Budget Reference	**CPG**	**CPG-SU**		**CTD**		**Local**	**Local**		
Lookup Name	**2025 FHWA G1 (PL)**	**2025 FHWA G1 (SU)**	***FHWA G1 (Total)***	**2025 CTD G2 (State)**	***CTD G2 (Total)***	**2025 Local G3 (Sarasota County)**	**2025 Local G3 (Manatee County)**	***Local G3 (Total)***	
Personnel (salary and benefits)									
Personnel	$ 155,000.00		-	$ 63,150.25	-			-	$ 218,150
Personnel (salary and benefits)	**$ 155,000**	**$ -**	**$ 155,000**	**$ 63,150**	**$ 63,150**	**$ -**	**$ -**	**$ -**	$ 218,150
Consultant									
3.01 Performance Management	$ -		-		-			-	$ -
3.03 TDSP			-		-	$ -	$ -	-	$ -
4.01 Advertising			-	$ 326.75	-			-	$ 327
Total	**$ 155,000**	**$ -**	**$ 155,000**	**$ 63,477**	**$ 63,477**	**$ -**	**$ -**	**$ -**	**$ 218,477**

**These funds meet or exceed the requirements for the 2.5% PL set aside for Complete Streets planning. [§ 11206(b)] The total amount of funds used by the MPO for Complete Streets planning for FY24/25 is approximately $38,200 of the $1,527,480 in total PL allocation for the fiscal year which meets or exceeds the required 2.5%. Actual 2.5% of the total PL allocation for FY24/25 is $38,187*

** The above table reflects $74,500.00 in PL De Obligated funds.*

* Updating the PL funds columns based on updated projections after the FY22-23/23-24 UPWP closeout.

* Table is revised to reflect actual expenditures for Local Funds in FY25. Funds not used in FY25 are being transferred to the FY26 budget.

* De-obligates $30,000.00 in PL funds from FY25 Task 1 as part of the closeout process to make funds available in year 1 (FY27) of the new UPWP cycle.

FISCAL YEAR 2025/2026

FHWA (PL) $215,000.00

Task 3 System Performance and Analytics									
2026									
Funding Source	**FHWA**			**CTD**		**Local**			FY 2026 Total
Contract Number	**G1**			**G2**		**G3**			
Source	**PL**	**SU**	***Total***	**State**	***Total***	**Sarasota County**	**Manatee County**	***Total***	
MPO Budget Reference	**CPG**	**CPG-SU**		**CTD**		**Local**	**Local**		
Lookup Name	**2026 FHWA G1 (PL)**	**2026 FHWA G1 (SU)**	***FHWA G1 (Total)***	**2026 CTD G2 (State)**	***CTD G2 (Total)***	**2026 Local G3 (Sarasota County)**	**2026 Local G3 (Manatee County)**	***Local G3 (Total)***	
Personnel (salary and benefits)									
Personnel	$ 215,000.00		-	$ 65,593.00	-			-	$ 280,593
Personnel (salary and benefits)	**$ 215,000**	**$ -**	**$ 215,000**	**$ 65,593**	**$ 65,593**	**$ -**	**$ -**	**$ -**	$ 280,593
Consultant									
3.01 Performance Management	$ -		-		-			-	$ -
3.03 TDSP			-		-	$ 18,000.00	$ 18,000.00	-	$ 36,000
Consultant Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 18,000**	**$ 18,000**	**$ 36,000**	$ 36,000
Total	**$ 215,000**	**$ -**	**$ 215,000**	**$ 65,593**	**$ 65,593**	**$ 18,000**	**$ 18,000**	**$ 36,000**	**$ 316,593**

**These funds meet or exceed the requirements for the 2.5% PL set aside for Complete Streets planning. [§ 11206(b)] The total amount of funds used by the MPO for Complete Streets planning for FY25/26 is approximately $40,000 of the $1,551,820 in total PL allocation for the fiscal year which meets or exceeds the required 2.5%. Actual 2.5% of the total PL allocation for FY25/26 is $38,795*

* The above table does not reflect any potential Carryforward funds.

* Table is revised to include FY25 fund balance transfers of $8,000.00 per County of Local funds.

* De-obligates $35,000.00 in PL funds from FY26 Task 1 as part of the closeout process to make funds available in year 1 (FY27) of the new UPWP cycle

TASK 4.00 PUBLIC OUTREACH

The purpose of the Public Outreach Tasks is to implement the public involvement process. This process ensures that no person is discriminated against and that all citizens are provided equal access in the transportation decision-making. The MPO established a proactive public involvement process providing comprehensive information, timely public notice, public access to key decisions, which supports early and continuing involvement of the public in developing plans and programs. This public involvement process provides for special emphasis to include and engage historically under-served and under-represented populations. The MPO process is open, transparent, and public comments are acknowledged as well as considered in the MPO's decision-making.

Following Title VI of the Civil Rights Act, this process is specifically designed to provide attention to the needs of people who are traditionally underserved and underrepresented (e.g., people who are visually and/or hearing-impaired) in the transportation planning process. In addition, the MPO adopted a Limited English Proficiency (LEP) Plan to ensure public involvement opportunities are available to people with Limited English Proficiency. This public involvement process also includes a public outreach program that is integrated throughout all MPO activities and programs.

Public Outreach Tasks include:
4.01 Public Participation & Engagement
4.02 Regional Coordination

4.01 - PUBLIC PARTICIPATION & ENGAGEMENT

PURPOSE:

Consult the public through an open process including regular public meetings of the MPO Board and advisory committees. Support demographically representative, early and continuing public involvement in the development of plans and programs. Conduct proactive Public Participation activities that provide complete information, timely public notice, full public access to key decisions, support early and continuing involvement of the public in the transportation planning process and awareness campaigns. To maintain, expand and promote public participation and education programs to audiences both familiar and unfamiliar with the transportation planning process.

PREVIOUS WORK:

- Completed the mympo.org website redesign to enhance the user experience.
- Continually presented MPO information to the public, elected officials, community organizations, and other interested parties.
- Maintained and continuously posted on social media platforms to effectively reach more members of the public.
- The MPO updated its Citizen Advisory Committee policy to restructure the committee with the goal of improving engagement with the regional transportation planning process.
- The MPO participated in the City of Sarasota & Sarasota Bike Festival's Halloween Bike Parade, and New College of Florida Student Involvement Fair in fall of 2022.

- The MPO coordinated with Manatee County to co-host a public workshop related to the MPO's SUN Trail Alignment Study and Manatee County's Trailways Plan in December 2022.
- The MPO hosted 41 committee meetings and five Board meetings in 2022.
- The MPO presented with FDOT District 1 Safety Office to the Town of Longboat Key Commission meeting in December 2022.
- The MPO participated in several engagement events in 2023, including: Staff interview with Solmart Media on the MPO which aired on 105.3 La Zeta and La Numero Uno 99.1; Two (2) interviews with the Sarasota Herald Tribune; Survey outreach at the Bradenton Public Market; Manatee Moves" Mobility Week in Holmes Beach
- The MPO updated its website to streamline navigation and content. Local and regional partners have shared positive impressions of the ease-of-use provided by the update.
- Tuesday Traffic Jam, the MPOs weekly newsletter, continues to share relevant transportation policy, planning, and project updates, as well as public events, trainings and webinars, and funding opportunities. The newsletter has a subscriber list of 582 people.
- The MPO hosted 38 committee meetings and 5 Board meetings in 2023.
- The MPO acquired two new online platforms: EcoInteractive to host the MPO's Interactive TIP; and Citian CRASH for public-facing, queryable safety dashboards hosting state crash data.
- Destination Zero Survey

4.02 – REGIONAL COORDINATION

PURPOSE:

Maintain and enhance the ongoing multi-county collaborative transportation planning process and participate in other regional and statewide planning activities and organizations that have an impact on the regional multi modal transportation system. Ensure a forum for coordination between the Charlotte County-Punta Gorda and Sarasota/Manatee MPOs regarding regional transportation planning and maintain collaborative relationships with neighboring and other MPOs along the Gulf Coast, West Central Florida, Central Florida, and the greater megaregion.

PREVIOUS WORK:

- Participated in regular and special meetings of the Tampa Bay Regional Planning Council (TBRPC); MPO Chairs Coordinating Committee (CCC)/Suncoast Transportation Planning Alliance (SCTPA); statewide MPO Advisory Council; Tampa Bay Area Regional Transit Authority (TBARTA); Central Florida Regional TSM&O working group/stakeholder committee; Corridor Management entities for Courtney-Campbell Causeway and Suncoast Parkway; Florida Aviation System Planning Process; Tampa Bay Partnership; Florida Transportation Commission; and Southwest Connect (I-75).
- Held public meetings of the CCC/SCTPA, Joint CAC, Regional Multi-Use Trails Committee, and MPO Staff Directors.
- Participated in the Regional Transportation Interagency Exchange facilitated by FDOT.
- Participated in the development and implementation of the Tampa Bay Regional Strategic Freight Plan with the FDOT Regional Goods Movement Advisory Committee.

	Activity	Deliverable(s)	Completion Date
TASK 4.01			
A	On-going organizational and meeting support of the MPO Board and Committees.	Agendas, minutes, memos, and related information for all public meetings. Meeting presentation and educational materials on transportation topics as time allows	As needed
B	Evaluate and maintain the MPO Public Participation Process.	Revise and update its Public Participation Plan	Every 3 years
C	Increase public awareness and participation in the transportation planning process and the implementation of plans and projects	1. Documentation of press releases and media stories related to MPO projects 2. Spanish language MPO overview one-page flyer 3. Data Analysis from survey/publicinput.com outreach efforts. 4. Outreach events and related materials	1. Annually 2. As needed 3. As needed 4. As needed
D	Assurance of environmental justice and Title VI compliance in all work plans and activities, including the identification of underserved communities.	Revise and update its Limited English Proficiency Plan (LEP)	Every 3 years
E	Maintenance of the mympo.org website with timely information regarding the MPO's ongoing activities, scheduled events, information related to regional transportation issues, and ADA accessible planning documents.	Maintenance of the MPO website with current information on transportation topics	Quarterly
F	Sponsor education and other relevant transportation training activities.	Sponsored training and events	As needed
G	Conduct public presentations and be present at local, regional, statewide, and other events to inform local and regional advocacy groups, transportation professionals, and public officials about statewide and interregional transportation planning efforts, funding issues, or innovative programs.	Public presentations	As requested
H	Actively engage the public in the transportation planning process according to the policies contained	1. Current and up-to-date database of contacts. 2. Email, post, or publicly notice meeting announcements and invitations.	1. Monthly 2. As needed 3. As needed

	Activity	Deliverable(s)	Completion Date
	in the Public Participation Plan, following State and Federal law.	3. Employ visualization techniques to depict transportation plans. 4. Respond to public comments and inquiries	4. Within 24 hours of receipt
I	Inform the public of ongoing transportation related issues and activities on a continuous basis.	1. Provide general and project-specific information. 2. Newsletter 3. Social Media 4. Special Notices 5. Outreach events and related materials.	1. As requested 2. Bi-Weekly 3. Weekly 4. As needed 5. As needed
J	Encourage the involvement of all Sarasota and Manatee County residents in the transportation planning process.	1. Hold public meetings at a site convenient to potentially affected citizens whenever possible. 2. Implement its Limited English Proficiency Plan. 3. Outreach in the community.	1. As needed 2. As needed 3. Whenever possible
K	Participate in public participation activities for individual transportation improvement projects from the planning phase through construction.	1. Assist the Florida Department of Transportation, local governments and other transportation agencies in the development and implementation of public participation activities. 2. Participate in the Efficient Transportation Decision Making (ETDM) Program	1. As requested 2. As needed
TASK 4.02			
L	Participate in the Florida MPO Advisory Council activities and meetings to share best practices, conduct statewide research tasks, and stay abreast of statewide and national policy changes	Meeting Participation	Quarterly and as needed
M	Annually review Transportation Regional Incentive Program (TRIP) and regional multiuse trails priorities, prioritize candidate projects, and make a recommendation to the TBARTA CCC/SCTPA board	TRIP Priority List	Annually
N	Support regional transit planning in coordination with TBARTA, FDOT, and local transit agencies	Meeting Participation and Support	Quarterly
O	Provide input on the Florida SIS and the Florida Transportation Plan and other State and Regional Planning efforts.	Plan Input	As Needed

	Activity	Deliverable(s)	Completion Date
P	Provide financial support to specific regional planning tasks to be conducted pursuant to the Suncoast Transportation Planning Alliance that are above and beyond regularly recurring administrative and coordinating responsibilities. Each of the six member MPOs/TPOs will be allocating funds in their budget tables. A different MPO may take responsibility for conducting such tasks in future years, subject to a modification of the UPWP.	Financial Support	Annually
R	Participate in National Incident Management System (NIMS), emergency management and other training related to transportation systems performance or LRTP Goals and Objectives	Training	Annually

RESPONSIBLE AGENCY: Sarasota/Manatee MPO

Task 4.0 Funding Sources
FISCAL YEAR 2024/2025
FHWA (PL) $146,980.00

Task 4 Public Outreach							
2025							
Funding Source	**FHWA**			**Local**			FY 2025 Total
Contract Number	**G1**			**G3**			
Source Level	**PL**	**SU**	***Total***	**Sarasota County**	**Manatee County**	***Total***	
MPO Budget Reference	**CPG**	**CPG-SU**		**Local**	**Local**		
Lookup Name	**2025 FHWA G1 (PL)**	**2025 FHWA G1 (SU)**	***FHWA G1 (Total)***	**2025 Local G3 (Sarasota County)**	**2025 Local G3 (Manatee County)**	***Local G3 (Total)***	
Personnel (salary and benefits)							
Personnel	$ 146,980.00		-			-	$ 146,980
Direct Expenses							
4.01 Public Participation & Engagement			-	$ 412.18	$ 412.18	-	$ 824
Advertising			-			-	$ -
Direct Expenses Subtotal	**$ -**	**$ -**	**$ -**	**$ 412**	**$ 412**	**$ 824**	$ 824
Total	**$ 146,980**	**$ -**	**$ 146,980**	**$ 412**	**$ 412**	**$ 824**	**$ 147,804**

* Updating the PL & Local funds columns based on updated projections after the FY22-23/23-24 UPWP closeout
* Table is revised to reflect actual expenditures for Local Funds in FY25. Funds not used in FY25 are being transferred to the FY26 budget.

FISCAL YEAR 2025/2026
FHWA (PL) $146,564.00

Task 4 Public Outreach							
2026							
Funding Source	**FHWA**			**Local**			FY 2026 Total
Contract Number	**G1**			**G3**			
Source	**PL**	**SU**	***Total***	**Sarasota County**	**Manatee County**	***Total***	
MPO Budget Reference	**CPG**	**CPG-SU**		**Local**	**Local**		
Lookup Name	**2026 FHWA G1 (PL)**	**2026 FHWA G1 (SU)**	***FHWA G1 (Total)***	**2026 Local G3 (Sarasota County)**	**2026 Local G3 (Manatee County)**	***Local G3 (Total)***	
Personnel (salary and benefits)							
Personnel	$ 144,564.00		-			-	$ 144,564
Personnel (salary and benefits) Subtotal	**$ 144,564**	**$ -**	**$ 144,564**	**$ -**	**$ -**	**$ -**	$ 144,564
4.01 Public Participation & Engagement	$ 2,000.00		-	$ 10,587.82	$ 10,587.82	-	$ 23,176
Total	**$ 146,564**	**$ -**	**$ 146,564**	**$ 10,588**	**$ 10,588**	**$ 21,176**	**$ 167,740**

* The above table does not reflect any potential Carryforward funds.
* Table is revised to include FY25 fund balance transfers $9,587.82 per County in Local funds.
* As of 07/01/2025 the table includes $50,000.00 in PL carryforward funds from the FY24 closeout process.
* De-obligates $33,436.00 in PL funds from FY26 Task 1 as part of the closeout process to make funds available in year 1 (FY27) of the new UPWP cycle

TASK 5.00 SCTPA SUPPORT AND SHARED TASK – INCLUDES SHARED OR TRANSFERRED FUNDS AND AGREEMENTS/MOU

PURPOSE:

Maintain and enhance ongoing multi-county collaborative transportation planning while also participating and collaborating in regional and statewide planning activities.

PREVIOUS WORK:

In FYs 2023 and 2024, the MPO participated in updates of major regional priority projects, project priorities for TRIP funding, regional performance measures for PM2 and PM3, the development of a Regional Needs Assessment and provided regional support to the SCTPA and its committees.

Task 5.00 Activities for Fiscal Years 2024/25 and 2025/26

	Activity	Deliverable(s)	Completion Date
TASK 5.00			
A	Participate in the Florida MPO Advisory Council activities and meetings to share best practices, conduct statewide research tasks and stay abreast of statewide policy changes	MPOAC Meetings	Ongoing through FY26
B	Provide input to the Florida Transportation Commission on issues affecting the West Central Florida area	Comments to the FTC	Ongoing through FY26
C*	Provide support for the SCTPA and the TMA Leadership Group; review and refine the Transportation Regional Incentive Program (TRIP) priorities, regional multiuse trail priorities, and major regional priorities while working together to ensure coordination of plans and priorities throughout the region	Regional TRIP Priorities	Annually in FY 25 and FY 26
		Regional Multiuse Trail Priorities	Annually in FY25 and FY26
		Major Regional Projects Priorities	Annually in FY25 and FY26
		Interlocal Agreement for Regional Planning & Coordination in West Central Florida	Ongoing through FY26
		SCTPA operating procedures	Ongoing through FY26

	Activity	Deliverable(s)	Completion Date
		SCTPA conflict resolution process	Ongoing through FY 26
		Quarterly meetings of the TMA and biannual meetings of the SCTPA, including public notice, virtual and in-person access, minutes and video archive	Ongoing through FY 26
D*	Support regional transit and transportation disadvantaged planning, FDOT, Community Transportation Coordinators and local transit agencies	Transportation Disadvantaged (TD) Tampa Bay program	Ongoing efforts to fund regional transit for the TD population through FY 26
E*	Enhance the quality, usability and value of data by continuing to coordinate regional performance measures and related data gathering among MPOs and with FDOT, supporting and enhancing the FDOT Suncoast Mobility Data Hub project.	Regional data sharing portal	Ongoing through FY26
F*	Maintain and update, as needed, the Shared Data and Analytics Platform. Explore the value and feasibility of expanding the Platform with new mobility-oriented datasets.	Regional Data Platform for performance monitoring	Ongoing through FY26
G*	Work with local and regional partners to assemble publicly available data sources and augment the regional data-sharing portal to enable professionals, researchers and the public to access data.	Publicly available datasets	Ongoing through FY 26
H*	Coordinate project implementation phasing during development of the State Tentative Work Programs and the individual MPO TIPs to ensure progress toward implementation of the Regional LRTP	Coordinated regional transportation projects	FY 25 and FY 26
I*	Coordinate with the MPOs of the SCTPA region to develop the 2050 regional LRTP, highlighting the major planned transportation projects for the region.	Regional LRTP	Ongoing through FY 26

	Activity	Deliverable(s)	Completion Date
J	Coordinate with the MPOs of the SCTPA region to maintain and keep up to date a regional cloud-based document repository.	Regional Cloud-Based Document Repository Site	Ongoing through FY26
K	Coordinate with the FDOT Regional Goods Movement Advisory Committee on the update and implementation of the Tampa Bay Regional Strategic Freight Plan	Update and implementation of the Tampa Bay Regional Strategic Freight Plan	Ongoing through FY26
L	Provide input on and coordination with regional and statewide partners on planning efforts, including the Florida SIS, the Florida Transportation Plan, the Regional Transit Development Plan, Transportation Pilot Program Project follow-up activities, tourism and freight planning activities and the state Autonomous, Connected, Electric and Shared (ACES) Vehicle Planning initiative	Consistency in regional, statewide and local plans	Ongoing through FY26
M	Participate in the Scenic Highway Corridor Management entities for the Courtney Campbell Causeway and Suncoast Parkway	Meetings of the Scenic Highway Corridor Management entities	Ongoing through FY26
N	Develop an interagency coordination agreement for air quality planning as/if required by nonattainment airshed designation(s) or other federal regulations and support the air quality planning process and monitoring of mobile source emissions	Interagency Coordination Agreement for air quality planning	Ongoing through FY26
O	Support regional bicycle and pedestrian planning, including access to regional facilities and participation in and support for the Regional Multiuse Trails committee and tri-county meetings	Tri-county and eight-county bicycle and pedestrian planning Maintenance of MUT Map	Ongoing through FY26 Ongoing through FY26
P	Coordinate regional rideshare and vanpool program planning and transportation management organizations.	Regional rideshare, vanpool program and TD Tampa Bay program	Ongoing through FY26
Q	Participate in regional and statewide modeling efforts including the Technical Review Team (TRT) for the Tampa Bay Regional Planning Model and the Florida Model Task Force	Regional and statewide modeling	Ongoing through FY26
R*	Engage the public, including implementing strategies from the regional PPP, updating the regional PPP as necessary, integrating regional perspectives in local community presentations, and reviewing effectiveness of regional public involvement process	Regional public engagement	Ongoing through FY26
S*	Maintain the SCTPA website and social media pages, including the development of graphics and content, along with the coordination of message dissemination through social and media platforms. Improve transparency in the regional decision-making process with access to adopted priority lists, planning documents and public meeting materials.	SCTPA Website and Social Media Accounts	Ongoing through FY26
T*	Update and reprint publications as needed, such as the Regional Multi-Use Trails brochure, Tri-County Ride Guide, or Regional Plan Executive Summary. The cost of	Printed Publications	Ongoing through FY26

	Activity	Deliverable(s)	Completion Date
	printing a document may be shared among MPOs to achieve economies of scale, and funds may be transferred between MPOs for this purpose.		
U*	Provide a forum to ensure products, processes and activities are consistent with and among coordinating MPOs, and corresponding support for these efforts	Consistent planning products and processes	Ongoing through FY26
V*	Develop and support regional UPWP tasks	Regional UPWP task(s)	Ongoing through FY26
W*	Provide financial support to Forward Pinellas for specific regional planning tasks to be conducted pursuant to the SCTPA Interlocal Agreement that are above and beyond regularly recurring administrative and coordinating responsibilities. Each of the six member MPOs/TPOs will be allocating $5,000 annually in their budget tables. A different MPO may take responsibility for conducting such tasks in future years, subject to a modification of the UPWP	SCTPA regional planning task	Ongoing through FY26
X*	Integrate the results of the Regional Needs Assessment into the individual MPO Long Range Transportation Plans.	Regionally consistent Long Range Transportation Plans	FY 25 and FY 26
Y	Participate in the Regional Transportation Systems Management and Operations group.	Regional TSMO meetings	Ongoing through FY26
Z	Attendance, registration, organizational membership and travel costs related to professional development, seminars, meetings, workshops and conferences.	Staff development and coordination activities	Ongoing through FY26

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks **(lobbying is an ineligible expense for federal funds)**. All projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

Responsible Agencies:

Lead Agency: Forward Pinellas

Responsible Agencies: Hillsborough MPO, Pasco MPO, TBARTA, FDOT, TBRPC, Hernando-Citrus MPO, Sarasota/Manatee MPO, Polk and other regional/statewide partners

Task 5.0 Funding Sources

FISCAL YEAR 2024/2025
FHWA (PL) $5,000.00

Task 5 MPO Regional Activities				
2025				
Funding Source	**FHWA**			FY 2025 Total
Contract Number	**G1**			
Source Level	**PL**	**SU**	***Total***	
Detail				
MPO Budget Reference	**CPG**	**CPG-SU**		
Lookup Name	**2025 FHWA G1 (PL)**	**2025 FHWA G1 (SU)**	***FHWA G1 (Total)***	
Consultant				
Consultant	$ 5,000		**$ 5,000**	$ 5,000
Consultant Subtotal	**$ 5,000**	**$ -**	**$ 5,000**	$ 5,000
Total	**$ 5,000**	**$ -**	**$ 5,000**	**$ 5,000**

FISCAL YEAR 2025/2026

FHWA (PL) $5,000

Task 5 MPO Regional Activities				
2026				
Funding Source	**FHWA**			FY 2026 Total
Contract Number	**G1**			
Source Level	**PL**	**SU**	***Total***	
Detail				
MPO Budget Reference	**CPG**	**CPG-SU**		
Lookup Name	**2026 FHWA G1 (PL)**	**2026 FHWA G1 (SU)**	***FHWA G1 (Total)***	
Consultant				
Consultant- SCTPA	$ 5,000		**$ 5,000**	$ 5,000
Consultant Subtotal	**$ 5,000**	**$ -**	**$ 5,000**	$ 5,000
Total	**$ 5,000**	**$ -**	**$ 5,000**	**$ 5,000**

AGENCY PARTICIPATION SUMMARY BUDGET TABLE

Agency Participation

Funding Source	CTD G2		FHWA G1		Local G3	
Contract						
Fiscal Year	2025	2026	2025	2026	2025	2026
Total Budget	$ 63,477	$ 65,593	$ 3,112,232	$ 2,410,133	$ 3,552	$ 214,264
Task 1 Administration and Management						
Personnel (salary and benefits)	$ -	$ -	$ 335,970	$ 386,592	$ -	$ -
Consultant	$ -	$ -	$ -	$ -	$ -	$ -
Travel	$ -	$ -	$ 50,000	$ 12,436	$ -	$ 2,000
Direct Expenses	$ -	$ -	$ 543,115	$ 511,289	$ 2,728	$ 155,088
Sub Total	$ -	$ -	$ 929,085	$ 910,317	$ 2,728	$ 157,088
Task 2 Systems Planning						
Personnel (salary and benefits)	$ -	$ -	$ 615,000	$ 575,575	$ -	$ -
Consultant	$ -	$ -	$ 1,261,167	$ 557,677	$ -	$ -
Sub Total	$ -	$ -	$ 1,876,167	$ 1,133,252	$ -	$ -
Task 3 System Performance and Analytics						
Personnel (salary and benefits)	$ 63,150	$ 65,593	$ 155,000	$ 215,000	$ -	$ -
Consultant	$ 327	$ -	$ -	$ -	$ -	$ 36,000
Sub Total	$ 63,477	$ 65,593	$ 155,000	$ 215,000	$ -	$ 36,000
Task 4 Public Outreach						
Personnel (salary and benefits)	$ -	$ -	$ 146,980	$ 144,564	$ -	$ -
Direct Expenses	$ -	$ -	$ -	$ 2,000	$ 824	$ 21,176
Sub Total	$ -	$ -	$ 146,980	$ 146,564	$ 824	$ 21,176
Task 5 MPO Regional Activities						
Consultant	$ -	$ -	$ 5,000	$ 5,000	$ -	$ -
Sub Total	$ -	$ -	$ 5,000	$ 5,000	$ -	$ -
Sub-Total (less the de-obligated funds)	$	129,070	$	4,792,953	$	86,691
Total De-ob. Funds (PL)	$	-	$	300,000	$	-
Total De-ob. Funds (SU)	$	-	$	429,412		
Total De-ob. (Local)	$	-	$	-	$	131,125
TOTAL PROGRAMMED	**$ 63,477**	**$ 65,593**	**$ 3,112,232**	**$ 2,410,133**	**$ 3,552**	**$ 214,264**

FUNDING SOURCES SUMMARY BUDGET TABLE

Funding Source

Contract	Funding Source	Source Level	2025	2026	FY 2025 Funding Source				FY 2026 Funding Source			
					Soft Match	Federal	State	Local	Soft Match	Federal	State	Local
G2	CTD	State	$ 63,477	$ 65,593	$ -	$ -	$ 63,477.00	$ -	$ -	$ -	$ 65,593.00	$ -
			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
		CTD G2 TOTAL	**$ 63,477**	**$ 65,593**	**$ -**	**$ -**	**$ 63,477**	**$ -**	**$ -**	**$ -**	**$ 65,593**	**$ -**
G1	FHWA	PL	$ 1,779,177	$ 1,691,233	$ 392,404.94	$ 1,779,177.45	$ -	$ -	$ 373,008.33	$ 1,691,232.55	$ -	$ -
		SU	$ 1,333,055	$ 718,900	$ 294,010.79	$ 1,333,055.00	$ -	$ -	$ 158,556.41	$ 718,900.22	$ -	$ -
			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
		FHWA G1 TOTAL	**$ 3,112,232**	**$ 2,410,133**	**$ 686,416**	**$ 3,112,232**	**$ -**	**$ -**	**$ 531,565**	**$ 2,410,133**	**$ -**	**$ -**
G3	Local	Manatee County	$ 1,776	$ 107,132	$ -	$ -	$ -	$ 1,775.97	$ -	$ -	$ -	$ 107,131.78
		Sarasota County	$ 1,776	$ 107,132	$ -	$ -	$ -	$ 1,775.97	$ -	$ -	$ -	$ 107,131.78
			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
		Local G3 TOTAL	**$ 3,552**	**$ 214,264**	**$ -**	**$ -**	**$ -**	**$ 3,552**	**$ -**	**$ -**	**$ -**	**$ 214,264**
		TOTAL	**$ 3,179,261**	**$ 2,689,989**	**$ 686,416**	**$ 3,112,232**	**$ 63,477**	**$ 3,552**	**$ 531,565**	**$ 2,410,133**	**$ 65,593**	**$ 214,264**

De-Obligated Funds

Funding Source	FY2025 TOTAL De-Ob Funds	FY2026 TOTAL (Carryforward)
Total De-ob. Funds (PL)	$ 300,000	$ 395,347
Total De-ob. (SU)	$ 429,412	$ 30,100
Total De-ob. (LOCAL)	$ 131,125	$ -
Total	**$ 860,537**	**$ 425,447**

* The amounts reflected under year 2 (FY2026) of this table reflect a potential Carryforward amount and that is not included in any of the above tables.
* Amount in Local funds is updated to reflect actual budget after the Fy22-23/23-24 UPWP closeout.
* The amounts on the above table are actuals as of 7/01/2025.

APPENDIX A - LOCAL PLANNING ACTIVITIES

City of Holmes Beach

- Citywide Resilient Florida Vulnerability Assessment (in data collection stage)
- Citywide Safe Streets and Roads for All (SS4A) Community Safety Action Plan (under contract negotiations)

Manatee County Area Transit

1. In FY 2023, MCAT conducted and completed a major 2023-2032 Transit Development Plan (TDP), which was submitted in September 2023. The TDP is a strategic business plan and visioning document for MCAT. The TDP addressed the growth needs of the County's existing transit users as follows:

   (1) Define the public transportation needs in Manatee County,
   (2) Evaluate the services and service levels that MCAT currently provides,
   (3) Involve a robust public participation process,
   (4) Coordinate and seek input from stakeholders and their existing planning efforts,
   (5) Develop agency and community goals and objectives,
   (6) Develop a plan of transit capital and service alternatives that address the community's transit needs, and
   (7) Develop an action plan that can be monitored and updated by MCAT on an annual basis.

   MCAT is currently updating the annual progress report for the TDP, as well as the annual progress report for the Transportation Disadvantage Service Plan (TDSP).

2. MCAT is currently updating its Transit Asset Management (TAM) Plan. In accordance with the FTA regulation, the TAM Plan, includes the following core elements: Inventory of Capital Assets used to provide public transit, within three categories: Rolling Stock, Equipment and Facilities, Condition Assessment of inventoried assets for which a transit provider has direct capital responsibility. Use of a Decision Support Tool to analyze asset and condition data and develop a methodology to prioritize those assets' state of good repair re-investment needs. Prioritized list of investments based on decision support tool and projected funding estimated to be reasonably available over the four-year period.

3. MCAT is conducting a Fare Free Analysis to evaluate its current fare free policy. On March 23, 2020, MCAT established a fare free policy on both its fixed-route and paratransit services. The fare free policy was established initially to curtail the spread of COVID-19 during the peak period of the pandemic. Beginning on November 1, 2022, the Manatee County Board of County Commissioners agreed to re-establish the fare free policy as an 18-month pilot program to encourage ridership and improve access to transit services for low-income persons. It is expected that the Fare Free Transit Evaluation will guide future policy through the evaluation of multiple transit fare alternatives, including fare free alternatives.

4. MCAT is also conducting a Comprehensive Operations Analysis (COA) and Service Optimization of its public transit system. Since the previous route optimization was completed in 2016, urban and suburban areas throughout Manatee County ("County") have redeveloped; the population has grown; and the population growth is expected to continue throughout the County. MCAT provides fixed

route bus, mobility on demand service and paratransit – door-to-door – services primarily within Manatee County with connections to Sarasota County and Pinellas County. The goal of the COA is to assess the current and future County needs and recommend transit improvements, considering the expansion of fixed route, and mobility on demand services; incorporation of Mobility on Demand ("MOD") service options; and recommendations for operational improvements in the near and mid-terms that will grow ridership.

Manatee County

1. Mobility Plan
   The Mobility Plan has collected information with assistance from the public in the form of surveys and in-person workshops (when possible) to provide an overview of existing conditions in the County. In addition, meetings with County Departments, Cities, Sarasota-Manatee Metropolitan Planning Organization (MPO), and District One from the Florida Department of Transpiration (FDOT) helped develop technical recommend dations. Manatee County intends to complete the long-range plan update to assist with decision-making for transportation alternatives. Existing and future projects can follow the framework of the Mobility Plan within County guidelines that can be continuously updated. As the data has been compiled from numerous sources of public and stakeholder input, the Manatee County Mobility Plan is expected to be completed in late summer.

2. Trailways Master Plan
   Trailways in Manatee County help with separating vehicular trips from non-vehicular travel. While it doesn't remove the need for bicycle lanes, shared lanes, and other infrastructure, it is meant to provide additional pathways to destinations such as employment centers, schools and civic areas, as well as retail establishments and other destinations for use by pedestrians and cyclists. The idea is to provide alternative routes for pedestrians, bicyclists and micro-mobility users that are distinctly designed and separated from vehicular-oriented corridors. Additionally, it also supports recreational goals through connecting with Manatee County's Park and Natural Resources network. Public involvement events have been held. The Plan has been completed and includes information regarding constraints, a pattern book for community stakeholders to communicate their interests, and funding opportunities for future paths. The Trailways Master Plan has been completed.

3. Capacity Reservation System
   Manatee County has been transferring from a Concurrency Reservation System to a Capacity Reservation System. The intention is to help ensure that infrastructure demands related to proposed additional density and/or non-residential intensity can be accommodated for with existing public infrastructure or that mitigation is required to provide an acceptable level of service to accommodate approved development. This is a concurrent adjustment from the migration from impact to alternative transportation system structure.

APPENDIX B – JOINT CERTIFICATION PACKAGE

From: Barr, Pamela <Pamela.Barr@dot.state.fl.us>

Sent: Thursday, February 15, 2024 4:02:05 PM

To: Dave Hutchinson <dave@mympo.org>; Ryan Brown <ryan@mympo.org>

Cc: Peters, Victoria <Victoria.Peters@dot.state.fl.us>; Kosheleva, Dasha <Dasha.Kosheleva@dot.state.fl.us>; D1-Liaisons <D1-Liaisons@dot.state.fl.us>

Subject: Sarasota/Manatee MPO Joint Certification Draft

Good Afternoon Dave,

Thank you for sending the MPO Part of Joint Certification.. The date of the review has been entered on the front page.

Please find attached the MPO Part 1 and FDOT Part 2 of the Joint Certification – it has been finalized and the MPO Risk Level has been determined as LOW, all financial documents are in a good order and timely submitted.

We will discuss both parts at the review on March 5, 2024, Then the documents will be combined into one pdf document, including the risk assessment scoring sheet. The pdf. should I be ready for the March 25, 2024 MPO board meeting agenda. I am including the Joint Certification Statement that will need Board signatures
also.

Thank you for your coordination with FDOT.

Have a wonderful day,

Pam

Pamela Barr, FCCM
Liaison/Planning Specialist III
Florida Department of Transportation; D1
(Office) 239-225-1928

FLORIDA DEPARTMENT OF TRANSPORTATION

MPO JOINT CERTIFICATION STATEMENT

525-010-05c
POLICY PLANNING
02/18

Pursuant to the requirements of 23 U.S.C. 134(k)(5) and 23 CFR 450.334(a), the Department and the MPO have performed a review of the certification status of the metropolitan transportation planning process for the Sarasota/Manatee MPO with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21;
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of the FAST ACT and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on March 5, 2024.

Based on a joint review and evaluation, the Florida Department of Transportation and the Sarasota/Manatee MPO recommend that the Metropolitan Planning Process for the Sarasota/Manatee MPO be certified.

Name: L.K. Nandam
Title: District One Secretary

03/25/2024
Date

Name: Gene Brown
Title: MPO Chairman (or designee)

03/25/2024
Date

APPENDIX C – STATEMENTS AND ASSURANCES

FLORIDA DEPARTMENT OF TRANSPORTATION AND MPO JOINT CERTIFICATION

STATEMENT & ASSURANCES

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:

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 sub-contractor or supplier as a result of such direction, the Contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation,* and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

(7) Compliance with Nondiscrimination Statutes and Authorities: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displace or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973 (12 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et sq.), 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 U.S.C. § 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 contractor, whether such programs or activities are Federally funded or not); Titles II and III of the American 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 112898, 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 population; 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);I Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681 et. Seq)

Florida Department of Transportation
MPO JOINT CERTIFICATION
STATEMENT & ASSURANCES

DEBARMENT AND SUSPENSION CERTIFICATION

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

1. The Sarasota/Manatee Metropolitan Planning Organization hereby certifies, to the best of its knowledge and belief, that it and its principals:

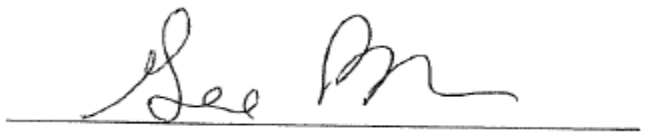
(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency.

(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 enumerated 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 Sarasota/Manatee Metropolitan Planning Organization 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.



Mayor Gene Brown
MPO Board Chair

5-20-24
Date

Florida Department of Transportation
MPO JOINT CERTIFICATION
STATEMENT & ASSURANCES

LOBBYING CERTIFICATION FOR GRANTS, LOANS, CONTRACTS AND COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31, United States Code, it is the Policy of the Sarasota/Manatee MPO that:

1. No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, or a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal, the making of any Federal loan, the entering into any cooperative agreement, and the extension, renewal, amendment, or modification of any Federal 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 undersigned 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 sub-contracts under grants, sub-grants, loans, and cooperative agreements) 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.

Mayor Gene Brown
MPO Board Chair

5-20-24
Date

Florida Department of Transportation
MPO JOINT CERTIFICATION
STATEMENT & ASSURANCES

DISADVANTAGED BUSINESS ENTERPRISES UTILIZATION

It is the policy of the Sarasota/Manatee MPO that disadvantaged businesses, as defined by Code 49 of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of Sarasota/Manatee MPO contracts in a non-discriminatory 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 Sarasota/Manatee 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 Sarasota/Manatee MPO in a non-discriminatory environment.

The Sarasota/Manatee 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.

Gene Brown

Mayor Gene Brown
MPO Board Chair

5-20-24

Date

APPENDIX D – TITLE VI NONDISCRIMINATION AGREEMENT

Florida Department of Transportation
MPO JOINT CERTIFICATION
STATEMENT & ASSURANCES

TITLE VI/ NONDISCRIMINATION POLICY STATEMENT

Pursuant to Section 9 of US DOT Order 1050.2A, the Sarasota/Manatee Metropolitan Planning Organization 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 and 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 Sarasota/Manatee Metropolitan Planning Organization 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.

By:
Mayor Gene Brown
MPO Board Chair

5-20-24
Date

APPENDIX E – ACRONYMS

ATIS	Advance Travel Information System
ATMS	Advanced Traffic Management System
BACS	Bay Area Commuter Services
BMS	Bridge Management System
CAC	Citizens Advisory Committee
CFASPP	Coordinated Florida Aviation Systems Planning Process
C.F.R.	Code of Federal Regulations
CMP	Congestion Management Process
CMS	Congestion Management Systems
COOP	Continuity of Operations Plan
CST	Construction Phase
CTC	Community Transportation Coordinator
CTD	(Florida) Commission for the Transportation Disadvantaged
CTDP	Coordinated Transportation Development Plan
CTSP	Community Traffic Safety Program
CTST	Community Traffic Safety Team
CUTR	Center for Urban Transportation Research (at University of South Florida)
CUTS	Coordinated Urban Transportation Studies
FMWG	Freight Mobility Working Group
FRA	Federal Rail Administration
F.S.	Florida Statute(s)
FSUTMS	Florida Standard Urban Transportation Model Structure
FTA	Federal Transit Administration
FY	Fiscal Year
GIS	Geographic Information System
HCM	Highway Capacity Manual
HCS	Highway Capacity Software
HOV	High Occupancy Vehicle
HPMS	Highway Performance Monitoring System
ICAR	Intergovernmental Coordination and Review
ICE	Intergovernmental Coordination Element
IMS	Intermodal Management System
ISTEA	Intermodal Surface Transportation Efficiency Act
ITS	Intelligent Transportation Systems
JCAC	Joint Citizen's Advisory Committee
JPA	Joint Participation Agreement

DCA	(Florida) Department of Community Affairs
DEO	(Florida) Department of Economic Opportunity
DRI	Development of Regional Impact
EAR	Evaluation and Appraisal Report
ETDM	Efficient Transportation Decision Making
FAC	Florida Administrative Code
FAA	Federal Aviation Administration
FAST Act	Fixing America's Surface Transportation Act
FDOT	Florida Department of Transportation
FHWA	Federal Highway Administration
FIHS	Florida Intrastate Highway System
O & D	Origin & Destination
PD&E	Project Development & Environment (Study)
PE	Preliminary Engineering (Design Phase)
PEA	Planning Emphasis Area(s)
PIP	Public Involvement Plan
PL	Federal Transportation Planning Funds
PMS	Pavement Management System
PPP	Public Participation Plan
PTMS	Public Transportation Management System
PTSA	Public Transportation System Analysis
LAP	Local Agency Program
LEP	Limited English Proficiency
LOS	Level of Service
LRTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21st Century Act
MCAT	Manatee County Area Transit
MPP	Metropolitan Planning Program
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
MMEC	Multi Modal Emphasis Corridor
NHS	National Highway System
TAP	Transportation Alternatives Program
TAZ	Traffic Analysis Zone
TBRPC	Tampa Bay Regional Planning Council
TCM	Transportation Control Measures
TD	Transportation Disadvantaged
TDM	Transportation Demand Management
TDP	Transit Development Program
TEA-21	Transportation Equity Act for the 21st Century
TIP	Transportation Improvement Program
TMA	Transportation Management Area

PTTF	Public Transportation Task Force
RLRTP	Regional Long Range Transportation Plan
ROW	Right-Of-Way
RRI	Regional Roadway Investments
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SCBT	Sarasota County Breeze Transit
SCTA	Sarasota County Transit Authority
SIS	Strategic intermodal system
STP	Surface Transportation Program
SMAQCC	Sarasota-Manatee Air Quality Coordinating Committee
SWFRPC	Southwest Florida Regional Planning Council
TAC	Technical Advisory Committee
TMC	Transportation Management Center
TMS/H	Traffic Monitoring System for Highways
TPO	Transportation Planning Organization
TRT	Tampa Bay Regional Planning Model Technical Review Team
TRIP	Transportation Regional Incentive Program
TSM&O	Transportation Systems Management and operations
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation
VMT	Vehicle Miles of Travel
WCFAQCC	West Central Florida Air Quality Coordinating Committee
ZDATA	Zonal (land-use and socio-economic) Data

APPENDIX F – COMMENTS RECEIVED AND MPO RESPONSES

Carlos Gonzalez: Thank you for meeting yesterday to discuss the Sarasota/Manatee MPO 24/25 - 25/26 UPWP. Here are comments based on my review of the document and our conversation:

1. Please include a statement indicating that the Sarasota/Manatee MPO uses at least 2.5% of its PL funds on specific activities to increase safe and accessible travel options for all persons (2.5% Complete Streets Planning). See attached PDF – Already in progress, thank you. (cg)
2. PL: FDOT FY 2025 and FY2026 are exact: $1,527,480 (2025) and $1,551,820 (2026). – Good! Please ensure the UPWP reflects any changes due to de-obligated funds.
3. Task 2.04 – 2050 LRTP Planning Studies (Consultant Services) – SU Funds:
   - In the tables for Task 2.04 (*2050 LRTP Planning Studies*) on page 44: Please include each study and the estimated cost for each.
   - Please make a note of the cost for each 2025/2026 study listed on pages 42 - 43 (This should coincide with the funding in tables on page 44).
4. Please ensure the UPWP reflects any changes due to de-obligated funds.

APPENDIX G – RESOLUTION APPROVING THE UPWP

RESOLUTION NO. 2024-01

A RESOLUTION OF THE SARASOTA/MANATEE METROPOLITAN PLANNING ORGANIZATION APPROVING THE UNIFIED PLANNING WORK PROGRAM, AUTHORIZING IMPLEMENTATION OF ACTIONS TAKEN BY THE BOARD, AND AUTHORIZING AMENDMENTS AND MODIFICATIONS TO THE DOCUMENTS, AGREEMENTS AND CONTRACTS, AND THE UPWP

WHEREAS, the Sarasota/Manatee Metropolitan Planning Organization (MPO) is responsible for transportation planning and programming activities for the Sarasota and Manatee MPO planning area as set forth in Chapter 339.175, Florida Statutes; and

WHEREAS, the MPO is responsible for transportation planning and programming activities for the Sarasota and Manatee MPO planning area as set forth in Chapter 339.175, Florida Statutes; and

WHEREAS, these activities include preparing, monitoring, and maintaining transportation plans and programs and the accompanying documentation; and

WHEREAS, the MPO Board meets as required by law to fulfill their statutory obligations; and

WHEREAS, Section 450.108(c) of Title 23 of the United States Code requires each MPO to develop and endorse a Unified Planning Work Program (UPWP) describing the work activities and funding sources for the urbanized area transportation planning process; and

WHEREAS, funds are authorized by the Florida Department of Transportation for programming in the UPWP; and

WHEREAS, these plans and programs may require revisions for consistency with funding allocations from the Florida Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, the Florida Commission for the Transportation Disadvantaged Commission, and other sources; and

WHEREAS, revisions and changes may be mandated by Federal or State requirements within a specific timeframe when no MPO Board meeting is scheduled.

WHEREAS, the Executive Director is responsible for the management of the organization's finances, including procurement procedures, financial recordkeeping, and invoicing grantors.

NOW, THEREFORE, BE IT RESOLVED by the Sarasota/Manatee Metropolitan Planning Organization that:

1. The MPO hereby approves and adopts the UPWP for Fiscal Year 2024/25-2025/26.

2. The MPO hereby authorizes the MPO Chair and/or Executive Director, or their designee, to execute amendments, supplements, and administrative documents, contracts, UPWPs, and other time-sensitive agreements as needed in the future to meet mandatory deadlines, to implement action taken by the MPO Board, or to reflect available funding or for de-obligation purposes.

3. The Executive Director is hereby authorized to make administrative modifications to adopted UPWPs by shifting funds among line-item tasks as needed providing that:

   a) The revision does not increase or decrease the total MPO budget in an adopted UPWP.

   b) The revision does not change the scope of the work to be accomplished within any line-item task.

   c) The revision does not add or delete a line-item task in a UPWP.

   d) All modifications are coordinated with the appropriate funding agencies

4 All amendments are approved by the Florida Department of Transportation, the Federal Highway Administration, and/or Federal Transit Administration.

5. No revision or amendment performed by the MPO Executive Director shall substantially modify any program approved by the MPO Board or result in the need to conduct a public hearing regarding such revision or amendment.

6. This Resolution shall become effective upon adoption.

DULY ADOPTED with a quorum **present** and voting this **20th** day of May, 2024.

SARASOTA/MANATEE METROPOLITAN PLANNING ORGANIZATION

By: _____
Mayor Gene Brown, MPO Board Chair

ATTEST:

By: _____
Nanette Eubanks, Clerk to the Board

APPENDIX H –SCOPE OF SERVICES

Sun Coast Transportation Planning Alliance
Regional LRTP/Publication Development Scope of Work
May 2024
(TASK 5 Regional Planning)

The Sun Coast Transportation Planning Alliance (SCTPA) is the regional collaboration forum for the MPO/TPOs representing Citrus, Hernando, Pasco, Pinellas, Hillsborough, Polk, Manatee and Sarasota counties. Each year, the member MPO/TPOs of the SCTPA dedicate funding towards joint planning activities, with one member taking responsibility for the management of the chosen activities. During 2024, the SCTPA has decided to create a publication that will serve as a companion to the 2050 Long Range Transportation Plans currently under development by the members. Building on the 2050 Regional Needs Assessment, the publication will outline the activities that the SCTPA members are undertaking to improve mobility throughout the region. The document will also provide an overview of the SCTPA and highlight the successes that have come from the collaborative activities of the members. Forward Pinellas will serve as the agency lead for this project. A Study Management Team will be assembled with representatives from each of the SCTPA member MPO/TPOs.

The following scope of work will be performed by Media Relations Group (MRG) with contract administration supported by AECOM.

Task 1 – Project Kickoff
Upon notice to proceed, a meeting will be held with the Study Management Team (SMT) to discuss the scope of work, schedule, and overall project expectations. This meeting is expected to take place via teleconference.

Task 2 – Project Management
Forward Pinellas and the consultant will each designate a single point of contact for the project.
Weekly project reports will be provided for the duration of the project. These progress reports are not expected to be formal, but may be a simple email, phone call or virtual meeting to regularly touch base on the project schedule and deliverables. It will be the responsibility of the Forward Pinellas project manager to disseminate this information to the SMT.

The consultant will schedule and attend up to 4 SMT meetings at key project milestones (virtual). The consultant will develop an agenda and materials for each SMT meeting.

With each deliverable, the consultant will provide an electronic version of the deliverable to the Forward Pinellas project manager. The Forward Pinellas project manager will have two weeks upon receipt to review with the SMT and provide the consultant with a single set of review comments. The consultant will process all comments and return a final deliverable within two weeks of receipt of the comments from the Forward Pinellas project manager. Upon project completion, all files produced by the consultant will be provided to the Forward Pinellas project manager within two weeks of final deliverable.

Task 3 – Regional Publication Development

Based on text, photos, and other supporting documentation provided by SCTPA, the consultant will develop an electronic regional publication for the SCTPA that includes the following:

- An overview of what the SCTPA is and what the entity does.
- Highlights of the successes that the SCTPA has had through its collaborative planning process. These successes should focus on recent activities but may include other major milestones that may date back to its inception in 1993.
- The major priority projects that the SCTPA is committed to implementing to support the regional needs assessment and improve mobility.

The publication of approximately ten pages, but no more than 20 pages, in length should be highly graphical and will be produced in a program such as InDesign that can be easily posted online for electronic distribution. The publication will also be able to be easily printed in hard-copy format if desired. The electronic publication will be compliant with American with Disabilities Act requirements.

The consultant will present one draft of the report outline and layout to the SMT for review and comment prior to developing any text content and graphical elements. Following approval of the outline and layout, the consultant will draft the document and present the final draft to the Forward Pinellas project manager for distribution to the SMT for comment.

Task 4 - Regional LRTP/Publication One Page Summary

The consultant will provide a print-ready companion one-page summary of the regional publication that could be used in meetings with elected officials and to the general public.

Deliverables:

- Draft Regional Publication Outline and Layout
- Draft Regional Publication
- Final Regional Publication (electronic file)
- All native files for the above-referenced deliverables

Budget: $29,884.04

Timeline: Begin in May 2024; Finalize in November 2024

Sarasota Manatee Metropolitan Planning Organization
Technical and Administrative Support for MPO Programs and Activities
Scope of Services
Fiscal Years 2024/25 – 2025/26

(FY24 De Obligated Funds)

I. INTRODUCTION

The Sarasota/Manatee Metropolitan Planning Organization (MPO) is responsible for maintaining regularly scheduled planning activities as required by federal legislation and state and federal policy. The MPO staff also provides administrative support and coordination of all MPO Board and MPO Committees.

II. GOALS AND OBJECTIVES

The goal of this consultant authorization is to gain access to additional resources as needed in support of MPO Programs, administrative activities, or implementation of the 2050 LRTP. When staff positions are vacant or staff is on leave, having the ability to bring in additional resources is extremely valuable.

The objective is to have authorization in place whereby the MPO Director and staff gain access to subject areas expertise on an as-needed, on-call basis. Such authorization will eliminate delays and provide a mechanism for additional personnel, with the requisite expertise, needed to maintain the quality of products and services and can function as an extension of existing MPO staff.

III. BACKGROUND REFERENCES

- Federal Laws
  - 23 Code of Federal Regulations (CFR) 450 Subpart C – Metropolitan Transportation Planning and Programming
  - 23 Code of Federal Regulations (CFR) 490 – National Performance Management Measures
- State Laws
  - FS 339.175 Metropolitan Planning Organization

IV. SCOPE OF SERVICES

The Consultant will provide as-needed support as directed by the MPO Director or designee in support of the MPO's Core Programs. Such activities could include support for the following:

- Public Participation Plan (PPP)
- Unified Planning Work Program (UPWP)
- Transportation Improvement Program (TIP)
- Congestion Management Plan (CMP)
- Long Range Transportation Plan (LRTP)

- List of Priority Projects (LOPP)
- Performance Measures and Targets
- Public Participation in support of MPO Programs

On-call administrative support will be provided by the Consultant as directed by the MPO Director. This may include in-house support from subject area experts knowledgeable of the Metropolitan Planning Requirements as well as procedures specific to the Sarasota/Manatee MPO as well as support for special projects not considered part of the MPO's Core Programs. Attendance at, and support for, meetings will be determined by the MPO Director. Such activities may include the following:

- Interagency coordination activities
- Staff training
- MPO Board and Committee meeting administration and coordination
- In-house support

The Consultant may also be called upon to provide grant assistance. This assistance could include researching available grant opportunities or providing a review of grant applications submitted by one of the MPO's partners agencies. New funding in the form of grants is constantly being made available for transportation and infrastructure projects. As such, applications are anticipated to be completed and requested by the local jurisdictions and agencies which the MPO supports. The Consultant will provide staff resources for grant application support as requested by the MPO Staff.

Deliverables:

- On-call technical support services
- On-call administrative support
- Support for TIP, LRTP implementation, and MPO staff activities.
- In-house support as needed and directed
- Preparation of meeting notes and actions
- Documentation of grant research, as directed
- Grant application support and review, as directed

V. COST SUMMARY

All services provided by the Consultant under this Work Task Assignment are to be conducted as on-call and as-needed. There is no guarantee of work and there is an initial not-to-exceed limit of $50,000 for both Fiscal Year. This is a time-and-materials task work order with billing on an hourly basis at the negotiated loaded rate per the GPC Master Contract. Submitted expenses will be subject to the limits of the GPC Master Contract.

VI. SCHEDULE

The Consultant will have successfully completed this task assignment once the authorized fee has been expended subject to the terms of the GPC as stated in Article 5 of the Master Contract, whichever comes first. Extension of this task order may be granted by the MPO Director. Such extensions will be subject to the provisions of Article 7 of the GPC Master Contract Appendix A includes a list of key deadlines associated with the MPO's anticipated activities for Calendar Year 2022.

VII. PROJECT ADMINISTRATION

Quality Assurance/Quality Control: The CONSULTANT shall be responsible for ensuring that all work products conform to FDOT standards and criteria. This shall be accomplished through an internal quality control process performed by the CONSULTANT.

Progress Reporting and Invoicing: The CONSULTANT shall provide invoices monthly for hours authorized by the client and charged by the consultant team per the loaded billing rates and allowable expenses per the master agreement. Each invoice will include an accompanying progress report.

Budget: This work will be completed as a time-and-materials task order.

Total Budget: $50,000 (To be used as needed between consultants)

Sarasota Manatee Metropolitan Planning Organization
LRTP Active Transportation Plan (ATP) Update
Scope of Services

(FY24 De Obligated Funds)

INTRODUCTION: The MPO will complete an update of the 2019 Active Transportation Plan. The update will incorporate alignments identified in two MPO SUN Trail Alignment Studies and in completed studies by local jurisdictions. The update will incorporate updated guidance relating to pedestrian, bicycle, and transit planning from USDOT, FHWA, and FDOT. This effort will provide data for the Equity/Livability chapter of the 2050 LRTP.

PROJECT DESCRIPTION: The study area is the two-county MPO planning region. The Active Transportation Plan (ATP) will be used to guide future transportation funding decisions for transit, bicycle, and pedestrian facilities. The Active Transportation Plan provides a foundation for the development of a multi modal network of bicycle and pedestrian facilities to connect key destinations, transit services, and the Shared-Use Nonmotorized (SUN) Trail network.

The 2019 Active Transportation Plan was adopted by the MPO Board on November 18, 2019. The 2019 ATP produced a vision network and identified about 80 potential projects that will help fill the gaps in the network. The 2019 Active Transportation Plan is a supporting document in the Equity/Livability chapter of the 2045 Long Range Transportation Plan. The 2024 update of the Active Transportation Plan will support the 2050 Long Range Transportation Plan. The 2024 ATP is listed on page 40 of the 2022/23-23/24 UPWP, adopted on May 23, 2022, as a long-term planning activity for the 2050 LRTP to be completed mid-2024.

The MPO is presently working on two SUN Trail Alignment Studies. Expected completion is mid-2023. The studies are part of the 2045 Long Range Transportation Plan's Transform Tomorrow program. They are listed in the 2045 LRTP Cost Feasible Plan as the "SR 64/Manatee Avenue" (page 12) and "Fruitville Rd/University Pkwy" (page 15) off-road shared-use path studies. These segments were identified on page 56 and page 57 of the 2019 Active Transportation Plan as gaps in the vision network. Completion of these two segments will complete portions of the Western and Eastern SUN Trail Routes.

There are several studies currently underway that align with the Active Transportation Plan. FDOT is working on the Palmetto Trails Network PD&E on behalf of Manatee County for a proposed shared-use path through the City of Palmetto. This network will complete segments of the SUN Trail system western route identified in the 2019 ATP (pg. 57). The study is slated for completion in early 2023. Additionally, Manatee County is working on a Trailways Master Plan to develop a comprehensive network of greenways and trails in the county.

Sarasota County is completing a PD&E for the North Sarasota Multi Modal Connector, a four-lane overpass with 12-ft walking paths and dedicated bicycle lanes to connect Lakewood Ranch Blvd with Cattleman Rd across I-75. A new I-75 overpass was identified in the 2019 ATP (page 56). The PD&E will be completed by end 2022. The Town of Longboat Key has kicked off a Complete Streets Corridor Master Plan for Gulf of Mexico Drive. The vision includes a 12-ft wide multi use trail, 7-ft wide buffered bicycle lanes, and 6-8 ft sidewalks. This corridor is identified on page 57 of the 2019 ATP as a segment of the western route of SUN Trail.

There are also several ATP projects that are completed, funded, or underway. The City of Sarasota is currently constructing the Ring-a-ling Extension of the Legacy Trail. The project is slated for completion end 2022. This project was identified in the 2019 ATP as southern extension of the SUN Trail. The City of Bradenton completed the US 41 Green Bridge Multi Use Path, a vital connection for the SUN Trail across the Manatee River. This project completes a segment of the SUN Trail western Route identified in the 2019 ATP on page 56. The FY 2022/23-23/24 TIP, adopted May 23, 2022, includes funding for Barrier Island Complete Streets Improvements as well as two pedestrian overpasses along the Legacy Trail over SR 758/Bee Ridge Rd and SR 72/Clark Road.

PURPOSE AND NEED: The purpose of the 2024 ATP update is to identify projects that will contribute to a safe and comprehensive active transportation network that accommodates people of different ages, backgrounds, and abilities by providing a variety of routes and modes by which to access essential destinations and neighboring jurisdictions, while also providing economic and social opportunities for people.

The 2024 ATP update will address at least three performance measures in its evaluation of the regional active transportation network and identification of projects to build out and fill the network gaps. The ATP addresses *safety and security* by identifying segments that intersect with high crash locations, provides new bicycle lanes and pedestrian crosswalks in high crash locations, and are located on designated evacuation routes. *Mobility and reliability* are addressed by the ATP by identify projects that provide wide trails or sidewalks and new or improved bicycle facilities; and are located near transit routes and on travel time reliability priority segments. *Equity and livability* are addressed by identifying projects that are located within designated infill area, provides improved access for low-income and/or minority communities, are located within gap areas identified in Regional Accessibility Analysis maps, addresses ADA compliance issues at transit stops, includes transit shelters at priority stops, are located near essential services (food, medical, education), and is near a transit hub.

GOALS AND OBJECTIVES: The U.S. Department of Transportation (USDOT) Federal Highway Administration (FHWA) and Florida Department of Transportation (FDOT) have provided updated guidance relating to pedestrian, bicycle, and transit planning. The main goal of the ATP is to provide jurisdictions with a list of short-term and long-term projects that will build out and fill in the active transportation network which align with state and federal active transportation guidance.

The 2024 ATP update will reevaluate the existing active transportation network and identify projects to build out and fill the network gaps. The 2024 ATP will improve multi modal transportation options, improve safety and security of non-motorized users, improve accessibility and mobility for non-motorized users, and develop connectivity of the transportation system across and between modes. The goals are to achieve a connected, safe, accessible, and comfortable network for bicyclists, pedestrian, trail users, and transit rides; improve safety of non-motorized users, promote equity in active transportation planning, design, funding, implementation, and evaluation, and to increase the number of walking, bicycle, and transit trips in the region.

The study will collect, review, and analyze data to evaluate existing conditions in the active transportation network. The analysis will be used to make recommendations for future projects to build out and fill the active transportation network. Public involvement in the ATP update will include engagement with local active transportation organizations. The ATP update will include presentations throughout the process to the Bicycle, Pedestrian, and Trails Advisory Committee (BPTAC), Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC), MPO Board, and Community Traffic Safety Team (CTST).

TIME FRAME: Early 2023 – Late 2024; **MAX. EXPENDITURE:** $150,000

Sarasota Manatee Metropolitan Planning Organization
LRTP Congestion Management Plan/Process (CMP) Update
Scope of Services

(FY24 De Obligated Funds)

INTRODUCTION: The study will update the federally mandated process to ensure concurrence with updated guidance as well as provide local jurisdictions with updated mobility data. It will also focus on developing strategies for alleviating congestion and enhancing mobility options for both people and goods. It will act as a foundation for the Mobility element in the 2050 LRTP.

PROJECT DESCRIPTION: The study will focus on the two-county MPO region. The Federal Highway Administration (FHWA) requires Metropolitan Planning Organizations (MPOs) to develop congestion management processes (CMPs) to better manage congestion. Chapter 23 of the Code of Federal Regulations, Section 450.320 discuss the requirements of a CMP.

Updating the Congestion Management Plan/process is listed in the Unified Planning Work Program for the fiscal year 2022/2023-2023/2024 on page no. 41 and is budgeted for $150,000. The UPWP was approved by FHWA, and FDOT and adopted by the MPO Governing Board on May 23, 2022.

The 2019 CMP included a new element related to the future implementation of Transportation Systems Management and Operations (TSM&O) and Intelligent Transportation Systems (ITS) technology throughout the region. The plan prioritized corridors based on objective criteria and provided mitigation strategies based on the type of delay.

The MPO worked on the Transportation Systems Management and Operations (TSM&O) master plans for Manatee County and Sarasota County and updated the mobility data to accurately reflect peak hour trends in 2020.

PURPOSE AND NEED: The purpose of the CMP study is to tackle current congestion and provide strategies to address mobility needs using technological interventions using congestion and traffic data. MPO has also used this data to develop its technology and autonomy projects

GOALS AND OBJECTIVES: The study will develop strategies to implement mobility/reliability targets in CMP

- % Reliable person-miles traveled on Interstate
- % Reliable person-miles traveled on non-Interstate NHS
- Truck Travel Time Reliability

Connect targets to project prioritization process

MAX. EXPENDITURE: $150,000; **TIME FRAME:** Late 2023 - Late 2024

LRTP Bradenton LECOM/Arts District Planning Study
Scope of Services

(FY24 De Obligated Funds)

INTRODUCTION: The 2045 LRTP identified 3 baseball access studies as tourism hubs that would require roadway improvements to improve traffic flow and to better accommodate the surrounding land uses. The LECOM study will evaluate an area just south of downtown Bradenton and will look to incorporate improved walking and biking concepts as well as decrease recurring congestion near the stadium for funding in the 2050 LRTP.

PROJECT DESCRIPTION: This study will identify Complete Street improvements for all modes of transportation to support the LECOM Baseball Stadium (LECOM) and the Bradenton Village of the Arts (VOTA) which are part of Bradenton's 14th Street Community Redevelopment Area. The primary target area is bordered by 9th Avenue W. on the north side, 6th Street W. on the east side, 15th Street W. on the west side, and 26th Avenue W. on the south side. These limits may be modified based on the preliminary evaluation.

The project is part of the 2045 Long Range Transportation Plan **Transform Tomorrow Program supporting** the economy and the diversity of the region's counties and cities. The program includes a collection of local projects like complete streets and intersection improvements that say, "Welcome to our community." There are funded studies and projects to support the areas surrounding the three Major League Baseball spring training facilities. The LECOM/VOTA project includes:

Transform Tomorrow	From	To	Improvement Type	Funding Timeframe	Funding
Baseball Access Study			Complete Streets	2030	$500,000
9th Avenue W	US 41/14th St W	3rd Street W	Complete Street	2030	$4,380,000
US 41/14th St W	9th Avenue W	17th Avenue W	Complete Street	2030	$3,650,000
17th Avenue W	US 41/14th St W	3rd Street W	Complete Street	2030	$4,380,000
6th Street W	17th Avenue W	9th Avenue W	Complete Street	2030	$3,650,000
9th Street W	9th Avenue W	17th Avenue W	Complete Street	2030	$3,650,000

The LECOM/VOTA Planning Study is listed in the Sarasota/Manatee MPO Unified Planning Work Program (UPWP) as LECOM Baseball Stadium Access Study and is budgeted in FY 2023/24 for $500,000 in the 2045 LRTP/Cost Feasible plan. The UPWP was approved by FHWA, FDOT, and adopted by the MPO Governing Board on May 23, 2022.

The target area was a part of the 2019 Central Manatee Network Alternatives Analysis (CMNAA) which includes several recommendations for the area. The US 41/14th Street W corridor has been evaluated as part of two MPO studies: US 41 Multi Modal Emphasis Corridor (MMEC) Gap and Safety Analysis and US 41 Transit Choices Study. A Complete Street project of 8th Avenue from 6th to 14th Street was recently completed. Additional projects from the CMNAA that are currently in the Work Program include the Bradenton-Palmetto Connector PD&E Study, the Desoto Bridge Replacement PD&E Study, and traffic ops improvements from 3rd St W from 9th Ave to Manatee Ave.

PURPOSE AND NEED: The purpose of the LECOM/VOTA Planning Study is to identify projects that improve travel conditions, enhance safety and multi-modal options, support economic development, and address the needs of the surrounding neighborhoods.

GOALS AND OBJECTIVES: The goal of the study is to identify short, medium, and long-range transportation projects that support the City of Bradenton's plans for the 14th Street CRA. The MPO and the consulting team will work closely with Bradenton staff and elected officials. The study will document existing conditions, identify existing and projected deficiencies, develop proposed alternative solutions using Complete Streets methodology, and engage the public to set priorities for short, medium, and long-term solutions.

MAX. EXPENDITURE: $500,000; **TIMEFRAME:** The project will begin in early 2023 and should be completed by the end of 2024 to allow the City of Bradenton time to apply for funding during the 2024 call for projects.

Sarasota Manatee Metropolitan Planning Organization
LRTP Resiliency/Vulnerability Assessment Phase 2
Scope of Services

(FY24 De Obligated Funds)

INTRODUCTION: The study will be a continuation of the Resiliency/Vulnerability Assessment. A process for developing implementation programs based on the assessment made to incorporate risk into the MPO's project prioritization process. The resulting methods, tools, processes, and recommendations will be documented, and training will be conducted for MPO staff and jurisdictions to incorporate the methods, tools, and processes into future efforts. The study will act as a foundation for the Resiliency element in the 2050 LRTP

PROJECT DESCRIPTION: This study will focus on the two-county MPO region. The Fixing America's Surface Transportation Act expands the focus on the resiliency of the transportation system as well as activities to reduce stormwater runoff from transportation infrastructure

The Unified Planning Work Program talks about continuing the LRTP Resiliency/Vulnerability assessment on page no. 41 based on the recommendations made in the adopted 2045 LRTP (50,000 dollars from FY21/22 will be allocated in the first year of the UPWP to complete Phase 1 of the resiliency study. This study aims to perform a vulnerability assessment of critical assets throughout the region and prioritize using the data-based process for funding in the 2050 LRTP.) The UPWP was approved by FHWA, and FDOT and adopted by the MPO Governing Board on May 23, 2022

The LRTP Resiliency/Vulnerability assessment is near completion and will be presented to the board in January as a list of projects that are categorized into tiers based on their exposure and vulnerability to a disaster.

PURPOSE AND NEED: The purpose of this project is to develop and apply new methods that integrate resilience corridor planning with transportation planning and decision-making to assess and mitigate risks from all hazards that affect the Sarasota/Manatee region's transportation system.

Age of existing infrastructure, High-risk locations, and data from Hurricane Ian including storm surge analysis and alternative routing will be used to address Infrastructure and Resiliency performance measures.

GOALS AND OBJECTIVES: The goal is to prioritize existing projects based on resiliency score for maintaining infrastructure and replacement of infrastructure affected during an event

- Objectives
  - Engage stakeholders from transportation and emergency sectors to identify challenges from hurricane Ian and their needs for the study.
  - Preserve and maintain the existing transportation system
  - Retrofit and replace aging bridges to include multi-modal options
  - Identify and mitigate the effect of extreme weather events on the system

MAX. EXPENDITURE: $150,000; **TIME FRAME:** Late 2024

Sarasota Manatee Metropolitan Planning Organization
LRTP Serious Injury/Fatality Reduction Implementation Plan
Scope of Services

(FY24 De Obligated Funds)

INTRODUCTION: This task will develop an implementation plan for the set of actions and strategies that pertain to education as identified in the 2022 Destination Zero Action Plan. Development of an education-focused safety implementation plan will support FDOT's goals for traffic safety and improve roadway safety, a goal identified in the Safety/Security chapter of the 2045 LRTP.

PROJECT DESCRIPTION: Development of an education-focused safety implementation plan will address roadway safety for motorized and non-motorized users in the two-county MPO area.

Consistent with MAP-21 (2012) and the FAST Act (2015), safety is prioritized as a planning goal in the 2045 Long Range Transportation Plan. Federal and state planning mandates require MPOs to address the safety and security of the transportation system for all motorized and non-motorized users in their planning processes. FHWA's Highway Safety Improvement Program (HSIP) is legislated under Section 148 of Title 23, *United States Code* (23 U.S.C. 148) and regulated under Part 924 of Title 23, Code of Federal Regulations (23 CFR Part 924). The HSIP requires MPOs to report on five safety-related performance measures: number of fatalities, number of serious injuries, number of non-motorized fatalities and serious injuries, rates of fatalities per 100 million VMT, and rate of serious injuries per 100 million VMT.

On February 28, 2022, the MPO Board adopted the Destination Zero Action Plan. The Action Plan identifies seven sets of actions and strategies to make significant reductions in the instances of serious injury and fatal crashes. [See pages 22-30 of the Action Plan.] This Action Plan aligns with FDOT's Target Zero initiative to reduce the total number of serious injury and fatal crashes to zero. FDOT's Target Zero supports and builds on FHWA's Vision Zero initiative by focusing on roadway user behaviors. Development of an education-focused safety implementation plan targets motorized and non-motorized user understanding and knowledge of safety investments, projects, and practices to inform safer user behaviors.

Implementation of the serious injury and fatality reduction action plan [aka Destination Zero Action Plan] is included in the UPWP for FY 2022/23-23/24 on page 42.

PURPOSE AND NEED: Changing behaviors to improve roadway safety begins with education. The education-related actions and strategies of Destination Zero works to raise awareness about traffic safety while explaining the connections between specific actions that are implemented (i.e., speed management) and efforts to eliminate traffic-related deaths and serious injuries. A safe transportation system is supported by safe user behaviors, safe roadway designs, safety-centered transportation policies, safety enforcements, and emergency response.

In the ten-year period between 2011 and 2021, an average of 1,250 people per year died or were seriously injured in crashes in the two-county MPO area. The MPO's 2022 Interim Safety Report, presented to the MPO Board on September 26, 2022, showed that total fatal crashes have increased by about 72% between 2011 and 2021. The total number of non-motorized serious injury and fatal crashes increased

about 52%. (Data: Signal4Analytics; September 2, 2022). While such trends are not unique to the MPO area, they do demonstrate a need for targeted actions and strategies to support a systemic approach to improving the safety of our roadways.

GOALS AND OBJECTIVES: The goal is to encourage a safe and secure transportation system for motorized and non-motorized users by focusing on education. The outcomes are a broad educational campaign that can be targeted to various audiences and focused on various topics, as well as a safety event to boost awareness of safety issues, safety projects, and roadway user best practices.

Development of this implementation plan includes background research on Vision Zero educational campaigns implemented across the country and around the world to understand innovative approaches: and, engagement with stakeholders such as the Community Traffic Safety Team (CTST), local law enforcement and emergency response, the FDOT Safety Office, and school districts.

TIMEFRAME: Late 2022 – Late 2024; **MAX. EXPENDITURE:** $150,000