

**METROPOLITAN TRANSPORTATION
PLANNING SERVICES CONTRACT**

COLUMBUS, GEORGIA

FHWA METROPOLITAN PLANNING PROGRAM

**PLANNING (PL) FUNDS
FISCAL YEAR (FY) 2022**

**CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER 20.205
FEDERAL-AID PARTICIPATING PROJECT
PI Number 0017897-PLN
Contract ID # TBD**

Federal Share 80% \$277,525.24
Local Match Share 20% \$69,381.31
Total Contract Cost \$346,906.55

METROPOLITAN TRANSPORTATION PLANNING SERVICES CONTRACT

**Between the
DEPARTMENT OF TRANSPORTATION
STATE OF GEORGIA
ONE GEORGIA CENTER,
600 WEST PEACHTREE STREET, NW
ATLANTA, GEORGIA 30308
and the
COLUMBUS CONSOLIDATED GOVERNMENT**

THIS AGREEMENT is made and entered into this _____ day of _____, 20____, by and between the DEPARTMENT OF TRANSPORTATION, an agency of the State of Georgia, hereinafter called the "DEPARTMENT", and the **COLUMBUS CONSOLIDATED GOVERNMENT**, organized and existing under the laws of the State of Georgia, hereinafter called the "DESIGNATED AGENCY".

WHEREAS, the DEPARTMENT is recognized by the United States Department of Transportation as the agency responsible for cooperative, comprehensive, continuing transportation planning pursuant to the provisions of Fixing America's Surface Transportation Act (FAST Act) of 2015, 23 U. S. C. Section 134, the Federal Transit Act, 49 U.S.C. Section 5303; and relevant amendments and subsequent legislation pertaining thereto; and

WHEREAS, the DEPARTMENT is authorized under O.C.G.A. § 32-2-2(7) to "accept and use federal funds...; and to do all things necessary, proper, or expedient to achieve compliance with the provision and requirements of all applicable federal-aid acts and programs"; and

WHEREAS, the DEPARTMENT is responsible for developing a workable formula for distributing the apportionment of planning funds pursuant to 23 U.S.C § 104 (d); and

WHEREAS, the DESIGNATED AGENCY is an approved metropolitan planning organization responsible for carrying out the transportation planning process in its urbanized area in accordance with 23 U.S.C. § 134; and

WHEREAS, the DESIGNATED AGENCY has developed its Unified Planning Work Program for Fiscal Year 2022, which describes its transportation planning priorities for Fiscal Year 2022 that are funded by FHWA-PL and FTA 5303 planning funds; and

WHEREAS, the DEPARTMENT desires to participate jointly with the DESIGNATED AGENCY to perform certain services, which will consist of providing the DESIGNATED AGENCY with information for the continuing transportation planning process as set forth in **Exhibit D, “Work Program, Fiscal Year 2022”** (hereinafter referred to as the "PROJECT").

NOW THEREFORE, for and in consideration of the mutual promises, covenants and contracts contained herein, and other good and valuable consideration as set out hereinafter, it is agreed by and between the DEPARTMENT and the DESIGNATED AGENCY that:

ARTICLE I SCOPE AND PROCEDURES

The scope and procedure of the PROJECT shall be that stated in the Work Program, which is affixed to this Agreement under the label of **Exhibit D**, entitled "Work Program, Fiscal Year 2022", the same as if fully set forth herein. The DESIGNATED AGENCY shall perform or cause to be performed the services to accomplish the PROJECT, the work for which is set forth in the aforementioned **Exhibit D, “Work Program, Fiscal Year 2022”**.

The DESIGNATED AGENCY shall perform the PROJECT activities and shall do so under such control and supervision by the DEPARTMENT as the DEPARTMENT may deem appropriate.

The DEPARTMENT shall perform the services incumbent upon it as stated in **Exhibit D, “Work Program, Fiscal Year 2022”**.

ARTICLE II EMPLOYMENT OF DEPARTMENT'S PERSONNEL

The DESIGNATED AGENCY shall not employ any person or persons in the employ of the DEPARTMENT for any work required by the terms of this Agreement, without the written permission of the DEPARTMENT except as may otherwise be provided for herein.

ARTICLE III REVIEW OF WORK

Authorized representatives for the DEPARTMENT and the Federal Government may at all reasonable times review and inspect the PROJECT activities and data collected under this Agreement and amendments thereto. All reports, drawings, studies, specifications, estimates, maps, and

computations, prepared by or for the DESIGNATED AGENCY, shall be made available to authorized representatives of the DEPARTMENT and representatives of the Federal Government for inspection and review at all reasonable times. Acceptance shall not relieve the DESIGNATED AGENCY of its professional obligation to correct, at its own expense, any of its errors in the work.

ARTICLE IV

AUTHORIZATION AND APPROVAL

TIME IS OF THE ESSENCE TO THIS AGREEMENT. The DESIGNATED AGENCY shall initiate the work as described in Article I, Scope and Procedures, on July 1, 2021. The work outlined therein shall be completed no later than June 30, 2022. The work shall be carried on expeditiously and in accordance with the work schedule as set forth in **Exhibit F, "Schedule"**, attached hereto and incorporated by reference.

ARTICLE V

RESPONSIBILITY FOR CLAIMS AND LIABILITY

The DESIGNATED AGENCY shall be responsible for any and all damages to property or persons and shall save harmless the DEPARTMENT, its officers, agents and employees from all suits, claims, actions, or damages of any nature whatsoever resulting from the negligence of the DESIGNATED AGENCY in the performance of work under this Agreement.

ARTICLE VI

COMPENSATION

A. Total Cost

1. The DEPARTMENT and the DESIGNATED AGENCY agree that the total estimated allowable cost for the completion of the PROJECT, as shown in **Exhibit E, "Budget Estimate, Federal Fiscal Year 2022"**, attached hereto and incorporated herein by reference, is Three Hundred Forty-Six Thousand, Nine Hundred Six Dollars and Fifty-Five Cents (\$346,906.55). It is agreed that the amount which the DEPARTMENT shall be obligated to pay is eighty percent (80%) of total cost, which represents the Federal Share of the cost of the PROJECT up to Two Hundred Seventy-Seven Thousand, Five Hundred Twenty-Five Dollars and Twenty-Four Cents (\$277,525.24). However, if the sum total of the actual allowable cost for the PROJECT is less than the total estimated allowable cost, then it is further agreed that the DEPARTMENT shall be obligated to pay only the 80%

Federal Share of the actual allowable cost incurred. In no event shall the DEPARTMENT be obligated to pay more than the maximum Federal Share of \$277,525.24. In no event shall the DEPARTMENT be required to pay the Federal Share, if the Federal Share is not provided to the DEPARTMENT by the Federal Highway Administration.

2. The DESIGNATED AGENCY shall be obligated to pay twenty percent (20%) of the total allowable cost, which represents the Local Match rate of the cost of the PROJECT up to Sixty-Nine Thousand, Three Hundred Eighty-One Dollars and Thirty-One Cents (\$69,381.31). However, if the sum total of the actual allowable cost for the PROJECT is less than the total estimated allowable cost, the DESIGNATED AGENCY shall pay a 20% Local Match rate of the actual allowable cost incurred. In no event shall the DESIGNATED AGENCY be obligated to pay more than the maximum Local Match of the Federal Share (\$69,381.31). Any portion of the Local Match may consist of “soft” match and/or “in-kind” services as referenced in Title 23, Part 420, Subchapter E of the Code of Federal Regulations (“C.F.R.”), “Planning and Research Program Administration”, and 2 C.F.R., Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”, and all other relevant sections of Federal law, Federal regulations and Federal guidance applicable to the subject, as appropriate, in lieu of a traditional cash match. The Local Match sum total of any traditional cash match and any “soft” match and/or “in-kind” services must constitute 20% of the cost of the PROJECT up to \$69,381.31 or a 20% match rate of the allowable cost incurred.

B. Allowable Costs

Allowable costs shall include both direct and indirect costs incurred by the DESIGNATED AGENCY, which is provided for in **Exhibit E, “Budget Estimate, Federal Fiscal Year 2022”**, “and subject to the maximum limitation prescribed in Subsection A of Article VI and the limitations outlined below:

1. Direct Cost

The DEPARTMENT shall pay to the DESIGNATED AGENCY for the performance of this Agreement an amount equal to such direct costs as are incurred by the DESIGNATED

AGENCY and are chargeable to the PROJECT under generally accepted accounting principles and as allowed in 2 C.F.R. Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”, and not prohibited by the laws of the State of Georgia, including salaries and wages, and the cost of travel, and other miscellaneous direct costs incurred by the DESIGNATED AGENCY. As specified in Article X, the validity of the direct costs may be verified from the cost records of the DESIGNATED AGENCY by authorized representatives of the DEPARTMENT and the Federal Government as the work progresses, and in any event, before final settlement of the DESIGNATED AGENCY’S costs under the terms of this Agreement or amendments hereto.

The cost of any nonexpendable tools, instruments, or equipment used in the execution and performance of the PROJECT shall not be an allowable direct cost when such items are of the nature and kind of tools, instruments or equipment normally and generally used in an office or laboratory, provided however that the cost of data processing equipment shall be an allowable expense when such expenditure complies with the provisions of 2 C.F.R. § 200 (“Uniform Grant Guidance”) and is specifically detailed in **Exhibit D, “Work Program, Fiscal Year 2022”**, and **Exhibit E, “Budget Estimate, Federal Fiscal Year 2022”**, of this Agreement. If at any time during the duration of the useful life of the PROJECT’s data processing equipment the DESIGNATED AGENCY fails to utilize such equipment for the purpose of accomplishing the PROJECT the DEPARTMENT at its discretion may require the DESIGNATED AGENCY to remit to the DEPARTMENT 100% of the DEPARTMENT’S Federal and State Share of the fair market value, if any, of such equipment. For the purpose of this Article, the fair market value shall be deemed to be the value of the equipment as determined by an appraisal conducted as soon as feasible after such withdrawal or misuse occurs or the actual proceeds from the public sale of such equipment, whichever is approved by the DEPARTMENT.

The rate of compensation for work performed on the PROJECT by a professional staff member or employee of the DESIGNATED AGENCY shall not exceed the salary rate that is applicable to said person's other activities for the DESIGNATED AGENCY. Charges for salaries and wages of the individuals will be supported by time and attendance and payroll distribution records. Premiums pay for overtime, extra-pay shifts, and multi-shift work are not reimbursable under this Agreement unless such costs are included in **Exhibit E, “Budget**

Estimate, Federal Fiscal Year 2022”, or unless such costs have been given prior written approval by the DEPARTMENT.

No expense for travel outside the State of Georgia shall be an allowable direct cost under this Agreement unless such travel is listed in **Exhibit E, “Budget Estimate, Federal Fiscal Year 2022”**, or approved in advance by the DEPARTMENT. Staff from the DESIGNATED AGENCY seeking travel approval should submit the details for the requested travel expenses to the DEPARTMENT in advance and must include information on how the travel request will benefit the transportation planning process of the DESIGNATED AGENCY. In addition, all expenses for food, fuel, mileage, and lodging accommodations incurred from travel within or outside of the State of Georgia shall be limited to the currently approved amounts posted on the United States General Services Administration (GSA) website for the corresponding geographic location.

2. Indirect Costs

The DEPARTMENT shall reimburse the DESIGNATED AGENCY for such indirect costs as are properly chargeable to the PROJECT under generally accepted accounting principles and as allowed in 2 C.F.R. Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”, and not prohibited by the laws of the State of Georgia. Fringe benefits shall be reimbursed at a provisional overhead rate of **53.25%** of the amount paid as direct salaries and wages to persons employed by the DESIGNATED AGENCY on the PROJECT. Indirect Personnel cost shall be reimbursed at a provisional overhead rate of **55.36%** of the amount paid as direct salaries, wages and fringe benefits to persons employed by the DESIGNATED AGENCY that are chargeable to the PROJECT. Upon completion of the PROJECT, the DEPARTMENT will determine final payment for indirect costs by audit of the DESIGNATED AGENCY’S accounts to establish the actual allowable overhead rate experienced during the period of performance of this Agreement. The DESIGNATED AGENCY understands and agrees that the DEPARTMENT may accept, in lieu of its own audit, a federal audit or, an audit by an independent accountant or accounting firm. The audit of an independent accountant or accounting firm shall be made and reported in accordance with audit requirements, 2 C.F.R. Part 200. The DESIGNATED AGENCY shall ensure that the independent accountant or accounting firm shall make available upon

request to authorized representatives of the DEPARTMENT all audit work papers pertaining to this AGREEMENT to determine said final payment for indirect costs.

In the event the DESIGNATED AGENCY'S actual allowable overhead rate during the period of this Agreement is less than the provisional overhead rate established herein, the DESIGNATED AGENCY shall reimburse the DEPARTMENT the difference between the indirect cost actually paid and the actual allowable indirect cost as determined by the final audit in accordance with the provisions of this Article.

The DESIGNATED AGENCY further agrees that the decision of the DEPARTMENT in the establishment of the actual allowable overhead rate for final payment of indirect costs shall be final.

The validity of these indirect cost payments may be verified from the indirect cost records of the DESIGNATED AGENCY by authorized representatives of the DEPARTMENT and the Federal Government as the work progresses and in any event before final settlement of the DESIGNATED AGENCY'S costs under this Agreement, or amendments hereto.

ARTICLE VII SUBSTANTIAL CHANGES

If, prior to the satisfactory completion of the services, under this Agreement, the DEPARTMENT materially changes the scope, character, complexity, or duration of the services from those required under the basic Agreement, a supplemental agreement may be executed between the parties. Minor changes that do not involve compensation in the Scope and Procedure, extension of the term, or changes in the goals and objectives of the PROJECT may be made by written notification of such change by either party with written approval of the other party.

ARTICLE VIII PARTIAL PAYMENT

The DESIGNATED AGENCY shall submit to the DEPARTMENT itemized vouchers showing, in reasonable detail, the actual allowable costs per work element, incurred by the DESIGNATED AGENCY on the PROJECT for the voucher period. A summary of the cost breakdown and work progress for each work element shall accompany each voucher. Upon the basis of its review of such vouchers, the DEPARTMENT may, at the request of the DESIGNATED

AGENCY, make payment to the DESIGNATED AGENCY as the work progresses but not more often than four times during the fiscal year. The vouchers shall be numbered consecutively, and subsequent vouchers shall be submitted every three months, but no later than forty-five (45) days after the end of each quarter, until the PROJECT is completed. Payment shall be made in the amount of sums earned less previous partial payments.

ARTICLE IX FINAL PAYMENT

IT IS FURTHER AGREED that upon satisfactory completion by the DESIGNATED AGENCY and acceptance by the DEPARTMENT of the work described in Article I of this Agreement, the DESIGNATED AGENCY shall submit to the DEPARTMENT a written submission for final payment not more than forty-five (45) days after the completion date of the PROJECT. Upon receipt of any final written submission by the DESIGNATED AGENCY, the DEPARTMENT shall pay the DESIGNATED AGENCY a sum equal to one hundred percent (100%) of the allowable cost set forth herein less the total of all previous partial payments, paid or in the process of payment.

The DESIGNATED AGENCY agrees that acceptance of this final payment shall be in full and final settlement of all claims arising against the DEPARTMENT for work done, materials furnished, costs incurred, or otherwise arising out of the Agreement and shall release the DEPARTMENT from any and all further claims of whatever nature, whether known or unknown for and on account of said Agreement, and for any and all work done, and labor and materials furnished, in connection with same.

ARTICLE X MAINTENANCE OF CONTRACT COST RECORDS

The DESIGNATED AGENCY shall maintain all books, documents, papers, accounting records, and other evidence pertaining to costs incurred on the PROJECT and shall make material available at all reasonable times during this period of the Agreement, and for three years from the date of final payment under the Agreement, for inspection by the DEPARTMENT, and the Federal Highway Administration and any reviewing agencies, and copies thereof shall be furnished upon request.

The DESIGNATED AGENCY shall certify that items of equipment included in direct costs have been excluded from the indirect costs.

The DESIGNATED AGENCY agrees that the provisions of this Article shall be included in any contracts it may make with any subcontractor, assignee, or transferee.

ARTICLE XI

SUBCONTRACTS, ASSIGNMENT, OR TRANSFER RESTRICTIONS

The DESIGNATED AGENCY agrees not to assign, sublet, or transfer any or all of its interest in the Agreement without prior written approval of the DEPARTMENT and the Federal Highway Administration. The DESIGNATED AGENCY also agrees that all subcontracts shall be subject to the provisions contained in this Agreement. The DESIGNATED AGENCY also agrees that any subcontracts exceeding Ten Thousand Dollars (\$10,000) in cost shall contain all the required provisions of this Agreement. All consultants hired by the DESIGNATED AGENCY shall be on the DEPARTMENT'S pre-qualified consultants list.

ARTICLE XII

USE OF DOCUMENTS

The DESIGNATED AGENCY agrees that all reports, drawings, studies, specifications, estimates, maps, computations, and other data, prepared by or for it under the terms of this Agreement shall be made available to the DEPARTMENT and the Federal Highway Administration at all reasonable times during the period of the Agreement and upon termination or completion of the work. The DEPARTMENT shall have the right to use the same without restriction or limitation and without compensation to the DESIGNATED AGENCY other than that provided for in this Agreement.

ARTICLE XIII

TERMINATION

The DEPARTMENT reserves the right to terminate this Agreement at any time for just cause, or for any cause, upon 30 days written notice to the DESIGNATED AGENCY, notwithstanding any just claims by the DESIGNATED AGENCY for payment of services rendered prior to the date of termination.

Should the work under this Agreement be terminated by the DEPARTMENT pursuant to this Article, final payment to the DESIGNATED AGENCY shall be made in the amount of sums earned, less previous partial payments. Any work elements that are incomplete by the termination date shall be reimbursed based upon the percentage of work completed for said work element(s).

ARTICLE XIV
PUBLISHED REPORTS

It is agreed that articles, papers, bulletins, data, studies, statistics, interim or final reports, oral transmittals or any other materials reporting the plans, progress, analyses, results, or findings of work conducted under this Agreement shall not be presented publicly or published without prior written approval by the DEPARTMENT.

It is further agreed that all published reports shall include a disclaimer provision on the cover or title page in the following form:

"The opinions, findings, and conclusions in this publication are those of the author(s) and not necessarily reflect the official views or policies of those of the Department of Transportation, State of Georgia, or the Federal Highway Administration. This publication does not constitute a standard, specification, or regulation."

All reports published by the DESIGNATED AGENCY shall contain a credit reference to the Federal Highway Administration such as:

"Prepared in cooperation with the Department of Transportation, State of Georgia, and the Federal Highway Administration."

It is further agreed that any information concerning the PROJECT, its conduct, results or data gathered or processed shall not be released other than as required under the Georgia Open Records Act, O.C.G.A. § 50-18-70, *et seq.* Any request directed to the DESIGNATED AGENCY pursuant to the Georgia Open Records Act, for documents or information that are either received or maintained by the DESIGNATED AGENCY in the performance of the work under this Contract, for or on behalf of the DEPARTMENT, shall be released pursuant to the provisions of the Act. Further, the DESIGNATED AGENCY agrees to consult with the DEPARTMENT prior to releasing the requested documents, where required by the DEPARTMENT.

**ARTICLE XV
COPYRIGHTING**

The DESIGNATED AGENCY shall be free to copyright material developed under this Agreement with the provisions that the DEPARTMENT and the Federal Highway Administration reserve a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, the work for government purposes.

**ARTICLE XVI
COVENANT AGAINST CONTINGENT FEES**

The DESIGNATED AGENCY shall comply with all relevant federal, state and local laws. The DESIGNATED AGENCY warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the DESIGNATED AGENCY, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the DESIGNATED AGENCY, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the DEPARTMENT shall have the right to annul this Agreement without liability or, at its discretion, to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

**ARTICLE XVII
CONTRACT DISPUTES**

This Agreement shall be deemed to have been executed in Fulton County, Georgia, and all questions of interpretation and construction shall be governed by the laws of the State of Georgia.

**ARTICLE XVIII
COMPLIANCE WITH APPLICABLE LAW**

- A. The undersigned certify that the provisions of the Official Code of Georgia Annotated (“O.C.G.A.”), Sections 45-10-20 through 45-10-28, relating to conflict of interest, have been complied with in full.

- B. It is further agreed that the DESIGNATED AGENCY shall comply with and shall require its subcontractors to comply with the regulations for compliance with Title VI of the Civil Rights Act of 1964 as amended, and 23 C.F.R. Part 200 as stated in **Appendix A, “Notice of Contractors, Compliance with Title VI of the Civil Rights Act of 1964”**, of this Agreement.
- C. It is further agreed that and certified by the DESIGNATED AGENCY that neither it nor any of its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any State or Federal department or agency, and is eligible to receive the Federal funding assistance provided for in this Agreement, as provided for in **Appendix B, “Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters”**.
- D. It is further agreed that and certified by the DESIGNATED AGENCY that the provisions of the O.C.G.A §§ 50-24-1 through 50-24-6, relating to the "Drug-Free Workplace Act", have been complied with in full as stated in **Appendix C, “Drug-Free Workplace Certificate”**.
- E. It is further agreed that and certified by the DESIGNATED AGENCY that the provisions of the O.C.G.A § 13-10-91, relating to the “Georgia Security and Immigration Compliance Act” have been complied with in full as stated in **Appendix D, “Georgia Security and Immigration Compliance Act Affidavit”**.
- F. It is further agreed and certified that, pursuant to O.C.G.A § 50-5-85, the DESIGNATED AGENCY is not currently engaged in and agrees that for the duration of this Agreement, it will not engage in a boycott of Israel.
- G. The covenants herein contained shall, except as otherwise provided, accrue to the benefit of and be binding upon the successors and assigns of the parties hereto.

ARTICLE XIX

AUDITS OF COST RECORDS

The DEPARTMENT shall have the right to perform an audit of all documents and records pertaining to costs incurred on this PROJECT for a period of three (3) years after the final payment under Article IX is made by the DEPARTMENT to the DESIGNATED AGENCY under this Agreement. If requested, the DESIGNATED AGENCY shall assist in making the result of the audit performed pursuant to 2 C.F.R. Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” available to the DEPARTMENT. To the extent such audit is applicable, the DEPARTMENT, in its sole discretion, may agree to accept the Single Audit in lieu of its audit as herein allowed. Further, the DESIGNATED AGENCY agrees to reimburse the DEPARTMENT for the DEPARTMENT's share of any and all costs disallowed as a result of either the Single Audit or by the audit allowed hereunder by the DEPARTMENT.

ARTICLE XX

INSURANCE

By execution of this agreement, the DESIGNATED AGENCY certifies to the DEPARTMENT that any contractors or subcontractors or consultants it retains will maintain the following minimum amounts of insurance:

- A. Workmen’s Compensation Insurance in accordance with the laws of the State of Georgia.
- B. Public Liability Insurance as follows:
 - 1. Each Occurrence Limit: \$1,000,000.00
 - 2. Personal Injury/Death Limit: \$1,000,000.00
 - 3. General Aggregate Limit: \$2,000,000.00
 - 4. Products/Completed Ops.: \$2,000,000.00
 - Aggregate Limit
 - 5. Automobile Liability Limit: \$1,000,000.00 (Combined Single Limit)
 - 6. Umbrella Liability: \$2,000,000.00

Insurance shall be maintained in full force and effect during the life of the contract, or amendments hereto, and shall protect the DESIGNATED AGENCY, its employees, agents and representatives from claims for damages, for personal injury, and death and for damages arising in any manner from the

negligent or wrongful acts or failures to act by DESIGNATED AGENCY, its employees, agents, or representatives in the performance of the work covered by the contract, or amendments hereto.

IN WITNESS WHEREOF, said parties have hereunto set their hands and affixed their seals the day and year above first written.

**GEORGIA DEPARTMENT OF
TRANSPORTATION**

**COLUMBUS CONSOLIDATED
GOVERNMENT**

Commissioner

Executive Director (SEAL)

ATTEST:

IN THE PRESENCE OF:

Treasurer

Witness

Signed, Sealed and Delivered

This ____ day of _____, _____
in the presence of:

NOTARY PUBLIC

I attest that the corporate seal attached to this Document is in fact the seal of the Corporation executing this Document does in fact occupy the official position indicated and is duly authorized to execute such document on behalf of this Corporation.

ATTEST:

Federal Employee Tax No.

**EXHIBIT A
CERTIFICATION OF DESIGNATED AGENCY**

I hereby certify that I am the _____ and duly authorized representative of the **Columbus Consolidated Government**, whose address is **P.O. Box 1340, Columbus, Georgia 31902-1340**, and that neither I nor the entity I here represent has:

- (a) Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above commission to solicit or secure the Agreement.
- (b) Agreed, as an express or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out the Agreement, or
- (c) paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above commission) any fee, contribution, donation, or consideration of any kind, or in connection with, procuring or carrying out the Agreement; except as here expressly stated (if any):

I acknowledge that this certificate is to be furnished to the Georgia Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation, in connection with the Agreement involving participation of Federal-Aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

(Date)

Signature of Authorized Representative

Type or Print Name

EXHIBIT B
CERTIFICATION OF DEPARTMENT OF TRANSPORTATION
STATE OF GEORGIA

I hereby certify that I am the COMMISSIONER of the Department of Transportation of the State of Georgia, and that the above **Columbus Consolidated Government** in **Exhibit A**, or its representative has not been required, directly, or indirectly, as an express or implied condition in connection with obtaining or carrying out this Agreement to:

- (a) Employ or retain, or agree to employ or retain, any firm or person, or
- (b) pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as here expressly stated (if any):

I acknowledge that this certificate is to be furnished the Federal Highway Administration, U. S. Department of Transportation, in connection with this Agreement involving participation of Federal-Aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

(Date)

Commissioner

EXHIBIT C
Federal Award Identification
Required Elements

Federal Award Identification:

1. Sub-recipient Name: COLUMBUS CONSOLIDATED GOVERNMENT
2. Sub-recipient's DUNS Number (Data Universal Numbering System, required under 2 C.F.R. § 200.32):
3. Federal Award Identification Number: 0017897
4. Federal Award Date (2 CFR 200.39, date when the federal award is signed by the federal awarding agency): TBD
5. Sub-award Period of Performance start and end date: July 1, 2021 – June 30, 2022
6. Amount of federal funds obligated by this action: \$277,525.24
7. Total amount of the federal funds obligated to sub-recipient: \$277,525.24
8. Total Amount of the federal award: \$277,525.24
9. Federal Award Project Description (as required under the Federal Funding Accountability and Transparency Act): Metropolitan Transportation Planning Services Contract for FY 2022
10. Name of Federal Awarding Agency: Federal Highway Administration, Pass-through entity: Georgia Department of Transportation's Office of Planning, contact information for the awarding official: FHWA Georgia Division, 61 Forsyth Street, Suite 17T100, Atlanta, GA 30303
11. CFDA Number and Name: 20.205
12. Is this a Research and Development Project? NO
13. Indirect cost rate if used (2C.F.R. § 200.414): 55.36%

EXHIBIT D

WORK PROGRAM/NAME OF STUDY

FISCAL YEAR 2022

FISCAL YEAR 2022 UNIFIED PLANNING WORK PROGRAM

The Unified Planning Work Program (UPWP) is the document that describes urban transportation planning activities to be undertaken in FY 2022. The report also identifies the funding source, budget amount, and time frame for the various planning activities. The UPWP organizes the work elements into five sections, which are described below.

Administration

- 1.2 Operations and Administration
- 1.3 Training and Employee Education
- 1.6 Unified Planning Work Program (UPWP)
- 1.7 Quarterly and Annual Reports for PL Funds

Public Involvement

- 2.1 Community Outreach and Education
- 2.2 Environmental Justice/Title VI
- 2.3 Public Participation Plan

Data Collection

- 3.1 Socio-Economic Data
- 3.4 Transportation Analysis, Models, and Surveys

System Planning

- 4.1 Congestion Management Process
- 4.4 Air Quality Technical Studies
- 4.5 Bike / Pedestrian Planning
- 4.7 Geographic Information System Development
- 4.11 Metropolitan Transportation Plan
- 4.12 Transportation Improvement Program
- 4.13 Special Transportation Studies and Projects

Transit Service Planning Activities

- 5.1 Preparation and Administration of Transit Grants
- 5.2 Disadvantaged Business Enterprise (DBE) Program
- 5.3 Transit Planning and Management Information System (MIS)
- 5.4 Training and Transit Conferences
- 5.5 Phenix City Transit Planning (LRCOG)

1-0 ADMINISTRATION

TASK # 1.2**Sub-element: Operations and Administration****OBJECTIVE**

To administer and operate the MPO transportation planning process by properly coordinating MPO functions with the Georgia and Alabama Departments of Transportation.

PREVIOUS WORK

Staff attended and took notes for the follow C-PCTS MPO meetings: Policy Coordinating Committee (PCC) met on February 18, March 23, April 24, June 16, August 24, September 15, and October 20, 2020. The Technical Coordinating Committee met on February 13, April 21, June 11, August 13, September 10, and October 15, 2020. The Citizens Advisory Committee (CAC) met on February 11, May 12, and September 8, 2020. MPO Staff recorded the meetings and transcribed the minutes. MPO/TIA project invoices were paid and submitted for reimbursement from GDOT on a monthly basis. These invoices include PE, purchases for ROW, and Construction.

PROJECT DESCRIPTION

Provide staff support for all MPO meetings. This includes agendas, minutes, and mailings. Committees staffed include Transportation Planning staff, Policy Coordinating Committee (PCC), Technical Coordinating Committee (TCC), and Citizens Advisory Committee (CAC). MPO staff will review/pay invoices and send to GDOT for reimbursement.

PRODUCT

Reports and documentation of meetings are available to GDOT and ALDOT if requested. MPO Staff will maintained all documents and website.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$26,041.60
FHWA (Alabama)	\$ 9,171.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 6,510.40
PHENIX CITY	\$ 2,292.75
TOTAL	\$44,015.75

TASK # 1.3**Sub-element: Training and Employee Education****OBJECTIVE**

The purpose of this task is to develop and maintain the technical proficiency of the MPO staff. The goal of the task is to have a knowledgeable MPO staff that can provide proper guidance to the planning process.

PREVIOUS WORK

Staff attended the following webinars / workshops

- Get Started with ArcGIS Quick-Capture – December 19, 2019
- Operations Dashboard for ArcGIS: An Introduction – December 19, 2019
- AASHTO Center for Environmental Excellence: AMPO Recap Webinar – December 4, 2019
- Mapping Clusters: Optimized Hot Spot and Optimized Outlier Analysis – January 14, 2020
- Spatial Data Science: The New Frontier in Analytics MOOC – March 31, 2020
- Building Geo-Processing Models using ArcGIS Pro – March 30, 2020
- Talking Freight – SHRP2 C20 Project Spotlight: The development and Implementation of a Ten County Freight Model – May 20, 2020
- Transit Planning: The First/Last Mile (Planetizen Courses) April 21, 2020
- Transportation Planning: Travel Behavior Principles and Modeling Approaches (Planetizen Courses) – April 29, 2020
- Transportation Planning: Land Use and Transportation Systems (Planetizen Courses) – May 6, 2020

PROJECT DESCRIPTION

Provide staff support for all MPO meetings. This includes agendas, minutes, and mailings. Committees staffed include Transportation Planning staff, Policy Coordinating Committee (PCC), Technical Coordinating Committee (TCC), and Citizens Advisory Committee (CAC). MPO staff will review/pay invoices and send to GDOT for reimbursement.

PRODUCT

Reports and documentation of meetings are available to GDOT and ALDOT if requested. MPO Staff will maintained all documents and website.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
FUNDING SOURCE		AMOUNT	
FHWA (Georgia)		\$10,851.20	
FHWA (Alabama)		\$ 3,055.00	
COLUMBUS CONSOLIDATED GOVERNMENT		\$ 2,712.80	
PHENIX CITY		\$ 763.75	
TOTAL		\$17,382.75	

TASK # 1.6
Sub-element: Unified Planning Work Program (UPWP)

OBJECTIVE

The purpose of this task is to develop and maintain the technical proficiency of the MPO staff. The goal of the task is to have a knowledgeable MPO staff that can provide proper guidance to the planning process.

PREVIOUS WORK

MPO Staff presented the draft 2021 UPWP to the MPO Committees in February of 2020. After a 30-day comment period, the PCC Committee adopted the final document on April 24, 2020. MPO staff began work on the draft FY 2022 UPWP during the 1st and 2nd Quarter of FY 2021.

PROJECT DESCRIPTION

Provide staff support for all MPO meetings. This includes agendas, minutes, and mailings. Committees staffed include Transportation Planning staff, Policy Coordinating Committee (PCC), Technical Coordinating Committee (TCC), and Citizens Advisory Committee (CAC). MPO staff will review/pay invoices and send to GDOT for reimbursement.

PRODUCT

Reports and documentation of meetings are available to GDOT and ALDOT if requested. MPO Staff will maintained all documents and website.

TARGET START AND END DATES	The 2023 Draft UPWP document will be generated in the 2 nd Quarter of the 2022 Fiscal Year with the final document adopted in 3rd Quarter of Fiscal year 2022.	LEAD AGENCY	C-PCTS
FUNDING SOURCE		AMOUNT	
FHWA (Georgia)		\$10,851.20	
FHWA (Alabama)		\$ 3,554.00	
COLUMBUS CONSOLIDATED GOVERNMENT		\$ 2,712.80	
PHENIX CITY		\$ 888.50	
TOTAL		\$18,006.50	

TASK # 1.7**Sub-element: Quarterly and Annual Reports for PL Funds****OBJECTIVE**

Provide adequate administrative support to prepare, process, and track annual and quarterly grant documentation in support of the MPO's operating budget.

PREVIOUS WORK

This is a continuing annual activity. The 1st, 2nd, and 3rd Quarterly Reimbursement Reports were completed for FY 2020 and submitted to GDOT, ALDOT, and FHWA. The MPO 4th Quarter Reimbursement Report and the Annual MPO Report for FY 2020 was completed in August 2020 and submitted to GDOT and FHWA. The 4th Quarter Reimbursement Request and the Annual MPO Report for ALDOT was completed in November 2020.

PROJECT DESCRIPTION

The MPO will prepare the quarterly reports in a timely fashion and submit reimbursement request to GDOT and ALDOT. The quarterly reports will describe the work completed during each ninety day periods. The 2022 Annual Performance Reports will discuss the goals of each work element and describe the budgeted versus actual expenditures for the year.

PRODUCT

Routine annual and quarterly progress reports and reimbursement requests.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 6,507.50
FHWA (Alabama)	\$ 1,527.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 1,626.88
PHENIX CITY	\$ 381.75
TOTAL	\$10,043.13

2-0 PUBLIC INVOLVEMENT

TASK # 2.1

Sub-element: Community Outreach and Education

OBJECTIVE

To provide information to the general public about the transportation planning process, to respond to requests for information from the public, and to foster meaningful public input into all transportation planning plans, programs, and projects. Community outreach will be included in the planning factors.

PREVIOUS WORK

Staff attended the following outreaches:

Governors Complete Count Committee on January 9, 2020

2020 Census Table @ Faith Tabernacle Church on January 11, 2020

Monthly Homeless Resource Outreach meeting on January 16, 2020

Monthly Hispanic Outreach Committee Meeting on February 14, 2020

Columbus GA's Family Connections – 2020 Census Outreach Speaking Engagement/Presentation on February 19, 2020

2020 Census Discussion Panel – February 22, 2020

PROJECT DESCRIPTION

The MPO will continue to use Facebook (3,404 followers), Instagram (195 followers), and the program Constant Contact - In-Touch (1,396 email addresses) to send out transportation related materials and information. The MPO will continue to meet with community leaders, freight shippers, providers of freight transportation services and other interested parties with a reasonable opportunity to comment on the MPO's documents. MPO documents are available on the website after approval from the Policy Committee and are available in the local libraries and government buildings. The MPO Staff will participate in community events to engage the community on transportation issues. Staff will utilize the City's Television Channel to advertise meetings and documents. Staff will distribute comment cards at all public meetings for feedback on transportation issues. Staff includes a Spanish-speaking planner who attends all public meetings in regards to transportation. Staff will utilize ADA accessible public building to hold public meetings. Staff identifies census tracts that have vulnerable populations and take special steps to meet the needs of these identified within these census tracts. Staff will implement all of the Performance Targets that apply in community outreach programs/meetings.

PRODUCT

The MPO increased the email list as well as followers on Facebook and Instagram.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
FUNDING SOURCE		AMOUNT	
FHWA (Georgia)		\$5,036.48	
FHWA (Alabama)		\$ 0.00	
COLUMBUS CONSOLIDATED GOVERNMENT		\$1,259.13	
PHENIX CITY		\$ 0.00	
TOTAL		\$6,295.61	

TASK # 2.2

Sub-element: Environmental Justice / Title VI

OBJECTIVE

This task will include work efforts, which will help ensure the full, and fair participation by all potentially affected communities in the transportation decision-making process and prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations. Staff will incorporate the planning factors that could affect EJ communities.

PREVIOUS WORK

Staff worked on updating the Environmental Justice Brochure and the Title VI Plan for the MPO. The Title VI Plan was presented to the PCC Committee on March 24, 2020.

PROJECT DESCRIPTION

MPO representatives will be involved in as many community events as staff resources permit. MPO staff will make every effort to include the underserved communities in all transportation related projects. The use of unconventional public meetings and activities are examples of possible strategies to include these groups. MPO staff will continue to monitor land use on a regular basis to update EJ locations as needed. Staff will amend and update the ADA Transition Plan and Title VI Plan as needed. Staff will attend required Environmental Justice / Title VI meetings and certification requirements conducted by FHWA. Staff will continue to monitor and update Title VI / EJ Locations.

PRODUCT

Update Title VI locations, identify traditionally underserved groups, and involve them in the transportation planning process.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$3,036.48
FHWA (Alabama)	\$ 0.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 759.12
PHENIX CITY	\$ 0.00
TOTAL	\$3,795.60

TASK # 2.3
Sub-element: Public Participation Plan

OBJECTIVE

Maintain and periodically update the Participation Plan. Evaluate the effectiveness of the Participation Plan and document the associated results in the Participation Plan.

PREVIOUS WORK

MPO Staff discussed the documented the effectiveness of the Public Participation Plan during the Certification Review on March 31 and April 1, 2020. Due to COVID 19, no other work hours were applied to this Task.

PROJECT DESCRIPTION

Under the FAST Act, public involvement remains a hallmark of the planning process. Staff will engage the Citizens Advisory Committee in development of the Public Participation Plan with emphasis on reaching communities traditionally underserved by transportation planning.

PRODUCT

MPO Staff will continue to engage in community activities as to update and amend the Public Participation Plan as needed and required.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 9,116.16
FHWA (Alabama)	\$ 1,550.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 2,279.04
PHENIX CITY	\$ 387.50
TOTAL	\$13,332.70

3-0 DATA COLLECTION

TASK # 3.1
Sub-element: Socio-Economic Data

OBJECTIVE

Maintain a comprehensive, up-to-date socio-economic database for the transportation planning process. This work element will focus on maintaining and updating the socio-economic data needed for the travel demand model.

PREVIOUS WORK

Staff continued to work on the Census 2020.

PROJECT DESCRIPTION

The MPO is responsible for the review and evaluation of the basic economic and demographic data and analysis of the present plan projections. These analyses consider socio-economic data, transit surveillance data, land use data, and street and highway data. The forecasted socio-economic data will be developed with cooperation from the TCC/CAC using various planning tools, current land use, aerial photographs, land use plans, comprehensive plans, economic trends, socioeconomic trends, and other sources deemed necessary.

PRODUCT

Detailed demographic information necessary to evaluate the planning process and to develop an updated MTP and current Transportation Improvement Program. The cooperative local database programs will result in highly accurate four-year land use inventories for use in planning updates.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$3,036.48
FHWA (Alabama)	\$1,550.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 759.12
PHENIX CITY	\$ 387.50
TOTAL	\$5,733.10

TASK # 3.4

Sub-element: Transportation Analysis, Models, and Surveys

OBJECTIVE

Continue a program of collecting, synthesizing, organizing, and storing a variety of useful community data that are technically sound and relevant to the transportation process.

PREVIOUS WORK

Staff completed the traffic analysis for 22 rezoning cases for FY 2020:

- REZN - 01-20-1016 – 401 35th Street
- REZN - 01-20-1067 – 1713 Hubbard Road
- REZN - 02-20-7170 – 7170 Beaver Run Road
- REZN - 02-20-1222 – 3276 Victory Drive
- REZN - 02-20-1223 – 1775 Boxwood Place
- REZN - 03-20-1330 – 4000 Buena Vista Road
- REZN - 03-20-1331 – 4219 Warm Springs Road
- REZN - 03-20-1464 – 4508 Armour Road
- REZN - 03-20-1465 – 517 15th Street
- REZN - 05-20-1679 – Buena Vista Road @ Dogwood Drive
- REZN - 05-20-1772 – 4228 Buena Vista Road
- REZN - 05-20-1775 – 2900 11th Avenue
- REZN - 05-20-1776 – 5377 Veterans Parkway
- REZN - 06-20-1910 – 530 Walnut Street
- REZN - 07-20-2104 – Hancock and Dekalb
- REZN - 07-20-2105 – 1700 10th Avenue
- REZN - 07-20-2197 – 7290 Blackmon Road
- REZN - 07-20-2240 – 1821 Whittlesey Road
- REZN - 07-20-2248 – 849 Brighton Road
- REZN - 08-20-2296 – 2744 Warm Springs Road
- REZN - 09-20-2531 – 3100 Auburn Road
- REZN - 11-20-2912 – 2357 Warm Springs Road

Staff is monitoring the number of land use changes that affect the transportation network. There were 508.79 acres (Hubbard Road) of agricultural / vacant properties that were converted to another use. Staff has completed 22 traffic analysis for the rezoning cases with one (1) case (Hubbard Road) that will make a negative effect on the transportation network.

PROJECT DESCRIPTION

Staff will monitor bicycle traffic to determine the major routes that cyclists use within the transportation network and to identify possible bike lanes. Staff will track changes in housing units, school enrollment, employment and population, significant land use changes through the review of zoning cases, site plans, and subdivision plans. The traffic analysis is required to determine the impact on the transportation network due to a change in land use. The MPO will collect multiple data from federal, state and local agencies and other sources in order to maintain and develop GIS, traffic modeling, and transportation databases. Activity under this work element focuses on the socio-economic database needed to operate the GDOT traffic

generation model. Staff will implement Performance Targets when conducting the traffic analysis for land use changes.

PRODUCT

Maps, traffic analysis for rezoning cases and other documents will be prepared as needed.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
FUNDING SOURCE		AMOUNT	
FHWA (Georgia)		\$21,614.70	
FHWA (Alabama)		\$ 3,055.20	
COLUMBUS CONSOLIDATED GOVERNMENT		\$ 5,403.67	
PHENIX CITY		\$ 763.80	
TOTAL		\$30,837.37	

4-0 SYSTEM PLANNING

TASK # 4.1**Sub-element: Congestion Management Process****OBJECTIVE**

To develop management processes which provide for effective management of new and existing transportation systems using operational and management strategies.

PREVIOUS WORK

Staff continues to monitor the corridors outlined in the 2016 CMP to see if traffic patterns have changed due to new developments and changes in land use.

PROJECT DESCRIPTION

The MPO is responsible for the development of CMP. The MPO staff uses the CMP to identify congestion on major arterials throughout the urban study area. Process performance monitoring and proposed strategies will be integrated into the C-PCTS transportation planning process using the management systems and the data generated by them to create a feedback loop that will aid in the evaluation of the transportation planning process. These areas of congestion may need some type of transportation improvements depending on the type of congestion. Staff will monitor the transportation network due to changes in land use. The Performance Targets adopted by the MPO will be utilized during the Congestion Management Update.

PRODUCT

Optimize the efficiency of the existing transportation facilities. Update the 2016 Congestion Management Process if needed.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	Columbus MPO
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$18,168.96
FHWA (Alabama)	\$ 1,528.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 4,542.24
PHENIX CITY	\$ 382.00
TOTAL	\$24,621.20

TASK # 4.4
Sub-element: Air Quality Technical Studies

OBJECTIVE

The MPO staff will coordinate with EPA and EPD concerning Federal Air Quality Requirements.

PREVIOUS WORK

MPO Staff removed all funding for this work element, however, will continue to monitor the standards.

PROJECT DESCRIPTION

The MPO staff will monitor changes and / or updates from EPA, EPD, and interagency committees concerning PM 2.5 and ozone. An Air Quality Conformity Report will be prepared if needed and required.

PRODUCT

The MPO will develop plans and programs to ensure that transportation activities do not worsen air quality.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 0.00
FHWA (Alabama)	\$ 0.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 0.00
PHENIX CITY	\$ 0.00
TOTAL	\$ 0.00

TASK # 4.5

Sub-element: Bicycle – Pedestrian Planning

OBJECTIVE

Continue to promote bicycling and pedestrian use in the community. Partner with other community departments to host Bicycle/Pedestrian Safety classes and bike maintenance / repair events. The MPO will setup annual walk/bike audits that include input and assistance from residents, elected officials/governmental staff , and other partnering organizations. Develop / create a Bicycle/Pedestrian Plan.

PREVIOUS WORK

Staff attended Bicycle Columbus monthly meetings. Staff collaborated with the Engineering Department of Columbus to discuss bike lanes / sharrows on streets that are on the resurfacing list. Staff attended the Pop-Up Bike Safety and Maintenance Event on November 14, 2020 at the Cusseta Road Park and Ride in Columbus.

PROJECT DESCRIPTION

Promote bicycling and walking within the MPO communities. Create and promote a safe and secure environment for all modes of transportation to include bicyclist and pedestrian facilities. Staff will implement the Performance Management Targets while promoting Bicycle / Pedestrian Planning. Staff will continue to work with local organizations and governments on new facilities.

“The Bicycle Friendly Community program provides a roadmap to improving conditions for bicycling and guidance to help make your community's vision for a better, bike-able community a reality.”
<http://bikeleague.org/community>

The MPO uses this designation and framework to advance its goals regarding multimodal transportation, travel and tourism, community engagement, and economic development.

PRODUCT

Amend and update MPO Plans to include bicycle and pedestrian trails and bike lanes.

TARGET START AND END DATES	July 1, 2021 – June 30, 2022	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$24,432.17
FHWA (Alabama)	\$ 4,665.20
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 6,108.04
PHENIX CITY	\$ 1,166.30
TOTAL	\$36,371.71

TASK # 4.7
Sub-element: Geographic Information System Development

OBJECTIVE

Maintain and update future and existing land use in GIS format. Further development of GIS systems in regards to the C-PCTS.

PREVIOUS WORK

The MPO staff continued to update land use, accident data, and traffic count data (GA & AL) that staff will use in MPO planning documents and the C-PCTS mapping system. Staff created zoning maps for the twenty-two (22) cases referenced in Work Element 3.4. Staff continued to update the transportation map on any changes to the funding, timetable, and updates on the progress of the project.

PROJECT DESCRIPTION

Under this work element, the MPO will continue to make use of GIS and develop compatible data layers (e.g. land use, and traffic volume map) for use in transportation planning. The MPO will also continue to update computer hardware and software for use in the C-PCTS related GIS and administrative applications.

PRODUCT

Staff will incorporate land use changes, traffic volume maps and accident data that will affect the transportation network.

TRANSPORTATION RELATED PLANNING ACTIVITIES	
ORGANIZATION	ACTIVITIES

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$22,873.90
FHWA (Alabama)	\$ 4,665.20
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 5,718.48
PHENIX CITY	\$ 1,166.30
TOTAL	\$34,423.88

TASK # 4.11
Sub-element: Metropolitan Transportation Plan

OBJECTIVE

To amend and update the Metropolitan Transportation Plan (MTP) to reflect substantive changes in land use assumptions, development plans, and traffic estimates.

PREVIOUS WORK

MPO Staff amended the 2045 MTP to modify the CST Phase (funding) for P.I. 100067217 – 14th Street & ADA Improvement Project in Phenix City and for P.I. # 100062982 – Widen and Resurface CR-197 in Lee County and P.I. 0013743 – SR 520/US 280 EB & WB @ Bagley Creek in Cusseta. MPO Staff amended the 2045 MTP to include a TA project for Columbus. MPO Staff reviewed the MTP short and long-term projects that are to be included in the 2021-2024 TIP.

PROJECT DESCRIPTION

Staff will amend the plan as needed and required. Any recommended plan changes will be presented to the MPO committees for their approval. Staff will consider planning strategies, such as safety, security, and freight movement as well as bicycle and pedestrian planning when adding new projects. The adopted Performance Targets will be implemented in the MTP update. Performance based measures and indicators will be set to evaluate C-PCTS planning efforts for both empirical measures such as reduction in accident severity and subjective measures such as progress made towards sustainability.

PRODUCT

Amend and update the 2045 MTP as needed.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
FUNDING SOURCE		AMOUNT	
FHWA (Georgia)		\$24,669.81	
FHWA (Alabama)		\$ 2,284.55	
COLUMBUS CONSOLIDATED GOVERNMENT		\$ 6,167.45	
PHENIX CITY		\$ 571.13	
TOTAL		\$33,692.94	

Task 4.12

Sub-element: Transportation Improvement Program (TIP)

OBJECTIVE

Develop the draft and final Transportation Improvement Program. Amend and update the TIP.

PREVIOUS WORK

The 2018-2021 TIP was amended to modify the CST funding amounts for the following projects:

- P.I. 100067217 – 14th Street & ADA Improvement Project in Phenix City
- P.I. # 100062982 – Widen and Resurface CR-197 in Lee County
- P.I. 0013743 – SR 520/US 280 EB & WB @ Bagley Creek in Cusseta
- MPO Staff amended the TIP to include a TA project for Columbus

MPO completed the 2021-2024 TIP. MPO staff sent the draft document for review to FHWA/GDOT/ALDOT/FTA in August of 2020. The draft TIP was presented to the MPO Committees in September with the PCC adopting the draft on September 15, 2020. After a 30-day comment period the PCC adopted the final document on October 20, 2020.

PROJECT DESCRIPTION

The MPO will collect multi-modal transportation data and prepare a four year implementation program. The program will be financially constrained and include public involvement throughout. Projects identified within the TIP will include the planning factors. The adopted Performance Management Targets will be applied on new projects.

PRODUCT

Amend the FY 2021-2024 TIP as necessary. Develop the FY 2022 – 2025 TIP if needed.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$20,831.00
FHWA (Alabama)	\$ 4,533.60
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 5,207.75
PHENIX CITY	\$ 1,133.40
TOTAL	\$31,705.75

TASK # 4.13**Sub-element: Special Transportation Studies & Projects****OBJECTIVE**

To allow the MPO to respond to unanticipated requests from citizens, study committees, and local governmental entities for the purpose of analyzing transportation problems and recommending solutions.

PREVIOUS WORK

Staff worked with GDOT and the Consulting Firms on the T-SPLOST Projects for Columbus; Buena Vista Road Spider Web, Buena Vista Road Interchange, and the Cusseta / Old Cusseta Road Widening / Interchange Projects and attended project conference calls (May 7, July 29, September 4, September 22, and October 21, 2020). Staff acquired all necessary right-of-way for all local projects (TIA, Local and Federal funded projects). Staff attended conference calls with GDOT and the Consultants for the Mott's Green Plaza and the Infantry Road-Follow Me Trail Extension (Z230) projects. Staff attended monthly (conference call) meetings with the consultants for the J.R. Allen/US 80 Corridor Study and the 2nd Avenue Streetscape Study. Virtual Public Meetings were held in June and October for the J.R. Allen / US Corridor Study and the 2nd Avenue Streetscape Study.

PROJECT DESCRIPTION

The MPO will conduct transportation studies as needed to address unanticipated or technically complex problems not otherwise addressed in the routine work program. MPO Staff will amend documents to include new studies. Transportation studies may require consultants to perform the work. Studies will include the adopted Performance Management Targets. MPO Staff will perform special transportation studies to include intersection studies, collect turn movements, and traffic counts for the Columbus/Phenix City urban area.

PRODUCT

The MPO staff will perform special transportation related studies as needed.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 70,457.60
FHWA (Alabama)	\$ 49,544.80
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 17,614.40
PHENIX CITY	\$ 12,386.21
TOTAL	\$150,003.01

5-0 TRANSIT SERVICE PLANNING

TASK # 5.1**Sub-element: Preparation and Administration of Transit Grants****OBJECTIVE**

Apply and contract for transit planning and capital grants with the Federal Transit Administration (FTA), Georgia Department of Transportation (GDOT) and other transit funding sources. Coordinate transportation planning activities with the Metropolitan Planning Organization (MPO), Georgia Department of Transportation (GDOT), Federal Transit Administration (FTA), user agencies and transit stakeholders. Prepare and implement next year's UPWP, TIP, POP, and other program requirements that support transit in Columbus. Prepare special transit reports and programs that will enhance the quality of transit services in Columbus/Muscogee County service area.

PREVIOUS WORK

Prepare the 5307 contract with FTA, GDOT, DHR, TrAMS, ECHO and quarterly reports of activities. Transit section of the TIP, UPWP, Senior-Disabled Transportation Program, coordination with the Homeless Task Force, Regional Roundtable, Georgia Department of Labor and, DFACS and transit enhancement activities.

PROJECT DESCRIPTION

When we receive the 49 USC Section 530 allocations, METRA will prepare and submit the grant application to FTA and GDOT for capital, planning and operating funds. Programmed activities will be managed, reported and at year-end closed out for audits. Transit planning work element activities will be carried out as described. Prepare and maintain monthly and quarterly records of activities and expenditures of transit planning activities, community outreach, community involvement, capital procurement, transit information and education. Implement the UPWP elements and the TIP (i.e., bus replacement schedule, financial plan, capital schedule, and annual element). Address transit-planning activities for the urbanized area of Columbus, Georgia. Perform other required activities to maintain METRA's eligibility for public grants and contracts (i.e., enhancements, safety and security, energy conservation). When appropriate, apply for supplemental transit grants that support public transit needs and programs.

PRODUCT

Section 5307 financial reports of capital, planning and operation activities. Transit sections of the TIP and UPWP. Quarterly activity reports. Area wide cooperative and collaborative transit planning activities. Coordination with the MPO, GDOT, FTA, and other community agencies with transportation interests.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	METRA
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FUNDING SOURCE	AMOUNT
FTA 5307	\$145,272.53
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 34,140.00
GDOT	\$ 0.00
TOTAL	\$179,412.53

TASK # 5.2**Sub-element: Disadvantaged Business Enterprise (DBE) Program****OBJECTIVE**

To afford Disadvantaged Business Enterprises (DBE's) the opportunity to participate in the procurement contracts financed in whole or in part with federal and state funds. The Title VI update was completed in September 2019; the next update to be submitted is October 2022.

PREVIOUS WORK

Administered FY20 DBE Program. Developed and advertised the FY20 DBE program update. Participated in the Unified DBE Program. Title VI program activities and monitoring as required.

PROJECT DESCRIPTION

METRA will monitor the FY21 DBE program to ensure that the required participation is achieved in all FTA contracts. We will update and advertise the FY21 DBE program update. Coordinate DBE applications through GDOT as designated by the Unified DBE Program. METRA will monitor Title VI transit activities to ensure compliance with the regulations. The Title VI Transit and the DBE Program activities will be updated, advertised for comments, printed and forwarded to FTA for final review and approval. Monitor the Small Business Component of the DBE Program.

PRODUCT

Quarterly DBE Program Reports. DBE Program Update. Computation of the DBE share in the USDOT funded procurement. Monitor contracts for Title VI compliance.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	METRA
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FUNDING SOURCE	AMOUNT
FTA 5307	\$13,563.45
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 2,712.69
GDOT	\$ 0.00
TOTAL	\$16,276.14

TASK # 5.3

Sub-element: Transit Planning and Management Information System

OBJECTIVE

Maintain and update the long and short-range transit planning objectives and strategies. Maintain transit and para-transit data that may be needed to work effectively with the MPO and other agencies with transportation interests in Columbus/Muscogee County. Maintain financial, operating, and capital data and reports. Develop and utilize report data to analyze the effectiveness of service delivery, existing and proposed routes, and to plan for future transit needs. Maintain transit demographic, survey, historical, and anecdotal data. Provide data for route adjustments as needed to improve operations. Provide transit planning information and project development support in transportation planning meetings. Encourage welfare to work, reverse commute activities. Encourage energy conservation; encourage the use of high occupancy vehicles and making full use of public transportation. Increase public awareness of community wide advantages of public transit. Utilize ITS strategies as funding permits.

PREVIOUS WORK

General fare-box information data (revenue and ridership), National Transportation Data Section 15 reports, Georgia Transit Fact Book reports, Long Range Transportation Plan, TIP, and annual report, and special projects. Participation in community forums, information sessions, public speaking, community meetings and schools. Interactions with agencies that are stakeholders in public transportation. Instrumental in the development of the Anti-Idling Resolution for heavy-duty vehicles and research on alternative cleaner fuels such as hybrid buses. Instrumental in promoting public transit as an alternative to driving personal vehicles. METRA works on alternative Transportation Plans providing data for public forums, and agencies.

PROJECT DESCRIPTION

Compilation of daily, weekly, monthly, quarterly, and annual reports of route performance and revenue. Preparation of FTA Triennial Review, MPO Certification, MIS reports, NTD report data, and other reports required to maintain the efficiency of the public transportation services. Coordination with the MPO report data, and other reports required to maintain the efficiency of the public transportation services. Coordination with the MPO on allocation, reports, project selection/prioritization. Participation in public meetings and forums. Continue dialogues with area agencies and community groups to provide information on transit routes and programs, identify deficiencies, and outline service changes as needed. Continue participation in the Clean Air Task Force. Participate in the process of reviewing and rewriting the City's Hazard Mitigation Plan, which is required by FEMA to continue to make our city eligible for federal disaster reimbursement funding as well as future funding. Bike to work day and other alternative transportation initiatives will be coordinated. Support programs that encourage biking, walking, and transit use. Community wide transit information and coordination (i.e., Communities in Motion Day). Daily review of GFI information for consistency and effectiveness. Participation in the long and short-range transportation planning to secure a seamless system of transportation – inclusive of all modes of transportation. Provide park and ride locations that benefit public transportation. Work with groups with Limited English Proficiency. Coordinated public transit and high need focus (i.e., homeless, battered abused individuals, rehabilitated offenders and disabled military personnel in Public Partnerships). METRA will continue a comprehensive review of services to insure transit facilities remain positive and viable. METRA has collaborated with the State Clean Air Campaign to promote a sustainable clean environment. Implement facets of the Transit Assessment system analysis looking at current and future transit needs funded by TSPLOST – GDOT.

PRODUCT

Transit MIS reports, Bus Route Analysis, Revenue and Rider-ship Analysis, GFI reports, NTD Monthly Safety Report, Section 15 NTD Annual Data Report, Quarterly 5307 Federal Financial Report, Quarterly 5307 Milestone Report.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	METRA
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FUNDING SOURCE	AMOUNT
FTA 5307	\$ 94,045.68
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 12,301.15
GDOT	\$ 0.00
TOTAL	\$106,346.83

(5303 Funding is shown on Page 58)

TASK # 5.4**Sub-element: Training and Transit Conferences****OBJECTIVE**

To keep the staff knowledgeable and aware of the current transit technologies, information, transit activities, regulations, and the required guidelines.

PREVIOUS WORK

Staff attended professional training sessions, workshops, and conferences (i.e., NTD Section 15, Transportation Planning, DBE and, PSR Workshop, Contracts and Procurement, TrAMS). METRA Staff attended the following webinars/meetings:

- PTASP – July 22, 2020
- ADA 30th Anniversary Webinar – July 30, 2020
- GDOT Transit Subrecipient Workshop – September 1 – September 2, 2020
- GDOT Black Cat Webinar – September 23, 2020
- PTASP Webinar – September 29 – September 30, 2020
- PTASP Webinar – October 19, 2020
- Complete Streets Policy Committee Meeting – November 5, 2020
- GDOT Open House Black Cat System – November 10, 2020

PROJECT DESCRIPTION

METRA staff will attend professional transit meetings and other mandated meetings for professional development and improvement. Staff will participate in relevant transit and air quality training to keep abreast of the latest technical information. Staff will keep abreast of the newest developments in equipment, service delivery, safety and security, transit amenities, enhancement activities, fuel-efficient vehicles, contracts, regulations, and public information, and information that enhances the ability to communicate with special needs populations (i.e., disabled customers, ESL English as Second Language persons).

PRODUCT

Study guides, handouts, pertinent workshops or training course materials, innovative work strategies, and ways to improve service delivery. Training is continuous and ongoing.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	METRA
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FUNDING SOURCE	AMOUNT
FTA 5307	\$ 8,425.30
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 2,106.32
GDOT	\$ 0.00
TOTAL	\$10,531.62

TASK # 5.5**Sub-element: Phenix City Transit Planning (LRCOG)****OBJECTIVE**

To apply for and administer Federal transit grants for capital and operating expenses. Administration will cover monthly and quarterly analysis and reporting of expenditures, revenues, capital procurement, to maintain eligibility for federal grants. Alternate sources of revenues will be identified. The coordination / consolidation of services in the community will be maximized with emphasis placed on developing services to meet the needs of transportation consumers. The development and maintenance of public / private partnership will continue to provide efficient delivery of services in a cost-efficient manner.

PREVIOUS WORK

Administration of Federal Transit Grants to Provide Transit Service for Phenix City, Alabama.

PROJECT DESCRIPTION

Grant and reports will be completed in a timely manner with continued review of alternate funding sources. The coordination / consolidation of services will continue to be a priority. Technical assistance and marketing services will be provided to the public for increased awareness and maximum services.

PRODUCT

Financial reports of monthly expenditure on capital, operating, and planning projects.

TARGET START AND END DATES	July 1, 2021 to June 30, 2022	LEAD AGENCY	Phenix City, Lee/Russell Council of Governments
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FUNDING SOURCE	AMOUNT
PL-FHWA/FTA	\$24,281.49
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 0.00
PHENIX CITY	\$ 6,070.37
TOTAL	\$30,351.86

TRANSIT SERVICE PLANNING
Georgia Section

TASK # 5.3 Transit Planning and Management Information System

Sub-element: 44.21.00: Program Support and Administration

OBJECTIVE

Coordinate transportation-planning activities with local, state, and federal entities such as the Metropolitan Planning Organization (MPO), Georgia Department of Transportation (GDOT), Federal Transit Administration (FTA), user agencies and transit stakeholders. METRA will prepare the Unified Planning Work Program (UPWP), planning grants, other program requirements that support transit in Columbus, GA. Prepare special transit reports and programs that will enhance the quality of transit services in Columbus/Muscogee County. Coordinated activities with the Department of Human Resources, for the purpose of providing public transportation to customers. Apply for transit planning grants with, Georgia Department of Transportation (GDOT), and other transit funding sources.

PREVIOUS WORK

METRA was in attendance and took notes in the following meetings:

METRA attended PTASP webinars on July 11 and July 31, 2019. METRA Staff attended the following MPO meetings: Policy Coordinating Committee (PCC) met on February 18, March 23, April 24, June 16, August 24, September 15, and October 20, 2020. The Technical Coordinating Committee met on February 13, April 21, June 11, August 13, September 10, and October 15, 2020. The Citizens Advisory Committee (CAC) met on February 11, May 12, and September 8, 2020.

*FY2022 5303 GDOT Planning contracts. *METRA is participating in GDOT's Group TAM plan mandated by FTA.

*METRA is working with GDOT to develop a PTASP (Public Transportation Agency Safety Plan).

PROJECT DESCRIPTION

Develop Georgia Section of the UPWP, which was approved by the MPO committee, (Policy Coordinating Committee (PCC)). Develop planning and program documents in coordination with the MPO and transit related agencies. *METRA will prepare and submit the grant applications to FTA and GDOT requesting capital and planning funds. Program activities will be managed, reported and closed out at end of fiscal year. Transit planning work element activities will be carried out as described. Prepare and maintain monthly and quarterly records of activities and expenditures of transit planning activities, capital procurement, transit information and education. Implement the UPWP elements and the TIP (i.e., bus replacement schedule, financial plan, capital schedule, and annual element). Address transit-planning activities for the urbanized area of Columbus, Georgia. Perform other required activities to maintain METRA's eligibility for public grants and contracts. Implement supplemental transit grants that support public transit needs and programs (i.e., TIA State Transit Program). *METRA staff will implement the performance targets for transit.

PRODUCT

FY2022 Georgia POP, UPWP, and TIP other reports and contracts that support transit services.

Coordinated transportation with other transportation providers, Night transportation funded by TSPLOST grant.

TARGET START AND END DATES	July 1, 2021 – June 30, 2022	LEAD AGENCY	METRA Transit System Columbus, Georgia
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FUNDING SOURCE	AMOUNT
FTA 5303	\$75,203.00
STATE 5303 MATCH	\$ 9,400.00
LOCAL	\$ 9,401.00
TOTAL	\$94,004.00

TASK # 5.3 Transit Planning and Management Information System

Sub-element: 44.24.00: Short Range Transportation Planning

OBJECTIVE

Transit planning activities and reports that relate to the direct implementation of transit efficiency. This may include but is not limited to adjusting routes, enhancing current service, meeting with community groups, public forums and other activities that impact service delivery within 0-3 years. To conduct local surveys, provide revenue and ridership reports, and other required data reports to be used by management, maintenance and operations of transit services.

PREVIOUS WORK

Collected and analyzed customer and public transit survey. Responded to transit comments and information request. Attended Citywide meetings with citizen groups to discuss transit needs and other public services. Met with students to provide public transit education. Prepared the FY 2021 National Transportation Data Section 15 Report GTA information, and ridership surveys. Communities in Motion Day Surveys, Daily General Farebox Information (GFI) Reports, Limited English Proficiency (LEP) implementation, Wounded Warrior, Homeless Task Force program, Career Days at area schools, and Hispanic Outreach, Mayor's Commission for Unity, Prosperity and Diversity, Mayor's Commission for Persons with Disabilities and Youth Advisory Council. METRA provides free transportation shuttle service to the newly relocated public Health and Human Services building located on Veteran's Parkway in the old Virginia College facility. METRA provided Park & Ride signs throughout the Uptown area. The new signs give the exact bus stop location that citizens can make connections with transit routes.

PROJECT DESCRIPTION

Garner information from citizens, agencies, and internal data from General Farebox Information (GFI), for the purpose of insuring that transit services remain viable and short-term changes are developed for review, approval, and upgrading as trends are available. METRA will develop local surveys, revenue reports, ridership reports and other data provided by Operations to include Customer Surveys, GFI Revenue and Ridership Reports.

PRODUCT

Meetings with public groups, schools, public agencies, with special interest group (e.g., Hispanic Outreach, Mayor's Commission for Unity, Mayor's Commission for Prosperity and Diversity (MCUPD), Commission for Persons with Disabilities, and senior citizen's homes. General Farebox Information (GFI) revenue, ridership, National Transportation Data Section 15 reports, special projects, and Transit Assessment Final Reports. METRA staff will participate 54 in Community forums, information sessions, public speaking, and interactions with agencies that are stakeholders in public transit. METRA is a voting member of the MPO, Technical Coordinating Committee (TCC), Policy Coordinating Committee (PCC) and a non-voting member of the Citizen Advisory Committee.

TARGET START AND END DATES	July 1, 2021 – June 30, 2022	LEAD AGENCY	METRA Transit System Columbus, Georgia
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FUNDING SOURCE	AMOUNT
FTA 5303	\$32,395.00
STATE 5303 MATCH	\$ 4,049.00
LOCAL	\$ 4,050.00
TOTAL	\$40,494.00

TASK # 5.3 Transit Planning and Management Information System

Sub-element: 44.25.00: Transportation Improvement Program (TIP) Georgia Transit Section

OBJECTIVE

Develop the TIP data and report based on allocation, local matching funds, state matching funds, and local requirements. The TIP is a prioritized listing/program of transportation projects covering a period of four years that is developed and formally adopted by the MPO as part of the metropolitan transportation planning process, consistent with the Metropolitan Transportation Plan (MTP), and required for projects to be eligible for funding under Title 23 of the U.S. Code and 49 U.S.C. Chapter 53.

PREVIOUS WORK

FY2021 Georgia Section of the TIP and Financial Plan.

PROJECT DESCRIPTION

Submit the Georgia Transit section of the TIP and the Financial Plan to the full MPO for approval. METRA will collect data through Connetics Transportation Group to show our bus route changes as necessary. Documents will be amended by the MPO committee.

PRODUCT

FY2022 TIP, Financial Plan and all supporting documentation.

TARGET START AND END DATES	Develop the Georgia Section of the FY 2022 TIP.	LEAD AGENCY	METRA Transit System Columbus, Georgia
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FUNDING SOURCE	AMOUNT
FTA 5303	\$ 8,099.00
STATE 5303 MATCH	\$ 1,012.00
LOCAL	\$ 1,012.00
TOTAL	\$10,123.00

EXHIBIT 4

SECTION 5303 BUDGET INFORMATION

Technical Classifications*

UPWP Task #	Activity Line Item (ALI) Code	Description	Estimated Project Cost
5.3	44.21.00	Program Support and Administration	\$94,004.00
5.3	44.24.00	Short Range Transportation Planning	\$40,494.00
5.3	44.25.00	Transportation Improvement Program (TIP) Georgia Transit Section	\$10,123.00
		Total Project Cost (100%)	\$144,621.00

FUND ALLOCATIONS

Federal Share (80%)	\$115,697.00
MPO Share (10%)	\$14,462.00
State Share (10%)	\$14,462.00
Total Project Cost (100%)	\$144,621.00

EXHIBIT E

BUDGET ESTIMATE

FISCAL YEAR 2022

FISCAL YEAR 2022 SOURCE OF FUNDS

March 2, 2021

*The FHWA PL and FTA Planning funds have been consolidated into PL category for Alabama

WORK ELEMENTS	GEORGIA											ALABAMA				GRAND TOTAL	
	SPR (GADOT)		PL (MPO)			SEC 5303 (METRA)			SEC 5307 (METRA)			SPR (ALDOT)		*PL (MPO)			
	FHWA	GADOT MATCH	FHWA	GADOT MATCH	COL. MATCH	FTA	GADOT MATCH	COL. MATCH	FTA	GADOT MATCH	COL. MATCH	FHWA	ALDOT MATCH	FHWA	P.C. MATCH		
ADMINISTRATION																	
1.2 Operations and Administration	0.00	0.00	26,041.60	0.00	6,510.40							0.00	0.00	9,171.00	2,292.75	44,015.75	
1.3 Training and Employee Education	0.00	0.00	10,851.20	0.00	2,712.80							0.00	0.00	3,055.00	763.75	17,382.75	
1.6 Unified Planning Work Program	0.00	0.00	10,851.20	0.00	2,712.80							0.00	0.00	3,554.00	888.50	18,006.50	
1.7 Quarterly and Annual Reports	0.00	0.00	6,507.50	0.00	1,626.88							0.00	0.00	1,527.00	381.75	10,043.13	
Subtotal	0.00	0.00	54,251.50	0.00	13,562.88							0.00	0.00	17,307.00	4,326.75	89,448.13	
PUBLIC INVOLVEMENT																	
2.1 Community Outreach/Education	0.00	0.00	5,036.48	0.00	1,259.13							0.00	0.00	0.00	0.00	6,295.61	
2.2 Environmental Justice/Title VI	0.00	0.00	3,036.48	0.00	759.12							0.00	0.00	0.00	0.00	3,795.60	
2.3 Public Involvement Plan	0.00	0.00	9,116.16	0.00	2,279.04							0.00	0.00	1,550.00	387.50	13,332.70	
Subtotal	0.00	0.00	17,189.12	0.00	4,297.29							0.00	0.00	1,550.00	387.50	23,423.91	
DATA COLLECTION																	
3.1 Socio-Economic Data	0.00	0.00	3,036.48	0.00	759.12							0.00	0.00	1,550.00	387.50	5,733.10	
3.4 Trans. Analysis, Models & Surveys	0.00	0.00	21,614.70	0.00	5,403.67							0.00	0.00	3,055.20	763.80	30,837.37	
Subtotal	0.00	0.00	24,651.18	0.00	6,162.79							0.00	0.00	4,605.20	1,151.30	36,570.47	
SYSTEM PLANNING																	
4.1 Congestion Management	0.00	0.00	18,168.96	0.00	4,542.24							0.00	0.00	1,528.00	382.00	24,621.20	
4.2 Air Quality Technical Studies	0.00	0.00	0.00	0.00	0.00							0.00	0.00	0.00	0.00	0.00	
4.5 Bicycle - Pedestrian Planning	0.00	0.00	24,432.17	0.00	6,108.04							0.00	0.00	4,665.20	1,166.30	36,371.71	
4.7 GIS Development	0.00	0.00	22,873.90	0.00	5,718.48							0.00	0.00	4,665.20	1,166.30	34,423.88	
4.11 Metropolitan Transportation Plan	0.00	0.00	24,669.81	0.00	6,167.45							0.00	0.00	2,284.55	571.13	33,692.94	
4.12 Trans. Improvement Program	0.00	0.00	20,831.00	0.00	5,207.75							0.00	0.00	4,533.60	1,133.40	31,705.75	
4.13 Special Trans. Studies & Projects	0.00	0.00	70,457.60	0.00	17,614.40							0.00	0.00	49,544.80	12,386.21	150,003.01	
Subtotal	0.00	0.00	181,433.44	0.00	45,358.36							0.00	0.00	67,221.35	16,805.34	310,818.49	
TRANSIT SERVICE PLANNING																	
5.1 Prepare & Administer Grants									145,272.53	0.00	34,140.00					179,412.53	
5.2 DBE									13,563.45	0.00	2,712.69					16,276.14	
5.3 Transit MIS						0.00	130,159.00	14,462.00	94,045.68	0.00	12,301.15					250,967.83	
5.4 Training & Conferences									8,425.30	0.00	2,106.32					10,531.62	
5.5 Phenix City Transit Planning														\$24,281.49	6,070.37	30,351.86	
Subtotal			0.00	0.00	0.00	0.00	130,159.00	14,462.00	261,306.96	0.00	51,260.16			24,281.49	6,070.37	487,539.98	
GRAND TOTAL	0.00	0.00	277,525.24	0.00	69,381.32	0.00	130,159.00	14,462.00	261,306.96	0.00	51,260.16	44,000.00	11,000.00	114,965.04	28,741.26	947,800.98	

The SPR funds are used for Alabama DOT Staff only. They are not added to the Grand Total of PL funds allotted to the MPO

EXHIBIT F

SCHEDULE

FISCAL YEAR 2022

**APPENDIX A
NOTICE OF CONTRACTORS
COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACTS OF 1964
AS AMENDED BY THE CIVIL RIGHTS RESTORATION ACT OF 1987
FOR FEDERAL-AID CONTRACTS**

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 will comply with the Regulations of the U.S. Department of Transportation relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (Title 49, Code of Federal Regulations, Part 21, hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

(2) **Nondiscrimination:** The Contractor, with regard to the work performed by it after award and prior to completion of contract work, will not discriminate on the ground of race, color, national origin or sex in the selection and retention of subcontractors including procurement of materials and leases of equipment. The Contractor will 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. In addition, the Contractor will not participate either directly or indirectly in the discrimination prohibited by 23 CFR 200 (b).

(3) **Solicitations for Subcontracts, Including Procurement of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiations made by the Contractor for work to be performed under a subcontract, including procurement of materials or 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 ground of race, color, national origin or sex.

(4) **Information and Reports:** The Contractor will provide all information and reports required by the Regulations, to permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the Department of Transportation or the Federal Highway 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 DEPARTMENT, or the Federal Highway 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 DEPARTMENT shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to,

- (a) withholding of payments to the Contractor under the contract until the Contractor complies, and/or
- (b) cancellation, termination or suspension of the contract, in whole or in part.

(6) **Incorporation of Provisions:** The Contractor will include the provision of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, order, or instructions issued pursuant thereto. The Contractor will take such action with respect to any subcontract or procurement as the DEPARTMENT or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the State to enter into such litigation to protect the interests of the State, and in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B

CERTIFICATION FOR STATE REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS - PRIMARY COVERED TRANSACTIONS

The **Columbus Consolidated Government**, as an Applicant for a Federal PL Fund grant or cooperative agreement, certifies to the best of its knowledge and belief, that its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
- (2) 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;
- (3) 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 (2) of this certification; and
- (4) Have not within a three year period preceding this application/proposal had one or more public transactions (Federal, State or Local) terminated for cause or default.

Where the State is unable to certify to any of the statements in this certification with respect to its principals, the State shall attach an explanation to this proposal.

THE_COLUMBUS CONSOLIDATED GOVERNMENT CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 31 U.S.C. SECTIONS 3801 ET SEC. ARE APPLICABLE THERETO.

Authorized Official

Executive Director

Date

APPENDIX C

CERTIFICATION OF CONSULTANT

DRUG-FREE WORKPLACE

I hereby certify that I am a principal and duly authorized representative of **COLUMBUS CONSOLIDATED GOVERNMENT**, whose address is **P.O. Box 1340, Columbus, Georgia 31902-1340** and it is also certified that:

- (1) The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Work Place Act", have been complied with in full; and
- (2) A drug-free workplace will be provided for the consultant's employees during the performance of the contract; and
- (3) Each subcontractor, if any, hired by the DESIGNATED AGENCY shall be required to ensure that the subcontractor's employees are provided a drug-free workplace. The DESIGNATED AGENCY shall secure from that subcontractor the following written certification:

"As part of the subcontracting agreement with the **COLUMBUS CONSOLIDATED GOVERNMENT** certifies that a drug free workplace will be provided for the subcontractor's employees during the performance of this contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3", and

- (4) It is certified that the undersigned will not engage in unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

Date

Executive Director

APPENDIX D--GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Name of Contracting Entity: _____ Columbus Consolidated Government _____

Contract No. and Name: _____ FY 2022 Planning Services Contract _____

_____ PI 0017897-PLN _____

By executing this affidavit, the undersigned person or entity verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or entity which is contracting with the Georgia Department of Transportation has registered with, is authorized to participate in, and is participating in the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

The undersigned person or entity further agrees that it will continue to use the federal work authorization program throughout the contract period, and it will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the undersigned with the information required by O.C.G.A. § 13-10-91(b).

The undersigned person or entity further agrees to maintain records of such compliance and provide a copy of each such verification to the Georgia Department of Transportation within five (5) business days after any subcontractor is retained to perform such service.

E-Verify Company Identification Number

Signature of Authorized Officer or Agent

Date of Authorization

Printed Name of Authorized Officer or Agent

Name of Contractor

Title of Authorized Officer or Agent

Date

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

_____ DAY OF _____, 202_

[NOTARY SEAL]

Notary Public

My Commission Expires: _____