

**RESOLUTION BY THE CALVERT-ST. MARY'S  
METROPOLITAN PLANNING ORGANIZATION FOR THE PURPOSE OF  
ADOPTING THE FY 2025 UNIFIED PLANNING WORK PROGRAM**

**WHEREAS**, the Calvert - St. Mary's Metropolitan Planning Organization ("C-SMMPO") was established to conduct regional transportation planning for the C-SMMPO area in accordance with Federal requirements;

**WHEREAS**, the Calvert-St. Mary's Metropolitan Planning Organization Council is the governing body for the C-SMMPO;

**WHEREAS**, the Maryland Department of Transportation and the C-SMMPO have prepared the Fiscal Year 2024 Unified Planning Work Program ("UPWP") and solicited public input;

**WHEREAS**, following due publication of notice that was consistent with the requirements of the MPO's adopted Bylaws and Public Participation Process, a 15-day public comment period, extending from May 10 through May 25, 2024, was instituted prior to the public meeting; and

**WHEREAS**, following an opportunity to be heard at a public meeting of the C-SMMPO Council on May 28, 2024, the Council finds it is the best interest of the C-SMMPO adopt the FY 2024 UPWP as presented and attached hereto.

**NOW THEREFORE, BE IT RESOLVED** that the Council does hereby adopt the FY 2025 UPWP for the Calvert - St. Mary's Metropolitan Planning Organization area as attached hereto as Exhibit A, incorporated herein by reference, and made a part hereof; and

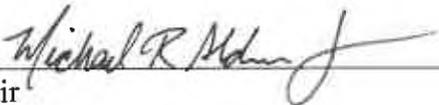
**BE IT FURTHER RESOLVED** that the foregoing recitals are adopted as if fully rewritten herein.

**PASSED AND DULY ADOPTED** this 28<sup>th</sup> day of May, 2024.

**ATTEST:**

**CALVERT-ST. MARY'S METROPOLITAN  
PLANNING ORGANIZATION**



By:   
Chair

Approved for form and legal sufficiency:



**UNIFIED PLANNING WORK PROGRAM (UPWP)**  
**Fiscal Year 2025**  
July 1, 2024 - June 30, 2025

**Adopted:**  
**Resolution:**

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Calvert - St. Mary's Metropolitan Planning Organization  
Administrative office located in:  
St. Mary's County Land Use and Growth Management  
P.O. Box 653, Leonardtown, MD 20650  
Website: [www.calvert-stmarysmpo.com](http://www.calvert-stmarysmpo.com)  
Phone: 301-475-4200 Ext.1507  
Email: [Karly.Maltby@stmaryscountymd.gov](mailto:Karly.Maltby@stmaryscountymd.gov)

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UNIFIED PLANNING WORK PROGRAM FY 2025**

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<b>Calvert - St. Mary’s Metropolitan Planning Organization</b>	
<b><i>Council Member</i></b>	<b><i>Empowered Representative</i></b>
<b>Earl “Buddy” Hance</b> Commissioner, Calvert County	<b>Mary Beth Cook</b> Director, Calvert County Department of Planning & Zoning
<b>Mike Alderson, Jr.</b> Commissioner, St. Mary’s County	<b>Jessica S.B. Andritz</b> Director, St. Mary’s County Department of Land Use and Growth Management
<b>Paul J. Wiedefeld</b> Secretary, Maryland Department of Transportation	<b>Dan Janousek</b> Regional Planner, Office of Planning and Capital Programming, Maryland Department of Transportation
<b><i>Program Administrator</i></b>	
<b>Karly Maltby</b> Program Administrator, C-SMMPO MPO Planner, St. Mary’s County Department of Land Use and Growth Management	
<b>Courtney Jenkins</b> Deputy Director, St. Mary’s County Department of Land Use and Growth Management	
<b><i>Calvert County Representatives</i></b>	
<b>Jessicca Gaetano</b> Planner III, Calvert County Department of Planning & Zoning	
<b>Mary F. Layman</b> Grants Coordinator, Calvert County Department of Finance & Budget	
<b>John Cosgrove</b> Director Calvert County Department of Public Works	

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## **INTRODUCTION**

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CALVERT – ST. MARY’S METROPOLITAN PLANNING ORGANIZATION  
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**A. Metropolitan Transportation Planning**

The 2010 U.S. Census established the Lexington Park—California—Chesapeake Ranch Estates Urbanized Area (See Figure 1) based on a contiguous area population of 58,000. At greater than 50,000 people, the Lexington Park—California—Chesapeake Ranch Estates areas met the criteria for designation as an Urbanized Area and therefore a Metropolitan Planning Organization (MPO) was required to be established for handling transportation planning coordination for the area. In accordance with the U.S. Department of Transportation requirements, a MPO was designated by Maryland Governor Martin O’Malley on December 31, 2013.

Since the 1960’s, the federal government has established urban transportation planning requirements in all metropolitan areas, as a prerequisite to the approval of federal transportation funding (23 CFR Part 450 and 49 CFR Part 613). The regulations require a continuing, comprehensive and cooperative (3-C) planning process for all Urbanized Areas. The Calvert - St. Mary’s MPO is the planning agency responsible for transportation planning within the identified planning area in accordance with federal regulations.

In 1991, the Intermodal Surface Transportation Efficiency Act (ISTEA) was passed. This act revised some of the established regulations and procedures and placed a new emphasis on MPOs. As part of this Act, the MPO planning process has been more specifically defined and new planning requirements have been prescribed.

In 1998, the Transportation Equity Act for the 21st Century (TEA-21) was passed continuing the initiatives of the 1991 Act and adding several new provisions and programs.

In 2005, the Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was passed, building on the foundation established by ISTEA and TEA-21 and representing the largest surface transportation investment in the nation’s history.

SAFETEA-LU expired in 2009 and after a series of continuing resolutions; Moving Ahead for Progress in the 21st Century (MAP-21) was signed into law by President Barack Obama in July 2012. MAP-21 is a two-year bill that seeks to build on and refine many of the highway, transit, bicycle and pedestrian programs and policies established by ISTEA in 1991.

In response to Moving Ahead for Progress in the 21st Century (MAP-21), the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) jointly issued Planning Emphasis Areas (PEAs). The PEAs represent core topical areas for MPOs and State Departments of Transportation (DOTs) to emphasize in the development and implementation of their unified planning work programs.

The PEAs for Federal FY 2025 include the following:

1. MAP-21 Implementation – Transition to performance-based planning and programming.

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*The Calvert-St. Mary’s Metropolitan Planning Organization’s (C-SMMPO) FY2025 UPWP acknowledges the transition to performance-based planning and programming as part of the on-going training activities included in the MPO.*

2. Models of Regional Planning Cooperation – Promote cooperation and coordination across MPO boundaries and across state boundaries where appropriate to ensure a regional approach to transportation planning.

*The C-SMMPO is a two County MPO. Cooperative efforts are ongoing between the two Counties. This includes allocated funding in the FY 2025 UPWP for projects of regional planning significance, including, but not limited to: the Calvert/St. Mary’s Fixed Route Base Commuter Bus System and Transit Improvements in Calvert and St. Mary’s counties. St. Mary’s and Calvert County MPO staff members are members of the Regional Infrastructure Advisory Committee (RIAC) and the Bicycle Infrastructure Advisory Committee (BIAC). These committees seek to foster transportation planning and bicycle and pedestrian planning on a regional level.*

3. Ladders of Opportunity – Access to essential services – as part of the transportation planning process identify transportation connectivity gaps in access to essential services.

*MPO staff has worked closely and continues to work closely with Transportation staff to analyze the transit system as a whole. Through the St. Mary’s County Transportation Advisory Committee, Calvert and St. Mary’s will use survey responses obtained from bus riders and non-bus riders to improve the transit system and increase ridership.*

**Fixing America’s Surface Transportation (FAST) Act Performance Management Measures**

The FAST Act continued the transition, started by MAP-21, of the nation’s surface transportation program to a performance and outcome-based program, in which resources are invested in projects to achieve targets toward regional, state, and national goals. The bill established seven national goals described in 23 USC§150(b).

1. **Safety** - Achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
2. **Infrastructure Condition** - Maintain the highway infrastructure asset system in a state of good repair.
3. **Congestion Reduction** - Achieve a significant reduction in congestion on the National Highway System.
4. **System Reliability** - Improve the efficiency of the surface transportation system.
5. **Freight Movement and Economic Vitality** - Improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development Environmental Sustainability - Enhance the performance of the transportation system while protecting/enhancing the natural environment.
6. **Environmental Sustainability** - To enhance the performance of the transportation

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system while protecting and enhancing the natural environment.

7. **Reduced Project Delivery Delays** - Reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies’ work practices.

The FHWA and FTA have published a series of rules that establish regulations to assess progress towards the seven national goals. The regulations direct states, MPOs, and transit providers to establish targets and track specific measures related to the conditions and performance of their surface transportation systems in areas that include bridges, pavement, safety, congestion, freight, and transit asset management. States and MPOs are incorporating these measures into their planning activities. These measures are also being incorporated into transportation improvement programs and long-range transportation plans, so that they can demonstrate how proposed transportation projects will help make progress towards the goals.

On May 27, 2016, the U.S. Department of Transportation (U.S. DOT) issued regulations regarding metropolitan transportation planning, specifically outlining the planning requirements associated with the metropolitan planning process, including the Long- Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP).

On April 29, 2024, the C-SMMPO Empowered Representative, the Director of St. Mary’s County Department of Land Use and Growth Management, reviewed MDOT's updated Transportation Performance Management (TPM) Established Targets for Maryland dated December 2023 and notified MDOT of the MPO’s continued support all the State's targets.

The C-SMMPO will continue to work closely with the MDOT in FY 2025 to establish and update transportation targets and measures as needed to meet federal reporting requirements for both highway and transit systems, including transportation safety.

The C-SMMPO has documented its process here:

<https://www.calvert-stmarysmpo.com/182/Performance-Measures>

The performance targets and measures for the C-SMMPO region are thoroughly documented in the approved long range transportation plan Moving Forward 2050:

<https://www.calvert-stmarysmpo.com/DocumentCenter/View/527/Moving-Forward-2050?bidId=>

### **Bipartisan Infrastructure Law**

A federal transportation legislative program was signed on November 15, 2021. The Bipartisan Infrastructure Law (BIL), as enacted in the Infrastructure Investment and Jobs Act (IIJA), provides \$550 billion over fiscal years 2022 through 2026 for new infrastructure, including in roads, bridges, mass transit, water infrastructure, electric vehicle charging, carbon reduction, resilience, and broadband. There will be \$274 billion in spending for transportation programs above current

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baseline levels. The IJA creates more than a dozen new highway programs and creates more opportunities for local governments and other entities.

The BIL includes housing considerations in the metropolitan transportation planning process which requires MPOs to promote consistency between transportation improvements and State and local housing patterns and to continue encouraging and promoting safe and efficient management, operation, and development of surface transportation systems that will better connect housing and employment. Transportation investments have the potential to impact housing directly and indirectly through the following areas: transportation infrastructure, area planning and funding for Transit-Oriented Development (TOD) projects, increasing affordable transportation options, and enhancing community connectivity.

Public participation and stakeholder engagement is part of the MPO planning process. MPOs are required to add affordable housing organizations to a list of stakeholders and provide a reasonable opportunity to comment on the metropolitan transportation plan. Opportunities for housing stakeholder engagement are collaboration with state, county, and local infrastructure agencies and advocacy of housing needs and opportunities in local transportation planning processes.

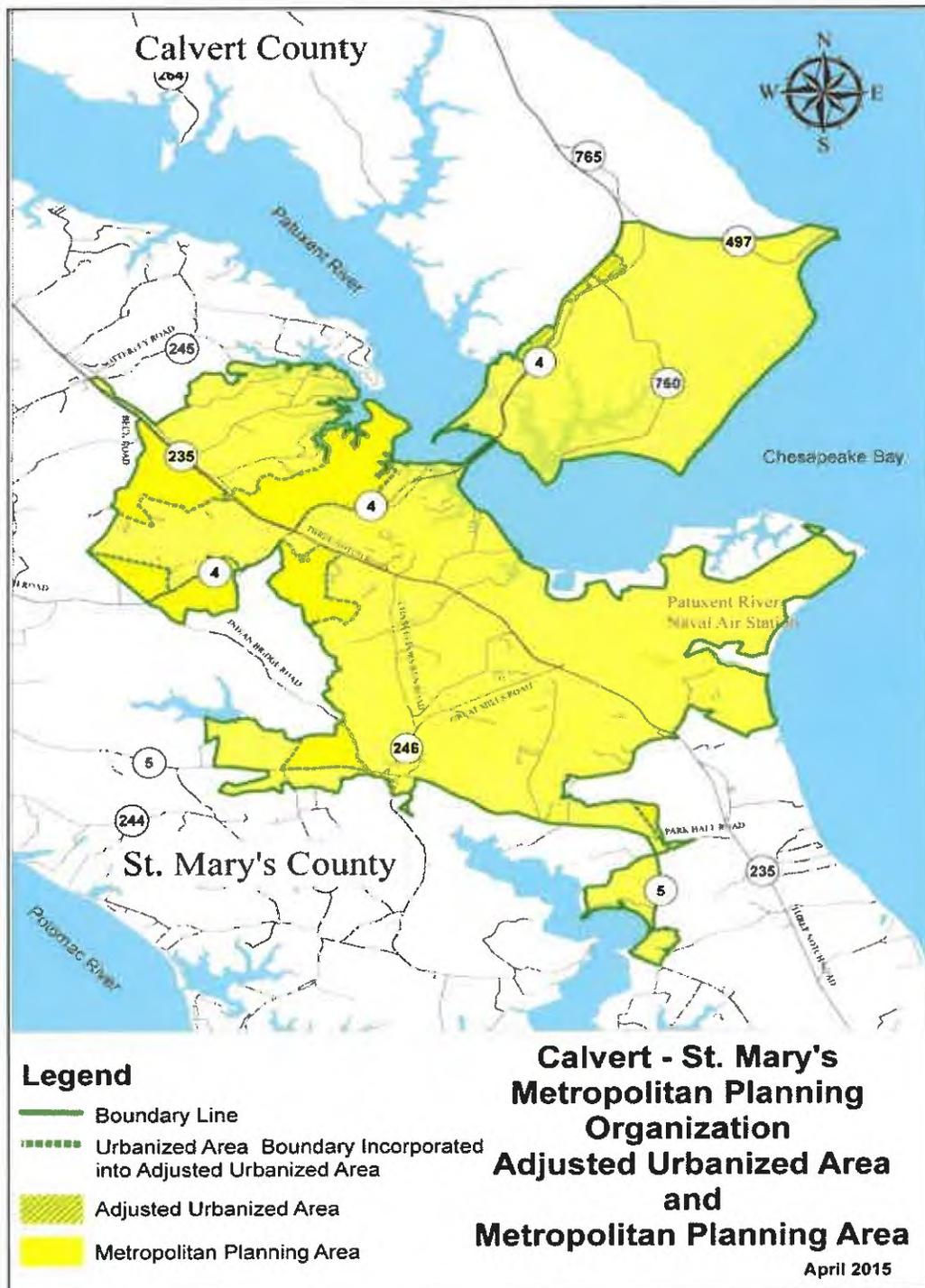
The C-SMMPO has identified opportunities for housing stakeholder engagement. Areas of concern include:

- Identifying and developing relationships with housing providers in the region to understand the needs of affordable and accessible housing for regional stakeholders.
- Including property owners and residents by providing opportunities for comment on major transportation initiatives such as new or improved roadways, intersections, complete streets, and transit planning.
- Making housing stakeholders aware of broadband access resources (digital equity). This will become increasingly important as transportation innovations such as autonomous vehicles and battery-powered electric vehicles see increased use, as well charging needs for multi-family and urban housing.
- Nourishing partnerships between housing agencies and state and local transportation agencies and working with the Tri-County Council of Southern Maryland for resource identification.

This Unified Planning Work Program (UPWP) is a cooperative planning effort by federal, state, and local transportation agencies serving C-SMMPO Planning Area and serves as the annual work program for the MPO. The purpose of the UPWP is to describe and coordinate all transportation planning activities to be completed with federal, state, and local resources during the next fiscal year, and is designed to make the transportation planning process consistent with the appropriate federal regulations, as listed above. Included in the UPWP is a budget detailing how each funding source will be utilized. The UPWP is required to be revised and adopted annually.

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Figure 1 Lexington Park—California—Chesapeake Ranch Estates Urbanized Area



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**B. Unified Planning Work Program Development Process**

The UPWP is required as a basis and condition for all federal funding assistance for transportation planning by the joint planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

The Fiscal Year (FY) 2025 Unified Planning Work Program (UPWP) contains the planning projects that can be undertaken by MDOT and the C-SMMPO. The C-SMMPO will address and support the short-term and long-range transportation planning priorities of the C-SMMPO Planning Area, including the Lexington Park—California—Chesapeake Ranch Estates Urbanized Area.

The UPWP is funded through an 80 percent planning grant provided by FHWA and FTA and a 20 percent match provided by Maryland Department of Transportation (MDOT) and the local governments of the Lexington Park—California—Chesapeake Ranch Estates Urbanized Area. Federal funding sources for Federal fiscal year 2025 include Title 1, Section 112 metropolitan planning funds [Federal Highway Act (PL-93-87)] (\$119,578) and Title III, Section 5303 (\$44,718) metropolitan planning funds.

The amount of funding available for the FY 2025 transportation planning activities for the C-SMMPO region is \$605,102. This amount includes FY 2025 Federal, State and local funds in addition to previous year’s funds that were not utilized in FY 2024 and that are carried over to FY 2025. The C-SMMPO anticipates completing the majority of the UPWP projects in FY 2025 and will utilize a portion of the previous year’s funds and FY 2025 funding.

**Complete Streets Projects**

Complete Streets focuses on safety for everyone: pedestrians, bicyclists and transit users in addition to motorists. On March 13, 2023, FTA published guidance in the form of a Dear Colleague letter waiving the local match for Complete Streets planning activities for the Metropolitan Planning Program and the State Planning and Research Program. FTA and the Federal Highway Administration will now start providing more support to transit agencies working on Complete Streets planning projects. This reflects a priority written into the Bipartisan Infrastructure Law to increase safe and accessible transportation options nationwide.

Projects identified in the UPWP will highlight and track funds utilized for coordinated complete streets planning activities in these areas of concern:

1. Adoption of Complete Streets standards or policies;
2. Development of a Complete Streets prioritization plan that identifies a specific list of Complete Streets projects to improve the safety, mobility, or accessibility of a street;
3. Development of transportation plans to:

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- a. Create a network of active transportation facilities, including sidewalks, bikeways, or pedestrian and bicycle trails, to connect neighborhoods with destinations such as workplaces, schools, residences, businesses, recreation areas, healthcare and childcare services, or other community activity centers;
  - b. Integrate active transportation facilities with public transportation service or improve access to public transportation;
  - c. Create multiuse active transportation infrastructure facilities (including bikeways or pedestrian and bicycle trails) that make connections within or between communities;
  - d. Increase public transportation ridership; and
  - e. Improve the safety of bicyclists and pedestrians.
4. Regional and megaregional planning (i.e., multi-jurisdictional transportation planning that extends beyond MPO and/or State boundaries) that address travel demand and capacity constraints through alternatives to new highway capacity, including through intercity passenger rail; and
5. Development of transportation plans and policies that support transit-oriented development.

#### Meaningful Planning Activities

On November 8, 2023, the U.S. Department of Transportation published Promising Practices for Meaningful Public Involvement 2023 Update in Transportation Decision-Making to help organizations develop strategies to better involve the public in transportation decision-making. FTA, state, regional and local transportation planning entities are required to create opportunities for public participation and feedback. The guide includes considerations and practices for transportation professionals to conduct meaningful public involvement during each stage of the transportation decision-making process and project lifecycle, including operations and service.

For the C-SMMPO, any project identified in the UPWP will highlight funds utilized for planning that supports Public Involvement in Transportation Decision-Making, including updates to the C-SMMPO Title VI and Public Participation documents and strategies.

#### **C. Metropolitan Planning Organization**

The Calvert-St Mary’s MPO is one of the agencies responsible for transportation planning within the MPO’s Planning Area. The governing body consists of voting representatives from the Maryland Department of Transportation, Calvert County, and St. Mary’s County.

#### **D. MPO Staff**

The C-SMMPO staff consists of personnel from the Calvert County Department of Planning and Zoning and St. Mary’s County Department of Land Use and Growth Management. The staff manages the operations of the MPO as directed by the Council and coordinates all planning

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projects and activities identified by the Council. The staff also acts as a local liaison to the state and federal agencies involved in transportation planning within the Metropolitan Planning Area.

Calvert County also provides support services to the MPO, including fiscal and procurement services. St. Mary’s County provides support services to the MPO by acting as the administrative agent and webmaster.

**E. Technical Advisory Committee (TAC)**

The Council may request TAC input for evaluating transportation projects and reviewing the work of consultants hired by the C-SMMPO. The TAC has representatives such as planners and engineers from transportation organizations as well as various subject matter experts throughout the State, which provides the opportunity to achieve an informed transportation planning effort. The TAC provides technical expertise and develops recommendations for presentation to the Council.

**F. Bylaws**

The C-SMMPO has adopted bylaws that can be found on the C-SMMPO webpage: <https://www.calvert-stmarysmpo.com/175/Rules-of-Practice-and-Procedure-Bylaws>.

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**WORK PROGRAM BY TASK**

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**G. Core Planning**

**Task: 1. Transportation Improvement Program (TIP)**

The TIP is a 4-year listing of all federally funded transportation projects in the C-SMMPO Metropolitan Area. The C-SMMPO TIP is generally updated every 2-4 years.

Objective:

To update the C-SMMPO FY2025-2028 Transportation Improvement Program (TIP) as specified by federal urban transportation planning requirements in compliance with MAP-21 and the FAST-Act.

Previous Work:

FY2021-2024 and FY2025-2028 TIP.

Description:

Update the list of regionally significant transportation improvements recommended for implementation during the 4-year program period. The document contains the region’s transportation priorities and includes realistic financially constrained cost estimates. Performance-based planning approaches will be phased in to comply with MAP-21 and the FAST Act.

End Product:

FY 2029–2032 C-SMMPO Transportation Improvement Program and Amendments.

Staffing:

MDOT and MPO staff.

Funding:

Funding for this task totals \$10,000 in FY 2025, as listed below by source.

<b>Source</b>	<b>Funding</b>
Federal	\$8,000
MDOT	\$1,000
Local	\$1,000
<b>Total:</b>	<b>\$10,000</b>

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**Task: 2. Unified Planning Work Program (UPWP)**

The Fiscal Year (FY) 2025 Unified Planning Work Program (UPWP) outlines the planning activities to be performed by participants involved in the C-SMMPO metropolitan transportation planning process over the current fiscal year.

Objective:

To maintain and amend the C-SMMPO Unified Planning Work Program (UPWP) as required by federal urban transportation planning requirements.

Previous Work:

FY 2024 UPWP.

Description:

The UPWP is updated annually. This task will be performed by the MPO and MDOT with assistance from Calvert and St. Mary’s County technical staff, FHWA and FTA. Tasks to be included in the FY 2024 UPWP will be based in part on organizational activities undertaken during the previous year’s UPWP and current needs identified by during the annual update.

End Product:

FY 2026 C-SMMPO Unified Planning Work Program.

Staffing:

MDOT and MPO staff.

Funding:

Funding for this task totals \$5,000 in FY 2025, as listed below by source.

<b>Source</b>	<b>Funding</b>
Federal	\$4,000
MDOT	\$500
Local	\$500
<b>Total:</b>	<b>\$5,000</b>

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**Task: 3. Long Range Transportation Plan (LRTP)**

Moving Forward 2050 is the C-SMMPO region’s LRTP. It contains the unified transportation goals and policies as well as socioeconomic, environmental justice, and other factors of the region’s transportation system over a 25-year period. The plan includes a list of major federally funded capital projects planned for this period, their estimated year-of- expenditure costs, and the revenues reasonably expected to be available to fund the projects. The LRTP generally is updated every four years. The process to update the C-SMMPO’s LRTP will begin in FY 2028.

Objective:

Revise the C-SMMPO long range transportation planning and to continue to implement the recommendations contained in the plan. The C-SMMPO will continue to review and/or amend the LRTP based on local transportation needs as required by federal urban transportation planning requirements.

Previous Work:

Staff worked with MDOT and consultants to develop the Moving Forward 2050 Long Range Transportation Plan, Adopted April 22, 2024.

Description:

This task was performed by the MPO, MDOT, and Calvert and St. Mary’s County planning staff to update the plan and including, but not limited to, organizing meaningful public participation and outreach efforts.

End Product:

The deliverable for this task included a revised LRTP for the C-SMMPO planning area, including the Lexington Park-California-Chesapeake Ranch Estates Urbanized Area.

Staffing:

MDOT and MPO staff with consultant services.

Funding:

Funding for this task totals \$5,000 in, as listed below by source. Previous UPWP projects have secured funding for this project to commence in FY 2024 with a total expected project cost of \$40,000 to \$50,000.

<b>Source</b>	<b>Funding</b>
Federal	\$4,000
MDOT	\$500
Local	\$500
<b>Total:</b>	<b>\$5,000</b>

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**Task: 4. Update of the Title VI Plan and Public Participation Plan**

The federal government enacted Title VI of the Civil Rights Act of 1964, as amended, to prevent discrimination on the grounds of race, color, sex, age, disability or national origin and to ensure that individuals are not excluded from participation in, denied benefits of, or otherwise subjected to discrimination under any program or activity receiving federal financial assistance on the basis of race, color, sex, age disability or national origin. It is a requirement of the Maryland Department of Transportation (MDOT) and the US Department of Transportation that MPOs receiving federal financial assistance adopt a Title VI Plan. The C-SMMPO was established on December 10, 2013, to conduct regional transportation planning for the C-SMMPO area in accordance with the federal requirements of the Federal-Aid Highway Act of 1962.

County staff in cooperation with the Maryland Department of Transportation (MDOT) perform the necessary functions of the C-SMMPO. This project will ensure that the current Public Participation Plan and Title VI Plan each reflect a compilation of those sources and compliance with federal regulations.

Objective:

To continue meaningful public participation in planning efforts and to implement recommendations made in adopted C-SMMPO plans and studies through equity lenses.

Previous Work:

The C-SMMPO has an approved Title VI plan and Public Participation Plan.

Description:

This task will be performed by the MPO and MDOT with consultant services, as needed. The Calvert - St. Mary’s MPO staff will be heavily involved with other aspects of the update including, but not limited to, organizing public participation, outreach efforts, and leading the process.

End Product:

The anticipated deliverables for this task will include a revised Title VI Plan and Public Participation Plan for the Calvert-St. Mary’s planning area, including the Lexington Park-California-Chesapeake Ranch Estates Urban Area.

Staffing:

MDOT and MPO staff with consultant services.

Funding:

Funding for this task totals \$30,000 in FY 2025, as listed below by source.

<b>Source</b>	<b>Funding</b>
Federal	\$24,000
MDOT	\$3,000
Local	\$3,000
<b>Total:</b>	<b>\$30,000</b>

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**H. MPO Administration**

Objective:

Continuing the performance-based transportation planning by MPO staff based on planning agreements for the C-SMMPO planning area, including the Lexington Park-California-Chesapeake Ranch Estates Urban Area

This task also includes typical administrative duties associated with daily operations of staffing the MPO and all other MPO activities. In addition to these administrative duties and daily operations, during FY 2025 the following on-going activities are anticipated:

- Staff training – Staff will continue to receive training on the Metropolitan Transportation Planning Process. This item is given in the passage of the Moving Ahead for Progress in the 21st Century (MAP-21) enacted in 2012 and the FAST Act in December 2015. This training will include opportunities offered through membership, participation, and attendance at conferences and training activities of the Association of Metropolitan Planning Organizations (AMPO) and other applicable transportation related training opportunities offered through various agencies.
- Review and Revision of Governing and Planning Documents – Calvert - St. Mary’s MPO Staff will conduct an ongoing review with recommended revisions, when necessary, to documents previously adopted or to be adopted by the Calvert - St. Mary’s MPO Council, including, but not limited to the Bylaws, Long Range Transportation Plan, TIP, UPWP, Performance Based Planning, and Title VI Plan.

**Planning Emphasis Areas**

Guidance from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) Offices of Planning were issued at the end of 2021 that included updated Planning Emphasis Areas (PEAs). The PEAs are areas that FHWA and FTA field offices emphasize when meeting with the metropolitan planning organizations, State departments of transportation, and public transportation agencies.

The PEAs are areas that FHWA and FTA want to see identified and developed in tasks associated with the Unified Planning Work Program. The emphasis areas already exist in requirements for MPOs, they simply reflect areas of importance at this time. The new Planning Emphasis Areas include the following:

- Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future
- Equity and Justice<sup>40</sup> in Transportation Planning
- Complete Streets
- Public Involvement
- Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

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- Federal Land Management Agency (FLMA) Coordination
- Planning and Environment Linkages (PEL)
- Data in Transportation Planning
- Continuing, Cooperative and Comprehensive (3-C) Transportation Planning Process

The C-SMMPO Council is directly responsible for conducting the continuing, cooperative and comprehensive (3-C) transportation planning process for the Lexington Park-California-Chesapeake Ranch Estates Urban Area and C-SMMPO metropolitan region in accordance with the metropolitan planning requirements of Section 134 (Title 23 U.S.C.) of the Federal Highway Act of 1962 and Section 8 of the Federal Transit Act.

The Calvert - St. Mary’s MPO management activities include, but are not limited to, the following:

- Manage the daily operations of the MPO and maintain the MPO website.
- Manage the meetings of the C-SMMPO Council and Technical Advisory Committee.
- Maintain all financial commitments, including planning funds management, contract administration, project reports, and invoices.
- Attending and leading meetings, forums and training related to the planning work program items and/or federal and State of Maryland MPO processes, rules and regulations.

Previous Work:

The C-SMMPO maintains all the above-listed management activities.

Description:

Tasks will be performed by the Calvert - St. Mary’s MPO staff with support from MDOT and Calvert and St. Mary’s Counties. Tasks are consistent with federal MPO Guidelines.

End Product:

- Invoice and Progress Reports tracking Programs and Projects Implementation.
- C-SMMPO Staff Personal/Professional Development

Staffing:

MPO with MDOT

Funding:

Funding for this task totals \$5,000 in FY 2025, as listed below by source.

<b>Source</b>	<b>Funding</b>
Federal	\$4,000
MDOT	\$500
Local	\$500
<b>Total:</b>	<b>\$5,000</b>

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**PAST SPECIAL STUDIES**

In all, six projects were completed on time and within budget. The completed special projects were examples of surface transportation planning projects and programs conducted in the region. The projects identified the weaknesses of the transportation system under both existing conditions and future demands in the C-SMMPO region. The projects complimented the comprehensive/land-use master planning process and provided Information to government officials, local communities, and the general public about their desires and transportation options in the metropolitan planning area. Finally, the studies and its planning process established a base from which modifications, trends and priorities can be made to meet new and changing community needs. The project planning studies and tasks completed over the last three fiscal years were as follows:

- Calvert/St. Mary’s Naval Base Commuter Multi-Modal System.
- St. Andrew’s Church Road Improvement Study.
- North Parcel of Lexington Manor.
- St. Mary’s County Regional Airport.
- Bus Stop Improvement Program.
- Complete Streets Plan for C-SMMPO Area

**I. Current Special Studies**

**Task 5: Calvert County – Proposed Cove Point Trail Study and Design:**

**Introduction**

This study would be for a proposed trail along Cove Point Road, creating a connection to Cove Point Park. This is envisioned to be a quiet, non- motorized trail for walkers, hikers, bicyclists, dog walkers, and ADA compliant where applicable. The purpose of this trail project is to identify the existing and future resources, opportunities-and obstacles involved in the trail. The focus of the study will be trail corridor evaluation and recommended alignment.

Scope of the Work -The scope of work is comprised of the following components:

- Cove Point Rd data collection and corridor evaluation (Traffic Study).
- Identify roadway conditions and stream conditions or restoration if any.
- Identification of possible Trail Access Points and parking.
- Identify barriers, needed structures and safety issues.
- Linkage of the Trail to Cove Point Park as applicable per Cove Point Park Master Plan
- Evaluate trail route alternatives.
- Estimate impact of the trail on local property values along path.
- Identify funding sources such as state and federal funds, non-profit organizations.
- Recommendations on how to maximize the economic benefits of proposed trail.
- Prepare a map of a workable trail alignment.
- Cost Estimate.

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- Recommend a strategy for phasing the proposed trail.
- Submit Trail Feasibility Plan document
- Identify any environmental hurdles
- SWM (Storm Water Management)

Scheduling and Deadlines:

The estimated time for project final report due is 6 months.

Product:

The final product should be a document useable for future improvements to the C-SMMPO areas of specific interest, linkages, and corridors. It should be easily integrated with the existing C-SMMPO studies and the Calvert County Comprehensive Plan.

Funding:

Estimated Plan Cost: \$30,000 in FY 2025

<b>Source</b>	<b>Funding</b>
Federal	\$24,000
MDOT	\$3,000
Local	\$3,000
<b>Total:</b>	<b>\$30,000</b>

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**J. PROPOSED SPECIAL STUDIES**

**Task 6: St. Mary’s County – FDR Blvd. Extended Planning Study**

Introduction:

One of the major reasons for the construction of FDR Blvd (County Route 31335), from Maryland Route 235 (MD 235) to Pegg Road, was the removal of through traffic from MD 235, the main artery in St. Mary’s County and a state highway known as Three Notch Road. The purpose was to improve the flow of traffic to NAS Patuxent River, reducing pollution emission, shortening of travel times, reducing congestion and road accidents. The FDR Blvd also opens a new route that can support development with mixed-use commercial and residential land uses, and the addition of concentrated nodes of high-intensity mixed-use development in Lexington Park. FDR Blvd. is designed as a Complete Street and includes traffic calming measures to enhance safety for pedestrians, bicyclists, and transit users.

Project Location:

This planning study for the extension of FDR Blvd., location is defined as from the intersection of Pegg Rd. including all frontage roads, and adjacent lands along the proposed extension and connection of the FDR Blvd. roadway segments.

Background:

The Lexington Park Development District Master Plan (LPDDP) notes that the FDR Boulevard Corridor, from Pegg Rd. to MD 246 – Great Mills Rd., is the highest priority for the downtown street connections and will enhance access to the downtown gateway and Central Business District (CBD). FDR Blvd. currently traverses from MD 235 – Three Notch Road (North of MD 4 – St. Andrew’s Church Rd.) to Buck Hewitt Rd., with construction to Pegg Rd. beginning in 2024. A significant portion of the Corridor is developed and is characterized by mixed uses. The Commissioners of St. Mary’s County have enacted ordinances that established bicycle lanes, yield roundabout intersections, stop intersections, traffic control devices, and the operation and maintenance of traffic signals to improve safety along FDR Blvd. Completion of this road corridor meets important goals: to relieve traffic congestion and improve access to the NAS Patuxent River along Three Notch Road, to open new lands, manage anticipated growth in Lexington Park, support creation of more urban development patterns, and improve transit routes and the transformation of the FDR Blvd could reconnect Lexington Park Development District neighborhoods and NAS Patuxent River.

Project Objectives and Scope of Services:

The services of qualified firms are being solicited to perform consulting services for the C-SMMPO’s proposed FDR Blvd. Extended Planning Study. The Consultant is required to undertake the following studies.

- Project and estimate traffic that can be carried from Three Notch Road onto FDR Blvd, from Pegg Rd. to MD 246 – Great Mills Rd. and how this traffic can relieve congestion and improve access to NAS Patuxent River along Three Notch Rd.

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- Examine existing and planned land use along FDR Blvd.
- Estimate traffic generation from these land uses along FDR Blvd.
- Examine multimodal connectivity and accessibility through safer and greatly enhanced conditions for pedestrians of all ages and abilities, bicyclists, and transit users.
- Evaluate possible alignment to Great Mills Rd.
- Determine possible impacts of FDR Blvd on commercial business and residential property within the Lexington Park Development District.

Tasks and Deliverables:

The consultant will provide professional services to accomplish all specific work tasks that may lead to the preparation, submittal, approval, and adoption of the FDR Blv. Extended Planning Study. The specific work tasks shown herein are the minimum required and are intended to provide guidance in preparing the proposal. Consultants are encouraged and may respond to this RFP with a proposal that includes further defined task details, and a work plan necessary to accomplish each task and do so in accordance with desired objectives.

**Task 1.0 Project Initiation**

The consultant shall hold an initial meeting with staff from the C-SMMPO and community groups. This meeting will collect available data and published materials, establish schedules, and establish communication channels with various stakeholders and other agencies.

**Task 2.0 Public Participation Program**

The consultant shall coordinate with C-SMMPO staff to create an effective public participation approach that will engage the residential and commercial communities along FDR Blvd with proven approaches for finding consensus among stakeholders, which is essential to policy development as well as to long-term implementation of the Study. A Public Engagement Plan will be required.

**Task 3.0 Existing Conditions Evaluation**

The consultant shall perform a thorough evaluation of existing conditions and issues, as well as review existing reports. These documents may include the FDR Blvd phased plans transportation studies, topography, existing buildings and parking along corridor, circulation, property boundaries, land use and development applications along the FDR Blvd route. An Existing Conditions Report will be required.

**Task 4.0 Develop Traffic Analysis on FDR Blvd to MD 246 – Great Mills Rd.**

The consultant shall study the existing traffic conditions, the expected future traffic conditions with the development in place for all roadway users.

**Task 5.0 Prepare Preliminary Layout and Identify Impacts to Adjacent Properties for FDR Blvd Extended to MD 246 – Great Mills Rd.**

LPDDP acknowledges that the provision of FDR Blvd will help reduce traffic volume on MD 235 to relieve congestion and can open the LPDD to an anticipated growth. Using four (4) differing growth alternative scenarios, the consultant will determine whether FDR Blvd, while improving transit routes, can shape the adjacent urban development patterns. Areas of examination include

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the following: 1) impacts to existing businesses and induced growth effects identified with respect to transportation projects; 2) projects planned to serve specific land development; 3) projects that stimulate complementary functions, and 4) projects that influence intraregional land development location decisions in the LPDD.

**Task 6.0 Draft for a Final Plan Document**

Consultant will consider public review comments, traffic analysis on FDR Blvd MD 246 - Great Mills Rd., determine best alignment and roadway section with Pedestrian/bicycle amenities, a traffic implication on FDR Blvd to MD 246- Great Mills Rd., and prepare a draft FDR Blvd Extended Planning Study for review by C-SMMPO.

Scheduling and Deadlines:

Estimated time for project final report due is 9 months.

End Product:

The final product should be a document useable for future improvements to the C-SMMPO areas of specific interest, linkages, and corridors. It should be easily integrated with the existing C-SMMPO studies, the St Mary's County Comprehensive Plan, and The Lexington Park Development District Master Plan (LPDDP)

Funding:

Estimated Plan Cost: \$90,000 in FY 2025

<b>Source</b>	<b>Funding</b>
Federal	\$72,000
MDOT	\$9,000
Local	\$9,000
<b>Total:</b>	<b>\$90,000</b>

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**Task 7: Solomons Shared Use Path Project**

Introduction:

Feasibility study for the construction of a shared use path along the southern side of Solomons Island Road in Solomons, Maryland. Anticipated project limits would be from 14236 South Solomons Island Road to the intersection of Solomons Island Road and Alexander Street resulting in approximately 1,900 linear feet of pathway.

Project Location:

14236 South Solomons Island Road to Alexander Street in Solomons Maryland

Project Objective and Scope of Services:

Efforts of qualified firms are being solicited to perform consulting services for the feasibility quantification of the C-SMMPO’s Solomons Shared Use Path Project. The consultant(s) shall be required to provide the following services:

- Analyze/Memorialize the existing topographic condition via site specific survey.
- Horizontal location of existing utilities within the project area.
- Evidence existing County right of way and available area for proposed 8’ wide shared use path.
- Provide two design alternatives for shared use path and conceptual stormwater management practice location(s).
- Evaluate adjacent property area as necessary for theoretical easement procurement to facilitate construction of a shared use path.

Tasks and Deliverables:

The consultant will provide professional services to accomplish all specific work tasks. The specific work tasks shown herein are the minimum required and are intended to provide guidance in preparing the proposal. Consultants are encouraged and may respond to this RFP with a proposal that includes further defined task details, and a work plan necessary to accomplish each task and do so in accordance with desired objectives. Deliverable shall be a plan document and summation providing 2 alternatives for the above-mentioned shared use path and SWM conceptual locations. Summation shall include theoretical easement or fee simple areas from adjacent property owners as required for construction.

Funding:

Estimated Feasibility Cost: \$50,000 in FY 2025

<b>Source</b>	<b>Funding</b>
Federal	\$40,000
MDOT	\$5,000
Local	\$5,000
<b>Total:</b>	<b>\$50,000</b>

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**Task 8: Northern Solomons Pedestrian Connections Study**

Introduction:

The purpose of this study is to increase pedestrian mobility and accommodation for alternative modes of travel within the Solomons Town Center. The proposed tasks include a feasibility study and concept level preliminary design of pedestrian connections at the northern end of the Town Center. The project includes a proposed at-grade crossing connecting the residential neighborhoods on the west side of MD 2/4 at Patuxent Parkway with the commercial shopping center on HG Trueman Rd. This pedestrian crossing will mainly serve the retirement and assisted living community, Asbury Solomons. On the east side of MD 2/4, identification of gaps in pedestrian facilities on HG Trueman Rd and Dowell Rd, in addition to completing connections to residential neighborhoods on Newtown Road.

Project Location:

The study area includes the intersection of MD 2/4 and Patuxent Point Parkway, HG Trueman Road from aforementioned intersection north to Dowell Road and south to Newtown Road and extends through Newtown Road to complete pedestrian connection.

Project Objective and Scope of Services:

- Collect and evaluation of existing conditions on anticipated pedestrian corridors, including but not limited to:
  - Topography
  - Roadway/sidewalk geometries
  - Drainage patterns
  - Utilities
  - Right-of-ways
  - Adjacent properties for potential temporary easements or permanent fee simple procurement to facilitate the sidewalk construction.
  - Pedestrian patterns.
  - Land use
- Provide preliminary design criteria to include ADA compliance.
- Identify and recommend connections to low income housing and multi-family developments.
- Develop conceptual stormwater management (SWM) practice location(s).
- Prepare a cost estimate for planning purposes.

Tasks and Deliverables:

The final product should be a document useable for future improvements to the C-SMMPO areas of specific interest, linkages, and corridors. The consultant will provide professional services to accomplish all specific work tasks. The specific work tasks shown herein are the minimum required and are intended to provide guidance in preparing the proposal. The successful

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completion of the Northern Solomons Pedestrian Connections Study will result in a plan document providing two alternatives for the proposed pedestrian connections and conceptual SWM location(s).

Funding:

Estimated Feasibility Cost: \$70,000 in FY 2025

<b>Source</b>	<b>Funding</b>
Federal	\$56,000
MDOT	\$7,000
Local	\$7,000
<b>Total:</b>	<b>\$70,000</b>

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**Task 9: St. Mary’s County – St. Mary’s Transit System (STS) Multi-Modal Connectivity Study**

**Introduction:**

The purpose of this study is to analyze existing conditions of multi-modal connectivity to buses and recommend adjustments of bus stops and routes to maximize outreach. Transit operations include STS public transportation routes, Job Access, and Reverse Commute (JARC) I, II and III, American with Disabilities Act (ADA) routes (persons with disabilities) and State Specialized Transportation Assistance Program (SSTAP) routes (seniors & persons with disabilities) which are critical services to many of our residents throughout the County. The SSTAP program divides the County into four regions. Each region can ride one day a week on their specific day, either Monday, Tuesday, Wednesday, or Friday. All four regions are eligible for Thursday service.

**Project Location:**

This planning study location is defined as the routes in the STS Bus Route Map along with the paratransit (ADA and SSTAP) passenger locations. There are nine STS public transportation routes:

- Route 1: California Route, Leonardtown to Lexington Park via California
- Route 2: Charlotte Hall Route, Leonardtown to Charlotte Hall via Loveville
- Route 3: Great Mills Route, Lexington Park to Leonardtown via Great Mills
- Route 4/14: County-Span Route, Lexington Park to Charlotte Hall
- Route 5: Calvert Route, Lexington Park to Solomons
- Route 6: Northern Route, Charlotte Hall to Budds Creek via Mechanicsville
- Route 7: Southern Route, Lexington Park to Ridge to St. Mary’s City
- Route 11: Great Mills/California Route, California to Great Mills
- Route 12: Leonardtown Route, California to Charlotte Hall via Leonardtown

**Project Objectives and Scope of Services:**

- Examine existing conditions of bus routes and surrounding infrastructure.
- Identify areas and populations that are underserved.
- Identify ADA and SSTAP riders that do not have a 7-day per week service and any changes to fixed routes that would increase rider options.
- Identify gaps in connectivity between dwellings, destinations, and bus routes.
- Identify and recommend connections to low income housing and multi-family developments.
- Evaluate multi-modal connectivity and accessibility efforts that could be made to create safer and enhanced conditions for pedestrians of all ages and abilities, bicyclists, and transit users.
- Evaluate possible adjustments to existing bus stops and routes. Prepare maps of proposed routes and improved infrastructure.

**Scheduling and Deadlines:**

The estimated time for the final report is 6 months.

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Product:

The final product should be a report on future improvements to the C-SMMPO areas of specific interest, linkages, and corridors. It should be easily integrated with the existing C-SMMPO studies, the St Mary's County Comprehensive Plan and The Lexington Park Development District Master Plan (LPDDP).

Funding:

Estimated Plan Cost: \$60,000 in FY 2025

<b>Source</b>	<b>Funding</b>
Federal	\$48,000
MDOT	\$6,000
Local	\$6,000
<b>Total:</b>	<b>\$60,000</b>

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**BUDGET**

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**Source of Funding by Task**

Completion Date:

Adopted:

<b>CORE PLANNING</b>				
	<u>Federal</u>	<u>MDOT</u>	<u>Local</u>	<u>Total</u>
<b>1. Transportation Improvement Plan (TIP)</b>	\$8,000	\$1000	\$1000	\$10,000
<b>2. Unified Planning Work Program (UPWP)</b>	\$4,000	\$500	\$500	\$5,000
<b>3. Long Range Transportation Plan (LRTP)</b>	\$4,000	\$500	\$500	\$5,000
<b>4. Title VI and Public Participation Plans</b>	\$24,000	\$3,000	\$3,000	\$30,000
<b>Subtotal</b>	<b>\$40,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$55,000</b>
<b>MPO ADMINISTRATION</b>				
	<u>Federal</u>	<u>MDOT</u>	<u>Local</u>	<u>Total</u>
<b>Subtotal</b>	<b>\$4,000</b>	<b>\$500</b>	<b>\$500</b>	<b>\$5,000</b>
<b>SPECIAL STUDIES</b>				
	<u>Federal</u>	<u>MDOT</u>	<u>Local</u>	<u>Total</u>
<b>5. Calvert County Special Study-Cove Point Trail Study</b>	\$24,000	\$3,000	\$3,000	\$30,000
<b>6. FDR BLVD Transformational and Implications Planning Study</b>	\$72,000	\$9,000	\$9,000	\$90,000
<b>7. Solomons Shared Use Path Project</b>	\$40,000	\$5,000	\$5,000	\$50,000
<b>8. Northern Solomons Pedestrian Connections Study</b>	\$56,000	\$7,000	\$7,000	\$70,000
<b>9. STS Multi-Modal Connectivity Study</b>	\$48,000	\$6,000	\$6,000	\$60,000
<b>Subtotal</b>	<b>\$240,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$300,000</b>
<b>Total:</b>	<b>\$284,000</b>	<b>\$35,500</b>	<b>\$35,500</b>	<b>\$360,000</b>

\* Note 1: All UPWP planning projects are federally funded: 80% Federal/10% State/10% Local.

**K. Federal Funding Sources Overview**

<b>FFY</b>	<b>Federal Highway</b>	<b>Federal Highway 2.5% Complete Streets</b>	<b>Federal Transit</b>	<b><u>Total Federal</u></b>
<b>FFY 2025</b>	\$119,578	\$2,989	\$44,718	\$167,285
<b>Carryover</b>	\$260,476	\$2,214	\$175,127	\$437,817
<b>Total</b>	<b>\$380,054</b>	<b>\$5,203</b>	<b>\$219,845</b>	<b>\$605,102</b>

\*Note 2: Carryover: 60% FHWA 40% FTA.

\*Note 3 Total FHWA include 2.5% Complete Streets