



## EXECUTIVE BOARD MEETING AGENDA

DATE:	July 12, 2016	TIME:	10:00 AM Regular Meeting
PLACE:	City of Coolidge - Council Chambers 911 S. Arizona Blvd., Coolidge, AZ		
	Irene's Cell 520-705-5143		
Executive Board Members			
Chairman	Jon Thompson, Mayor Coolidge	Member	Bob Jackson, Mayor Casa Grande
Vice Chair	Joel Belloc, Mayor Eloy	Member	Steve Stratton, ADOT District 4 Rep
Sec/Tres	Steve Miller, Pinal County Supervisor		
<b>Shaded items are action items: Action may be taken on any item on the agenda, or items brought up at the meeting.</b>			
ITEM	AGENDA ITEM	PRESENTER	PAGE
1	Call to Order, Pledge and Introductions	Mayor Thompson	
2	Approval of Meeting Minutes: 2.1 May 10, 2016 - Regular Meeting 2.2 June 14, 2016 - Conference Call 2.3 July 5, 2016 - Conference Call	Mayor Thompson	1 - 5
3	Call to the Public	Mayor Thompson	
4	RTAC	Kevin Adams	
5	TAC Update • Safety Plan Update • RTP Update	Duane Eitel	
6	ADOT Planner Update	Charla Glendening	
7	FHWA Update	Ed Stillings	
8	District Engineer Update	Rod Lane/Jerry James	
9	• MPO Update (9.0) • FFY2016 Ledger (9.1) • MPO Loan (9.2) • Design/Construction Report (9.3)	Irene Higgs	6 - 14
10	<b>Consent Agenda</b> ALL ITEMS LISTED BELOW WITH AN ASTERISK (*) ARE CONSIDERED TO BE ROUTINE MATTERS AND WILL BE ENACTED BY ONE MOTION AND ONE VOTE OF THE BOARD. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A BOARD MEMBER SO REQUESTS, IN WHICH EVENT THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED IN ITS NORMAL SEQUENCE ON THE AGENDA.		
11	Business: Possible Discussion and/or Action on the Following:		
*11.A.	Approval of the 2017 Title VI Plan		15 - 64

*Anyone needing accommodations, please contact Irene Higgs at 520-705-5143 48 hours prior to the meeting.*



*11.B.	Approval of the 2017 Public Participation Plan (PPP)		65 - 92
*11.C.	Approval of the Sun Corridor MPO Supplement for the CAG Coordination Plan		93 - 106
*11.D.	Approval of the selection of United Civil Group as the consultant for the Regional Traffic Counts, Data Collection, and Mapping Project		107
*11.E.	Approval of the MOU for Coordination of Transportation Planning Activities in MAG and Sun Corridor MPO Planning Areas in Pinal County Area		108 - 120
12	Member Jurisdiction Reports and Comments	Mayor Thompson	
13	Announcements and other items to discuss: <ul style="list-style-type: none"> <li>•Arizona State Transportation Board Meeting, July 15, Camp Verde</li> <li>•League of Cities, August 23 - 26, Scottsdale</li> <li>•SCMPO TAC Meeting, August 25, Casa Grande</li> <li>•Arizona State Transportation Board Study Session, Aug 30, Phoenix</li> <li>•Arizona State Transportation Board, September 16, Bullhead City</li> </ul>	Mayor Thompson	
14	Next Meeting Date: <ul style="list-style-type: none"> <li>• September 13, 2016, Eloy</li> </ul>	Mayor Thompson	
15	Adjourn	Mayor Thompson	



## EXECUTIVE BOARD MEETING MINUTES

DATE:	May 10, 2016	TIME:	9:00 AM Executive Session 10:00 AM Regular Meeting
PLACE:	820 E. Cottonwood Lane, Casa Grande, AZ: Conference Room A (Center Corridor, first door on right)		
	Irene's Cell 520-705-5143		
<i>Shaded items are action items: Action may be taken on any item on the agenda, or items brought up at the meeting.</i>			
Attendees:	Supervisor Steve Miller, PC Mayor Bob Jackson, CG Mayor Joel Belloc, Eloy Mayor Jon Thompson, Coolidge	Greg Stanley, Pinal County Harvey Krauss, Eloy Jill Dusenberry, Coolidge Susanna Struble, Coolidge Rod Lane, ADOT	Irene Higgs, SCMPO Kathy Borquez, Pinal County Andy Smith, Pinal County Travis Ashbaugh, CAG
<b>ITEM</b>	<b>AGENDA ITEM - EXECUTIVE SESSION</b>		
1	Call to order		<b>9:00 AM</b>
	The executive session was called to order at 9:00 a.m. on May 10, 2016		
2	Executive Session *Discuss Personnel Concerns		
	<i>The Board discussed personnel concerns for the Sun Corridor MPO.</i>		
3	Adjourn		<b>9:21 AM</b>
<b>ITEM</b>	<b>AGENDA ITEM - REGULAR BOARD MEETING</b>		
1	Call to order, Pledge and Introductions		<b>10:00 AM</b>
2	Approval of Meeting Minutes for March 15, 2016.		<b>APPROVED 4 - 0</b>
	<i>The Executive Board approved the meeting minutes for March 15, 2016.</i>		
3	Call to the Public		
	<i>No comments from the public.</i>		
4	RTAC		
	<i>Kevin Adams was not able to attend.</i>		



## EXECUTIVE BOARD MEETING MINUTES

5	<i>TAC Update</i>	
	<p><i>Susanna Struble provided the following update on the activities for the TAC.</i></p> <ul style="list-style-type: none"> <li>• <i>Safety Plan - The TAC met on April 28th. Reviewed emphasis areas, safety strategies and network screening. A Stakeholders workshop is scheduled for May 18th in Coolidge. The Social Pinpoint mapping tool has brought in 144 comments to date from the public.</i></li> <li>• <i>Received 9 applications for the STP Call for Projects. The TAC reviewed the STP applications and scored/ranked them on April 28th.</i></li> <li>• <i>Reviewed the draft RFP's for Traffic Counts and City of Casa Grande Transit Development Study.</i></li> </ul>	
6	<i>ADOT Planner Update</i>	
	<p><i>Irene Higgs provided the following update: On May 2, 2016, ADOT's Multimodal Planning Division announced that they are accepting applications for FY 2017 as part of ADOT's Planning Assistance to Rural Areas (PARA) Program. Applications are due to ADOT on May 31, 2016.</i></p>	
7	<i>FHWA Update</i>	
	<p><i>Ed Stillings provided an update on the Transportation Rulemakings. Ed also provided information on the revision of the 13 Controlling Criteria for Design and Documentation of Design Exceptions has been published in the Federal Register. There are now only 10 Controlling Criteria. Future webinars will be held with partners.</i></p>	
8	<i>District Engineer Update</i>	
	<p><i>Rod Lane provided an update to all Southcentral projects within the Sun Corridor MPO region.</i></p>	
9	<i>Pinal RTA Update</i>	
	<p><i>Travis Ashbaugh, CAG Transportation Planning Manager, provided an overview of the current activities for the Pinal RTA.</i></p>	
10	<ul style="list-style-type: none"> <li>• <i>MPO Update (10)</i></li> <li>• <i>MPO Ledger (10a)</i></li> <li>• <i>Design/Construction Report (10b)</i></li> <li>• <i>Safety Plan Update</i></li> <li>• <i>RTP Update</i></li> </ul>	
	<p><i>Irene Higgs provided an overview of activities that she attended during the month of March, April and May. Informed the Board that the ledgers will balance out to zero for FY16.</i></p>	



## EXECUTIVE BOARD MEETING MINUTES

11	Approval of the 2017 Sun Corridor MPO Unified Planning Work Program	<b>APPROVED 4 - 0</b>
	<i>The Executive Board approved the 2017 Sun Corridor MPO Unified Planning Work Program. Mayor Bob Jackson did ask that all changes in future documents be shown for their reference.</i>	
12	Approval to advertise the Request for Proposal for Regional Traffic Counts, Data Collection, and Mapping Project	<b>APPROVED 4 - 0</b>
	<i>The Executive Board approved the advertisement of the Request for Proposal for Regional Traffic Counts, Data Collection and Mapping Project.</i>	
13	Approval to advertise the Request for Proposals for the City of Casa Grande Transit Development Plan	<b>APPROVED 4 - 0</b>
	<i>The Executive Board approved the advertisement of the Request for Proposal for the City of Casa Grande Transit Development Plan.</i>	
14	Approval of the Project Nominations for FY2017-2020 STP Projects	
	<i>The Executive Board approved the Ranking of the Project Nominations for the Surface Transportation Program (STP) Projects for FY2017 – FY2020.</i>	
15	Member Jurisdiction Reports and Comments	
	<i>No Comments from the Member Jurisdictions.</i>	
16	Announcements and other items to discuss: <ul style="list-style-type: none"> <li>• Pinal RTA Board Meeting, May 11, Apache Junction</li> <li>• Pinal Partnership, May 13, Casa Grande</li> <li>• SCMPO STSP Stakeholder Workshop, May 18, CAC</li> <li>• Arizona State Transportation Board Meeting, May 20, Flagstaff - Public Hearing</li> <li>• Arizona State Transportation Board Study Session, May 31, Phoenix</li> <li>• SCMPO Executive Board Meeting, June 14, 2016, "Special" Conference Call</li> <li>• Arizona State Transportation Board Meeting, June 17, Holbrook - Approval of 5-Year Program</li> <li>• AzTA Retreat, June 23, Prescott</li> <li>• SCMPO TAC Meeting, June 30, Casa Grande</li> </ul>	
17	Next Meeting Dates: <ul style="list-style-type: none"> <li>• June 14, 2016 (Conference Call)</li> <li>• July, 12 (Coolidge)</li> </ul>	
18	Call to the Public	
	<i>No Comments from the public.</i>	
19	Adjourn	<b>10:33 AM</b>



## SPECIAL EXECUTIVE BOARD MEETING MINUTES

DATE:	June 14, 2016	TIME:	10:00 AM to 10:30 AM
PLACE:	Conference Call - To join the conference, call 520-421-8673, hit # key to join		
	Irene's Cell 520-705-5143		
Shaded items are action items: Action may be taken on any item on the agenda, or items brought up at the meeting.			
Attendees:	Supervisor Steve Miller, PC Mayor Bob Jackson, CG Mayor Joel Belloc, Eloy Mayor Jon Thompson, Coolidge Steve Stratton, ADOT	Kathy Borquez, PC Susanna Struble, Coolidge Lance Dunagan, Eloy	Irene Higgs, SCMPO
ITEM	AGENDA ITEM		
1	Call to order and Introductions	<b>10:04 AM</b>	
2	Approval of the New Finding of Conformity for the FY 2016-2025 Sun Corridor MPO Transportation Improvement Program and the Regional Transportation Plan 2040, As Amended.	<b>APPROVED 4 - 0</b>	
	<i>The Executive Board approved the new Finding of Conformity for the FY 2016-2025 Sun Corridor MPO Transportation Improvement Program and the Regional Transportation Plan 2040, as amended.</i>		
3	Approval of Amendment #1 to the FY2016 - 2025 Sun Corridor MPO Transportation Improvement Program and as appropriate, to the Regional Transportation Plan 2040, contingent on the new finding of conformity.	<b>APPROVED 5 - 0</b>	
	<i>The Executive Board approved Amendment #1 to the FY2016 - 2025 Sun Corridor MPO Transportation Improvement Program and as appropriate, to the Regional Transportation Plan 2040, contingent on the new finding of conformity.</i>		
4	Approval of the Appointment of Irene Higgs as the Director of the Sun Corridor MPO	<b>APPROVED 5 - 0</b>	
	<i>The Executive Board approved the permanent appointment of Irene Higgs as Executive Director of the Sun Corridor MPO effective June 26, 2016.</i>		
5	Adjourn	<b>10:13 AM</b>	

*Anyone needing accommodations, please contact Irene Higgs at 520-705-5143 48 hours prior to the meeting.*



## SPECIAL EXECUTIVE BOARD MEETING MINUTES

DATE:	July 5, 2016	TIME:	10:00 AM to 10:30 AM
PLACE:	Conference Call - To join the conference, call 520-421-8673, hit # key to join		
	Irene's Cell 520-705-5143		
Shaded items are action items: Action may be taken on any item on the agenda, or items brought up at the meeting.			
Attendees:	Supervisor Steve Miller, PC Mayor Bob Jackson, CG Mayor Joel Belloc, Eloy Mayor Jon Thompson, Coolidge Steve Stratton, ADOT	Kathy Borquez, PC Duane Eitel, Casa Grande Lance Dunagan, Eloy Jill Dusenberry, Coolidge Rod Lane, ADOT District	Irene Higgs, SCMPO Greg Stanley, Pinal County
ITEM	AGENDA ITEM		
1	<b>10:03 AM</b>		
2	Approval of Resolution 2016-01 which declares support of the preparation of the Interstate 11 Tier 1 Environmental Impact Statement (EIS) Study	<b>APPROVED 5 - 0</b>	
	<i>The Executive Board approved Resolution 2016-01 which declares support of the West Pinal Freeway alignment along the route identified in the approved Pinal Regional Transportation Plan.</i>		
3	Next Meeting Dates: • July 12, 2016 (Coolidge)		
5	Adjourn	<b>10:05 AM</b>	



**MEMO TO:** Sun Corridor MPO Executive Board  
**FROM:** Irene Higgs, Executive Director  
**DATE:** July 12, 2016  
**SUBJECT:** MPO Update

**Progress Report** - Below is a listing of some of the activities staff attended for the month of May and June. Staff also prepared documentation for monthly ADOT reimbursement invoicing; attended various meetings with consultants; and general business activities for the MPO.

- COG/MPO Directors meeting, May 2, Irene attended
- City of Casa Grande Study Session, May 2, Irene attended
- SCMPO TAC Meeting (Conference Call), May 5, Irene attended
- COG/MPO Planners meeting, May 5, Irene attended
- SCMPO EB Meeting, May 10, Irene attended
- Pinal RTA Board Meeting, May 11, Irene attended
- CivTech/Wilson (Transit Study), May 16, Irene attended
- I-11 Executive Leadership Meeting, May 17, Irene attended
- SCMPO STSP Workshop, May 18, Irene attended
- Pinal PM 2.5 Conference Call, May 18, Irene attended
- ADOT STB Meeting (Flagstaff), May 20, Irene attended
- Kimley Horn (Transit Study), May 23, Irene attended
- Jacobs (Transit Study), May 23, Irene attended
- PB (Transit Study), May 24, Irene attended
- ACEC Pinal Meeting, May 25, Irene attended
- LPA Conference Call - Central Ave Project, May 26, Irene attended
- ADOT STB Meeting, May 31, Irene attended
- SCMPO "Special" TAC Meeting, June 2, Irene attended
- City of Casa Grande Council Meeting, June 6, Irene attended
- 5304 Conference call W/ ADOT/CAG, June 7, Irene attended
- I-11 TAC Meeting, June 8, Irene attended
- I-11 Stakeholder Meeting, June 8, Irene attended
- I-11 Public Hearing, June 8, Irene attended
- NELSON/NYGAARD (Transit Study), June 8, Irene attended
- Resource Round-Up, June 10, Irene attended
- SCMPO "Special" Executive Board Meeting – Conference Call, June 14, Irene attended
- Transportation Planner Interviews, June 15, Irene attended
- Transportation Planner Interviews, June 17, Irene attended

- Pinal County I-11 Coalition, June 20, Irene attended
- Pinal County Supervisor Forum, June 21, Irene attended
- AzTA Retreat, June 23 & 24, Irene attended
- Meeting w/ CG Public Information Officer, June 27, Irene attended
- ADOT LRTP, June 28, Irene attended
- SCMPO STSP Meeting, June 30, Irene attended
- SCMPO TAC Meeting, June 30, Irene attended
- SCMPO “Special Executive Board Conference Call, July 5, Irene attended

**FFY16 Ledger – (9.1)**

**Sun Corridor MPO Loan – HSIP \$70,069 (9.2)**

**Design/Construction Report (9.3)**

Committee Action Requested: <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Action Requested Below
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<b>Information Only</b>
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Sun Corridor Metropolitan Planning Organization

CURRENT YEAR FUNDS

Federal Aid Transaction Ledger

Federal Fiscal Year 2016

DRAFT Data as of: 6/30/2016

IMPORTANT! Please review the information in the Notes tab for further explanation of the data in this document.

Description	APPORTIONMENTS /1					FFY OBLIGATION AUTHORITY /2
	HSIP/3	PL	SPR /4	STP other	Total	
Carry Forward	0.00	0.00	0.00	0.00	0.00	0.00
**LAPSES ON 6/30**						
Current FFY	519,767.43	116,548.12	125,000.00	612,919.60	1,374,235.15	1,304,604.00
Apportionments /5						
Loans In /7	0.00	0.00	0.00	0.00	0.00	0.00
Loans Out /8	(70,069.00)	0.00	0.00	(633,480.00)	(703,549.00)	(703,549.00)
Repayments In /9	0.00	0.00	0.00	0.00	0.00	0.00
Repayments Out /10	(127,122.00)	0.00	0.00	(280,053.00)	(407,175.00)	(400,692.00)
Transfers In /11	0.00	0.00	0.00	0.00	0.00	0.00
Transfers Out /12	0.00	0.00	0.00	0.00	0.00	0.00
<b>FFY Total Available</b>	<b>322,576.43</b>	<b>116,548.12</b>	<b>125,000.00</b>	<b>(300,613.40)</b>	<b>263,511.15</b>	<b>200,363.00</b>
**LAPSES ON 6/30** /13						

AUTHORIZED FINANCE ACTIONS /14

ADOT#	TIP#	Sponsor	Action/15	Location	FED #	Processing Status /16			Finance Authorization	HSIP	PL	SPR	STP OTHER	TOTAL OF AMOUNT	DECLINING BALANCE OA
						PB Expected	PB Received	PF Transmitted							
SH61801C	CLG14-01C	COOLIDGE	FV MPA	CITYWIDE STRIPING	CLG0206		11/30/2015	11/30/2015	11/30/2015	(44,326.82)				(44,326.82)	244,689.82
SZ05803D	ELO13-01D	ELOY	MPA	Eloy Main St. Frontier Rd.	ELY0200		12/9/2015	12/9/2015	12/9/2015				(335,358.47)	(335,358.47)	580,048.29
SH64801C	CSG HSIP15-010C	CASA GRANDE	New Auth	VARIOUS LOCATIONS PED HEADS, CASA GRANDE	CSG0204	11/30/2015	12/8/2015	12/11/2015	12/18/2015	61,221.96				61,221.96	518,826.33
SH64701C	ELY HSIP15-013C	ELOY	New Auth	VARIOUS LOCATIONS IN ELOY	ELY0205	11/9/2015	11/25/2015	12/8/2015	12/18/2015	230,771.00				230,771.00	288,055.33
PS40122P		SUNMPO	MPA	SCMPO 2016 WP - SPR	000P188		12/28/2015	12/30/2015	1/6/2016			94,060.00		94,060.00	193,995.33
PL40122P		SUNMPO	MPA	SUN CORRIDER MPO FY 2016	000V188		12/22/2015	12/30/2015	1/19/2016		85,750.00			85,750.00	108,245.33
SH64701C	ELY HSIP15-013C	ELOY	Award MPA	VARIOUS LOCATIONS IN ELOY	ELY0205		3/30/2016	4/5/2016	4/7/2016	(90,178.00)				(90,178.00)	198,423.33
T005501D	CSG HSIP 15-01601D	CASA GRANDE	New Auth	FLORENCE BLVD; PEDSTRIAN SAFETY IMPROVEMENTS	CSG0206		5/24/2016	5/24/2016	6/9/2016	105,000.00				105,000.00	93,423.33
PSC1501P		SUNMPO	MPA	SCMPO - 2015 WP STP - HPMS	999A481		6/2/2016	6/6/2016	6/13/2016				4,745.00	4,745.00	88,678.33
<b>Total Used</b>										262,488.14	85,750.00	94,060.00	(330,613.47)	111,684.67	
<b>Remaining Apportionments</b>										60,088.29	30,798.12	30,940.00	30,000.07	151,826.48	

NOT YET AUTHORIZED

ADOT#	TIP#	Sponsor	Action/15	Location	FED #	PB Expected	PB Received	PF Transmitted	Finance Authorization	HSIP	PL	SPR	STP OTHER	TOTAL OF AMOUNT	EXPECTED DECLINING BALANCE OA
FY17PL	VARIOUS	VARIOUS	New Auth	FY17 PL FUNDING FOR MPO	0000000	7/1/2016					26,026.00			26,026.00	62,652.33
PL40122P		SUNMPO	MPA	SUN CORRIDER MPO FY 2016	000V188	6/1/2016					5,934.00			5,934.00	56,718.33
PS40122P		SUNMPO	MPA	SCMPO 2016 WP - SPR	000P188	6/1/2016						1,824.00		1,824.00	54,894.33
PS40123P		SUNMPO	New Auth	SCMPO 2017 WP - SPR	000PTBD	7/1/2016						29,394.00		29,394.00	25,500.33
RLTAP21P	VARIOUS	ADOT	New Auth	LTAP - FY16	094A474	6/1/2016	6/13/2016	6/14/2016					500.00	500.00	25,000.33
SMP STP 16-HPMS-1	SMP STP 16-HPMS-1	SUNMPO	New Auth	SCMPO - 2016 WP STP - HPMS	999ATBD	1/1/2016							25,000.00	25,000.00	0.33

<b>Expected Totals</b>	0.00	31,960.00	31,218.00	25,500.00	88,678.00
<b>Remaining Apportionments</b>	60,088.29	(1,161.88)	(278.00)	4,500.07	63,148.48

LAPSING FUNDS /17

	APPORTIONMENTS					TOTAL	OA
	HSIP	PL	SPR	STP	TOTAL		
Planned Lapsing - 06/30/16	60,088.29	(1,161.88)	(278.00)	4,500.07	63,148.48	0.00	
Lapsed - 07/01/16	0.00	0.00	0.00	0.00	0.00	0.00	
Planned Lapsing - 09/30/16	60,088.29	(1,161.88)	(278.00)	4,500.07	63,148.48	0.00	
Carry Forward to FFY 17	0.00	0.00	0.00	0.00	0.00	0.00	

Arizona Department of Transportation

COG/MPO Federal-Aid Funding Transfer or Loan Request Form

Transferring Agency Sun Corridor MPO

SCMPO ADOT-16L1

Funding Type	Federal Fiscal Year	Amount		Loand or Transferred To	Project/Purpose	Transfer or Loan?	Repayment Terms/ Schedule (loans only)
		Apportionments	Obligation Authority (OA)				
HSIP	2016	\$70,069	\$70,069	ADOT	T005501C Florence Blvd Ped. Safety Project	Transfer	Project is being advanced from FY19 to FY17.
TOTAL		\$70,069	\$70,069				

**Transferring Agency Approval:**  
The undersigned authorizes the transfer of funds identified above.

*Irene Higgs*

Signature

Irene Higgs

Printed Name

Acting Director

Title

06/01/16

Date

**Receiving Agency Approval:**  
The undersigned approves the receipt of the funds and agrees to the repayment terms, if any, identified above.

*Patrick Stone*

Signature

Patrick Stone

Printed Name

Federal Aid Administrator

Title

6/23/16

Date

**ADOT Acknowledgement or Approval:**

Signature

*Same*

Printed Name

Title

Date

Email completed form to Arizona Department of Transportation Financial Management Services at [mprogramfinance@azdot.gov](mailto:mprogramfinance@azdot.gov). Approved transfer/loan requests must be received by June 15th each year; allow two weeks for approval. Transfers generally will appear on the next ledger, depending on the date of receipt.

This request will be processed based on the amount of apportionments and obligation authority available to the loaning/transferring agency at the time of receipt, which may be different than the amount shown on the most recent ledger. Loans are to be repaid; transfers will not be repaid.

Loans of apportionments and/or obligation authority to ADOT- these loans are not guaranteed; are capped at a total, maximum of \$10 million annually; are limited to greater Arizona STP projects in a TIP which exceed the region's available STP allocation; will be on a first come, first served basis if available; require advance approval. Every effort should be made to reprogram federal funds on projects ready to authorize by June 30th annually or to loan to other regional entities before approaching ADOT about a loan. Loans to ADOT must be approved and executed by March 31st annually.

Loans/transfers from MAG or PAG to Greater Arizona have certain restrictions, depending on the type of funding and population in the area of the project to which the loan is related. Contact Financial Management Services at 602-712-7441 for further information.

## DESIGN/CONSTRUCTION PROGRESS REPORT

<i>City of Casa Grande</i>			
<b>1.</b>	<b>ADOT TRACS:</b>	SS869 01R	<b>Federal No:</b> HPP CSG-0(201) A
<b>Project Name:</b>		<b>Pinal Ave Bypass – Pinal Ave and Main St</b>	
<b>Type Of Work:</b>		ROW Acquisition	
<b>Project Manager:</b>		Jeffrey Davidson 602.712.8534	
<b>Project Status:</b>		This project is complete. Steven Turner is submitting the close-out letter to ADOT this week. The City has an opportunity to repurpose the funding on another project if the project is closed-out by August 30 <sup>th</sup> . Approximately \$350,000 remains on the project.	
<b>2.</b>	<b>ADOT TRACS:</b>	SF047 01C	<b>Federal No:</b> SRTS 999 A(317)T
<b>Project Name:</b>		<b>Rock N’ Roll SRTS - Various Locations in Casa Grande (Saguaro, Casa Grande, and Cottonwood Schools)</b>	
<b>Type Of Work:</b>		Sidewalk, Ramps and Crosswalk Improvements	
<b>Project Manager:</b>		Bharat Kandel 602.712.8736	
<b>Project Status:</b>		Awarded by STB on November 20, 2015 to Falcone Bros & associates – Construction of this project is complete. (04/06/2016)	
<b>3.</b>	<b>ADOT TRACS:</b>	SH648 03D/01C	<b>Federal No:</b> HSIP CSG-0(204)T
<b>Project Name:</b>		<b>Upgrade Pedestrian Countdown Heads II and APS</b>	
<b>Type Of Work:</b>		Design - Upgrade Pedestrian Countdown Heads and APS	
<b>Project Manager:</b>		Bharat Kandel 602.712.8736	
<b>Project Status:</b>		Advertised for Construction on 12/30/2016. The contract was awarded to JTB Supply on 03/01/2016. Project was completed on 05/03/2016. (06/06/2016)	
<b>4.</b>	<b>ADOT TRACS:</b>	T0055 01D/01C	<b>Federal No:</b> HSIP-CSG-0(206)T
<b>Project Name:</b>		<b>SR287 - Florence Blvd, Pedestrian Safety Improvements, Casa Grande</b>	
<b>Type Of Work:</b>		Installation of Pedestrian Hybrid Beacon (PHB), pedestrian refuge island, fencing (railing), crosswalk striping, signage and lighting	
<b>Project Manager:</b>		Dave Wostenberg 602.712.8873	

<b>Project Status:</b>	Kick-off meeting is scheduled for July 13, 2016. The FARA was submitted to ADOT Finance for Federal Authorization on 05/24/2016. AECOM has been selected as the consultant and the scope and fee proposal has been agreed on. ECS will finalize the contract documents upon Federal Authorization being obtained. (06/06/2016)
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<b>City of Coolidge</b>			
<b>1.</b>	<b>ADOT TRACS:</b>	SS873 01C	<b>Federal No:</b> STP CLG-0(200)T
<b>Project Name:</b>		<b>Coolidge Avenue, Arizona Blvd to 1<sup>st</sup> St</b>	
<b>Type Of Work:</b>		Street Improvements	
<b>Project Manager:</b>		Jeffrey Davidson 602.712.8534	
<b>Project Status:</b>		Submitted to Final Voucher 07/13/2015	
<b>2.</b>	<b>ADOT TRACS:</b>	SL713 01C	<b>Federal No:</b> TEA CLG-0(201)T
<b>Project Name:</b>		<b>Central Ave: Arizona Ave to Main St</b>	
<b>Type Of Work:</b>		Installation of Landscape/Irrigation, Sidewalks, ADA Ramps, Curb/Gutter and Lighting	
<b>Project Manager:</b>		Gregory Johnson 602.712.7774	
<b>Project Status:</b>		Awarded by STB on November 20, 2015 to Grey Mountain Construction.	
<b>3.</b>	<b>ADOT TRACS:</b>	SS982 01C	<b>Federal No:</b> STP CLG-0(204)T
<b>Project Name:</b>		<b>Central Ave; Arizona Ave - Main St</b>	
<b>Type Of Work:</b>		Street reconstruction and the addition of street lighting	
<b>Project Manager:</b>		Gregory Johnson 602.712.7774	
<b>Project Status:</b>		Awarded by STB on November 20, 2015 to Grey Mountain Construction.	
<b>4.</b>	<b>ADOT TRACS:</b>	SZ130 02D/01C	<b>Federal No:</b> STP CLG-0(207)T
<b>Project Name:</b>		<b>Main St; Coolidge Ave - Pinkley Ave</b>	
<b>Type Of Work:</b>		Removal and replacement of full width of pavement, curb/gutter, sidewalk and minor storm drain improvements, lighting.	
<b>Project Manager:</b>		Gregory Johnson 602.712.7774	

<b>Project Status:</b>		Design Phase - Draft Final Project Assessment and Stage II (30%) Plans have been sent out for comment /review due August 7, 2015. Stage III was completed 12/24/2015. Stage IV submitted on 06/08/2016. Aiming for a 3 <sup>rd</sup> quarter FY17 Advertisement. (06/15/2016)		
<b>5.</b>	<b>ADOT TRACS:</b>	H8838 01D/01C	<b>Federal No:</b>	HSIP 087-A(208)T
<b>Project Name:</b>		<b>Traffic Signal at SR87 and Ruins Dr</b>		
<b>Type Of Work:</b>		Installation of a new traffic signal at SR87 (AZ Blvd) at Ruins Drive, MP 134.28, including minor median improvements.		
<b>Project Manager:</b>		Sarah Spencer 520.388.4260		
<b>Project Status:</b>		The kickoff meeting for this project is scheduled for 06/16/2016 and the Environmental work will begin after project kick off. Survey is currently obtaining a permit to occupy the ADOT ROW. (06/06/2016)		
<b>6.</b>	<b>ADOT TRACS:</b>	H8877 01D/01C	<b>Federal No:</b>	HSIP 087-A(204)S
<b>Project Name:</b>		<b>SR87 and Randolph Rd Intersection Improvement</b>		
<b>Type Of Work:</b>		Installation a left turn lane and the intersection lighting.		
<b>Project Manager:</b>		Sarah Spencer 520.388.4260		
<b>Project Status:</b>		The CE was held up waiting an ADOT STIP number. That issue has been resolved and the CE is now going through the EPG review and approval process. The City is working on acquiring 4 parcels of land. Once that is done, AZ Water will agree to a relocation, which the City will pay for. Once the Environmental is completed, the ROW acquired and the relocation agreement finalized, Stage V Submittal can be finalized. This project is anticipated to Advertise in the 2 <sup>nd</sup> Quarter of FY17. (06/06/2016)		
<b>City of Eloy</b>				
<b>1.</b>	<b>ADOT TRACS:</b>	SH632 01C	<b>Federal No:</b>	HSIP ELY-0(203)T
<b>Project Name:</b>		<b>Regulatory Sign Upgrade</b>		
<b>Type Of Work:</b>		Procure regulatory signs; installation by the City.		
<b>Project Manager:</b>		Owen Mills 602.712.8695		
<b>Project Status:</b>		Bid opening date was 7/28/15. The project was awarded to Trafficade. ADOT kick-off meeting scheduled with the City		

		on 10/23/15. The City received 502 signs on 03/16/2016. The City is currently installing the signs. Installation needs to be completed by 10/23/2017. (06/06/2017)		
<b>2.</b>	<b>ADOT TRACS:</b>	SZ058 03D/01C	<b>Federal No:</b>	STP ELY-0(200)T
	<b>Project Name:</b>	<b>Main Street Improvement</b>		
	<b>Type Of Work:</b>	New pavement, sidewalk/curb improvements, ADA ramps, bike lanes, parking, and landscaping.		
	<b>Project Manager:</b>	Gregory Byres 602.712.7558		
	<b>Project Status:</b>	10/2/15 the City of Eloy has requested that this project be cancelled. ADOT is currently working with the Consultant to figure out the Final bill. (04/06/2016)		
<b>3.</b>	<b>ADOT TRACS:</b>	SH646 03D/01C	<b>Federal No:</b>	HSIP ELY-0(204)T
	<b>Project Name:</b>	<b>Upgrade Regulatory Signs II</b>		
	<b>Type Of Work:</b>	Purchase roadway regulatory signs and install by a contractor		
	<b>Project Manager:</b>	Bharat Kandel 602.712.8736		
	<b>Project Status:</b>	Design Phase –Authorized by FHWA 6/17/15. ADOT Traffic Engineering Group will be doing the design for this project. Kickoff meeting held 12/17/2016. Advertisement expected in 2 <sup>nd</sup> quarter FY17. (01/29/2016)		
<b>4.</b>	<b>ADOT TRACS:</b>	SH647 03D/01C	<b>Federal No:</b>	HSIP ELY-0(205)T
	<b>Project Name:</b>	<b>Upgrade Pavement Markings</b>		
	<b>Type Of Work:</b>	Installation of pavement markings at various locations.		
	<b>Project Manager:</b>	Bharat Kandel 602.712.8736		
	<b>Project Status:</b>	Design Phase– Design Kick-off meeting was held by ADOT in August. Design is underway with 95% submittal scheduled for 10/31/15. Authorized by FHWA 6/17/15. ADOT Traffic Engineering Group will be doing the design for this project. Advertised 12/24/2017. Bid Opening 01/29/2016. Construction contract was executed 03/01/2016. (04/06/2016)		
<b><i>Pinal County</i></b>				
<b>1.</b>	<b>ADOT TRACS:</b>	SH645 03D/01C	<b>Federal No:</b>	HSIP PNL-0(212)T
	<b>Project Name:</b>	<b>Sign Upgrade</b>		
	<b>Type Of Work:</b>	Procure 1,849 regulatory, warning and street name signs		

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<b>Project Manager:</b>	Mike Andazola 602.712.7629
<b>Project Status:</b>	Design Phase – Advertisement for retroreflectometers on 9/22/2015 and the bid opening is on 10/13/2015. Authorized by FHWA 6/30/15. Retroreflectometers will be provided by Traffic & Parking Control Co. The PM and Pinal County have a meeting scheduled for 02/03/2016 to discuss the next steps. Construction programmed FY17. (01/29/2016)




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**MEMO TO:** Sun Corridor MPO Executive Board

**FROM:** Irene Higgs, Executive Director

**DATE:** July 12, 2016

**SUBJECT:** Approval of the Sun Corridor MPO 2017 Title VI Plan

**DISCUSSION:**

The Sun Corridor MPO Title VI Plan update will ensure fair treatment and meaningful involvement of all people during the planning, development, evaluation, and implementation of Federal-aid programs and activities. The final approved plan is due to ADOT by August 1, 2016.

The changes in the MPO Title VI Plan are as follows:

- A Policy Statement signed by the agency head.
- Title VI Assurances
- A description of the organization and staffing structure of the agency including the name of the Title VI Coordinator and an Organizational Chart indicating the Title VI Coordinator's easy access to the agency head.
- A statement regarding Title VI training for the agency staff.
- A description of the planning program areas and procedures for conducting reviews of those areas.
- A process to review subrecipients. *This plan can be followed by a statement indicating whether or not you have subrecipients.*
- A table depicting membership of the Agency's decision-making members, broken down by race and gender. Include the process used to ensure the boards represent the demographics of the community.
- A copy of the Board Minutes indicating the Board has reviewed and approved the Title VI Plan.
- The demographic composition of the agency's service area and a description of data collection efforts how this information is used in the planning process.
- A copy of your agency's Notice to the Public and a description of public outreach and involvement activities – Public Participation Plan – Include outreach efforts made in the past three years. Also identify the locations where the Notice to the Public is posted and include a link to it on your website.
- The agency's plan for providing language assistance (LEP plan).
- The agency's Environmental Justice plan (income status) and how it is used in your planning process.
- A description of the Title VI complaint and investigation process with instructions on how to file a discrimination complaint. Please include a link to the Complaint Process and the Complaint Form on your website. Please note that the protected

classes should only include race, color, national origin, sex, age, disability, limited English proficiency and income.

- A list of any Title VI investigations, complaints or lawsuits filed with the agency in the last three years.
- Remove DBE Policy – keep as separate document (post on SCMPO website).
- Include a statement to the effect that Demographic data obtained from the Census Bureau is analyzed and will be used to ensure minority, disabled and low income populations are considered in the planning process.
- Updated LEP information.
- Grammatical changes

The 2017 Title VI Plan was made available for the 30- 45 day Public Comment Period on March 9, 2016. Comments were due by April 25, 2016. No comments were received from the Public.

**RECOMMENDATION:**

Staff recommends the approval of the Sun Corridor MPO 2017 Title VI Plan and submit to ADOT by August 1, 2016.

Committee Action Requested: <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Action Requested Below
<b>A motion to approve the Sun Corridor MPO 2017 Title VI Plan and submit to ADOT by August 1, 2016.</b>



*Casa Grande, Coolidge, Eloy and Pinal County*

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July 12, 2016

Ms. Lucy Schrader, Title VI Program Manager  
Transportation Services Group  
1135 N 22<sup>nd</sup> Avenue, Second Floor  
Phoenix, Arizona 85009

Re: Sun Corridor MPO 2017 Title VI Plan

Dear Ms. Schrader:

This letter is to serve as our submission of the Sun Corridor Metropolitan Planning Organization (MPO) 2017 Title VI Plan update. The Sun Corridor MPO Title VI Summary of Accomplishments and Goals and the Sun Corridor MPO Executive Board meeting minutes - July 12, 2016, are included as attachments.

The Sun Corridor Metropolitan Planning Organization (MPO) continues to agree that no person shall on the grounds of race, color, national origin, age, sex, disability, limited English proficiency, or low-income status, be excluded from participation in, or denied the benefits of, or otherwise be subjected to discrimination under any Sun Corridor MPO transportation planning sponsored program or activity. The Sun Corridor MPO ensures that every effort will be made to prevent discrimination and through the impacts of its programs, policies and activities within the Sun Corridor MPO region. The Sun Corridor MPO will also take reasonable steps to provide meaningful access to services and activities for persons with limited English proficiency.

Should you have any questions, please feel free to contact me.

Sincerely,

Irene Higgs, Executive Director  
Sun Corridor MPO

Attachments: Title VI Summary of Accomplishments and Goals  
Sun Corridor MPO Executive Board Meeting Minutes – July 12, 2016

cc: Mary Bermudez, ADOT

**Sun Corridor MPO**  
**Title VI Summary of Accomplishments and Goals**

**Sun Corridor MPO Accomplishments - July 1, 2015 – July 1, 2016**

The Sun Corridor Metropolitan Planning Organization (MPO) assures that no person shall on the grounds of race, color, national origin, age, sex, disability, limited English proficiency, or low-income status, be excluded from participation in, or denied the benefits of, or otherwise be subjected to discrimination under any Sun Corridor MPO transportation planning sponsored program or activity. The Sun Corridor MPO ensures that every effort will be made to prevent discrimination and through the impacts of its programs, policies and activities within the Sun Corridor MPO region. The Sun Corridor MPO will also take reasonable steps to provide meaningful access to services and activities for persons with limited English proficiency.

**Sun Corridor MPO Executive Board Meetings**

At all Executive Board meetings the Sun Corridor MPO posts the “Title VI Notice to the Public” and makes available as handouts “Your Rights Under Title VI” and “Self-Identification Survey”.

The meetings were held on the following dates:

- July 14, 2015 – Pinal County
- Sept 8, 2015 – Coolidge
- November 10, 2015 - Eloy
- January 5, 2016 – Casa Grande
- January 7, 2016 - Conference Call
- March 8, 2016 – Casa Grande
- March 15, 2016 – Conference Call
- May 10, 2016 – Pinal County
- June 14, 2016 – Conference Call

Agendas for the above meetings are posted 5 – days prior to the meeting at the following locations:

- Sun Corridor MPO web site: [www.scmpo.org](http://www.scmpo.org)

The annual calendar of meetings was published on the Sun Corridor MPO website December 2015. The notice states the date of the meetings, time of the meetings and location of the meetings. It also states where the agendas for the meetings are posted. Upon request, citizens may request and receive at no cost, an e-mailed meeting agenda.

The activities include, but are not limited to approving previous meeting minutes, approving various federal required documents and discussing and planning various transportation related activities.

### **SCMPO Technical Advisory Committee (TAC)**

At all TAC meetings the SCMPO posts the “Title VI Notice to the Public” and makes available as handouts “Your Rights Under Title VI” and “Self-Identification Survey”.

The meetings were held on the following dates:

- August 27, 2015 – Casa Grande Public Safety Facility
- October 22, 2015 - Casa Grande Public Safety Facility
- November 9, 2015 - Casa Grande Public Safety Facility
- December 17, 2015 - Casa Grande Public Safety Facility
- February 25, 2016 - Casa Grande Public Safety Facility
- April 28, 2016 - Casa Grande Public Safety Facility
- June 2, 2016 – Conference Call

The activities include, but are not limited to approving previous meeting minutes, approving various federal required documents and discussing and planning various transportation related activities. Additionally, there has been open discussion regard the SCMPO Regional Transportation Plan, Strategic Transportation Safety Plan and City of Casa Grande Transit Development Plan.

Agendas for the above meetings are posted 5 – days prior to the meeting at the following locations:

- SCMPO web site: [scmpowww.scmpo.org](http://www.scmpo.org)

The annual calendar of meetings was published on the Sun Corridor MPO website December 2015. The notice states the date of the meetings, time of the meetings and location of the meetings. It also states where the agendas for the meetings are posted. Upon request, citizens may request and receive at no cost, an e-mailed meeting agenda.

### **Transportation Improvement Program (TIP)**

The Sun Corridor MPO’s first TIP was finalized after the Technical Advisory Committee (TAC) meeting on December 17, 2015. On February 3, 2016, a 30 – day Public Comment period notice was published advising the public that the TIP is available for review at the Sun Corridor MPO location, 211 N. Florence ST, Ste. 103, Casa Grande, AZ 85122 and the Sun Corridor MPO website, [www.scmpo.org](http://www.scmpo.org). It also advised a Public Hearing on March 8, 2016.

A public hearing was held March 8, 2016, to discuss the final draft Regional Transportation Plan (RTP), TIP and Air Quality Conformity. A mass e-mail was sent to

Stakeholders on February 3, 2016. Additionally, flyers for this meeting were distributed at the City of Casa Grande Library, City of Casa Grande City Hall, Sun Corridor MPO website [www.scmppo.org](http://www.scmppo.org) and member agency websites. We had approximately 23 public attend the hearing on March 8, 2016.

All public comments at the meeting have been addressed and can be found in the 2016 Public Hearing - Public Involvement Report.

Presentations on the RTP/TIP were made to the City of Casa Grande, City of Coolidge and City of Eloy and Pinal County Board of Supervisors and various times during the development of the TIP.

### **SCMPO Regional Transportation Plan**

The Regional Transportation Plan (RTP) is a federally mandated document all Metropolitan Planning Organizations (MPO) are required to develop. The RTP is the 20 - year multimodal transportation plan of the SCMPO. Having the public involved in the process is critical. The RTP public meeting #1 was held in Coolidge, AZ on May 18, 2015 from 5:30 to 7:00 pm and in Casa Grande, AZ on May 20, 2015 from 4:00 to 5:30 p.m. About 29 members of the public attended. In addition, a meeting for developers was held on May 20, 2015 in Casa Grande from 4:00 – 5:30 p.m. About 11 members of the development community attended. A notice was published in the Casa Grande Tri-Valley Dispatch, the local newspaper, on April 29, 2015. A mass e-mail was sent to Stakeholders on April 16, 2015 and May 8, 2015. An invitation to the developer community was emailed on April 27, 2015. A news release was emailed to local media by Gordley Group on April 23, 2015. Meeting notices were published on the SCMPO website at [www.scmppo.org](http://www.scmppo.org) and member agency websites.

On February 3, 2016, a 30 – day Public Comment period notice was published advising the public that the TIP is available for review at the SCMPO location, 211 N. Florence ST, Ste. 103, Casa Grande, AZ 85122 and the Sun Corridor MPO website, [www.scmppo.org](http://www.scmppo.org). A public hearing was held March 8, 2016, to discuss the final draft RTP, TIP and Air Quality Conformity. A mass e-mail was sent to Stakeholders on February 3, 2016. Additionally, flyers for this meeting were distributed at the City of Casa Grande Library, City of Casa Grande City Hall, Sun Corridor MPO website [www.scmppo.org](http://www.scmppo.org) and member agency websites. We had approximately 23 public attend the hearing on March 8, 2016.

All public comments at the meeting have been addressed and can be found in the 2016 Public Hearing - Public Involvement Report.

Presentations on the RTP/TIP were made to the Cites of Casa Grande, Coolidge and Eloy and Pinal County Board of Supervisors and Sun Corridor MPO Executive Board at various times during the development of the RTP/TIP.

- January 6, 2015 – Sun Corridor MPO Ex Board
- February 5, 2015 - City of Casa Grande

- February 9, 2015 – City of Eloy
- February 23, 2015 – City of Coolidge
- February 23, 2015 – Pinal County Board of Supervisors
- November 10, 2015 – Sun Corridor MPO EX Board
- February 8, 2016 – City of Coolidge
- February 8, 2016 - Pinal County Board of Supervisors
- February 16, 2016 – City of Casa Grande
- February 22, 2016 – City of Eloy

### **Strategic Transportation Safety Plan (STSP)**

The first Stakeholder meeting was held September 16, 2015. The decision was made to invite local elected officials, Fire Department, Police Department representative appointed by the Police Chief, Youth Coalitions, local hospital, school district, Central Arizona College, and various other community leaders. The crash data collected by the consultant was shared with those in attendance and all were part of the decision to establish a Mission Statement. There were 33 people in attendance.

The first public meeting was held January 6, 2016 (Eloy), January 19, 2016 (Casa Grande) and January 25, 2016 (Coolidge). There were a total of 37 people in attendance. Public notices of the meeting were distributed via e-mail to Stakeholders on December 9, 2016. The Sun Corridor MPO is also seeking other innovative ways to engage the public. A new online tool was used where members of the public can identify (pin) areas where they feel unsafe walking, biking and or driving. An email blast to stakeholders was sent April 27, 2016, and media news release was published in the Casa Grande Tri-Valley paper on April 26, 2016. The on-line survey had 185 responses, which is excellent.

Presentations on the STSP were made to the Cities of Casa Grande, Coolidge and Eloy and Pinal County Board of Supervisors and Sun Corridor MPO Executive Board at various times during the development of the STSP.

On May 18, 2016, the 2nd Stakeholder meeting was held, inviting all of the community leaders from the first Stakeholder meeting via email a month prior and a week prior. Approximately 17 people were in attendance. Emphasis Areas were reviewed and Safety Strategies were in a handout. The Stakeholders are being requested to review the strategies and provide comments back to the consultant to be incorporated into the draft and final reports. The consultant provided a segment analysis tool that can be used to rank individual roadways, provide crash frequency and ranking of all roadways in the network.

The final Public meeting will be held in August 2016. For this final Public meeting, the Sun Corridor MPO will email the Sun Corridor MPO Stakeholder list, but will also place a notice in the Casa Grande Tri-Valley Dispatch, the local paper and post on the Sun Corridor MPO website [www.scmpo.org](http://www.scmpo.org)

## **City of Casa Grande Transit Development Plan**

This is a new study for the MPO region. The Request for Proposals (RFP) was advertised on June 15, 2016. The Sun Corridor MPO emailed the RFP to the Consultant Stakeholder list, placed a notice in the Casa Grande Tri-Valley Dispatch and Arizona City Independent Edition, the local papers and posted on the Arizona Transit Association (AzTA) website and the Sun Corridor MPO website [www.scmpo.org](http://www.scmpo.org). The Notice to Proceed is scheduled for November 2016. This study will have an innovative public outreach program that will be highly effective in gaining public input and acceptance of the transit plan. This will likely involve the use of web-based tools and social media programs, as well as traditional public meetings. The consultant is encouraged to propose an outreach program that will increase collaboration, provide better information and input to inform the study team enabling a more effective transit system design and a more successful result. This study will take approximately 18 months to complete.

## **Sun Corridor MPO Goals - July 1, 2016 – July 1, 2017**

The Sun Corridor MPO will continue to strive to assure that no person shall on the grounds of race, color, national origin, age, sex, disability, limited English proficiency, or low-income status, be excluded from participation in, or denied the benefits of, or otherwise be subjected to discrimination under any Sun Corridor MPO transportation planning sponsored program or activity. The Sun Corridor MPO ensures that every effort will be made to prevent discrimination and through the impacts of its programs, policies and activities within the Sun Corridor MPO region. The Sun Corridor MPO will also take reasonable steps to provide meaningful access to services and activities for persons with limited English proficiency.

## **Sun Corridor MPO Executive Board Meetings**

At all Executive Board meetings the Sun Corridor MPO will post the “Title VI Notice to the Public” and will make available as handouts “Your Rights Under Title VI” and “Self-Identification Survey”.

The meetings will be held on the following dates:

- July 12, 2016 – Coolidge
- September 13, 2016 – Eloy
- November 8, 2016 – Casa Grande
- January 10, 2017 – Pinal County
- March 14, 2017 – Coolidge
- May 9, 2017 – Eloy
- June 13, 2017 – Casa Grande

Agendas for the above meetings will be posted 5 – days prior to the meeting at the following locations:

- Sun Corridor MPO website: [www.scmmpo.org](http://www.scmmpo.org)

The 2017 calendar of meetings will be published on the Sun Corridor MPO website December 2016. The notice states the date of the meetings, time of the meetings and location of the meetings. It also states where the agendas for the meetings are posted. Upon request, citizens may request and receive at no cost, an e-mailed meeting agenda.

The activities will include, but are not limited to approving previous meeting minutes, approving various federal required documents and discussing and planning various transportation related activities.

### **Sun Corridor MPO Technical Advisory Committee (TAC)**

At all TAC meetings the Sun Corridor MPO will post the “Title VI Notice to the Public” and will make available as handouts “Your Rights Under Title VI” and “Self-Identification Survey”.

The meetings will be held on the following dates:

- August 25, 2016 – Casa Grande Public Safety Facility
- October 27, 2016 - Casa Grande Public Safety Facility
- December 15, 2016 - Casa Grande Public Safety Facility
- February 23, 2017 - Casa Grande Public Safety Facility
- April 27, 2017 - Casa Grande Public Safety Facility
- June 22, 2017 – Casa Grande Public Safety Facility

The activities will include, but are not limited to approving previous meeting minutes, approving various federal required documents and discussing and planning various transportation related activities. Additionally, there has been open discussion regard the Strategic Transportation Safety Plan and City of Casa Grande Transit Development Plan.

Agendas for the above meetings are posted 5 – days prior to the meeting at the following locations:

- SCMPO web site: [www.scmmpo.org](http://www.scmmpo.org)

The 2017 calendar of meetings was published on the Sun Corridor MPO website December 2016. The notice states the date of the meetings, time of the meetings and location of the meetings. It also states where the agendas for the meetings are posted. Upon request, citizens may request and receive at no cost, an e-mailed meeting agenda

### **Transportation Improvement Program (TIP)**

As amendments and administrative changes are made to the TIP, the Sun Corridor MPO will make the TIP available for a 30 – day Public Comment period advising the public that the TIP is available for review at the Sun Corridor MPO location, 211 N. Florence ST, Ste. 103, Casa Grande, AZ 85122 and the Sun Corridor MPO website, [www.scmpo.org](http://www.scmpo.org).

### **Strategic Transportation Safety Plan (STSP)**

The Strategic Transportation Safety Plan is scheduled to be completed in September of 2016. Educational updates on the STSP will be made to the cities of Casa Grande, Coolidge, Eloy and Pinal County Board of Supervisors and Sun Corridor MPO Executive Board in August 2016. The final Public meeting is scheduled in August 2016. For this final Public meeting, the Sun Corridor MPO will email the Sun Corridor MPO Stakeholder list, but will also place a notice in the Casa Grande Tri-Valley Dispatch, the local paper and post on the Sun Corridor MPO website [www.scmpo.org](http://www.scmpo.org).

### **City of Casa Grande Transit Development Plan**

This is a new study for the MPO region. The Request for Proposals (RFP) was advertised on June 15, 2016. The Sun Corridor MPO emailed the RFP to the Consultant Stakeholder list, and placed a notice in the Casa Grande Tri-Valley Dispatch and Arizona City Independent Edition, the local papers and posted on the Arizona Transit Association (AzTA) website and the Sun Corridor MPO website [www.scmpo.org](http://www.scmpo.org). The Notice to Proceed is scheduled for November 2016. This study will have an innovative public outreach program that will be highly effective in gaining public input and acceptance of the transit plan. This will likely involve the use of web-based tools and social media programs, as well as traditional public meetings. The consultant is encouraged to propose an outreach program that will increase collaboration, provide better information and input to inform the study team enabling a more effective transit system design and a more successful result. This study will take approximately 18 months to complete.

### **Sun Corridor MPO Website**

The Sun Corridor MPO will be creating and dedicating a page on our website for Title VI. This page will house the Title VI plan, Complaint Process, Complaint Form (English and Spanish), and Notice to the Public (English and Spanish).



**Sun Corridor Metropolitan Planning Organization**  
211 North Florence Street, Suite 103  
Casa Grande, AZ 85122  
[www.scmpo.org](http://www.scmpo.org)

# TITLE VI PLAN

## **Nondiscrimination in Federally Assisted Programs**

Relating to

Transportation Planning and Transportation Improvements

2017 Title VI Plan Endorsed and Approved By:  
Sun Corridor Metropolitan Planning Organization  
Executive Board  
On: July 12, 2016

2017 Title VI Plan Endorsed and Approved By:  
Sun Corridor Metropolitan Planning Organization  
Technical Advisory Committee  
On: June 30, 2016

As prepared by the

Sun Corridor Metropolitan Planning Organization

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**Contact:**

Irene Higgs, Executive Director - Title VI Coordinator  
211 N. Florence St., Ste 103  
Casa Grande, Arizona, 85122  
Phone: (520) 705-5143  
Email: [lhiggs@scmpo.org](mailto:lhiggs@scmpo.org)  
[www.scmpo.org](http://www.scmpo.org)

**En Española:**

Para más información, o si está interesado en participar en el planeamiento del proceso de transporte en su comunidad y necesita asistencia con el idioma, por favor comuníquese:

Señora Irene Higgs  
Telefono: (520) 705-5143  
[lhiggs@scmpo.org](mailto:lhiggs@scmpo.org)

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# Sun Corridor Metropolitan Planning Organization (MPO)

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## TITLE VI PLAN

### A. Introduction

The **Sun Corridor Metropolitan Planning Organization (MPO)**, as a condition to receiving Federal financing assistance from the Federal Transit Administration (FTA), Federal Highways Administration (FHWA), and Arizona Department of Transportation (ADOT) agrees to comply with the Title VI of the Civil Rights Act of 1964 and subsequent authorities.

DRAFT

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## B. Policy Statement

The Sun Corridor MPO is committed to ensuring that no person is discriminated against on the grounds of race, color, national origin, sex, age, disability, limited English proficiency, or low- income status as provided by Title VI of the Civil Rights Act of 1964, The Civil Rights Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 (ADA), Executive Order 12898 (Environmental Justice), Executive Order 13166 (Limited Proficiency), Code of Federal Regulations 49 Part 21, Code of Federal Regulations 23 part 200, and Code of Federal Regulations Part 303.

The Sun Corridor MPO strives to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not. As a sub-recipient of federal funding, the Sun Corridor MPO is responsible for initiating and monitoring Title VI activities, preparing required reports, technical assistance and training. The Sun Corridor MPO's contractors/consultants must also comply with this policy.

By 

Date: July 12, 2016

Irene Higgs, Executive Director – Title VI Coordinator  
Sun Corridor Metropolitan Planning Organization

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## C. Certifications and Assurances

### **Sun Corridor Metropolitan Planning Organization Title VI Assurances**

The **Sun Corridor Metropolitan Planning Organization (MPO)** (herein referred to as the "Recipient"), HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through Federal Highway Administration and Arizona Department of Transportation, is subject to and will comply with the following:

#### **Statutory/Regulatory Authorities**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (*entitled Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation--Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- 23 C.F.R. Part 200 Subchapter C-Civil Rights (Title VI program implementation and related statues)

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

#### **General Assurances**

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda and/or guidance, the Recipient hereby gives assurances that it will promptly take any measures necessary to ensure that:

*"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity," for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration.*

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The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

### **Specific Assurances**

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its *Federal Aid Highway Program*.

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all *Federal Aid Highway Program* and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

*"The **Sun Corridor Metropolitan Planning Organization**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252.42 U.S.C. §§ 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."*

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.

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4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
  5. That where the Recipient receives Federal financial assistance to a construct a facility or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
  6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
  7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
    - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
    - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project or program.
  8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
    - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
    - b. the period during which the Recipient retains ownership or possession of the property.
  9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official whom he/she

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delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, **Sun Corridor Metropolitan Planning Organization (MPO)** also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing Federal Highway Administration or Arizona Department of Transportation access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the Federal Highway Administration or Arizona Department of Transportation. You must keep records, reports, and submit the material for review upon request to Federal Highway Administration, Arizona Department of Transportation, or its designee in timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

**Sun Corridor Metropolitan Planning Organization (MPO)** gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal Highway Administration and Arizona Department of Transportation. This ASSURANCE is binding on Arizona, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal Aid Highway Program the person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

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By Irene Higgs Date: March 22, 2016  
Irene Higgs, Acting Executive Director – Title VI Coordinator  
Sun Corridor Metropolitan Planning Organization

DRAFT

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## Appendix A – Contractor

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 (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, *Federal Highway Administration or the Arizona Department of Transportation*, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performance by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontractors, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient, the *Federal Highway Administration or Arizona Department of Transportation* to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient, the *Federal Highway Administration, or Arizona Department of*

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*Transportation*, as appropriate, and will set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the *Federal Highway Administration or Arizona Department of Transportation*, may determine to be appropriate, including, but not limited to:
  - a) withholding payments to the contractor under the contract until the contractor complies; and/or
  - b) cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with request to any subcontract or procurement as the Recipient, the *Federal Highway Administration, or Arizona Department of Transportation* may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

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## Appendix B – Clauses for Deeds Transferring United States Property

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

**NOW, THEREFORE**, the U.S. Department of Transportation as authorized by law and upon the condition that **Sun Corridor Metropolitan Planning Organization** will accept title to the lands and maintain the project constructed thereon in accordance with Title 23, United States Code the Regulations for the Administration of Federal Aid for Highways, and the policies and procedures prescribed by the Arizona Department of Transportation ,Federal Highway Administration and the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252;42 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the **Sun Corridor Metropolitan Planning Organization** all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

**TO HAVE AND TO HOLD** said lands and interests therein unto **Sun Corridor Metropolitan Planning Organization** and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the **Sun Corridor Metropolitan Planning Organization**, its successors and assigns.

The **Sun Corridor Metropolitan Planning Organization** ,in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [.] [and]\* (2) that the **Sun Corridor Metropolitan Planning Organization** will use the lands and

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interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].\*

*\* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.*

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## Appendix C – Clause for Transfer of Real Property Acquired or Improved Under the Activity, Facility, or Program

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the **Sun Corridor Metropolitan Planning Organization** pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities,
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, **Sun Corridor Metropolitan Planning Organization** will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.\*
- C. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, **Sun Corridor Metropolitan Planning Organization** will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the **Sun Corridor Metropolitan Planning Organization** and its assigns\*.

*\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.*

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## Appendix D – Clauses For Construction/Use/Access to Real Property Acquired Under The Activity, Facility or Program

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by **Sun Corridor Metropolitan Planning Organization** pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, **Sun Corridor Metropolitan Planning Organization** will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.\*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, **Sun Corridor Metropolitan Planning Organization** will there upon revert to and vest in and become the absolute property of **Sun Corridor Metropolitan Planning Organization** and its assigns.\*

*\* Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.*

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## Appendix E – Performance Of Contract

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

### **Pertinent Non-Discrimination Authorities:**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing

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entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;

- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1687 et seq).

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## D. Environmental Justice Activity

In 1994, Executive Order (EO) 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, was issued. EO 12898 emphasizes the responsibility to make environmental justice a goal by identifying and addressing the effects of programs, policies and activities on minority and low-income populations. The Sun Corridor MPO accomplishes this by considering these populations in its transportation planning process to ensure equitable and safe projects within its community.

Title VI of the Civil Rights Act of 1964 requires outreach to underserved groups.

"No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." A further 1994 Presidential directive dictates, "Each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations." *Executive Order 12898*

The Sun Corridor MPO will consider environmental justice through planning activity according to Federal legislation noted above. Furthermore, in order to involve and assist the underrepresented and underserved, the MPO will adhere to the Moving Ahead for Progress in the 21<sup>st</sup> Century Act or MAP-21 and the Fixing America Surface Transportation Act or FAST, within the transportation planning process. The Sun Corridor MPO will make every effort to hold public meetings in facilities that are Americans with Disabilities Act (ADA) compliant; and, arrange for reasonable accessibility and accommodation to persons with disabilities. Further, to provide equally effective communication, the Sun Corridor MPO will make due preparation for persons requiring assistance, such as the hearing or visually impaired, upon request.

The Sun Corridor MPO will assist persons with limited English proficiency to participate in the transportation planning process. Staff will provide Spanish translators and document translation, where feasible and upon request. Elderly persons or non-vehicle households who are unable to attend meetings may request information from the Sun Corridor MPO office and have the requested materials delivered to their residence. Sun Corridor MPO staff, coordinating availability, is willing to go speak to groups in an effort to eliminate participation barriers and involve citizens in the transportation process.

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## E. Public Participation Process

The Sun Corridor MPO recognizes the increasing importance of involving the public as they plan, organize and implement transportation projects. Engaging interested parties generally results in a more effective project overall. Taking time at the beginning to communicate with potentially affected interests, carefully explaining the proposal, and gathering input, can enhance the project and theoretically reduce the time and effort for implementation.

The goals of this public involvement are to ensure that:

- Residents are given the opportunity to participate in the transportation planning process.
- The issues and concerns of residents are given consideration in the selection of transportation investments.
- Transportation investments do not disproportionately burden any population with adverse impacts.

The Sun Corridor MPO operates under a comprehensive Public Participation Plan (PPP). The Plan explains the agency goals for public participation, governing structure, and composition of boards, procedures for board meetings, program areas, interagency coordination, and specific procedures for public participation in the planning process, public engagement and notification methods. The full plan is available at [www.scmpo.org](http://www.scmpo.org).

### **Commitment to Public Involvement**

The Public Participation Plan (PPP) contains background material, guidelines, and commitments that the Sun Corridor MPO is undertaking to incorporate an effective public process into future plans, projects, and programs. Specifically the Sun Corridor MPO is committed to:

- Inclusive and meaningful public involvement.
- Open and honest communications with all individuals and entities.
- Timely public notice.
- Full public access to information and key decisions.
- Creating a sense of shared responsibility and ownership for regional transportation/congestion problems and a shared sense of pride in the development of solutions to those problems.

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- Helping form partnerships between member entities, and the private and public sectors to plan and implement transportation/congestion solutions.
  - Establishing policies and prioritizing needs based on valid data and using objective, fair and consistent processes.
  - Providing information and gathering input so that decision makers will be able to make informed decisions.

### **Public Meetings**

The Sun Corridor MPO's Executive Board meets the 2<sup>nd</sup> Tuesday of every other month. Their Technical Advisory Committee meets the 4<sup>th</sup> Thursday of every other month. The upcoming Annual Meeting Schedule is published on the Sun Corridor MPO website in December of each year. Agendas for each meeting are posted at Sun Corridor MPO office, 211 N. Florence St., Ste. 103, Casa Grande, Arizona and online at: [www.scmpo.org](http://www.scmpo.org) a minimum of 5 days in advance of each meeting.

The following statement is conveyed on each meeting schedule as well as on each agenda, *"Anyone needing accommodations, please contact Irene Higgs at (520) 705-5134 48 hours prior to the meeting.* To date, no request has been made.

Public participation is promoted at each meeting and our agendas give opportunity to call upon the public to make comment on any unrelated agenda topic as well as during discussion on an agenda topic.

In the event of a cancellation, notice will be posted on web site a minimum of 48 hours in advance as well as email notification sent to regular meeting participants.

### **Notice to the Public**

The following "Notice to the Public" is posted in the Sun Corridor MPO office and on the on the Sun Corridor MPO website ([www.scmpo.org](http://www.scmpo.org)).

### **SUN CORRIDOR METROPOLITAN PLANNING ORGANIZATION'S TITLE VI NOTICE TO THE PUBLIC**

The Sun Corridor Metropolitan Planning Organization (Sun Corridor MPO) hereby gives public notice that it is the Agency's policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related authorities in all of its programs and activities. Title VI requires that no person shall, on the grounds of race, color, sex, national origin, age, disability, limited English proficiency or low-income be excluded from the participation in, be denied the

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benefits of, or be otherwise subjected to discrimination under any Federal Aid Highway program or other activity for which Sun Corridor MPO receives Federal financial assistance.

Any person, who believes his/her Title VI protection has been violated, may file a complaint. Any such complaint must be in writing and filed with the Sun Corridor MPO, Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. Title VI Discrimination Complaint Forms may be obtained from the Sun Corridor MPO Office or website.

### **AVISO PUBLICO DE LA ORGANIZACION DE PLANIFICACION METROPOLITANA DEL CORREDOR DEL SOL SOBRE EL TITULO VI**

La Organización de Planificación Metropolitana del Corredor del Sol da aviso al publico que es la norma de esta agencia asegurar cumplimiento total con el Título VI de la Ley de los Derechos Civiles de 1964, la Ley de Restauración de 1987, y autoridades relacionadas en todos sus programas y actividades. El Título VI requiere que ninguna persona sea discriminada por razón de raza, color, país de origen, sexo, edad, discapacidad, bajos recursos o reducida destreza en el idioma ingles; sea negada participar, servicios de programas, ayudas o beneficios por ningún programa o actividad financiados por el gobierno federal.

Cualquier persona que crea que se ha violado su protección bajo el Título VI, puede presentar una queja. Esta queja debe ser por escrito con la Organización de Planificación Metropolitana del Corredor del Sol dentro de los ciento ochenta (180) días de la fecha en que se alega que la discriminación ocurrió. Para recibir formularios de reclamo por favor póngase en contacto con la oficina La Organización de Planificación Metropolitana del Corredor del Sol.

## **F. Complaint Process**

Any person who believes that he or she, either individually, as a member of any specific class of persons, or in connection with any minority contractor, has been subjected to discrimination prohibited by Title VI of Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 may file a complaint. The complaint must be (a) unequal treatment because of race, color, national origin, sex, age, disability, low-income and limited English proficiency or (b) noncompliance with Title VI rules or guidelines adopted thereunder. The complaint form can be found at the Sun Corridor MPO website at: <http://scmpo.org/title-vi/>

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The Arizona Department of Transportation (ADOT) has the principal responsibility for processing, investigating, and resolving complaints arising as a result of operations related to federal highway aid projects of its sub-recipients including the Sun Corridor MPO. Sun Corridor MPO will be responsible for processing, investigating and resolving complaints of discrimination by its member agencies. Complaints will be filed through the Sun Corridor MPO, in writing to:

**Irene Higgs, Executive Director – Title VI Program Coordinator  
Sun Corridor Metropolitan Planning Organization  
211 N Florence St., #103  
Casa Grande, AZ 85221**

Complaints against the Sun Corridor MPO must be filed in writing to:

**ADOT Civil Rights Office  
206 S. 17<sup>th</sup> Ave., Room 183  
MD155A  
Phoenix, AZ 85007**

Complaints received by the Sun Corridor MPO will be forwarded to the ADOT Civil Rights Office.

A formal complaint must be filed within 180 calendar days of the alleged act of discrimination or the date when the alleged discrimination became known to the complainant(s), or where there has been a continuing course of conduct, the date on which the conduct was discontinued or the latest instance of the conduct. This timeframe is prescribed by 49 CFR 21.11(b).

The complaint must meet the following requirements:

- a. Complaint shall be in writing and signed by the complainant(s) and must include complainant(s) name, address and phone number. The Title VI Program Manager or a liaison will assist the complainant with documenting the issues if necessary.
- b. Present date of the alleged act of discrimination; date when the complainant(s) became aware of the alleged discrimination; or the date on which that conduct was discontinued or the latest instance of the conduct.
- c. Present a detailed description of the issues including names and job titles of those individuals perceived as parties in the complained-of-incident.

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d. Allegations received by fax or e-mail will be acknowledged and processed, once the identity (ies) of the complainant(s) and the intent to proceed with the complaint have been established. For this, the complainant is required to mail a signed, original copy of the fax or e-mail transmittal for the Civil Rights Office (CRO) to be able to process it.

e. Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign and return to the CRO for processing.

f. Within 45 calendar days of the acceptance of the complaint, the ADOT investigator will prepare a draft investigative report for the review of the ADOT CRO Deputy Administrator. The report shall include a narrative description of the incident, identification of persons interviewed, findings, and recommendations for disposition.

g. ADOT's final investigative report with the preliminary findings and a copy of the complaint will be forwarded by certified mail to either FHWA (Arizona Division office Civil Rights Specialist), FTA or FAA or NHTSA, within 60 calendar days of the acceptance of the complaint, per 23 CFR 200.9(b)(3).

A complainant dissatisfied with USDOT's Final Agency Decision may file action with the appropriate US District Court.

## **G. Limited English Proficiency (LEP)**

Limited English Proficiency (LEP) is a term used to describe individuals who are not proficient in the English language. Arizona's diverse population makes it critically important the Sun Corridor MPO be innovative and proactive in engaging individuals from different cultures, backgrounds and businesses in planning, project development and other program areas.

### **Laws and Policy**

Executive Order (EO) 13166 - *Improving Access to Services for Persons with Limited English Proficiency* is directed at implementing the protections afforded by Title VI of the Civil Rights Act of 1964 and related regulations. Accordingly, it prohibits recipients of Federal financial assistance from discriminating based on national origin by failing to provide meaningful access to services to individuals who are LEP. This protection requires that LEP persons be provided an equal opportunity to benefit from or have access to services that are normally provided in English.

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The following matrix illustrates legal and policy considerations:

**Title VI of the Civil Rights Act of 1964**

Federal law  
Enacted July 2, 1964  
Considers all persons  
Contains monitoring and oversight  
Compliance review requirements  
Factor criteria is required, no numerical  
or percentage thresholds

**Limited English Proficiency  
Executive Order 13166**

Federal policy  
Signed August 11, 2000  
Considers eligible population  
Contains monitoring and oversight  
Requirements  
Factor criteria is required, no  
numerical or percentage thresholds

**Program Responsibility**

Executive Order (EO) 13166 directs recipients of Federal financial assistance to take reasonable steps to provide limited English proficient individuals with meaningful access to their programs, activities and services.

- *Notify LEP customers of the availability of language assistance services*  
LEP persons have the right to language assistance at no cost to them in their spoken language. Language identification cards or posting signs in public areas are methods that can be used to provide notice of the service.
- *Translation of vital documents in languages other than English*  
It is appropriate to have written materials that have been historically provided in English to applicants, customers and the general public translated into languages that are regularly encountered. The translation of vital documents into languages other than English is particularly important where a significant number or percentage of the customers served and/or eligible to be served have limited English proficiency. Written materials include electronic documents and web-sites. The Sun Corridor MPO with indicate on its web site and newspaper publications that translation can be provided, with appropriate notice.

Vital Documents are documents that convey information that critically affects the ability of the recipient/customer to make decisions about his/or her participation in the program or activity. Examples of vital documents include, but are not limited to applications, public notices, consent forms, letters containing important information regarding participation in a program, eligibility rules, notices pertaining to the reduction, denial or termination of services or benefits, right to appeal, notices advising of the availability of language assistance and outreach and community

education materials. It is recommended that divisions/programs develop criteria for deciding which documents are vital thereby subject to translation.

Translating documents for LEP to a fourth (4th) grade literacy level ensures the targeted audience understands the information. Community based organizations or focus groups can assist with testing translations for language and literacy level appropriateness.

The Department of Transportation Policy Guidelines give recipients of federal funds substantial flexibility in determining what language assistance is appropriate based upon a local assessment. Due to current financial constraints, translation of large plan documents and maps are considered not warranted at this time. The Sun Corridor MPO will provide translation services, if requested, with 10-days' notice prior to when the services are needed.

### Sun Corridor MPO LEP Four Factor Analysis

Persons with Limited English Proficiency (LEP)	Estimate	% of Persons 5 Yrs. & Under	% of Persons 5 Yrs. & Over With LEP
Total Persons 5 years & Over	100,163	100.0%	---
English Speaking Only	70,513	70.4%	---
Limited English Proficiency	8,794	8.8%	100.0%
Spanish with LEP	7,679	7.7%	87.3%
Other Indo-European languages with LEP	228	0.2%	2.6%
Asian & Pacific Island languages with LEP	524	0.5%	6.0%
Other Languages with LEP	363	0.4%	4.1%

Source: U.S. Census Bureau, 2010-2014 American Community Survey (ACS) 5-year estimates  
ACS data are based on a sample and are subject to sampling variability.

*a Limited English Proficient (LEP) persons refers to persons age 5 years and over for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the Census that they speak English less than very well, not well, or not at all*

Section Five of the US Department of Transportation guidance on LEP requires a four-factor analysis to determine the need for translation services in order to ensure LEP populations are able to receive information about and can participate in the planning process in the language they best understand.

Based on the four—factor analysis, the Sun Corridor MPO will continue to provide public notices in English and Spanish. Translation and interpretation services will be

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provided through public online translation sites, bilingual community members and, if not cost prohibit and funds permit, through a language interpretation and translation service. The goal of the Sun Corridor MPO is to engage all community members in the planning process.

Factor 1: The number and proportion of LEP persons served or encountered in the eligible service population.

According to the U.S. Census Bureau, 2010-2014, American Community Survey five year estimates, 8.8% of the Sun Corridor MPO area population is considered to be Limited English Proficient. This equates to 8,794 individuals or 8.8% of the population five years of age or older who report speaking English less than “very well”. The predominate language spoken by these individuals is Spanish. Under the Department of Justice’s (DOJ) Safe Harbor provision, it is necessary to translate materials when five percent or 1,000 persons, whichever is less, speak English less than “very well”.

Factor 2: The Frequency in which LEP Persons Encounter Sun Corridor MPO Programs

Some government offices provide materials in English and Spanish but, because the general public comes in contact with the Sun Corridor MPO on an infrequent basis, only public notices and certain vital materials are available in both English and Spanish.

Factor 3: The Importance of Services Provided by Sun Corridor MPO Programs

Transportation planning is an important facet of the community and affects all residents. All residents are encouraged to participate in public meetings.

Factor 4: Available resources, including language assistance services varying from limited to wide ranging with varying costs.

Due to fiscal constraints and limited resources and small staff, interpretation and translation services are not available without advance notice; however, public notices are available in English and Spanish.

**Program Areas**

- Long Range Transportation Plan (2040 Plan)
- Transportation Improvement Program (TIP)

- Public Involvement Plan (PIP)
- Coordinated Public Transit-Human Services Transportation Plan
- Unified Planning Work Program

All persons living, working, conducting business and visiting the region are beneficiaries of the planning, coordination, and construction activities of the Sun Corridor MPO. The Sun Corridor MPO does not construct projects; albeit, this activity is accorded to member agencies. The safe movement of goods and people is supported by providing and maintaining a transportation network and facilities.

The Title VI Coordinator provides oversight to the program areas through contract reviews and personal interaction in an effort to ensure their compliance with Title VI and other nondiscrimination related authorities.

## H. Population and Demographic Profile

2010 Census		
	SCMPO MPO Area	% of Total
Total Population	106,485	100%
White	48,619	45.7%
Hispanic/Latino	44,727	42.0%
African American/Black	5,295	5.0%
Asian	1,758	1.7%
Am. Indian/Alaskan Native	3,187	3.0%
Native Hawaiian other Pacific Islander	1,046	1.0%
Other Races	148	0.1%
2 or More Races	1,705	1.6%

*Source: U.S. Census Bureau, 2010 Census - Demographic data obtained from the Census Bureau is analyzed and will be used to ensure minority, disabled and low income populations are considered in the planning process.*

2010-2014 Area Estimates Population By Race and Ethnicity				
	Casa Grande	Coolidge	Eloy	Pinal County
Population	50,316	12,058	17,062	375,770
Hispanic/Latino	19,308	4,558	11,315	106,977
White	40,040	10,043	11,643	272,013
African American/Black	2,553	775	1,349	17,215
Asian	1,453	141	500	6,492
Am. Indian/Alaskan Native	1,711	769	526	20,949
Native Hawaiian other Pacific Islander	0	0	378	1,565
Other Ethnicities	4,434	767	3,050	43,213

2 or More Races	1,358	269	165	14,323
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Source: U.S. Census Bureau, ALRIS, American Fact Finder - Demographic data obtained from the Census Bureau is analyzed and will be used to ensure minority, disabled and low income populations are considered in the planning process.

2010 – 2014 Estimates						
Category	Population and Households		Census Tracts <sup>g</sup>			
	MPO		Number of tracts >= MPO Percentage <sup>d</sup>	% Tracts	Affected <sup>e</sup> Population	% of Affected Population Captured in Census Tracts
Total	Percent					
Population Base (Defined Census geography)	106,485	100.0%	23	100%	-----	-----
Minority <sup>a</sup>	57,866	53.3%	9	39.1%	29,226	50.5%
Age 60+ <sup>a</sup>	20,345	19.1%	11	47.8%	11,442	56.2%
Age 65+ <sup>a</sup>	14,239	13.4%	10	43.5%	8,273	58.1%
Age 75+ <sup>a</sup>	5,353	5.0%	12	52.2%	3,580	66.9%
Below Poverty Level <sup>b</sup>	21,137	21.2%	11	47.8%	14,177	67.1%
Population with a disability <sup>c</sup>	12,994	12.9%	10	43.5%	7,098	54.6%
Limited English Proficient (LEP) Persons <sup>f</sup>	8,794	8.8%	16	69.6%	7,644	86.9%

Sources: U.S. Census Bureau, 2010-2014 American Community Survey (ACS) 5-Year estimates and 2010 Decennial Census ACS data are based on a sample and are subject to sampling variability

<sup>a</sup> Minority includes total population less White (Non-Hispanic). Data for minority and population groups by age are from 2010 Census data.

<sup>b</sup> Percent of the population for whom poverty status is determined does not include institutionalized persons or persons under 5 years of age. Total population in the Census defined MPO area for whom poverty status is determined is 99,671. Data from 2014 ACS 5-Year estimates (Table B17001)

<sup>c</sup> Disability status from the 2014 ACS 5-year estimates. All percentages are based on Census Tracts that match as close as possible to the MPO area, see note 'g'. Disability status is determined for the civilian noninstitutionalized population based on six types of difficulty: hearing, vision, cognitive, ambulatory, self-care, and independent living difficulty. (Table B18101)

<sup>d</sup> For Limited English Proficient (LEP) persons, the Federal guidance (Federal Transit Administration Circular 4702.1B) notes that DOT has adopted the DOJ's Safe Harbor Provision. This Provision

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*stipulates that the targeted minimum number of recipients regarding the translation of written materials for LEP populations is five percent or 1,000 persons, whichever is less, of the total population of persons eligible to be served. Thus for determining the number of affected Census Tracts and affected population, 5% is used as the guideline rather than the MPO percentage.*

*e Affected population is the total of people that fall into the specified category for all Census tracts that have greater than or equal to the percentage for (as defined by the Census geography, see note h the MPO area ) or as designated for LEP populations (see note e ).*

*f The guidance for Limited English Proficiency (LEP) for DOT recipients refers to persons age 5 years and over who speak English less than "very well." See [http://www.lep.gov/guidance/guidance\\_Fed\\_Guidance.html](http://www.lep.gov/guidance/guidance_Fed_Guidance.html) Data from 2014 ACS 5-Year estimates (Table B16005). 2014 estimate of total persons age 5 years and over for the defined Census geography is 100,163.*

*f The guidance for Limited English Proficiency (LEP) for DOT recipients refers to persons age 5 years and over who speak English less than "very well." See [http://www.lep.gov/guidance/guidance\\_Fed\\_Guidance.html](http://www.lep.gov/guidance/guidance_Fed_Guidance.html) Data from 2014 ACS 5-Year estimates (Table B16005). 2014 estimate of total persons age 5 years and over for the defined Census geography is 51,366.*

*g The Census Tracts used in this analysis include the best match using full Census Tracts where the majority of the population or the tract centroid is within the MPO boundary. The base numbers for all values in this table are for this Census-based defined area.*

## **I. Public Participation Process – Public Participation Plan (PPP)**

The Sun Corridor MPO operates under a comprehensive Public Participation Plan (PPP). The Plan explains the agency goals for public participation, governing structure, composition of boards, procedures for board meetings, program areas, interagency coordination, specific procedures for public participation in the planning process, public engagement and notification methods. The full plan is available at [www.scmpo.org](http://www.scmpo.org).

In an effort to keep the Title VI Plan a reasonable size, the section of the PPP specifically relevant to Title VI is included below.

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### ***Excerpts from the Public Participation Plan***

Public participation implies an open process. This means that anyone who is potentially affected, or is just interested in the process, is welcome to participate. Some of the reasons for encouraging this openness are:

1. Project leaders may gain new information;
2. Participants, who want a project to be completed, can provide additional resources in the form of assistance, goods, or services;
3. Public participation can be a forum for dispute resolution;
4. Progress can be made and implementation occur because;
  - The project itself will be better designed with public input;
  - The community better understands what the project is about;
5. Input can be a warning mechanism for potential problems.
6. Participant comments help the project leaders understand areas where additional people may have concerns or misunderstandings. This can be used to provide better information to others who are not participating.

The goals of the Sun Corridor MPO public participation plan are to ensure that:

- Residents are given the opportunity to participate in the transportation planning process.
- The issues and concerns of residents are given consideration in the selection of transportation investments.
- Transportation investments do not disproportionately burden any population with adverse impacts.

The Sun Corridor MPO PPP outlines the importance of, and specific guidelines for, involving community members, organizations, governments, transportation professionals and others in ongoing and future Sun Corridor MPO projects, plans and programs. Included is information about the value of public participation, how it will be accomplished, and what will be done with the results.

The PPP contains background material, guidelines, and commitments that the Sun Corridor MPO is undertaking to incorporate an effective public process into future plans, projects, and programs. Specifically Sun Corridor MPO is committed to:

- Inclusive and meaningful public involvement.

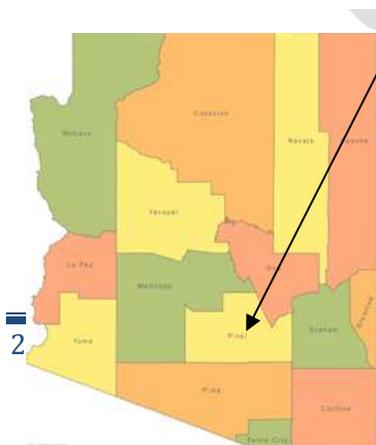
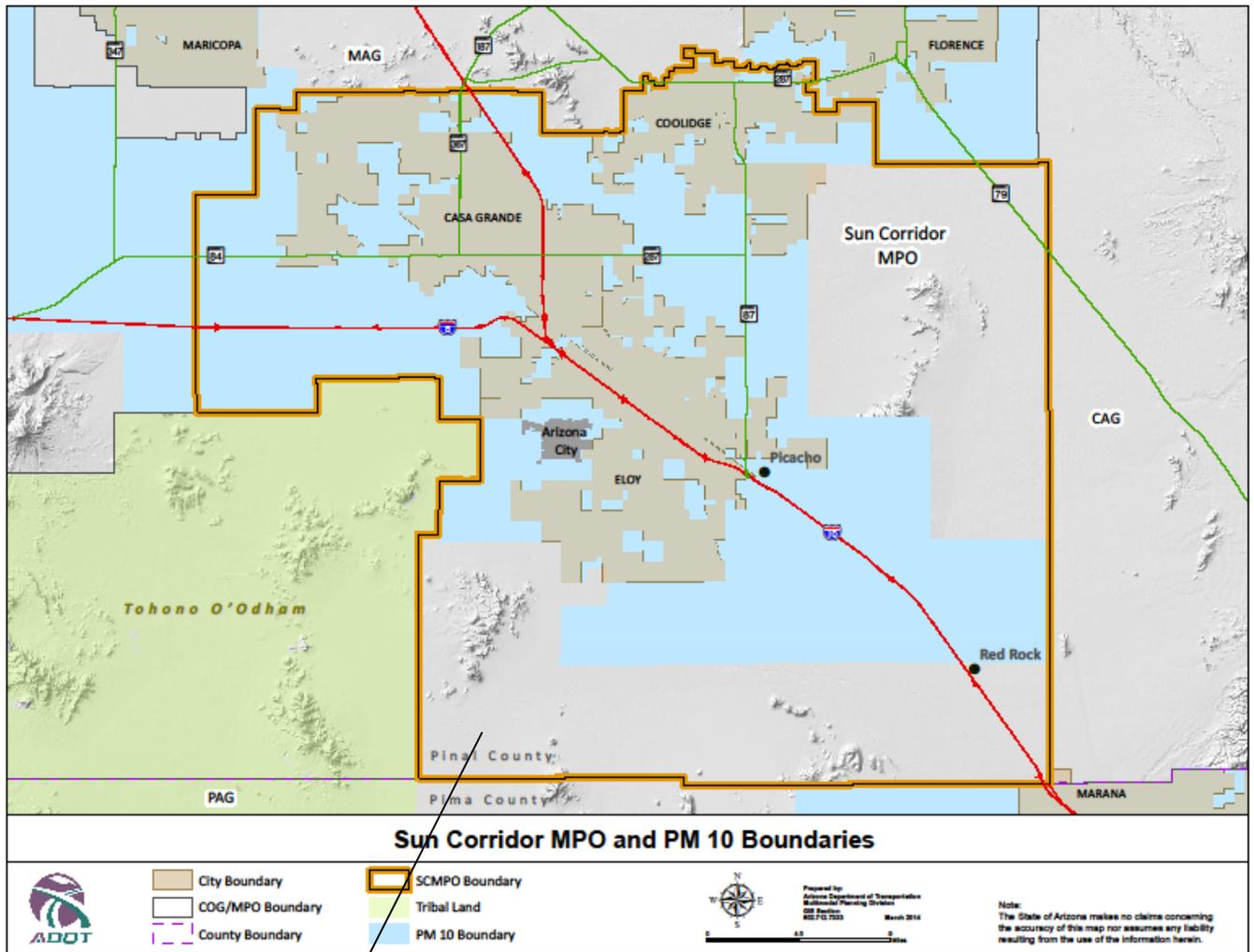
- 
- Open and honest communications with all individuals and entities.
  - Timely public notice.
  - Full public access to information and key decisions.
  - Creating a sense of shared responsibility and ownership for regional transportation/congestion problems and a shared sense of pride in the development of solutions to those problems.
  - Helping form partnerships between member entities, and the private and public sectors to plan and implement transportation/congestion solutions.
  - Establishing policies and prioritizing needs based on valid data and using objective, fair and consistent processes.
  - Providing information and gathering input so that decision makers will be able to make informed decisions.

The Sun Corridor MPO is committed to providing the public 30 – calendar days to review the following:

1. Regional Transportation Plan (RTP) – when amended or updates are performed,
2. Transportation Improvement Program (TIP) Projects – when any changes or updates are prepared; and,
3. Public Participation Plan (PPP) – when major changes are made to the Plan.

The above documents are available on the Sun Corridor MPO web site [www.scmpo.org](http://www.scmpo.org) or at the Sun Corridor MPO location, 211 N. Florence St., Ste. 103, Casa Grande, AZ. A notice shall be placed on the Sun Corridor MPO web site and publicized in the Casa Grande Tri-Valley and the Arizona City Independent inviting public comment when the documents are being amended.

## J. Sun Corridor Regional Boundaries



The Sun Corridor MPO provides transportation planning services to the cities of Casa Grande, Coolidge, Eloy, and the small urban and rural portions of Pinal County.

It encompasses 1,115 square miles, and has an estimated population of 118,503.

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## **K. Sun Corridor MPO's Organization and Planning Administration**

Sun Corridor MPO's transportation planning area covers 1,155 square miles within Pinal County. Within the Sun Corridor MPO region, there are three incorporated communities, unincorporated rural Pinal County areas, and two Native American Tribes (who are not members of the Sun Corridor MPO).

Sun Corridor MPO is charged with providing technical assistance to all the entities within the region, for transportation planning, project management, transit programs and activities, and other related programs.

### **a. General Organization**

The Sun Corridor MPO was developed in 2013, and is dedicated to serving its local jurisdictions, within the cities of Casa Grande, Coolidge, Eloy and the small urban and rural portions of Pinal County. Federal regulations require that an MPO be designated to carry out a comprehensive, continuing, and coordinated transportation planning process for urbanized areas with a population of 50,000 or more. The City of Casa Grande is the fiscal and administrative agent for the Sun Corridor MPO.

### **b. Sun Corridor MPO Title VI Program Coordination and Administration**

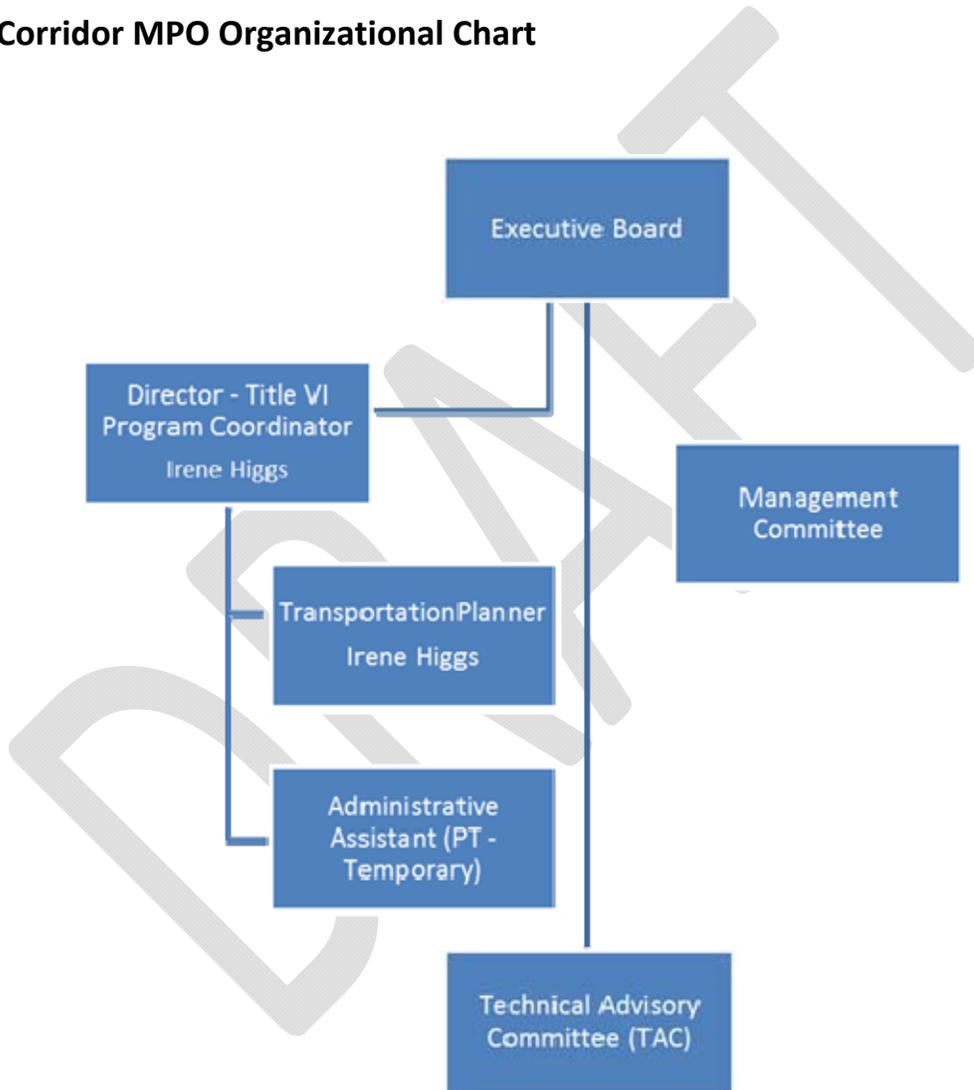
The chairperson of the Board for the Sun Corridor MPO is responsible for ensuring the implementation of the Sun Corridor MPO Title VI program. The Executive Director of the Sun Corridor MPO, on behalf of the Executive Board, is responsible for the overall management of the Title VI program, and serves as the Title VI Program Coordinator.

Compliance for the Sun Corridor MPO transportation planning program is ongoing and falls under duties of the Sun Corridor MPO Executive Director which includes, but is not limited to, activities such as; project reporting, data collection, technical assistance and training. Civil Rights training is provided to the Planning Manager who ensures staff understand Title VI and can assist with complaints. Disadvantaged populations, to include individuals with Limited English

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Proficiency (LEP), are provided equal opportunity to participate in transportation planning through the Sun Corridor MPO Transportation Advisory Committee (TAC) member in their community. The day-to-day administration of the transportation programs lies with the Sun Corridor MPO Executive Director, located in Casa Grande Arizona.

### Sun Corridor MPO Organizational Chart



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**c. Sun Corridor MPO Title VI Program Coordinator Contact Information**

Irene Higgs, Executive Director/Title VI Coordinator  
520-705-5143  
[ihiggs@scmpo.org](mailto:ihiggs@scmpo.org)  
[www.scmpo.org](http://www.scmpo.org)

**Sun Corridor MPO Membership**

**a. Executive Board**

The member agencies of the Sun Corridor MPO are represented on the **Executive Board** by elected officials, and the resident ADOT Transportation Board Member. It is the function of the Executive Board to act as a policy body, coordinating transportation planning and related implementation activities within the Sun Corridor MPO transportation region. The Board must approve all agreements and contracts, and the Chairman must sign all appropriate documents related to contracts and agreements. The Executive Board consists of elected officials from the below communities.

<b>Sun Corridor MPO Executive Board Representative</b>
City of Casa Grande – One Member
City of Coolidge – One Member
City of Eloy – One Member
Pinal County District 3 – One Member
ADOT Board Member – One Member

**a. Technical Advisory Committee**

The Sun Corridor MPO **Transportation Advisory Committee (TAC)** is the technical advisory committee to the Executive Board. The voting member TAC is comprised of an appointed representative from each public works department of each member entity, and an ADOT representative. The committee has the authority, and primary responsibility to conduct technical reviews regarding all work activities of the Unified Planning Work Program; to recommend project awards; and to advise the Executive Board on appropriate actions to be taken for the overall planning direction of the region.

<b>Sun Corridor MPO TAC Representative</b>
Casa Grande – One Member
Coolidge – One Member
Eloy – One Member
Pinal County – One Member
ADOT – One Member

**b. Race and Gender Statistical for Sun Corridor MPO TAC:**

<b>Committees</b>	<b>RACE</b>			<b>GENDER</b>	
	<b>White</b>	<b>Hispanic</b>	<b>Am. Indian</b>	<b>Male</b>	<b>Female</b>
Transportation Advisory Committee	4	1		2	3

**L. Investigations, Lawsuits and Complaints**

No investigations, lawsuits or complaints have been filed against the Sun Corridor MPO or its member agencies during the past three years. A copy of the Complaint Log is included as an attachment.

**M. Compliance and Enforcement**

**a. Compliance**

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Sun Corridor MPO is committed to Title VI and related authorities and will make every effort to identify, address and eliminate discrimination if it is found to exist in any of its programs and activities.

***b. Subrecipient Review Procedures***

The Title VI Coordinator is responsible for reviewing subrecipients for Title VI Compliance through review of training, onsite visits and personal interviews of staff. The Title VI Coordinator will also ensure its subrecipients receive Title VI training. At the current time, the Sun Corridor MPO does not have any subrecipients.

DRAFT

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**N. Exhibit “A” – Title VI Complaint Log**

DRAFT

Title VI Complaints, Investigations and Lawsuits					
	Description/Name	Date Month, Day & Year	Summary (Basis of Complaint)*	Status	Actions / Final Findings
<b>Complaints</b>					
1)					
2)					
3)					
<b>Investigations</b>					
1)					
2)					
3)					
<b>Lawsuits</b>					
1)					
2)					
3)					

Include basis of complaint.

Report to be Submitted Annually to ADOT Title VI Department



**MEMO TO:** Sun Corridor MPO Executive Board  
**FROM:** Irene Higgs, Executive Director  
**DATE:** July 12, 2016  
**SUBJECT:** Approval of the Sun Corridor MPO 2017 Public Participation Plan (PPP)

**DISCUSSION:**

Each MPO and COG must develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, people with disabilities, and other interested parties with reasonable opportunities to be involved in the transportation planning process. The 2017 changes to the MPO PPP are as follows:

- 2017 Title VI Assurances
- Grammatical changes

The 2017 PPP was made available for the 30- 45 day Public Comment Period on March 9, 2016. Comments were due by April 25, 2016. No comments were received from the Public.

**RECOMMENDATION:**

Staff recommends the approval of the 2017 Public Participation Plan and submit to ADOT by August 1, 2016.

Committee Action Requested: <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Action Requested Below
<p><b>A motion to approve the 2017 Public Participation Plan and submit to ADOT by August 1, 2016.</b></p>

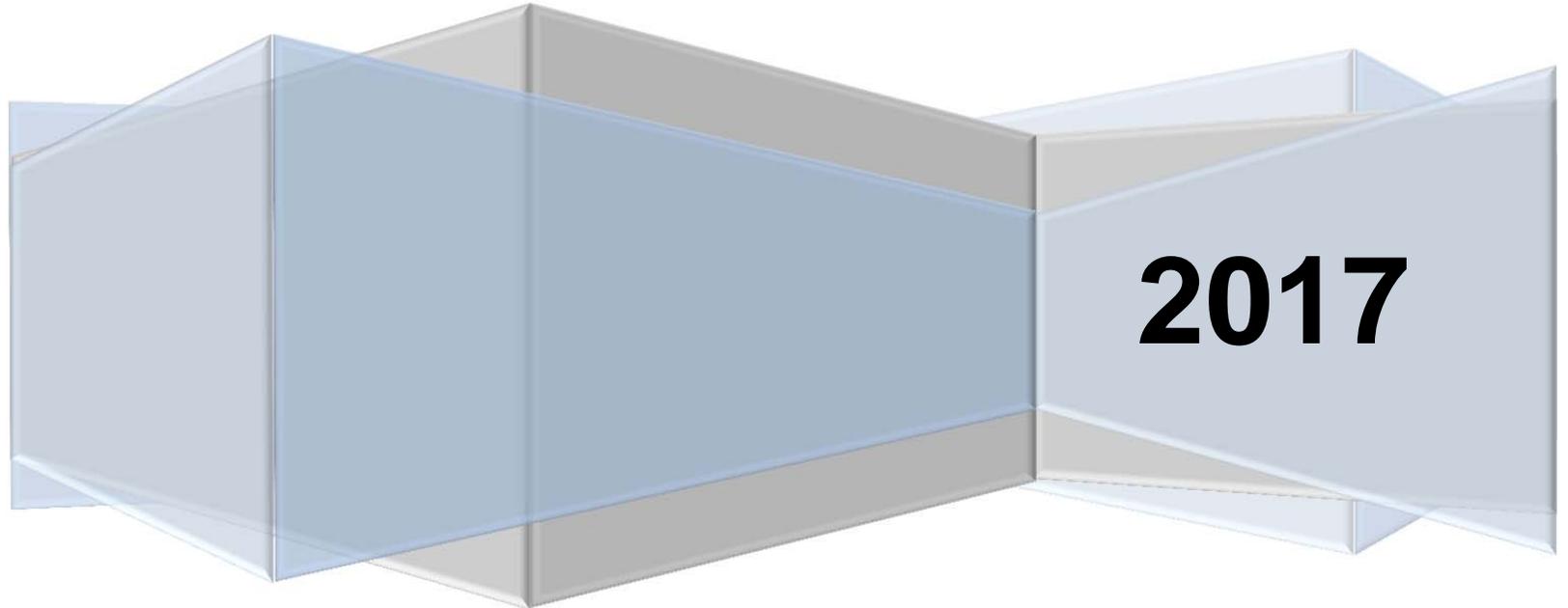


**Sun Corridor Metropolitan Planning Organization**  
211 North Florence Street, Suite 103  
Casa Grande, AZ 85122  
[www.scmpo.org](http://www.scmpo.org)

# **PUBLIC PARTICIPATION PLAN**

May 2016 Public Participation Plan Endorsed and Approved By:  
Sun Corridor Metropolitan Planning Organization  
Executive Board  
On: July 12, 2016

May 2016 Public Participation Plan Endorsed and Approved By:  
Sun Corridor Metropolitan Planning Organization  
Technical Advisory Committee  
On: June 30, 2016

A 3D graphic consisting of several overlapping, semi-transparent light blue rectangular boxes. The boxes are arranged in a way that they appear to be part of a larger structure. The year "2017" is printed in a large, bold, black font on the rightmost side of the graphic.

**2017**

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## PUBLIC PARTICIPATION PLAN

### 1. Introduction:

Over the past few years, governmental agencies have come to recognize the increasing importance of involving the public as they plan, organize, and implement transportation projects. Involving interested parties generally results in a more effective project overall. Taking time at the beginning to communicate with potentially affected parties, carefully explaining the proposal, and gathering input, can enhance the project and potentially reduce the time and effort for implementation.

#### a. Goals

The goals of public involvement are to ensure that:

- Residents are given the opportunity (through their respective community representative) to participate in the transportation planning process.
- The issues and concerns of residents are given consideration in the selection of transportation investments.
- Transportation investments do not disproportionately burden any population with adverse impacts.

This plan outlines the importance of, and specific guidelines for, involving community members, organizations, governments, transportation professionals and others in ongoing and future regional projects, plans, and programs. Included is information about the value of public participation, how it will be accomplished, and what will be done with the results.

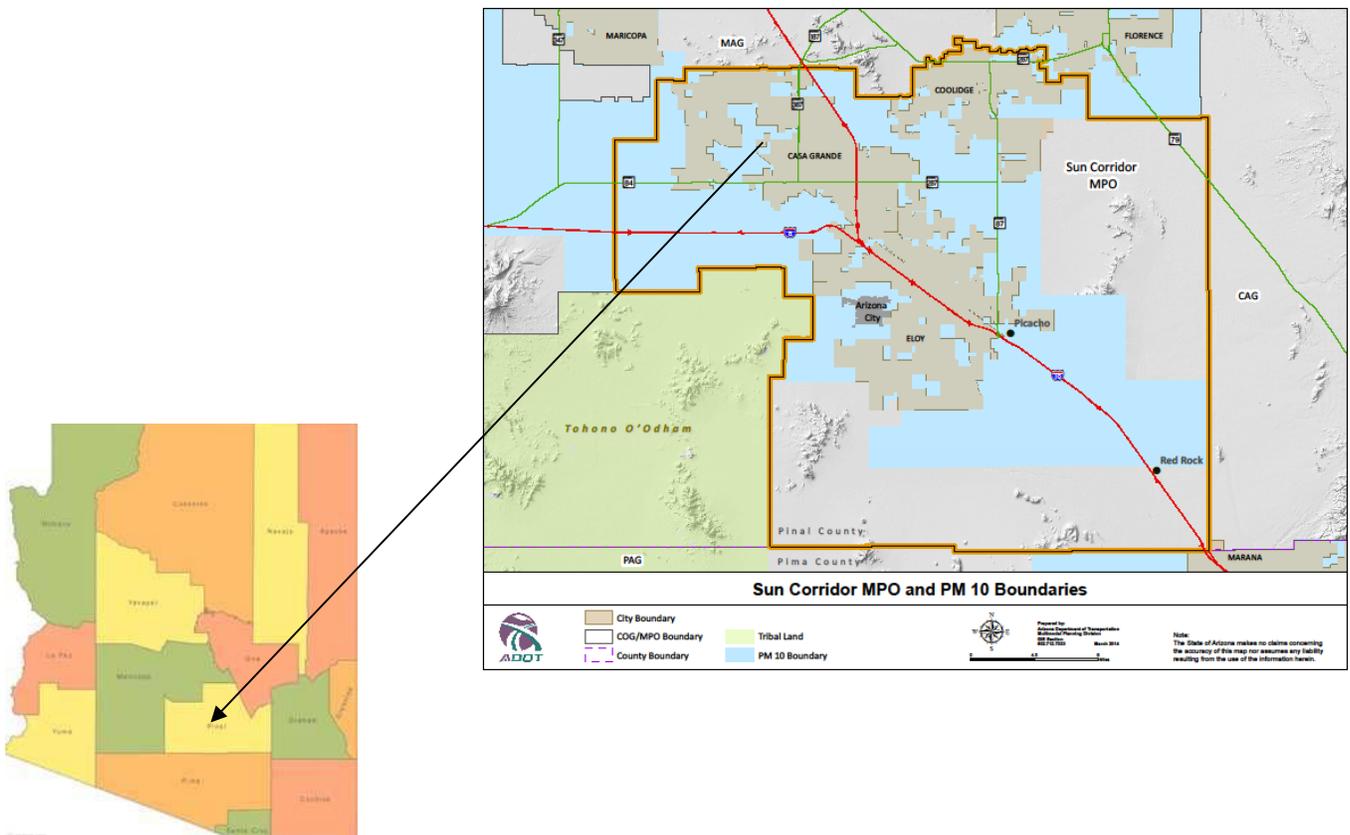
It is important to note that a Public Participation Plan (PPP), or also known as the Public Involvement Plan (PIP) needs to incorporate a broad array of interested parties. These include agencies responsible for land use management, natural resources, environmental protection, conservation and historical preservation. Involving all the potentially affected interests, including the traditionally underserved populations, can significantly increase a plan or project's efficiency and effectiveness. By following the process outlined in this plan, the Sun Corridor MPO will be able to better ensure inclusive and meaningful public involvement.

### Sun Corridor MPO Information Sheet

As a result of the 2010 Census, the Sun Corridor MPO was formed in 2013. It encompasses 1,155 square miles, and provides transportation planning services to the cities of Casa Grande, Coolidge, Eloy, and the small urban and rural portions of Pinal County. The population of the Sun Corridor MPO is approximately 118,503.

Nestled between two Transportation Management Areas (MAG and PAG), and three Native American Tribes, the Sun Corridor MPO is in a unique position of developing relationships that will enhance the corridor’s ability to provide goods, services, economic development strategies, improve local regionally significant roads and transit systems, as well as transportation improvements along I-8, I-10, (the future I-11), and working with our rail roads.

All freight import/export from Mexico (Nogales and Douglas) travels through the Sun Corridor MPO region on I-8 and I-10, providing excellent opportunities for collaboration on future projects.



## 2. Public Involvement Process

Public participation implies an open process. This means that anyone who is potentially affected, or is just interested in the process, is welcome to participate. Some of the reasons for encouraging this openness are:

- Project leaders may gain new information;
- Participants, who want a project to be completed, can provide additional resources in the form of assistance, goods, or services;
- Public participation can be a forum for dispute resolution;
- Progress can be made and implementation occur because;
- The project itself will be better designed with public input;
- The community better understands what the project is about;
- Input can be a warning mechanism for potential problems.

Participant comments help the project leaders understand areas where additional people may have concerns or misunderstandings. This can be used to provide better information to others who are not participating.

### a. Environmental Justice and Title VI of the 1964 Civil Rights Act

The Sun Corridor MPO maintains a Title VI Plan to ensure that no person in the region shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Sun Corridor MPO receives federal financial assistance. The Sun Corridor MPO submits annual reports to the Arizona Department of Transportation to ensure all federal regulations are being met.

### b. Underserved Populations

Just opening the process to the public is not enough. There are numerous populations that are not likely to get involved unless a special effort is made to reach out to them. In this Plan, groups that need a more focused effort to get involved are referred to as “underserved populations”. These include, but are not limited to:

- Minority (Hispanic and/or non-white) community members;
- Low-Income community members;
- Physically and mentally challenged community members;
- People who rely on alternative transportation;

- People with limited English proficiency;
- Aging populations.

By making a reasonable extra effort to include these populations, the Sun Corridor MPO hopes to ensure that the interests and input of all residents are given equal consideration.

### c. Guidelines

#### Welcoming Attitude

Public participation is welcomed and encouraged by the Sun Corridor MPO. All questions and statements are valuable and will be treated as such. Participants will be treated with respect. Meetings will be conducted with basic ground rules that enforce civil discussion. Anyone who feels that these rules have not been followed should contact the Sun Corridor MPO staff at (520) 705-5143.

#### i. Techniques

There are numerous and varied techniques/activities to provide the opportunity for public involvement. Any combination and number of these may be used depending on the scope of the specific plan, program, or project. These techniques/activities are defined in detail in Table 1. As funding permits, the Sun Corridor MPO will select from the various activities to provide the most effective public participation in each particular situation.

#### ii. Meeting Schedules and Locations

Meetings and hearings, which are open for public participation, will be scheduled to allow the best opportunity for attendance by the general public and other entities whenever possible. The meeting locations will be convenient and ADA accessible. In addition to general meetings, events and activities, reasonable efforts will be made to reach those who are particularly affected, the underserved or others who request the Sun Corridor MPO come to them. These options are open to any group or individual and it is the policy of the Sun Corridor MPO to go where people are whenever possible. Locations and meeting times for these activities will be designed according to the specific needs. Transportation meeting dates, times and locations are available on line at [www.scmmpo.org](http://www.scmmpo.org) .

iii. Notification

Notices will follow the general Open Meeting Law of the State of Arizona. Information about meetings, events and other opportunities for participation will be made in a timely manner. This is especially important for the physically and mentally challenged as extra time may be needed to arrange for accommodations to meet their needs. This notification will be easy to understand and provide adequate information or explain where the information can be obtained.

iv. Presentation of Information

In order to help citizens better understand Transportation Planning and the Sun Corridor MPO programs, efforts will be made to show how presented information specifically relates to the public in both the near future as well as long-term. Visualization enhancements such as color, animation, physical props, pictures, 3-D models, etc., will be incorporated as appropriate and as budgets allow.

v. Written and Personal Communications from the Sun Corridor MPO

Technical and policy information from the Sun Corridor MPO will be written so that it is clear and understandable to the public. All relevant information will be open for public consideration. Knowledgeable people will be available to answer questions at meetings and respond to phone questions in a timely manner.

vi. Ongoing Communications

The Sun Corridor MPO will use mailings, media, and electronic technology such as e-mail and websites to have ongoing communication with the public and other entities. Members of the staff are also available via the phone for questions, concerns, and suggestions.

vii. Interagency Coordination

The needs and interests of other public and governmental entities will be solicited as appropriate. Coordination, cooperation, and teamwork among all the agencies are vital to the success of any plan, program, or project.

The Sun Corridor MPO will consult with the Maricopa Association of Governments (MAG) on all air quality conformity activities to ensure continued coordination of public involvement activities within the Sun Corridor MPO planning boundary.

viii. Transportation Interests

The Sun Corridor MPO will solicit input from transportation-related groups such as freight interests, private providers of transportation, chambers of commerce, and others.

ix. Opportunities for Input

Opportunities for input will vary depending on the project, program, or plan. For larger projects, such as a regional transportation plan, there could be several rounds of public participation. There will be the opportunity for initial comments on what projects citizens would like their transportation system to include, prior to the start of any work. Comments on the first draft would be collected and incorporated as appropriate in the final draft. Finally, if there were significant changes to the final draft, there could be another call for input. In each of these stages a variety of techniques would be used to involve all the stakeholders. This will be determined by the extent and nature of the project and available funds to do so.

x. Use of Public Comments

A complete record of public comments will be retained for public review. In specific cases, identified by federal regulations, the public comments could be a part of the final document. Additionally, individual questions will receive a response in a timely manner.

xi. Decision Making

All final transportation decisions (other than those requiring a vote of the people) are made by one or more groups of elected or appointed officials. Public meetings allow comments to be collected and may identify a consensus. The final decision, however, will be up to the elected and/or appointed officials based on a consideration of all related information. Prior to each key decision point, ample opportunity will be offered for input and that input will be shared with the decision-makers.

#### **d. Evaluating Public Involvement Activities**

A continuing focus on evaluation and enhancement of the public participation process should help to improve the outcome of each new Sun Corridor MPO plan, project, or program. Evaluating public participation is a multi-dimensional task.

- First, there is the quantitative aspect which uses measurements such as the number of activities held, the number of notices sent, and/or the number of

people who participated. While valid and important, these factors may not show the complete picture.

- Second, it is important to evaluate the qualitative aspects relating to perceptions, attitudes, and effectiveness. Did the people who participated feel they were heard? Were all the potentially affected interests (including the underserved) actually represented? Were the materials provided easy to understand? Were announcements received in a timely manner?
- Third, is the question of how the public input was used. This information needs to be recorded and made available. It also needs to be considered in the decision-making process.
- Fourth, is the need to evaluate the reason something happened. Understanding why there was good (or poor) participation is important to assessing effectiveness.

The ultimate point to consider in an evaluation is the existence of respect and trust. It is not possible to please everyone, but it should be possible to proceed forward with an atmosphere of respect and trust, and Sun Corridor MPO intends to earn this by being fair and open with everyone at all times.

### **3. Development, Adoption, and Revision of the Public Participation Plan**

This Public Participation Plan has gone through several stages during its development:

#### **a. Plan Stages**

- Preparation of a preliminary draft plan;
- Evaluation of this plan to ensure compliance with all federal regulations;
- Review of the plan by Sun Corridor MPO Technical Advisory Committee;
- Review of the plan by stakeholders including the general public, governmental entities, and transportation professionals/businesses, for at least 30 days (this is during the 45 day public input process);
- Circulation of the draft plan for at least 45 calendar days. This includes notice to all potentially affected interests that this final draft plan is available for review, including placement at public libraries throughout the region.

## **b. Plan Revisions**

- Revision of the plan based on the above reviews;
- Completion of a final draft plan;
- Review and evaluation of any further recommended changes;
- Adoption of the final plan by the Sun Corridor MPO TAC, and Executive Board;
- Ongoing implementation of the plan by the Sun Corridor MPO;
- Availability of alternative formats i.e. large prints, Braille, audio/video cassettes (as appropriate) upon request for individuals who are blind or individuals with hearing/vision impairments. Due to the time and expense required to develop such materials, this will only be done upon request and a minimum of two weeks' notice must be provided to ensure timely preparation of such materials.

The plan will be officially reviewed at a minimum of every three (3) years. This re-evaluation will involve significant public input and a minimum 45 calendar day review period prior to adopting any changes. All efforts to involve the public and other organizations will follow the steps outlined in the current plan.

Other periodic revisions may occur, as new and better approaches are determined. Each time any significant content revisions are made (other than technical or grammatical revisions) the public will be given a 45-calendar day review and comment period prior to implementing the changes. Sun Corridor MPO will update the plan annually and submit an annual accomplishment report to the Arizona Department of Transportation (ADOT).

## **4. Sun Corridor MPO's Commitment**

This plan contains background material, guidelines, and commitments that the MPO is undertaking to incorporate an effective public process into future plans, projects, and programs. Specifically the Sun Corridor MPO is committed to:

- Inclusive and meaningful public involvement;
- Open and honest communications with all individuals and entities;
- Timely public notice;
- Full public access to information and key decisions;

- Creating a sense of shared responsibility and ownership for regional transportation/congestion problems and a shared sense of pride in the development of solutions to those problems;
- Helping form partnerships between member entities, and the private and public sectors to plan and implement transportation/congestion solutions;
- Establishing policies and prioritizing needs based on valid data and using objective, fair and consistent processes;
- Providing information and gathering input so that decision makers will be able to make informed decisions.

## **5. Contact Information:**

Irene Higgs, Executive Director  
Sun Corridor Metropolitan Planning Organization  
211 N Florence Street, #103  
Casa Grande, AZ 85122  
520-705-5143  
[ihiggs@scmpo.org](mailto:ihiggs@scmpo.org)  
[www.scmpo.org](http://www.scmpo.org)

## **6. Statement on Accessing information in Spanish**

Because there is a large Hispanic population in many of our communities the Sun Corridor MPO will strive to ensure that public information materials will be provided in both English and Spanish. All materials and information that is provided through the Sun Corridor MPO their consultants and contractors can be provided through an interrupter and/or written materials, within 48 hours of any public meeting, before or after.

## 7. Table 1 - Public Participation Toolbox

Following are activities that may be used to reach the public:

Activity	Description
Brochure	Written material to distribute generally contains more information than a flyer. It is often folded to create a small piece for distribution.
Charrette	An intensive brainstorming session using visual methods to define alternatives.
Conference	A meeting with two or more people where the participants confer and discuss. (This can also be a series of meetings and/or events focused on a unifying subject.)
Display	Information and materials are displayed in an informal setting where people are free to move about and consider whatever is of interest to them.
E-mail	Using the Internet to contact people with electronic mail addresses.
Social Media	Various; Face Book, Twitter, others
Focus Group	A small carefully selected group of individuals who meet together to give feedback to the organizer on a specific topic.
Forums	A public meeting that is designed to help attendants better understand a subject by hearing different points of view. Usually several people with differing opinions, each make a short presentation and then answer questions. It is not designed for decision making.
Information Booths	Place an information exhibit at fair-type events.
Meetings	These are opportunities for larger groups of people to get together for a multitude of purposes. The general intent is to allow people to interact on a person-to-person basis.
Modeling	Computer and/or physical modeling can be used to help people better visualize or better understand a particular concept or project.
Newspaper Advertisement	Information that a newspaper prints in their paper that is not part of the news. The person/group placing the advertisement has control of the content.
Press Releases	This official release tells the press there is news they might be interested in reporting. It generally follows a specific format and includes who, what, when, where and a contact for more

Activity	Description
	information.
List of local Newspapers	Casa Grande Dispatch; Maricopa Monitor; Coolidge Examiner; Eloy Enterprise; Arizona City Independent; Tri Valley Dispatch
Posters	A large written announcement posted in a public place.
Presentation Meetings	These meetings allow the organizer to provide information and answer questions for a large group at once.
Public Hearings	This is a legal meeting that is often required to make sure there is some opportunity for public comment. It is normally done with elected officials sitting at the front and allowing community members very specific conditions to speak under.
Public Notice	These are official notices posted prior to meetings. This can be on the Sun Corridor MPO website, and hard copy posted at select locations.
Public Service Announcements	These are short announcements usually on radio or television, for which there is no charge and announce something important for the public to know. (use all newspapers)
Web Site	A series of "pages" on the Internet that relate to a specific subject. They can be reached by anyone who has access to the Internet by typing a particular address or by doing a search.

Transportation Planning is relevant to all people. Maintaining public interest as decisions are made is critical to gathering effective public input. Therefore:

- With each contact, efforts will be made to present information that is relevant and show how this information relates to the public in both the near future as well as long-term.
- As any of the above tools are used, Sun Corridor MPO will keep in mind the importance of making whatever the subject matter is as interesting as possible. Color, animation, physical props, pictures, visualization, 3-D models, etc. will be incorporated, as budget allows, enhancing the experience for the public.
- Public notices must include reasonable accommodations for individuals with disabilities with special needs, e.g. sign language interpreters. Sun Corridor MPO will include point of contact person, telephone number, e-mail address, and timeframe for response from those with special needs.
- When the scope of a proposed project or plan has the potential to significantly impact individuals with special needs, pertinent materials will be available in alternative formats, i.e. large print, Braille, audio/video.

## 8. Certifications and Assurances

### **Sun Corridor Metropolitan Planning Organization Title VI Assurances**

The **Sun Corridor Metropolitan Planning Organization (MPO)** (herein referred to as the "Recipient"), HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through Federal Highway Administration and Arizona Department of Transportation, is subject to and will comply with the following:

#### **Statutory/Regulatory Authorities**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (*entitled Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation--Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- 23 C.F.R. Part 200 Subchapter C-Civil Rights (Title VI program implementation and related statutes)

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

#### **General Assurances**

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda and/or guidance, the Recipient hereby gives assurances that it will promptly take any measures necessary to ensure that:

*"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity," for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration.*

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

### **Specific Assurances**

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its *Federal Aid Highway Program*.

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all *Federal Aid Highway Program* and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

*"The **Sun Corridor Metropolitan Planning Organization**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252.42 U.S.C. §§ 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."*

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.

4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.

5. That where the Recipient receives Federal financial assistance to a construct a facility or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.

7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:

- a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
- b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project or program.

8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:

- a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
- b. the period during which the Recipient retains ownership or possession of the property.

9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants,

transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, **Sun Corridor Metropolitan Planning Organization (MPO)** also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing Federal Highway Administration or Arizona Department of Transportation access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the Federal Highway Administration or Arizona Department of Transportation. You must keep records, reports, and submit the material for review upon request to Federal Highway Administration, Arizona Department of Transportation, or its designee in timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

**Sun Corridor Metropolitan Planning Organization (MPO)** gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal Highway Administration and Arizona Department of Transportation. This ASSURANCE is binding on Arizona, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal Aid Highway Program the person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

By  Date: March 22, 2016  
Irene Higgs, Executive Director – Title VI Coordinator  
Sun Corridor Metropolitan Planning Organization

## Appendix A – Contractor

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 (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, *Federal Highway Administration or the Arizona Department of Transportation*, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

(2) **Nondiscrimination:** The contractor, with regard to the work performance by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

(3) **Solicitations for Subcontractors, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and Regulations relative to Non-discrimination on the grounds of race, color, or national origin.

(4) **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient, the *Federal Highway Administration or Arizona Department of Transportation* to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient, the *Federal Highway Administration, or Arizona Department of Transportation*, as appropriate, and will set forth what efforts it has made to obtain the information.

(5) **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the *Federal Highway Administration or Arizona Department of Transportation*, may determine to be appropriate, including, but not limited to:

- a) withholding payments to the contractor under the contract until the contractor complies; and/or
- b) cancelling, terminating, or suspending a contract, in whole or in part.

(6) **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with request to any subcontract or procurement as the Recipient, the *Federal Highway Administration, or Arizona Department of Transportation* may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

## Appendix B – Clauses for Deeds Transferring United States Property

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

**NOW, THEREFORE**, the U.S. Department of Transportation as authorized by law and upon the condition that **Sun Corridor Metropolitan Planning Organization** will accept title to the lands and maintain the project constructed thereon in accordance with Title 23, United States Code the Regulations for the Administration of Federal Aid for Highways, and the policies and procedures prescribed by the Arizona Department of Transportation ,Federal Highway Administration and the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252;42 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the **Sun Corridor Metropolitan Planning Organization** all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

**TO HAVE AND TO HOLD** said lands and interests therein unto **Sun Corridor Metropolitan Planning Organization** and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the **Sun Corridor Metropolitan Planning Organization**, its successors and assigns.

The **Sun Corridor Metropolitan Planning Organization** ,in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [.] [and]\* (2) that the **Sun Corridor Metropolitan Planning**

**Organization** will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].\*

*\* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.*

**Appendix C – Clause for Transfer of Real Property Acquired or Improved Under the Activity, Facility, or Program**

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the **Sun Corridor Metropolitan Planning Organization** pursuant to the provisions of Assurance 7(a):

A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:

1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities,

B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, **Sun Corridor Metropolitan Planning Organization** will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.\*

C. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, **Sun Corridor Metropolitan Planning Organization** will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the **Sun Corridor Metropolitan Planning Organization** and its assigns\*.

*\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.*

**Appendix D – Clauses For Construction/Use/Access to Real Property Acquired Under The Activity, Facility or Program**

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by **Sun Corridor Metropolitan Planning Organization** pursuant to the provisions of Assurance 7(b):

A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended set forth in this Assurance.

B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, **Sun Corridor Metropolitan Planning Organization** will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.\*

C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, **Sun Corridor Metropolitan Planning Organization** will there upon revert to and vest in and become the absolute property of **Sun Corridor Metropolitan Planning Organization** and its assigns.\*

\* *Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.*

## **Appendix E – Performance Of Contract**

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

### **Pertinent Non-Discrimination Authorities:**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities

(42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;

- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1687 et seq).

## 9. Sun Corridor MPO Demographic Table

Geographic Area	Total Pop	White	Black	American Indian	Asian	Hispanic
Casa Grande	48,571	32,687	2,245	2,232	875	18,932
Coolidge	11,825	7,418	928	670	115	4,962
Eloy	16,631	6,856	1,685	571	755	9,648
Arizona City	10,475	7,715	436	364	56	3,583
*Pinal County within the MPO	31,316					
<b>Total</b>	<b>118,818</b>	<b>54,676</b>	<b>5,294</b>	<b>3,837</b>	<b>1,801</b>	<b>37,125</b>

Source: 2010 U.S. Census

\*At this time the portion of Pinal County within the Sun Corridor MPO is not separated out by general population, or specific demographics. The total population for Pinal County within the Sun Corridor MPO is an estimate.

**If you have any questions, please contact:**

**Sun Corridor Metropolitan Planning Organization**  
**211 N Florence Street #103**  
**Casa Grande, Arizona**  
[www.scmpo.org](http://www.scmpo.org)

**Irene Higgs, Executive Director**  
[lhiggs@scmpo.org](mailto:lhiggs@scmpo.org)  
**520-705-5143**



**MEMO TO:** Sun Corridor MPO Executive Board  
**FROM:** Irene Higgs, Executive Director  
**DATE:** July 12, 2016  
**SUBJECT:** Approval of the Sun Corridor MPO 2017 Supplement for the CAG Coordination Plan

**DISCUSSION:**

The MPO is required to provide a Human Services Transportation Coordination Plan in order to detail our transit activities and programs within the MPO boundaries. CAG provided the plan for this year (2016), and as an update to their plan, the Sun Corridor MPO has provided a Coordination Plan Supplement for the 2017 grant cycle.

- List of proposed grant applications for the 2017 grant cycle.
- Grammatical changes

The Coordination Plan was made available for 30 - 45 day Public Comment Period on March 9, 2016. Comments were due by April 25, 2016. No comments were received from the Public.

**RECOMMENDATION:**

Staff recommends the approval of the Sun Corridor MPO 2017 Supplement for the CAG Coordination Plan and submit to ADOT by August 1, 2016.

Committee Action Requested:  Information Only  Action Requested Below

**A motion to approve the Sun Corridor MPO 2017 Supplement for the CAG Coordination Plan and submit to ADOT by August 1, 2016.**



211 North Florence Street, Suite 103  
Casa Grande, AZ 85122  
[www.scmpo.org](http://www.scmpo.org)

# 2017 Supplement to the CAG Coordination Plan

Relating to Transit Planning in the Sun Corridor Metropolitan  
Planning Organization's Region

2017 Supplement to the CAG Coordination Plan Endorsed and Approved By:  
Sun Corridor Metropolitan Planning Organization  
Executive Board  
On: July 12, 2016

2017 Supplement to the CAG Coordination Plan Endorsed and Approved By:  
Sun Corridor Metropolitan Planning Organization Technical Advisory Committee  
On: June 30, 2016

As prepared by the  
Sun Corridor Metropolitan Planning Organization

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## **I. Introduction**

As a result of the 2010 Census, the City of Casa Grande's population reached 50,000, and was designated a small urban area by federal mandate. In 2013 the Sun Corridor MPO was formed to provide transportation planning services to the designated planning region. It encompasses 1,155 square miles, and provides transportation planning services to the cities of Casa Grande, Coolidge, Eloy, and small urban and rural portions of Pinal County. The population of the Sun Corridor MPO is approximately 118,503.

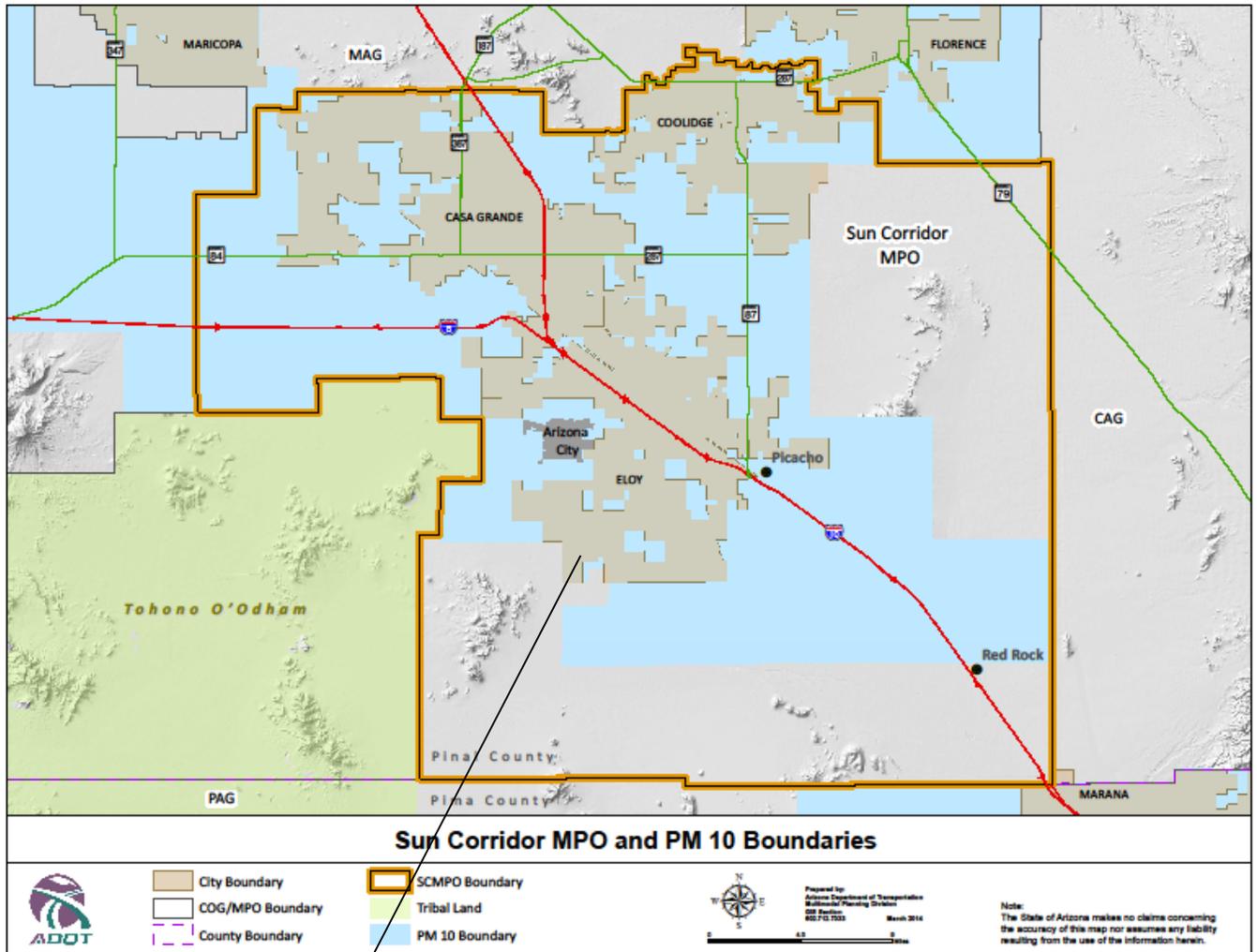
The Sun Corridor MPO is in the process of developing a Regional Transportation Plan, a Strategic Safety Plan, and a Transit Implementation and Coordination Plan. These plans will help determine the needs, and prioritize projects within the planning boundaries.

Nestled between two Transportation Management Areas; Maricopa Association of Governments (MAG) and Pima Association of Governments (PAG), along with three Native American Tribes; the Sun Corridor MPO is in a unique position of developing relationships that will enhance the corridor's ability to provide goods, services, economic development strategies, improve local regionally significant roads, regional and local transit systems, and identify transportation needs and improvements along I-8, I-10, (the future I-11), and working with our rail roads.

The Transit activities within the Sun Corridor MPO consists of one (1) Rural Public Transportation Program (5311) in the City of Coolidge, and nine (9) identified Enhanced Mobility of Seniors and Individuals with Disabilities (5310) programs. At this time, the Central Arizona Governments (CAG) will be providing the FTA/ADOT required Mobility Management and Coordination activities for the Sun Corridor MPO, which is detailed in the Joint Project Agreement (JPA) between CAG and the Sun Corridor MPO.

This is a supplement to the CAG Transportation Human Services Coordination Plan.

## II. Sun Corridor Regional Boundaries



The Sun Corridor MPO provides transportation planning services to the cities of Casa Grande, Coolidge, Eloy, and the small urban and rural portions of Pinal County.

It encompasses 1,115 square miles, and has an estimated population of 118,503.

### III. Sun Corridor MPO Demographics

The information below was provided through the Arizona COG & MPO State Demographic Viewer, located at: [geo.azmag.gov/map/azdemographics/](http://geo.azmag.gov/map/azdemographics/)

Geographic Area	Total Pop	White	Black	American Indian	Asian	Hispanic
Casa Grande	48,571	32,687	2,245	2,232	875	18,932
Coolidge	11,825	7,418	928	670	115	4,962
Eloy	16,631	6,856	1,685	571	755	9,648
Arizona City	10,475	7,715	436	364	56	3,583
*Pinal County within the MPO	31,316					
Total	118,818	54,676	5,294	3,837	1,801	37,125

Source: 2010 U.S. Census

\*At this time the portion of Pinal County within the MPO is not separated out by general population, or specific demographics. The total population for Pinal County within the Sun Corridor MPO is an estimate.

\*\* Individual demographic reports are available in the Sun Corridor MPO Title VI and Public Participation Plan at [www.scmpo.org](http://www.scmpo.org).

Sun Corridor MPO  
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**IV. Listing of 5300 Transit Programs**

Below are the identified programs that reside within the MPO planning boundaries. Most all programs travel throughout the CAG, PAG and MAG region, and will also be identified within those plans:

Contact Name	Program	Contact Address	Phone Number	Email	Program
<b>Marsha Ashcroft</b>	Horizon Human Services	210 E Cottonwood Lane Casa Grande, AZ 85122	520-836-1688	<a href="mailto:mashcroft@horizonhumanservices.org">mashcroft@horizonhumanservices.org</a>	5310
David Maestas	COMET - City of Maricopa		520-316-6948 520-316-6959	<a href="mailto:david.maestas@maricopa-az.gov">david.maestas@maricopa-az.gov</a>	5310
Gary Quill	Gila River Indian Community	PO Box 427, Sacaton, AZ 85247		<a href="mailto:gary.quill@gric.nsn.us">gary.quill@gric.nsn.us</a>	
<b>Jill Dusenberry</b>	City of Coolidge Cotton Express/CART	130 W Central Ave Coolidge, AZ 85128	520-723-6014	<a href="mailto:jilld@coolidgeaz.com">jilld@coolidgeaz.com</a>	5311
Mike Meyer	Cotton Express - CART	395 W Palo Verde Ave. Coolidge, AZ 85128	520-723-7195	<a href="mailto:michaelm@coolidgeaz.com">michaelm@coolidgeaz.com</a>	5311
Mary Clement	Pinal County (CAG or MAG)	971 Jason Lopez Cir Florence, AZ 85123	520-866-7312	<a href="mailto:mary.clement@pinalcountyaz.gov">mary.clement@pinalcountyaz.gov</a>	5310
<b>Mary Lou Rosales</b>	CAHRA	311 N Main St Eloy, AZ 85231	520-466-1112	<a href="mailto:mlrosales@cahrapinal.org">mlrosales@cahrapinal.org</a>	5310
<b>Olga Delsi</b>	Cenpatico	211 N Florence St, Ste. 2 Casa Grande, AZ 85122	866-495-6738 x 26404	<a href="mailto:ODELSI@cenpatico.com">ODELSI@cenpatico.com</a>	5310
<b>Olivia Guerreo</b>	Pinal-Gila Council for SC	8969 W McCartney Road Casa Grande, AZ 85194	520-836-2758	<a href="mailto:oliviaq@pgcsc.org">oliviaq@pgcsc.org</a>	5310
Victor Gomez	Pinal Gila Council for Senior Citizens	8969 W McCartney Road Casa Grande, AZ 85194	520-836-2758	<a href="mailto:victorg@pgcsc.org">victorg@pgcsc.org</a>	
<b>Sue Anderson</b>	Dorothy Powell Senior Center	406 E 6th Street Casa Grande, AZ 85122	520-421-8765	<a href="mailto:sanderson@casagrandeaz.gov">sanderson@casagrandeaz.gov</a>	5310
<b>Tanya Cruz</b>	Pinal Hispanic Council	107 E 4th St. Eloy, AZ	520-466-0921	<a href="mailto:tcruz@pinalhispaniccouncil.org">tcruz@pinalhispaniccouncil.org</a>	5310
Jacqueline Ibarra	Pinal Hispanic Council	107 E 4th St. Eloy, AZ	520-466-0921	<a href="mailto:jibarra@pinalhispaniccouncil.org">jibarra@pinalhispaniccouncil.org</a>	
<b>Maggie Harris</b>	Eloy Senior Center	3655 W Shedd Road Eloy, AZ 85131	520-466-3166	<a href="mailto:mharris@ci.elyo.az.us">mharris@ci.elyo.az.us</a>	
Maggie Harris	Toltec Community Center & Senior Center	3650 West Shedd Road	520-466-3166	<a href="mailto:mharris@ci.elyo.az.us">mharris@ci.elyo.az.us</a>	
<b>Sepi Hoff</b>	Achieve Health Services	Casa Grande	(928) 503-0366	<a href="mailto:shoff@achievehs.org">shoff@achievehs.org</a>	5310
Deena Fetzer	Achieve Health Services	Yuma - Head Office	(928) 341-4111	<a href="mailto:dfetzer@achievehs.org">dfetzer@achievehs.org</a>	5310
Ivan Velasco	Achieve Health Services		928-341-0335	<a href="mailto:ivelasco@achievehs.org">ivelasco@achievehs.org</a>	5310
Maria Elena Ochoah	Against Abuse		480-734-7496	<a href="mailto:meochoa@icloud.com">meochoa@icloud.com</a>	
	<b><u>Suggested Programs</u></b>				
	AFH - Arizona Foundation for the Handicapped	208 W. Main, Casa Grande AZ 85222	520-836-9798		
	Banner Casa Grande Medical Center	1800 E Florence Blvd, Casa Grande 85122	520-381-6300		
	Central Arizona Colledge	8407 Overfield Rd., Coolidge AZ 85228	800-237-9814		
	Pinal Connections	PO Box 12114, Casa Grande, AZ 85230	800-427-1271		

**\*Bolded names are voting members for the Coordinated Council.**

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**V. 2017 Sun Corridor MPO Funding Requests**

Within the Sun Corridor MPO region, the following agencies/programs have indicated they will be submitting an application through the ADOT E-Grants system for 2017:

*5310 Capital Funds (2016/2017)*

Applicant	Quantity	Request Type	Federal Request	Local Match	Project Total
Horizon Human Services	4	12-Passenger Vans as replacement vehicles	\$92,894	\$25,546	\$118,440
Horizon Human Services	1	ADA Accessible Ford Transit as replacement	\$46,400	\$11,600	\$58,000
Pinal Hispanic Council	1	7-Passenger Mini van (no ramp)	\$20,823	\$5,726	\$26,549
Pinal Hispanic Council	2	12-passenger van (no lift)	\$46,447	\$12,773	\$59,220
Pinal Hispanic Council	1	Computerized vehicle tracking system	\$24,000	\$6,000	\$30,000

*5311 Capital Funds (2016-2017)*

Applicant	Year	Request Type	Federal Request	Local Match	Project Total
City of Coolidge - Cotton Express - CART	2016	Capital – Cap. Maint. Facility & Equipment, Copier, Seal Coat Asphalt	\$105,600	\$26,400	\$132,000
City of Coolidge - Cotton Express - CART	2017	Capital – Cap. Maint. Facility & Equipment, Bus CART (1), Bus Cotton Exp. (1), PED High Intensity Beacon	\$553,880	\$138,470	\$1,679,307

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*5311 Operating Funds (2016 – 2017)*

Applicant	Year	Request Type	Federal Request	Local Match	Project Total
City of Coolidge - Cotton Express - CART	2016	Administration & Operating	\$616,055	\$327,882	\$943,937
City of Coolidge - Cotton Express - CART	2017	Administration & Operating	\$385,833	\$279,833	\$665,666

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## **VI. Sun Corridor MPO Title VI Certifications and Assurance**

### **Sun Corridor Metropolitan Planning Organization Title VI Assurances**

The **Sun Corridor Metropolitan Planning Organization (MPO)** (herein referred to as the "Recipient"), HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through Federal Highway Administration and Arizona Department of Transportation, is subject to and will comply with the following:

#### **Statutory/Regulatory Authorities**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (*entitled Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation--Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- 23 C.F.R. Part 200 Subchapter C-Civil Rights (Title VI program implementation and related statues)

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

#### **General Assurances**

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda and/or guidance, the Recipient hereby gives assurances that it will promptly take any measures necessary to ensure that:

*"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity," for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration.*

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and

requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

### **Specific Assurances**

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its *Federal Aid Highway Program*.

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all *Federal Aid Highway Program* and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

*"The **Sun Corridor Metropolitan Planning Organization**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252.42 U.S.C. §§ 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."*

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.

5. That where the Recipient receives Federal financial assistance to a construct a facility or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
  - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
  - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
  - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
  - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, **Sun Corridor Metropolitan Planning Organization (MPO)** also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing Federal Highway Administration or Arizona Department of Transportation access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the Federal Highway Administration or Arizona Department of Transportation. You must keep records, reports, and submit the material for review upon request to Federal Highway Administration, Arizona Department of Transportation, or its designee in timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

**Sun Corridor Metropolitan Planning Organization (MPO)** gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal Highway Administration and Arizona Department of Transportation. This ASSURANCE is binding on Arizona, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal Aid Highway Program the person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

By  Date: March 22, 2016  
Irene Higgs, Acting Executive Director – Title VI Coordinator  
Sun Corridor Metropolitan Planning Organization

*(\*Full assurance is located in the Sun Corridor MPO Title VI plan for 2017, located at [www.scmpo.org](http://www.scmpo.org).)*

Sun Corridor MPO  
Transit Coordination Plan Update – 2017

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For further information please contact:

Irene Higgs, Executive Director  
Sun Corridor MPO

211 N Florence Street, #103

Casa Grande, AZ 85122

520-705-5143

[ihiggs@scmpo.org](mailto:ihiggs@scmpo.org)

[www.scmpo.org](http://www.scmpo.org)

DRAFT



**MEMO TO:** Sun Corridor MPO Executive Board  
**FROM:** Irene Higgs, Executive Director  
**DATE:** July 12, 2016  
**SUBJECT:** Approval of the selection of United Civil Group as the consultant for the Regional Traffic Counts, Data Collection, and Mapping Project

**DISCUSSION:**

The Technical Advisory Committee met on June 17, 2016 and reviewed the two proposals for the Regional Traffic Counts, Data Collection, and Mapping Project. United Civil Group was the selected consultant for the project.

## Proposed Schedule:

May 11, 2016	RFP Advertised
June 9, 2016	Proposals Due Date – by 2:00 PM
June 16, 2016	Consultant Selection Committee reviews proposals and ranks top firms for presentations/interviews
June 30, 2016	Consultant Presentations/Interviews <b>(optional)</b>
June 30, 2016	Notification to Firm Selected
June 30, 2016	Selected Firm Approved by TAC
July 12, 2016	Selected Firm Approved by EB
August 25, 2016	Professional Service Agreement Approved by TAC
September 13, 2016	Professional Service Agreement Approved by EB
September 14, 2016	Notice to Proceed Issued

**RECOMMENDATION:**

Staff recommends the approval of the selection of United Civil Group as the consultant for the Regional Traffic Counts, Data Collection, and Mapping Project.

Committee Action Requested:  Information Only  Action Requested Below

**A motion to approve the selection of United Civil Group as the consultant for the Regional Traffic Counts, Data Collection, and Mapping Project and submit to the Executive Board for review and approval.**

**MEMO TO:** Sun Corridor MPO Executive Board  
**FROM:** Irene Higgs, Executive Director  
**DATE:** July 12, 2016  
**SUBJECT:** Approval of the MOU for Coordination of Transportation Planning Activities in MAG and Sun Corridor MPO Planning Areas in Pinal County Area

**SUBJECT:**

The Maricopa Association of Governments (MAG), Federal Highway Administration (FHWA), Arizona Department of Transportation (ADOT), Arizona Department of Environmental Quality (ADEQ) and the Sun Corridor MPO have been working together for over a year on defining the processes in coordinating the development of their respective Regional Transportation Plans, Transportation Improvement Programs and products of the metropolitan transportation planning process, including the process for meeting attainment of National Ambient Air Quality Standards, and the transportation conformity finding.

This MOU is intended to: (i) assist the MPO's, in the course of their transportation planning processes, to take into account the impacts of plans and programs developed by each of the Parties; (ii) help avoid duplication of effort; and (iii) reflect consistency of approaches where possible.

The MOU was submitted to the Sun Corridor MPO attorney on January 27, 2016, with no comments or recommend changes.

**RECOMMENDATION:**

The Sun Corridor MPO staff recommends approval of the MOU for Coordination of Transportation Planning Activities in MAG and Sun Corridor MPO Planning Areas in Pinal County Area.

Committee Action Requested:  Information Only  Action Requested Below

**A motion to approve the MOU for Coordination of Transportation Planning Activities in MAG and Sun Corridor MPO Planning Areas in Pinal County Area.**

**MEMORANDUM OF UNDERSTANDING AMONG  
THE MARICOPA ASSOCIATION OF GOVERNMENTS,  
THE SUN CORRIDOR METROPOLITAN PLANNING ORGANIZATION,  
THE ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY, AND  
THE ARIZONA DEPARTMENT OF TRANSPORTATION**

**MEMORANDUM OF UNDERSTANDING (MOU) FOR COORDINATION OF  
TRANSPORTATION PLANNING ACTIVITIES IN MAG AND SCMPO  
PLANNING AREAS IN THE PINAL COUNTY AREA**

This Memorandum of Understanding (MOU) is made and entered into by and among the Maricopa Association of Governments, the Sun Corridor Metropolitan Planning Organization, the Arizona Department of Environmental Quality and the Arizona Department of Transportation, collectively referred to hereinafter as “the Parties”.

**WHEREAS,**

The Maricopa Association of Governments (MAG) is a Council of Governments that represents 27 cities and towns, three Native American Indian Communities, Maricopa County, and portions of Pinal County. Members include representatives from the incorporated cities and towns in Maricopa County as well as the City of Maricopa, Town of Florence, Maricopa County, Pinal County, Gila River Indian Community, Salt River Pima-Maricopa Indian Community, Fort McDowell Yavapai Nation, Arizona Department of Transportation, and Citizens Transportation Oversight Committee; and

**WHEREAS,** the Governor of Arizona designated MAG as the regional air quality planning agency and Metropolitan Planning Organization (MPO) for all jurisdictions in Maricopa County, including the Phoenix urbanized area and contiguous urbanized area in Pinal County, including the City of Maricopa, the City of Apache Junction, the Town of Queen Creek and the Town of Florence; and

**WHEREAS,** the Sun Corridor Metropolitan Planning Organization (SCMPO) is the designated MPO for the Casa Grande urbanized area and surrounding area including the City of Casa Grande, the City of Coolidge, the City of Eloy and portions of unincorporated Pinal County; and

**WHEREAS,** the Arizona Department of Environmental Quality (ADEQ) is the State of Arizona agency responsible for administering the State’s environmental laws and delegated federal environmental programs; and

**WHEREAS,** the Arizona Department of Transportation (ADOT) is the State Highway Agency for the State of Arizona authorized to enter into this Agreement under A.R.S. § 28-334 and A.R.S. § 28-363; and

**WHEREAS,** the Arizona Division of the Federal Highway Administration (FHWA) is the FHWA field office responsible for administering in Arizona the Federal-Aid Highway program pursuant to Title 23 of the US Code; and

**WHEREAS**, Federal Transit Administration (FTA) Region 9 is the regional office of the FTA responsible for administering in Arizona federal grant and technical assistance programs for public transportation pursuant to Title 49 of the US Code; and

**WHEREAS**, 23 U.S.C. 134 and 49 U.S.C. 5303 as implemented in 23 CFR 450.300(a) sets forth that it is national policy that MPOs designated for each urbanized area are to carry out a continuing, cooperative, and comprehensive multimodal transportation planning process, including the development of a metropolitan transportation plan and a transportation improvement program (TIP), that encourages and promotes the safe and efficient development, management, and operation of surface transportation systems to serve the mobility needs of people and freight (including accessible pedestrian walkways and bicycle transportation facilities) and foster economic growth and development, while minimizing transportation-related fuel consumption and air pollution; and

**WHEREAS**, a key purpose for MPOs is to serve as forums for cooperative transportation planning and decision-making in metropolitan areas; and

**WHEREAS**, it has been determined that both the MAG Metropolitan Planning Area Boundary and the Sun Corridor Metropolitan Planning Area Boundary each include portions of the West Pinal PM-10 Nonattainment Area and West Central Pinal PM-2.5 Nonattainment Area (the "Nonattainment Areas"), and the Nonattainment Areas are collectively and entirely included within the boundaries of the two metropolitan planning organizations; and

**WHEREAS**, the Parties agree that the processes set forth in this MOU will assist them in coordinating the development of their respective Regional Transportation Plans, Transportation Improvement Programs and products of the metropolitan transportation planning process, including the process for meeting attainment of National Ambient Air Quality Standards, and the transportation conformity finding; and

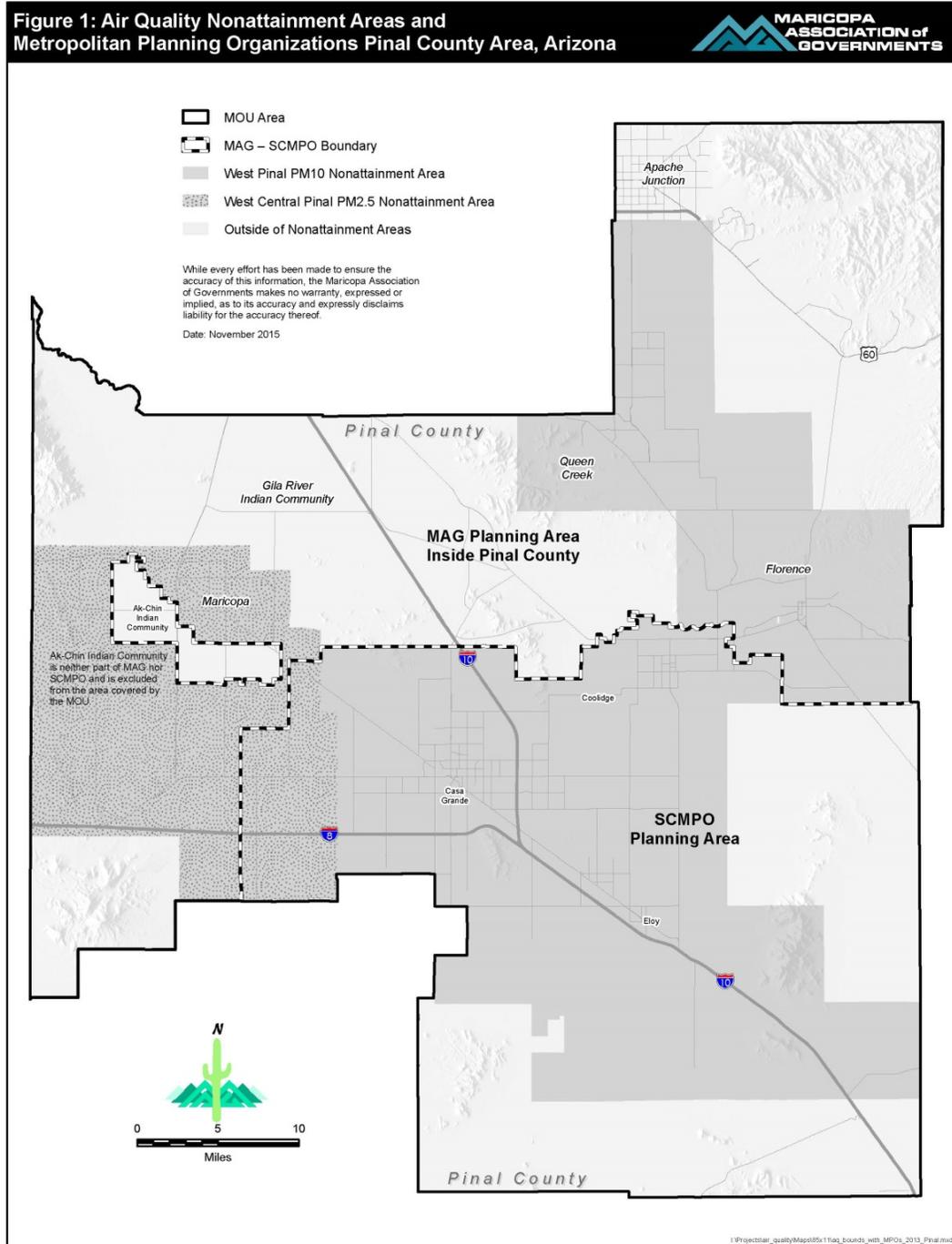
**WHEREAS**, this MOU is intended to: (i) assist the MPO's, in the course of their transportation planning processes, to take into account the impacts of plans and programs developed by each of the Parties; (ii) help avoid duplication of effort; and (iii) reflect consistency of approaches where possible;

**NOW, THEREFORE, Be it Resolved**, that the Parties agree to perform in good faith their obligations pursuant to the terms of this MOU:

# Transportation Planning and Analysis Coordination

## I. Scope

This Memorandum of Understanding (MOU) addresses transportation planning and analysis for the Sun Corridor Metropolitan Planning Organization (SCMPO) transportation planning area and the portion of the Maricopa Association of Governments (MAG) transportation planning area located in Pinal County (depicted in Figure 1 below).



## II. Overall Coordination

### a. Annual Meeting

The executive directors of SCMPO and MAG, and staff from the Arizona Department of Transportation (ADOT) and the Arizona Department of Environmental Quality (ADEQ) will hold an annual meeting at or about the beginning of the calendar year. The purpose of the annual meeting will be to engage in discussion of mutual interests focused on the development of the Unified Planning Work Programs of MAG and SCMPO.

Hosting of the meeting will alternate between SCMPO and MAG, with MAG hosting the initial meeting in 2017. The Party hosting the meeting will be responsible for providing a meeting facility, preparing and distributing agendas, taking meeting notes and distributing them to the other Parties following the meeting.

### b. Coordination Meetings

Staff from MAG and SCMPO will meet quarterly or more often, if deemed appropriate, to develop and maintain a common schedule for Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP) actions that require transportation conformity determinations. A meeting invitation will be sent to the representative from ADOT Multimodal Planning Division. Example actions that trigger the requirement for a transportation conformity determination include the addition or deletion of regionally significant projects and the acceleration or deferral of regionally significant projects included in RTPs and TIPs.

The meetings will also document assumptions and parameters used by MAG and SCMPO that are to be incorporated in conformity determinations. These include, but are not limited to the following:

- socioeconomic data assumptions,
- travel forecasting and modeling assumptions,
- latest planning assumptions,
- transportation conformity analysis years and,
- RTP and TIP planning horizons,
- programming changes, project changes, and data collection schedules.

### c. MPO Board Coordination

MAG and SCMPO will provide the Parties with electronic copies of draft changes to RTPs and TIPs, as well as the Unified Planning Work Programs (UPWPs), in sufficient time to allow each to submit substantive comments prior to approval by the respective governing boards. Prior to MAG Regional Council

and SCMPO Executive Board action on changes that require a transportation conformity determination, the Party receiving comments will provide responses to comments received, as provided in their respective public participation plans. Final electronic copies of amended or updated RTPs, TIPs and UPWPs will be provided to each Party.

**d. Conflict Resolution**

If disagreements arise regarding the implementation of this agreement, all Parties shall act in good faith to resolve the disagreement. If a resolution cannot be reached, the Parties to this agreement agree to meet and have a representative from the FHWA assist in resolving the disagreement. In the event a resolution still cannot be reached, the parties hereto agree to abide by required arbitration as set forth for public works Agreements in Arizona Revised Statutes Section 12-1518.

**III. Planning and Programming Cooperation**

**a. General**

MAG and SCMPO are the regional transportation planning agencies for their respective planning areas and are responsible for developing plans, programs and policies pursuant to Title 23 and 40 of the Code of Federal Regulations (CFR) and Title 23 and 49 of the United States Code (USC), as well as applicable State laws. Each agency is required to develop through a continuous, cooperative and comprehensive process a Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP) to guide transportation investments to preserve and improve the transportation system.

ADOT develops the Statewide Long Range Transportation Plan in cooperation with MAG and SCMPO and will coordinate its planning studies, data collection and analysis efforts, and performance measures and targets with the two MPOs. The TIPs of the two MPOs will be incorporated in the State Transportation Improvement Program without modification.

MAG and SCMPO agree to cooperatively develop their Regional Transportation Plans and Transportation Improvement Programs with regard to the SCMPO metropolitan planning area and the MAG metropolitan planning area in Pinal County.

MAG and SCMPO will jointly develop the schedule for collecting transportation project changes and additions that affect conformity. All member agencies of each metropolitan planning organization including ADOT MPD representative(s) within the Pinal County area will be included in notifications for data collection.

**b. Fund Allocation Coordination**

Federal regulations require the State Highway Agency, MPO and public

transportation operators to cooperatively develop estimates of funding that are expected to be reasonably available to implement the TIP. Projects or project phases may only be included in the TIP if full funding is reasonably available. Annually, ADOT holds a meeting of the Resource Allocation Advisory Committee (RAAC) to review projections for the next fiscal year of the ADOT Five-Year Transportation Facilities Construction Program. Results of the RAAC will be shared with MAG and SCMPO to update their plans. Projects or project phases programmed (allocation of funding by year, and project prioritization) in the first two years of the TIP that are located in nonattainment areas may be included only if full funding is available and committed for their implementation.

A project or project phase that has been approved by the federal government for reimbursement is identified as obligated (49 USC 5903). Information on the funding status of obligated projects or project phases must be provided to fulfill fiscal constraint requirements for the TIP. Pursuant to 23 CFR §450, ADOT agrees to coordinate with the two MPOs to compile an annual list of obligated TIP projects, as well as all associated information required, to include in the MPO public involvement plans.

**c. Public Involvement Plans**

Public participation is an integral part of the transportation process and helps ensure that decisions are made in consideration of and benefit to public needs and preferences. As provided in their individual public participation plans, MAG and SCMPO will conduct early and continuous public involvement processes to inform the public and stakeholders and to obtain input from them on transportation decision making in the area covered by this MOU. When public participation plans are revised, the two MPOs will, when feasible, consult with each other to ensure their continued coordination of public involvement activities for the area.

**d. Unified Planning Work Program (UPWP)**

The two MPOs are each required to develop for their respective metropolitan planning areas, a Unified Planning Work Program (UPWP) in cooperation with ADOT and operators of public transportation systems. At a minimum each UPWP will include a description of the planning work and resulting products, those performing the work, time frames for completing the work, the cost of the work, sources of funds, and any unfunded tasks (23 CFR 450, 23 CFR 420). The UPWP is also to include discussion of planning priorities and identify major MPO work activities for a one- to two-year period by task.

MAG and SCMPO agree to exchange draft copies of their UPWPs and to maintain communication with the remaining Parties regarding how best to achieve coordination and consistency among elements in the UPWPs. The MPOs also agree to discuss project or program opportunities for collaborative activities that could be incorporated as tasks and/or products in the UPWPs as appropriate, for the coming year.

**e. Regional Transportation Plan (RTP)**

MAG and SCMPO are each required to develop a Regional Transportation Plan (RTP) for their respective metropolitan planning area with a planning horizon of at least twenty years and must be updated at least every four years.

MAG and SCMPO agree to work toward common RTP planning horizons, but recognize that this effort may prove to be very difficult to achieve or not feasible. Planning horizons will be documented in the quarterly coordination meetings previously identified in this Memorandum of Understanding.

During the development of RTPs, SCMPO and MAG agree to consult all appropriate Parties regarding key elements of the plan such as scenarios, strategies, major project assumptions, and key issues. The two MPOs also agree to exchange information, including draft electronic copies of RTPs and proposed amendments, and maintain communication among Parties, including affording each other the opportunity to review and comment on projects proposed in the RTP, especially on projects that border on or have significant impacts on their respective metropolitan planning areas.

In addition, ADOT, SCMPO and MAG agree to cooperatively develop plans, studies, and data collection for major roadway and transit facilities improvements that traverse or that cross into the metropolitan planning areas of the two MPOs in Pinal County and where appropriate include staff from each agency on technical advisory groups formed for studies of major roadway and transit facilities. Major roadway and transit facilities include, but are not limited to the following:

- National Highway System (NHS) – e.g. SR 24, I-10, I-11, I-8, US 60, etc.
- Major roadways interconnecting the two planning areas – e.g. the Maricopa Casa Grande Highway, etc.
- Bus commuter and rail corridors

**f. Transportation Improvement Program (TIP)**

The MAG and SCMPO TIPs are required to cover a period of at least four years and be updated at least every four years. They must include all regionally significant projects in their respective boundaries, be fiscally constrained by year and be developed in accordance with federal planning requirements as listed in 23 CFR §450.

SCMPO and MAG agree to consult in the development of their respective TIPs, exchange information, including draft electronic copies of the TIP and proposed amendments, and maintain communication among the Parties, including affording each other the opportunity to review and comment on draft projects proposed for inclusion in the TIP, especially on projects that have significant impacts on their respective metropolitan planning areas.

#### IV. **Modeling Analysis Coordination**

##### a. **General**

SCMPO and MAG share common borders and nonattainment areas in Pinal County. It is important, therefore, that the two MPOs work collaboratively to develop consistent and reliable information used in planning and programming transportation projects and in determining transportation conformity for the area.

##### b. **Socioeconomic Projections**

Within the framework established by the approved Executive Order, Regional Councils of Governments are responsible for sub-county socioeconomic projections. Working with Central Arizona Governments (CAG), MAG has utilized its AZ-SMART modeling platform to develop socioeconomic projections for all of Pinal County. These projections conform to control totals developed by the Arizona State Demographer's Office and are approved by the Department of Economic Security.

MAG and SCMPO agree to use the regional adopted socioeconomic data projections and datasets for transportation conformity determinations. The MPOs also agree to share, as appropriate, socioeconomic data sets, mapping, census and forecast data developed for their RTPs, planning scenarios and studies. It is recognized by both MPOs and ADOT, that there may be contractual limitations on data sources provided by private parties that may restrict the extent of socioeconomic data sharing between the two MPOs.

##### c. **Transportation Data**

SCMPO and MAG agree to work collaboratively to share and develop transportation data for the area. MAG and SCMPO will provide assistance to staff in contacting and working with local member agencies to collect transportation information needed to maintain transportation models and conduct transportation conformity analyses for the area.

Data to be shared between the two MPOs include transportation model outputs, transportation modeling assumptions, including transportation networks, various traffic and travel data such as traffic counts and travel surveys. It is recognized by both MPOs that there may be contractual limitations on data sources provided by third parties that may restrict the extent of transportation data sharing between the two MPOs or require execution of additional data license or non-disclosure agreements.

##### d. **Transportation Models**

To perform transportation conformity analyses, MAG and SCMPO will use MAG regional transportation models. It is recognized that regional transportation model development is a complex multi-year technical process that involves

numerous data collections, numerous consultant projects and requires extensive ongoing in-house support from highly qualified technical staff. In order to ensure most efficient delivery of the modeling and data services, avoid unnecessary duplication and provide consistent travel forecast for transportation conformity analysis across regional networks both agencies will rely on MAG regional transportation models. MAG will run the models and provide technical support for SCMPO in utilizing model outputs and transportation data. MAG is currently providing similar support to all MAG member agencies and has the necessary infrastructure in place to ensure delivery of the relevant technical services.

## V. **Transportation Conformity**

Section 176(c) of the Clean Air Act requires that Federal agencies and Metropolitan Planning Organizations not approve any transportation project, program, or plan that does not conform to the approved State Implementation Plan. Transportation conformity is designed to ensure that transportation activities do not contribute to violations of the National Ambient Air Quality Standards. All Parties to this Memorandum of Understanding are required to comply with the U.S. Environmental Protection Agency Transportation Conformity Regulations (40 Code of Federal Regulations Parts 51 and 93). A finding of conformity from the U.S. Department of Transportation is necessary in order for transportation projects to proceed. Both nonattainment areas are covered by the boundaries of the two Metropolitan Planning Organizations.

Conformity requirements apply to air quality nonattainment and maintenance areas. Both the MAG Metropolitan Planning Area Boundary and the Sun Corridor Metropolitan Planning Area Boundary include portions of the West Pinal PM-10 Nonattainment Area and West Central Pinal PM-2.5 Nonattainment Area located in Pinal County. Consequently, transportation conformity is required to be demonstrated for both nonattainment areas by both Metropolitan Planning Organizations.

MAG will provide assistance to the Sun Corridor Metropolitan Planning Organization by preparing the conformity analyses for the Pinal County nonattainment areas to enable transportation projects in both metropolitan planning organizations to proceed. Through the interagency consultation process, MAG will continue to closely coordinate with the Sun Corridor Metropolitan Planning Organization and also consult with the appropriate federal, state, and local agencies on certain key decisions such as:

- The timing of individual plan and TIP conformity determinations to enable the U.S. Department of Transportation to make its conformity determinations for all transportation plans and TIPs in a nonattainment area at the same time whenever feasible.
- The analysis years that will be examined in the regional emissions analysis and how the regional emissions analysis is developed.

- The emissions model to be used in the regional emissions analysis.
- The planning assumptions to be used in the regional emissions analysis and the sources of that information.

## VI. **Effective Date**

The MOU and all amendments shall become effective on the date it has been signed by all Parties.

## VII. **Term**

This MOU shall remain in effect from the date of the MOU until such time it is terminated or superseded by a subsequent MOU. This MOU may be terminated by any Party to it, providing that written notice of intent to terminate is provided to all Parties to the MOU thirty days prior to the effective date of withdrawal from the MOU.

## VIII. **Amendment**

This MOU may be amended at any time upon written agreement of all the Parties. No agent, employee or other representative of any Party to this MOU is empowered to alter any of the terms of the MOU, unless it is done in writing and signed by the Designated Officers of the respective Parties, their authorized representatives, or duly appointed successors.

## IX. **Miscellaneous Provisions**

1) Term Incorporation: This Agreement is governed according to the laws of the State of Arizona. All cited statutes, public law, executive orders, and policies cited in this Agreement are incorporated by reference as a part of this Agreement.

2) Duration: This Agreement shall become effective upon signature by the parties hereto and shall remain in force and effect for a period not to exceed through 2026 provided however, that this Agreement may be cancelled at any time prior to the commencement of performance under this Agreement, upon thirty (30) days written notice to the other party.

3) Amendments: This Agreement may be amended upon mutual agreement of the Parties at any time when in the best interest of FHWA, ADEQ, ADOT, MAG or SCMPO.

4) Conflict of Interest: This agreement may be cancelled in accordance with Arizona Revised Statutes Section 38-511 as regards to conflicts of interest on behalf of State employees.

5) Recordkeeping: All Recipients, Sub-Recipients, Contractors, and Sub-Contractors and the parties shall retain all data, books, and other records relating to this Agreement for a period of five years after completion of the Agreement. All records shall be subject to inspection and audit by the State at reasonable times as set forth in A.R.S. 35-214.

6) Arbitration: In the event of any controversy, which may arise out of this agreement, the parties hereto agree to abide by required arbitration as set forth for public works Agreements in Arizona Revised Statutes Section 12-1518.

7) Indemnification: Each party (as "indemnitor") agrees to indemnify, defend, and hold harmless the other party (as "indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees), hereinafter collectively referred to as "claims", arising out of bodily injury of any person (including death) or property damage, but only to the extent that such claims which result in vicarious/derivative liability to the indemnitee, are caused by the act, omission, negligence, misconduct, or other fault of the indemnitor, its officers, officials, agents employees, or volunteers.

8) Discrimination: This Agreement is subject to all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 USC. 12101-12213) and all applicable Federal regulations under the ACT, including 28 CFR Parts 34 and 36. Parties to this agreement or its Recipient and/or Sub-Recipients shall not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246, Arizona State Executive Order 2009-09, or A.R.S. 41-1461 through 1465, which mandates that all persons, regardless of race, color, religion, sex age, national origin or political affiliation shall have equal access to employment opportunities, and all other applicable state and federal employment laws, rules and regulations, including the Americans With Disabilities Act. Parties shall take affirmative action to ensure that applicants for employment and employees are not discriminated against due to race, creed, color, religion, sex, age, national origin or political affiliation or disability.

9) Immigration: To the extent applicable under Arizona Revised Statutes Section 41-4401, each Party and its subcontractors warrants their compliance with all federal immigration laws and regulations that relate to their employees and their compliance with the E-verify requirements under Arizona Revised Statutes Section 23-214(A). A breach of the above-mentioned warranty by any Party or its subcontractors shall be deemed a material breach of the Agreement and may result in the termination of the Agreement by the non-breaching Parties. Each Party retains the legal right to randomly inspect the papers and records of the other Parties or its subcontractor employees who work on the Agreement to ensure that the Parties or its subcontractors are complying with the above-mentioned warranty.

**MEMORANDUM OF UNDERSTANDING AMONG  
THE MARICOPA ASSOCIATION OF GOVERNMENTS,  
THE SUN CORRIDOR METROPOLITAN PLANNING ORGANIZATION,  
THE ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY, AND  
THE ARIZONA DEPARTMENT OF TRANSPORTATION**

All terms of the Memorandum of Understanding are hereby acknowledged and agreed, as certified by the signatures of the Designated Officers affixed hereto:

\_\_\_\_\_ Date \_\_\_\_\_  
Dennis Smith, Executive Director  
Maricopa Association of Governments

\_\_\_\_\_ Date \_\_\_\_\_  
Irene Higgs, Executive Director  
Sun Corridor Metropolitan Planning Organization

\_\_\_\_\_ Date \_\_\_\_\_  
John Halikowski, Director  
Arizona Department of Transportation

\_\_\_\_\_ Date \_\_\_\_\_  
Misael Cabrera, Director  
Arizona Department of Environmental Quality