



Unified Planning Work Program (UPWP)

Fiscal Years 2024 and 2025

AMENDMENTS

#	Adoption/Revision	TCC	TAC	Study Team	Policy Committee	Public Comment Period
	Adoption	3/21/23	3/28/23	3/24/23	3/31/23	3/21-4/11/23

ADMINISTRATIVE STAFF REVISIONS

#	Revision	Staff	Date



The Grand Strand Area Transportation Study



**RESOLUTION
of the
GRAND STRAND AREA TRANSPORTATION STUDY POLICY COMMITTEE**

Resolution No. 2023-1

SUMMARY: This Resolution approves the Fiscal Years 2024 and 2025 Unified Planning Work Program. This Program includes a discussion of the planning priorities facing the metropolitan planning area and identifies and provides details of transportation planning work proposed for the next two-year periods by major activity and task.

PREAMBLE:

WHEREAS, the Policy Committee of the Grand Strand Area Transportation Study is the Metropolitan Planning Organization (MPO) for the Myrtle Beach – Socastee SC/NC Urbanized Area;

WHEREAS, 23 CFR 450.308 requires that each MPO document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 in a Unified Planning Work Program and that such a program be updated no less than biannually;


WHEREAS, it is necessary and beneficial for each MPO, in cooperation with the State(s) and public transportation operator(s), to develop a UPWP that includes a discussion of the planning priorities facing the metropolitan planning area. The UPWP shall identify and provide details of work proposed for the next one- or two-year period by major activity and task; and

WHEREAS, the Unified Planning Work Program is biennial element of GSATS' process;

NOW, THEREFORE, BE IT RESOLVED BY THE GRAND STRAND AREA TRANSPORTATION STUDY POLICY COMMITTEE:

The Fiscal Years 2024 and 2025 Unified Planning Work Program as attached hereto is approved.

THIS RESOLUTION WAS APPROVED BY THE GRAND STRAND AREA TRANSPORTATION STUDY POLICY COMMITTEE ON MARCH 31, 2023.



Sen. Stephen L. Goldfinch, Chairman

31 March, 2023
Date

Attested By:



Mark H. Hoeweler, GSATS MPO Director

3/31/23
Date



RESOLUTION of the GRAND STRAND AREA TRANSPORTATION STUDY'S NORTH CAROLINA TRANSPORTATION ADVISORY COMMITTEE

Resolution NCTAC-2023-1

SUMMARY: This Resolution approves the Fiscal Years 2024 and 2025 Unified Planning Work Program. This Program includes a discussion of the planning priorities facing the metropolitan planning area and identifies and provides details of transportation planning work proposed for the next two-year periods by major activity and task.

PREAMBLE:

WHEREAS, the GSATS' NCTAC is responsible for conducting transportation planning in a continuous, cooperative, and comprehensive manner for the North Carolina portion of the GSATS planning area; and

WHEREAS, 23 CFR 450.308 requires that each MPO document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 in a Unified Planning Work Program and that such a program be updated no less than biannually;

WHEREAS, it is necessary and beneficial for each MPO, in cooperation with the State(s) and public transportation operator(s), to develop a UPWP that includes a discussion of the planning priorities facing the metropolitan planning area. The UPWP shall identify and provide details of work proposed for the next one- or two-year period by major activity and task; and

WHEREAS, the Unified Planning Work Program is biennial element of GSATS' process;

NOW, THEREFORE, BE IT RESOLVED BY NORTH CAROLINA TRANSPORTATION ADVISORY COMMITTEE:

The Fiscal Years 2024 and 2025 Unified Planning Work Program as attached hereto is recommended for approval.

THIS RESOLUTION WAS APPROVED BY THE NORTH CAROLINA TRANSPORTATION ADVISORY COMMITTEE ON MARCH 28, 2023.

Walt Eccard
Walt Eccard, TAC Chairman

3/28/23
Date

Attested By:

Mark H. Hoeweler
Mark H. Hoeweler, GSATS MPO Director

3/28/23
Date

INTRODUCTION

The FY 2024 and 2025 Unified Planning Work Program (UPWP) outlines transportation planning tasks to be conducted during the fiscal years for the Myrtle Beach-North Myrtle Beach, SC/NC urban area. The UPWP sets the budget for these items and identifies the funding sources. MPO staff is responsible for ensuring completion of the planning tasks identified in the UPWP. The MPO Staff, South Carolina Department of Transportation (SCDOT) and the North Carolina Department of Transportation (NCDOT) are the responsible agencies for many of the tasks in the UPWP. Some planning tasks are carried out by outside consultants.

The categories for planning tasks in the UPWP are based on planning requirements contained in Federal legislation that authorizes transportation funding. The adopted Prospectus for Continuing Transportation Planning provides detailed descriptions for these tasks. The UPWP must be programmed according to the Prospectus.

This UPWP for the Grand Strand Area Transportation Study (GSATS) Metropolitan Planning Organization (MPO) documents the transportation planning activities and related tasks to be accomplished during the federal fiscal year 2024 and 2025 (from July 1, 2023, through June 30, 2025). MPOs are federally mandated (US Code, Title 23) and are designated by each state's Governor. The goal of the MPO is to ensure a continuing, cooperative, and comprehensive approach for transportation planning for the metropolitan area, both short and long-range, with proper coordination by examining:

- Travel and transportation issues and needs on a regional level,
- Demographic analysis of the region,
- Travel patterns and trends,
- Analysis of alternatives to meet projected future demands, and
- Safe and efficient transportation system solutions that satisfy mobility needs while not creating adverse impacts to the environment.

The MPO study area includes the urbanized part of the Myrtle Beach region, as defined by the U.S. Bureau of Census, plus the area expected to become urbanized over the next twenty years. The GSATS' Study Area, as approved by the Policy Committee on March 8, 2013, encompasses the following area. In North Carolina, the Lockwoods Folly River forms the northern boundary. The Study Area includes the land east of US 17 and Hickman Road as you approach the state line. In South Carolina, the Waccamaw River forms the western boundary to the City of Conway. It then follows the US 701 alignment south to the City of Georgetown (see enclosed GSATS Study Area map attachment). Portions of Horry and Georgetown counties in South Carolina and Brunswick County in North Carolina are included in the urbanized area, therefore making GSATS a bi-state MPO.

The U.S. Secretary of Transportation published a listing on July 18, 2012, of urbanized areas that exceeded 200,000 in population thereby designating them as Transportation Management Areas (TMAs). Designated TMAs are subject to special planning and programming requirements including a Congestion Management Process (CMP) and certification of the transportation planning process by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

EXPLANATION OF SOUTH CAROLINA FUNDING SOURCES IN THE UPWP

There are two (2) major funding sources that make up the South Carolina UPWP. These sources come from the federal government and involve either local or state matching funds. The disbursement of all the funds is managed by SCDOT. Both funding sources are displayed in the UPWP that is approved by the GSATS Policy Committee. South Carolina operates under a “consolidated planning grant” where PL and FTA 5303 funds are combined.

Metropolitan Planning Funds

Commonly known as “PL” (short for Public Law) funds, these funds are the primary source of funding for MPO Planning and Administration. The MPO Lead Planning Agency and MPO staff administer the funds. The Federal Highway Administration provides 80% of the funding, and local governments of the GSATS MPO provide the 20% local match. In some cases, funds are sub-allocated to other agencies to perform special studies. This is not a grant program, but rather a reimbursement program. In other words, valid expenditures for transportation planning are reimbursed at a rate of 80%. The MPO Staff submits quarterly invoices to the SCDOT for reimbursement.

The MPO uses the PL funds to carry out tasks identified in the UPWP. Some of the funds are used to pay staff salaries for time spent on transportation planning activities and for administration of the MPO. Some of the funds are used to pay outside consultants for special planning studies. All planning activities and special studies conducted during the year must be a part of the approved UPWP. Occasionally funds are reimbursed to other local agencies that complete tasks identified in the UPWP.

PL Set Aside Funds

The PL Set Aside funds are used to implement activities associated with Complete Streets standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles. No less than two and a half percent (2.5%) of PL funds must be used for Complete Streets planning the work performed with the funds should include:

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

Section 5303 Funds

Section 5303 funds are used for multimodal transportation planning in the MPO. These are federal funds apportioned to states by a formula that includes each state's urbanized area population in proportion to the total urbanized area population. Section 5303 funds are sub-allocated by states to MPOs by a formula that considers each MPO's urbanized area population, and their individual planning needs.

EXPLANATION OF NORTH CAROLINA FUNDING SOURCES IN THE UPWP

There are three (3) major funding sources that make up the North Carolina UPWP. These sources also come from the federal government and involve either local or state matching funds. The disbursement of all the funds is managed by NCDOT. The funding sources are displayed in the UPWP that is approved by GSATS MPO. North Carolina operates with PL and 5303 funds dispersed separately. The third source of funding for North Carolina is through the Direct Attributable (DA) Funds Program.

Metropolitan Planning Funds

The Federal Highway Administration provides 80% of the funding, and local governments of the GSATS MPO provide the 20% local match. In some cases, funds are sub-allocated to other agencies to perform special studies. This is not a grant program, but rather a reimbursement program. In other words, valid expenditures for transportation planning are reimbursed at a rate of 80%. The MPO Staff submits quarterly invoices to the NCDOT for reimbursement.

PL Set Aside Funds (Y410)

The PL Set Aside funds (Y410) are used to implement North Carolina activities associated with Complete Streets standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles. The work performed with the funds includes the same tasks as noted in the South Carolina PL Set Aside money.

Section 5303 Funds

The Section 5303 funds are used for multimodal transportation planning only in the North Carolina portion of the MPO. The FTA provides 80% of the funds. The State provides 10% and GSATS provides 10%.

DA Funds

Direct Attributable (DA) Funds are used to supplement the MPO qualified planning activities. These funding amounts are determined by annual apportionment from FHWA and typically require a 20% match. The approved activities/projects must be an element of the Metropolitan Transportation Plan (MTP), programmed in the TIP, and shown in the UPWP.

TOTAL FUNDS PROGRAMMED IN THE FY 2024 AND FY2025 UPWP

FY2024	Local/State		Federal		Total
SC FHWA-PL/5303	\$236,015	20%	\$944,060	80%	\$1,180,075
*SC FHWA-PL Set Aside			\$13,520	100%	
NC FHWA-PL	\$32,500	20%	\$130,000	80%	\$162,500
NC PL Set Aside (Y410)			\$1,400	100%	\$1,400
NC 5303	\$4,610 / \$4,608	10% / 10%	\$36,873	80%	\$46,091
NCDOT Carbon Reduction			\$40,000	100%	\$40,000
FTA					
5310			\$53,480	100%	\$53,480
5307	\$17,541	20%	\$87,706	80%	\$105,247
5307 FY21 Cares Act			\$124,131	100%	\$124,131
NC STBG – DA					
Shalotte Signal System	\$254.80	20%	\$63,700	80%	\$318,500
Shalotte Collector Street	\$45,000	30%	\$105,000	70%	\$150,000
MTP Update	\$10,000	20%	\$40,000	80%	\$50,000
SS4A Action Plan Grant	\$144,000	20%	\$575,000	80%	\$719,000
Funding Total	\$494,274		\$2,137,650		\$2,631,924

**PL Set Aside is a portion of the Total designated to Complete Street Projects*

FY 2025	Local / State		Federal		Total
SC FHWA-PL/5303	\$236,015		\$944,060	80%	\$1,180,075
SC FHWA-PL Set Aside			\$13,520	100%	
NC FHWA-PL	\$32,500		\$130,000	80%	\$162,500
NC PL Set Aside (Y410)			\$700	100%	\$700
NC 5303	\$4,413 / \$4,411	10% / 10%	\$35,293	80%	\$44,117
FTA					
5310			TBA		
5307	\$17,599	20%	\$87,997	80%	\$105,596
5307 FY21 ARPA Holden Beach Bike Lanes			\$276,000	100%	\$276,000
NC STBG – DA					
NC 904 Corridor Study	\$25,000	25%	\$75,000	75%	\$100,000
SS4A Action Plan Grant			TBA		
Funding Total	\$319,938		\$1,547,300		\$1,867,238

**PL Set Aside is a portion of the Total designated to Complete Street Projects*

TASK ID I: PROGRAM OVERSIGHT

Objective: To administer the transportation planning program in the GSATS metropolitan planning area. Administration of the program generally includes:

- Coordinate activities of the Policy Committee, Study Team, NCTAC, and NCTCC,
- Develop reports,
- provide information to local governments, the media, and the public,
- Prepare narrative and expenditure reports, financial accountability/annual audit, record keeping, billing, training, and other related activities,
- GSATS web pages updates, and
- Continue GSATS’ branding efforts.

Milestones:

- A. General Administration:** Staff will provide assistance to the GSATS' Policy Committee, Study Team, NCTAC, and NCTAC. Staff will convene committee meetings and maintain all pertinent records. Members of the staff will attend training sessions and seminars on urban transportation and transit planning to keep abreast of changing regulations, new programs, and the advancement of transportation technologies. Potential training events include NCDOT and SCDOT sponsored trainings, National Transportation Institute classes, FHWA and FTA workshops, state and national American Planning Association conferences, etc. Staff will retain membership in the Association of Metropolitan Planning Organizations, American Planning Association, Institute of Traffic Engineers, and other transportation planning organizations. General staff administration will include consultant services to assist with planning tasks and administration.
- B. Governmental/Public Relations:** An effort will be made to give officials and the general public a greater understanding and appreciation of the transportation planning process. Copies of written correspondence concerning GSATS with citizens, local governments, news media, developers, and other agencies will be maintained to provide a record of the year's activities.
- C. Public Participation Process:** All requirements pertaining to each activity specified in the PPP will be met. New public outreach strategies will be evaluated continuously.
- D. UPWP Maintenance:** Financial accountability will be maintained through an annual audit of records and internal controls. Amendments will be made for any new activities following the adoption of this UPWP.
- E. TMA Certification Review:** As an MPO with a population over 200,000, GSATS is designated as a Transportation Management Area (TMA) by FHWA and FTA. GSATS must undertake a certification review process every four years to ensure that GSATS is carrying out the metropolitan planning process in adherence with federal statutes and regulations.
- F. FTA Triennial Review:** As an FTA award recipient, GSATS is required to undergo a Triennial Review process, which is intended to examine grantee performance and adherence to current FTA requirements and policies. The next Triennial Review is anticipated for mid-2024.

Deliverables:

I A. Produce, maintain, and publish required documents including minutes, meeting summaries, public comments, resolutions, agreements, audits, and other records. Update www.gsats.org accordingly.

I A. Ensure staff equipment and training resource needs are met. Equipment includes technology (laptop, computer screens, etc.) and upgrades (TransCad, adobe, etc.). Training resources include possible new meeting space.

I A. Produce quarterly/ annual financial and programmatic reports.

I B. Maintain files for active and recently completed projects. Keep records of correspondence with elected officials, news media, and the general public.

I C. Review and update the Public Participation Plan and ensure compliance with all Title VI requirements.

TASK ID III: SHORT RANGE PLANNING

Objective: To provide land use data and GIS assistance to local jurisdictions. The GSATS 2045 Metropolitan Transportation Plan (MTP) is scheduled for adoption in November 2023. Staff has completed updating the regional land use database as an initial step in the MTP update process. Administration of this task includes:

- Provide data to be utilized in their comprehensive plan updates and other planning studies,
- Maintain the land use database and road network data for the GSATS travel demand model,
- Contract consultant for technical assistance and maintenance of the Travel Demand Model, and
- Pursue GIS and TransCAD training to increase staff capacity.

Milestones:

- A. Land Use Data:** A comprehensive review of existing land uses across the MPO region has been conducted in FY22. The land use data collected is utilized to update the regional travel demand model. Data collected will be maintained in Arc GIS and TransCAD formats. Annual maintenance fees for modeling and GIS software will be paid.
- B. Geographic Information Systems:** Staff will coordinate with a working group of local GIS staff to prepare best practices for collecting land use data sets from jurisdictions within the study area. Staff will be provided with GIS and TransCAD training to keep current with available programming tools and methodologies.

Deliverables:

II A. Maintain and update the GSATS Study Area land use database used in the regional travel demand model.

II B. Regular attendance at training opportunities, including specialized training on TransCAD modeling and GIS.

TASK ID III: SPECIAL AREA PROJECTS AND STUDIES

Objective: To provide assistance to local governments on specific transportation problems within the region, to continue to advocate for access management standards, and work with members of the Study Team or NCTCC who are interested in developing transportation improvements. Assistance includes:

- Serve as the Direct and Designated Recipient for Federal Transit Administration funds,
- Continue to work with Coast RTA on planning related activities such as the Multimodal Center Feasibility Study, and completing of the Organization Plan currently underway,
- Continue efforts to establish a fixed route in the Shallotte, North Carolina,
- Continue to manage small area transportation studies developed including the Highway 90 Corridor Study in Horry County, the Shallotte Collector Street Study and the potential Signalization Project, and the completion of the Holden Beach Causeway Corridor Study,
- Present all projects to the Policy committee for inclusion in the GSATS Metropolitan Transportation Plan,
- Staff will assist local jurisdictions in meeting their Comprehensive Planning requirements with a specific focus on the Land Use and Transportation elements,
- Identify project for the NC Carbon reduction funding;
- Staff will continue work with the SC Safety Committee, and implement a NC Safety Committee to address safety issues in the Brunswick County portion of the study area, and

- Staff will manage the Safe Streets for All (SS4A) grant award for the GSATS Study area including North Myrtle Beach and the Brunswick County, North Carolina portion of the Study Area.

Milestones:

- A. Local Planning Technical Assistance: Staff will provide assistance to local governments on transportation projects upon request. These studies may be for local or regional projects. Staff will work with all parties and manage studies when requested. Upgrade staff resources by purchasing a new traffic camera and computer equipment to increase technical assistance capabilities.
- B. Transit Planning Assistance: Serve as the Designated Recipient for federal transit funds. Support regional transit providers with special studies and initiatives.
- C. Human Service Coordination: Staff will evaluate FTA funding applications for consistency with the Coordinated Service Plan. Evaluate the need to update the current Human Services Coordination plan.
- D. Transportation Safety: Continue to oversee the GSATS Safety Committee. Maintain annual safety data and work with SCDOT, NCDOT, and other members of the Safety Committee to identify potential transportation improvement projects to mitigate safety concerns at targeted locations and corridors, develop a Safety Committee to address the North Carolina portion of the Study Area, and develop a safety action plan for the study area to identify potential safety projects.
- E. Air Quality: Reinstate the Waccamaw Region Air Quality Coalition. Coordinate with SC Department of Health and Environmental Control on the dissemination of air quality data reports and information regarding other grant/community programs to coalition stakeholders.
- F. Environmental Planning/Permitting: Participate in the environmental planning and permitting activities for regionally significant transportation projects.

Deliverables:

III A. Regular attendance at training opportunities, including specialized training on unmanned aerial vehicles (drone).

III A. Perform traffic counts for local jurisdictions as requested.

III A.* Completion of the Holden Beach Causeway Corridor Study.

III A.* Manage the Sunset Beach Corridor Study. The study will analyze existing conditions along the corridor including peak season traffic volumes, crash history and overall functionality. The study will provide future design alternatives to improve the overall safety and functionality of the corridor.

III A.* Manage the Town of Shallotte Collector Street Plan. The plan will analyze the existing network for issues of connectivity and recommend potential extensions. The plan will provide future design alternatives to improve the overall safety and functionality of the street network.

IIIA. Manage the Safe Streets for All (SS4A) grant award. The grant will fund an Action Plan to identify potential safety projects. Subsequent applications years will fund Implementation Plans for projects.

III A.* Completion of the Coast RTA Organizational Plan. GSATS is utilizing FTA 5307 funds for this plan.

III A. Identify a designated recipient for 5307 funds and establish a fixed route in Shallotte, North Carolina.

III B. Apply for and administer the Section 5310 Award as a Designated Recipient of federal transit funds.

III C*. Update the Human Service Coordination Plan as part of the Coast RTA Organizational Plan

III D. Facilitate regular meetings of the Safety Committee. Coordinate with the SCDOT Safety Office to prepare fatal crash data for review by the Safety Committee and to assist with the evaluation or FAST Act Safety Performance Measures. Conduct site visits and collect aerial imagery via drone at locations identified as having a safety issue. Participate in SCDOT Road Safety Audit studies conducted in the GSATS region.

III D. Develop a North Carolina Safety Committee and facilitate regular meetings.

III D.* Develop a Safety Action Plan utilizing the Safe Streets for All (SS4A) grant award to identify safety projects in the region. Staff will apply for additional funds from this award in subsequent years to fund the projects identified. The award is annual and is federally funded for five (5) years.

III E. Reinstate regular meetings of the Waccamaw Air Quality Coalition.

III F. NCDOT/SCDOT Carolina Bays Parkway Merger Process: Staff will continue to participate in the project's environmental impact study development and public outreach process.

IIIF. Identify project for the NC Carbon Reduction funding and coordinate with SC for a potential joint project.

III F. Staff will continue to update the Study Team, NCTCC, NCTAC, and the Policy Committee on updates regarding the Carolina Bays Extension project. Staff will coordinate with SCDOT, NCDOT, and the project consultant on public outreach efforts and responses to citizen inquiries.

** Consultant Procured for this Project*

TASK ID IV: PLAN DEVELOPMENT

Objective: The objective of this element is to ensure all required plans and documents are updated and maintained for long range planning. These plans include:

- 2045 GSATS MTP adoption and maintenance,
- Review and update of the Congestion Management Process document is also scheduled during this UPWP period,
- Review and update the Public Participation Plan to ensure new requirements are incorporated as needed, and
- Review and update the Title VI Plan and Environmental Justice (EJ) Plan to ensure new requirements are incorporated as needed.

Milestones:

- A. Metropolitan Transportation Plan (MTP):** Completion of the 2045 MTP. The plan was delayed due to COVID prohibiting land use collection efforts.
- B. Congestion Management Process:** The Congestion Management Process is a requirement for designated TMAs. GSATS is due to review and update the CMP document.

- C. Public Participation Process: Staff will evaluate public input received and consider changes to the current plan. Efforts will continue to provide officials and the general public a greater understanding and appreciation of the transportation planning process.
- D. Title VI and EJ Requirements: GSATS will continue to review Title VI and Environmental Justice (EJ) requirements put forth in federal regulations and will update the plans as needed.
- E. UPWP: Draft the 2026 and 2027 UPWP in FY2025

Deliverables:

IV A.* 2045 MTP scheduled for November 2023. The 2045 MTP will incorporate the new land use data collected as part of the Travel Demand Model update. Project prioritization will be updated based on the projections of the Travel Demand Model along with the other project scoring criteria.

IV B.* The GSATS CMP update will examine the impact of recent projects on the corridors currently identified in the CMP and any new corridor segments that warrant inclusion in the updated CMP. Congestion related data sources will be explored to improve analysis and ability to evaluate congested corridors on a recurring basis. The CMP will be completed as part of the MTP Update.

IV C. Staff will continue to follow public outreach guidelines outlined in the PPP document. The www.gsats.org website will be updated regularly with all public notices, meeting agendas, and recent meeting minutes.

IV D. Staff will continue to follow requirements outlined in the Title VI Plan and EJ Plan. Staff will attend trainings pertaining to Title VI and EJ requirements, and disseminate pertinent information to members of the Study Team, Policy Committee, NCTAC, and NCTCC.

IV E. Maintain the FY2024 and FY2025 UPWP.

IV F. Participate in statewide planning initiatives and workgroups coordinated by NCDOT, SCDOT, FHWA, FTA, NC Association of Metropolitan Organizations, etc.

TASK ID V: TRANSPORTATION IMPROVEMENT PROGRAM DEVELOPMENT AND MAINTENANCE

Objective: To prepare, update, and maintain documents and programs for the GSATS transportation program. Activities include:

- 2045 GSATS MTP adoption and maintenance,
- Amend the Transportation Improvement Program (TIP) and Transportation Alternatives Program (TAP). Amendments to the TIP or TAP are presented to the Policy Committee for approval. Public comment is solicited as outlined by the requirements included in the PPP,
- Review and update of the Congestion Management Process document,
- Ensure the PPP, Title VI Plan, and EJ Plan are being followed and new requirements are incorporated in to the documents,
- Ensure FTA 5339 and 5307 pass through money is allocated through split letters. Ensure 5310 funding is allocated to eligible transportation program providers, Coordinate with SCDOT and NCDOT in the development and evaluation of FAST Act Performance Measures, and
- Coordinate with NCTCC, NCTAC, and NCDOT Division 3 staff for NCDOT SPOT project submittals.

Milestones:

- A. Transportation Improvement Program (TIP):** Staff will continue to monitor the progress of projects included in the TIP. Staff will coordinate with SCDOT/ NCDOT project managers to incorporate project specific schedule or funding changes. Staff will review project proposals and present recommendations from the Study Team, NCTCC, and NCTAC to the Policy Committee.
- B. SCDOT Transportation Alternatives Program (TAP):** Historically, GSATS has set aside 80% of available SCDOT TAP funds towards the completion of the spine route of the East Coast Greenway, with the remaining 20% of funding available for additional project proposals.
- C. Public Participation Process:** Staff will evaluate public input received and consider changes to the current plan. Efforts will continue to provide officials and the general public a greater understanding and appreciation of the transportation planning process.
- D. Title VI and EJ Requirements:** GSATS will continue to review Title VI and Environmental Justice (EJ) requirements put forth in federal regulations and will update the plans as needed.
- E. FTA Funding Allocation:** As a designated recipient of FTA 5310 funds, GSATS oversees the allocations of funds to eligible transit providers in the MPO region. GSATS plans to issue a call for projects in late FY23 utilizing FTA 5310 funding.
- F. NCDOT Direct Attributable Funds Program (DA):** Staff is currently working with NCDOT Division 3 staff and local jurisdictions on the completion of projects selected in previous calls for projects.
- G. Statewide Planning Initiatives:** Participate in statewide planning initiatives hosted by NCDOT, SCDOT, FHWA, or FTA.
- H. FAST Act Performance Measure Compliance:** Staff will coordinate with NCDOT and SCDOT on the review of the performance measures pertaining to safety, bridge condition, pavement quality, and travel time savings.

Deliverables:

III A. Staff anticipates selecting new projects from the 2045 MTP for inclusion in the TIP in FY24.

III A. Staff will continue to oversee the administration of the current TIP and facilitate all modifications and amendments in coordination with SCDOT and NCDOT staff. TIP amendments will proceed through the Public Notice requirements outlined in the PPP and be presented to the NCTAC or Policy Committee for approval. Staff will continue to monitor all project participation agreements.

III B. Staff anticipates facilitating a call for new TAP projects in the SC portion of the Study Area in FY24.

III C. Staff will continue to follow public outreach guidelines outlined in the PPP document. The www.gsats.org website will be updated regularly with all public notices, meeting agendas, and recent meeting minutes.

III D. Staff will continue to follow requirements outlined in the Title VI Plan and EJ Plan. Staff will attend trainings pertaining to Title VI and EJ requirements, and disseminate pertinent information to members of the Study Team, Policy Committee, NCTAC, and NCTCC.

III E. Oversee the allocation of FTA 5310 funds to eligible transit providers in the region.

III F. Staff will evaluate the need to issue a call for new DA projects in the NC portion of the Study Area in the FY24-FY25 UPWP period.

III G. Participation in the statewide planning initiatives and workgroups coordinated by NCDOT, SCDOT, FHWA, FTA, NC Association of Metropolitan Organizations, etc.

III G. Staff will review and update the Local Input Point Methodology as part of the Regional Impact and Division Needs phases of the NCDOT SPOT 6.0 project selection process.

III H. Staff will review the annual FAST Act SCDOT and NCDOT statewide safety performance targets and will consult with the Study Team, NCTCC, NCTAC, and Policy Committee to determine if GSATS-level safety targets are warranted.

** Consultant Procured for this Project*

SUMMARY OF TASKS AND PROPOSED FUNDING

FY 2024	ID	Local/State	Federal	Total	
Program Oversight	I			\$889,576	25%
*Short Range Planning	II			\$177,915	5%
Special Area Projects and Studies	III			\$711,661	20%
*Plan Development	IV			\$533,745	15%
Transportation Improvement Program Development and Maintenance	IV			\$1,245,405	35%
Funding Total		\$500,056	\$3,056,246	\$3,558,302	

FY 2025	ID	Local/State	Federal	Total	
Program Oversight	I			\$467,072	25%
*Short Range Planning	II			\$93,414	5%
Special Area Projects And Studies	III			\$280,243	15%
*Plan Development	IV			\$373,658	20%
Transportation Improvement Program Development And Maintenance	V			\$653,901	35%
Funding Total		\$319,938	\$1,548,350	\$1,868,288	

**South Carolina Only Task Code*

SUMMARY OF ANTICIPATED CONSULTANT NEEDS

Consultants will be procured to facilitate the completion of some of the deliverables described in this document.

Deliverable	FY 2024	FY 2025
MTP	\$50,000	
<i>Congestion Management Plan</i>		
Coast RTA Organizational Plan	\$300,000	
Shallotte Collector Street	\$150,000	
Sunset Beach Corridor Study		\$100,000
Shallotte Signalization		
Planning Consultant	\$50,000	\$50,000

COMMITTEE MEMBERS

Policy Committee

The GSATS Policy Committee was designated by the Governor(s) of South Carolina and North Carolina and is comprised of twenty-four (24) voting members. The Policy Committee has three (3) advisory committees: the Study Team, the North Carolina Transportation Advisory Committee (NCTAC), and the North Carolina Technical Coordinating Committee (NCTCC).

Policy Committee Representatives	Voting Members
City of Myrtle Beach	Mayor One (1) Council Member
City of North Myrtle Beach	Mayor
Town of Surfside Beach	Mayor
City of Conway	Mayor
City of Georgetown	Mayor
Town of Atlantic Beach	Mayor
Town of Briarcliffe Acres	Mayor
Town of Pawleys Island	Mayor
Horry County Council	One (1) Chair One (1) Council Member
Georgetown County Council	Chair
Horry County Legislative Delegation	One (1) Senator representing GSATS Area Two (2) House Members representing GSATS Area
Georgetown County Legislative Delegation	One (1) Senator representing GSATS Area One (1) House Member representing GSATS Area
SCDOT	District Commissioner Secretary (or representative)
WRTA/Coast RTA	Board Chair
Brunswick County Board of Commissioners	Member
NCDOT	Board Member
N.C. Transportation Advisory Committee (GSATS)	Two (2) Members

The Policy Committee also has non-voting member representatives.

Policy Committee Representatives	Non-Voting Members
Horry County Planning Commission-	Chair
Georgetown County Planning Commission	Chair
Waccamaw Regional Council of Governments	Chair or Executive Director
SCDOT	District Engineering Administrator
Myrtle Beach International Airport	Director
South Carolina State Ports Authority	Georgetown Director

Study Team

The Study Team reviews, evaluates, and recommends ranking of proposed projects and policies in South Carolina to the Policy Committee.

Study Team Representative	Team Member
Horry County	Planning Director
Georgetown County	Planning Director
WRCOG	GSATS MPO Director
District Engineer, FHWA	District Engineer
SCDOT	Director of Planning and Environmental
SCDOT	Program Manager
SCDOT	District Traffic Engineer
SCDOT-OPT	Planning Manager
Myrtle Beach Planning Director	Planning Director
North Myrtle Beach	Planning Director
City of Georgetown	Planning Director
Conway	Planning Director
Surfside Beach	Town Administrator
WRTA/Coast RTA	General Manager

North Carolina Transportation Advisory Committee (NCTAC)

The NCTAC approves project proposals and policies affecting the North Carolina portion of the Study Area. The NCTAC also reviews, evaluates, and provides recommendations to the Policy Committee on proposals and policies affecting the entire MPO region.

TAC Representative	Voting Member
Brunswick County	Two (2) County Commissioners
Calabash	Mayor
Carolina Shores	Mayor
Holden Beach	Mayor
Ocean Isle Beach	Mayor
Shallotte	Mayor Town Alderman
Sunset Beach	Mayor
Varnamtown	Mayor
Brunswick Transit System	Board Chair
NCDOT	One (1) Board of Transportation member as designated by the Secretary of Transportation
N.C. House of Representatives	House Member representing largest geographic portion of the Study Area
N.C. Senate	Senator representing the largest geographic portion of the Study Area

North Carolina Technical Coordinating Committee (NCTCC)

The NCTCC reviews, evaluates, and recommends ranking of proposed projects and policies in North Carolina to the NCTAC.

TCC Representative	Team Member
Brunswick County	Planning Director
Calabash	Town Administrator
Carolina Shores	Town Administrator
Holden Beach	Town Manager
Ocean Isle Beach	Planning Director
Shallotte	Planning Director
Sunset Beach	Town Administrator
Varnamtown	Planning Director
Brunswick Transit System	Executive Director
Cape Fear COG	Planning Director
FHWA	NC Planning and Program Development Transportation Planner
NCDOT	Division 3 Engineer or their representative
NCDOT	Transportation Planning Division Planner
GSATS	MPO Director

PUBLIC PARTICIPATION REQUIREMENTS

The UPWP is one of the core planning documents that GSATS is responsible for maintaining, therefore, every effort is made to make the document accessible to the public. UPWP adoption and amendments follow all public notification requirements as specified in the GSATS/WRCOG Public Participation Plan (PPP). The PPP can be accessed on the GSATS website at www.gsats.org.

UPWP Adoption

A new UPWP is developed every two years to outline anticipated planning activities and corresponding funding needs over that timeframe. Prior to adoption by the Policy Committee, a public notice with a 30-day public comment period is placed on the GSATS website. The draft UPWP document is available on the GSATS website. A physical copy of the draft document is made available at the WRCOG office at 1230 Highmarket Street, Georgetown, SC, 29440.

UPWP Amendment/Modification

On occasion, new planning activity opportunities may occur that were not foreseen at the time of adoption of this UPWP. When those situations arise, it may require an amendment or modification to the UPWP. Prior to the approval of an amendment by the Policy Committee, a public notice with a 21-day public comment period is placed on the GSATS website. The proposed amendment is available on the GSATS website. A physical copy of the revised document is made available at the WRCOG office at 1230 Highmarket Street, Georgetown, SC, 29440.

Combined Funding Sources and Projects Chart
Amounts will vary with carryover and project expenses

FY2024

	South Carolina			North Carolina							US DOT		FTA							
	FHWA PL-5303		*PL Set Aside	FHWA PL		PL Set Aside (Y410)	5303			STBG-DA			Carbon Reduction	SS4A Action Plan		5307		5310	FY21 5307 CARES Act	
	Federal	Local		Federal	Local	Federal	Federal	State	Local	Federal	Local	Total	Federal	Federal	State	Federal	Local	Federal	Federal	
Program Oversight	\$ 164,030	\$ 41,008		\$ 52,000	\$ 13,000		\$ 14,420	\$ 1,802	\$ 1,802								\$ 16,000	\$ 4,000		
Short Range Planning	\$ 41,007	\$ 10,252																		
Special Area Studies	\$ 246,046	\$ 61,512											\$ 40,000	\$ 575,000	\$ 144,000	\$ 64,198	\$ 16,049	\$ 53,480		
<i>Shallotte Collector</i>										\$ 105,000	\$ 45,000	\$ 150,000								
Subtotal										\$ 105,000	\$ 45,000	\$ 150,000								
										70%	30%	100%								
<i>Shallotte Signal System</i>										\$ 254,800	\$ 63,700	\$ 318,500								
<i>MTP Update</i>										\$ 40,000	\$ 10,000	\$ 50,000								
Subtotal										\$ 294,800	\$ 73,700	\$ 368,500								
										80%	20%	100%								
Coast RTA Study																				\$ 124,131
Plan Development	\$ 246,046	\$ 61,512		\$ 52,000	\$ 13,000	1,400														
Program Development & Maintenance	\$ 123,023	\$ 30,756		\$ 26,000	\$ 6,500		\$ 4,806	\$ 601	\$ 601								\$ 7,508	\$ 1,877		
Total	\$ 820,152	\$ 205,038	\$ 13,520	\$ 130,000	\$ 32,500	\$ 1,400	\$ 19,226	\$ 2,403	\$ 2,403	\$ 399,800	\$ 118,700	\$ 518,500	\$ 40,000	\$ 575,000	\$ 144,000	\$ 87,706	\$ 21,926	\$ 53,480	\$ 124,131	
	80%	20%	2.5%	80%	20%	100%	80%	10%	10%				100%	80%	20%	80%	20%	100%	100%	
Indirect Cost Rate 43.46%	\$ 219,944			\$ 62,586			\$ 430			\$ 8,607										\$ 21,456

*PL Set Aside is a portion of the Total desgined to Complete Streets Projects

Estimtted FY2025

	South Carolina			North Carolina							US DOT		FTA							
	FHWA PL-5303		*PL Set Aside	FHWA PL		PL Set Aside (Y410)	5303			STBG-DA			Carbon Reduction	SS4A Action Plan TBD		5307		5310 TBD	FY21 5307 ARPA	
	Federal	Local		Federal	Local	Federal	Federal	State	Local	Federal	Local	Total	Federal	Federal	Local	Federal	Local	Federal	Federal	
Program Oversight	\$ 164,030	\$ 41,008		\$ 52,000	\$ 13,000		\$ 26,470	\$ 3,308	\$ 3,309								\$ 16,000	\$ 4,000		
Short Range Planning	\$ 82,016	\$ 20,503																		
Special Area Studies	\$ 246,046	\$ 61,511															\$ 64,030	\$ 16,007		
<i>NC 904 Corridor Study</i>										\$ 75,000	\$ 25,000	\$ 100,000								
<i>Holden Beach Bike Lanes</i>																				\$ 276,000
Plan Development	\$ 164,030	\$ 41,008		\$ 52,000	\$ 13,000	700														
Program Development & Maintenance	\$ 164,030	\$ 41,008		\$ 26,000	\$ 65,000		\$ 8,823	\$ 1,103	\$ 1,104								\$ 7,967	\$ 1,992		
Total	\$ 820,152	\$ 205,038	\$ 13,520	\$ 130,000	\$ 32,500	\$ 700	\$ 35,293	\$ 4,411	\$ 4,413	\$ 75,000	\$ 25,000	\$ 100,000					\$ 87,997	\$ 21,999		\$ 276,000
	80%	20%	2.5%	80%	20%	100%	80%	10%	10%	75%	25%	100%		80%	20%	80%	20%	100%	100%	
Indirect Cost Rate 43.46%	\$ 219,944			\$ 62,586			\$ 215			\$ 17,700										

*PL Set Aside is a portion of the Total desgined to Complete Streets Projects

**FY 2024 and 2025 UPWP
Milestone and Deliverable Schedule**

FY 2024

FY 2025

		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Estimated Completion Date	Reporting Schedule
I	Program Oversight										
A	General Administration	x	x	x	x	x	x	x	x	Continuous	Quarterly Report
B	Governmental/Public Relations	x	x	x	x	x	x	x	x	Continuous	Quarterly Report
C	Public Participation Process	x	x	x	x	x	x	x	x	Continuous	Bi-Annual Review
D	UPWP Maintenance						x	x	x	6/30/2025	Quarterly Report
E	TMA Certification Review	x	x	x	x	x		x	x	TBD	Quarterly Report
F	FTA Triennial Review	x	x	x	x	x	x	x	x	TBD	Annual Report
II	Short Range Planning										
A	Land Use Data									Continuous	Quarterly Report
B	GIS									Continuous	Quarterly Report
III	Special Area Studies										
A	Planning Technical Assistance	x	x	x	x	x	x	x	x	Continuous	Technical Memo
B	Transit Planning	x	x	x	x	x	x	x	x	Continuous	Annual Report
C	Human Service Coordination	x	x	x	x		x	x		Continuous	Quarterly Report
D	Transportation Safety	x	x	x	x			x		Continuous	Quarterly Report
E	Air Quality	x		x		x		x		Quarterly	Quarterly Report
F	Environmental Planning	x				x			x	Continuous	Quarterly Report
IV	Plan Development										
A	MTP	x	x	x	x	x	x	x	x	11/1/2023	Technical Memo
B	Congestion Management Process	x	x		x	x	x	x	x	11/1/2023	Technical Memo
C	Public Participation Process	x	x		x	x	x	x	x	Continuous	Bi-Annual Review
D	Title VI and EJ	x	x		x	x	x	x	x	Continuous	Bi-Annual Review
E	UPWP	x	x	x	x	x	x	x	x	TBD	Quarterly Report
V	TIP Development/Maintenance										
A	TIP	x	x	x	x	x	x	x	x	Continuous	Technical Memo
B	SCDOT TAP	x	x	x	x	x	x	x	x	Continuous	Quarterly Report
C	Public Participation Process	x	x	x	x	x	x	x	x	Continuous	Bi-Annual Review
D	Title VI and EJ	x	x	x	x	x	x	x	x	Continuous	Bi-Annual Review
E	FTA Funding Allocation	x	x	x	x	x	x	x	x	Annually	Annual Report
F	NCDOT DA	x	x	x	x	x	x	x	x	TBD	Technical Memo
G	Statewide Planning Initiatives	x	x	x	x	x	x	x	x	Annually	Technical Memo
H	FAST Act Performance Measures			x				x		Annually	Technical Memo
	<i>This list is in no way meant to be comprehensive. Other tasks for which specific deadlines may not be anticipated. Routine activities will be continuous. Milestones and deliverables will be tracked by Quarterly Reports and</i>										



United States Department of the Interior

OFFICE OF THE SECRETARY

Washington, DC 20240

State and Local Governments Indirect Cost Negotiation Agreement

EIN: 57-0516633

Date: 03/14/2023

Organization:

Waccamaw Regional Council of Governments
1230 Highmarket Street
Georgetown, SC 29440

Report Number: 2023-0107

Filing Ref.:

Last Negotiation Agreement
dated: 03/11/2022

The indirect cost rate contained herein is for use on grants, contracts, and other agreements with the Federal Government to which 2 CFR Part 200 applies subject to the limitations in Section II.A. of this agreement. The rate was negotiated by the U.S. Department of the Interior, Interior Business Center, and the subject organization in accordance with the authority contained in applicable regulations.

Section I: Rate

Start Date	End Date	Rate Type	Rate				Applicable To
			Name	Rate	Base	Location	
07/01/2023	06/30/2024	Fixed Carryforward	Fringe Benefits	82.71 %	(A)	All	All Programs
			Indirect	43.46 %	(B)	On-Site	All Programs

(A) Base: Total salaries and wages, excluding fringe benefits.

(B) Base: Total direct salaries and wages, including fringe benefits. The rate applies to all programs administered by the non-federal entity. To determine the amount of indirect costs to be billed under this agreement, direct salaries and wages and related fringe benefits should be summed and multiplied by the rate. All other program costs should be eliminated from the calculation.

Treatment of fringe benefits: Fringe benefits applicable to direct salaries and wages are treated as direct costs; fringe benefits applicable to indirect salaries and wages are treated as indirect costs.

Section II: General

- A. **Limitations:** Use of the rate(s) contained in this agreement is subject to any applicable statutory limitations. Acceptance of the rate(s) agreed to herein is predicated upon these conditions: (1) no costs other than those incurred by the subject organization were included in its indirect cost rate proposal, (2) all such costs are the legal obligations of the grantee/contractor, (3) similar types of costs have been accorded consistent treatment, and (4) the same costs that have been treated as indirect costs have not been claimed as direct costs (for example, supplies can be charged directly to a program or activity as long as these costs are not part of the supply costs included in the indirect cost pool for central administration).
- B. **Audit:** All costs (direct and indirect, federal and non-federal) are subject to audit. Adjustments to amounts resulting from audit of the cost allocation plan or indirect cost rate proposal upon which the negotiation of this agreement was based will be compensated for in a subsequent negotiation.
- C. **Changes:** The rate(s) contained in this agreement are based on the accounting system in effect at the time the proposal was submitted. Changes in the method of accounting for costs which affect the amount of reimbursement resulting from use of the rate(s) in this agreement may require the prior approval of the cognizant agency. Failure to obtain such approval may result in subsequent audit disallowance.
- D. **Rate Type:**
1. **Fixed Carryforward Rate:** The fixed carryforward rate is based on an estimate of the costs that will be incurred during the period for which the rate applies. When the actual costs for such period have been determined, an adjustment will be made to the rate for a future period, if necessary, to compensate for the difference between the costs used to establish the fixed rate and the actual costs.
 2. **Provisional/Final Rate:** Within six (6) months after year end, a final indirect cost rate proposal must be submitted based on actual costs. Billings and charges to contracts and grants must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the organization may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the organization will be required to pay back the difference to the funding agency.
 3. **Predetermined Rate:** A predetermined rate is an indirect cost rate applicable to a specified current or future period, usually the organization's fiscal year. The rate is based on an estimate of the costs to be incurred during the period. A predetermined rate is not subject to adjustment.
- E. **Rate Extension:** Only final and predetermined rates may be eligible for consideration of rate extensions. Requests for rate extensions of a current rate will be reviewed on a case-by-case basis. If an extension is granted, the non-Federal entity may not request a rate review until the extension period ends. In the last year of a rate extension period, the non-Federal entity must submit a new rate proposal for the next fiscal period.
- F. **Agency Notification:** Copies of this document may be provided to other federal offices as a means of notifying them of the agreement contained herein.
- G. **Record Keeping:** Organizations must maintain accounting records that demonstrate that each type of cost has been treated consistently either as a direct cost or an indirect cost. Records pertaining to the costs of program administration, such as salaries, travel, and related costs, should be kept on an annual basis.
- H. **Reimbursement Ceilings:** Grantee/contractor program agreements providing for ceilings on indirect cost rates or reimbursement amounts are subject to the ceilings stipulated in the contract or grant agreements. If the ceiling rate is higher than the negotiated rate in Section I of this agreement, the negotiated rate will be used to determine the maximum allowable indirect cost.
- I. **Use of Other Rates:** If any federal programs are reimbursing indirect costs to this grantee/contractor by a measure other than the approved rate(s) in this agreement, the grantee/contractor should credit such costs to the

Section II: General (continued)

affected programs, and the approved rate(s) should be used to identify the maximum amount of indirect cost allocable to these programs.

J. **Central Service Costs:** If the proposed central service cost allocation plan for the same period has not been approved by that time, the indirect cost proposal may be prepared including an amount for central services that is based on the latest federally-approved central service cost allocation plan. The difference between these central service amounts and the amounts ultimately approved will be compensated for by an adjustment in a subsequent period.

K. **Other:**

1. The purpose of an indirect cost rate is to facilitate the allocation and billing of indirect costs. Approval of the indirect cost rate does not mean that an organization can recover more than the actual costs of a particular program or activity.
2. Programs received or initiated by the organization subsequent to the negotiation of this agreement are subject to the approved indirect cost rate(s) if the programs receive administrative support from the indirect cost pool. It should be noted that this could result in an adjustment to a future rate.
3. Indirect cost proposals must be developed (and, when required, submitted) within six (6) months after the close of the governmental unit's fiscal year, unless an exception is approved by the cognizant agency for indirect costs

Section III: Acceptance

Listed below are the signatures of acceptance for this agreement:

By the State and Local Governments

By the Cognizant Federal Government Agency

Waccamaw Regional Council of Governments

US Department of Commerce - EDA

DocuSigned by:
Arnold Johnson
0691078ACF77402...

DocuSigned by:
Craig Wills
B47DB1F4A5DB4BF...

Signature

Signature

Arnold Johnson

Craig Wills

Name:

Name:

Division Chief

Indirect Cost & Contract Audit Division

Interior Business Center

Deputy Director of Finance & Admin

Title:

Title:

3/15/2023

3/14/2023

Date

Date

Negotiated by: Stacy Frost
Telephone: (916) 930-3815

Next Proposal Due Date: 12/31/2023