



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 87th Place, Gainesville, FL 32653 • 1 803 • 352.955.2200

MEETING NOTICE

CLEARINGHOUSE COMMITTEE

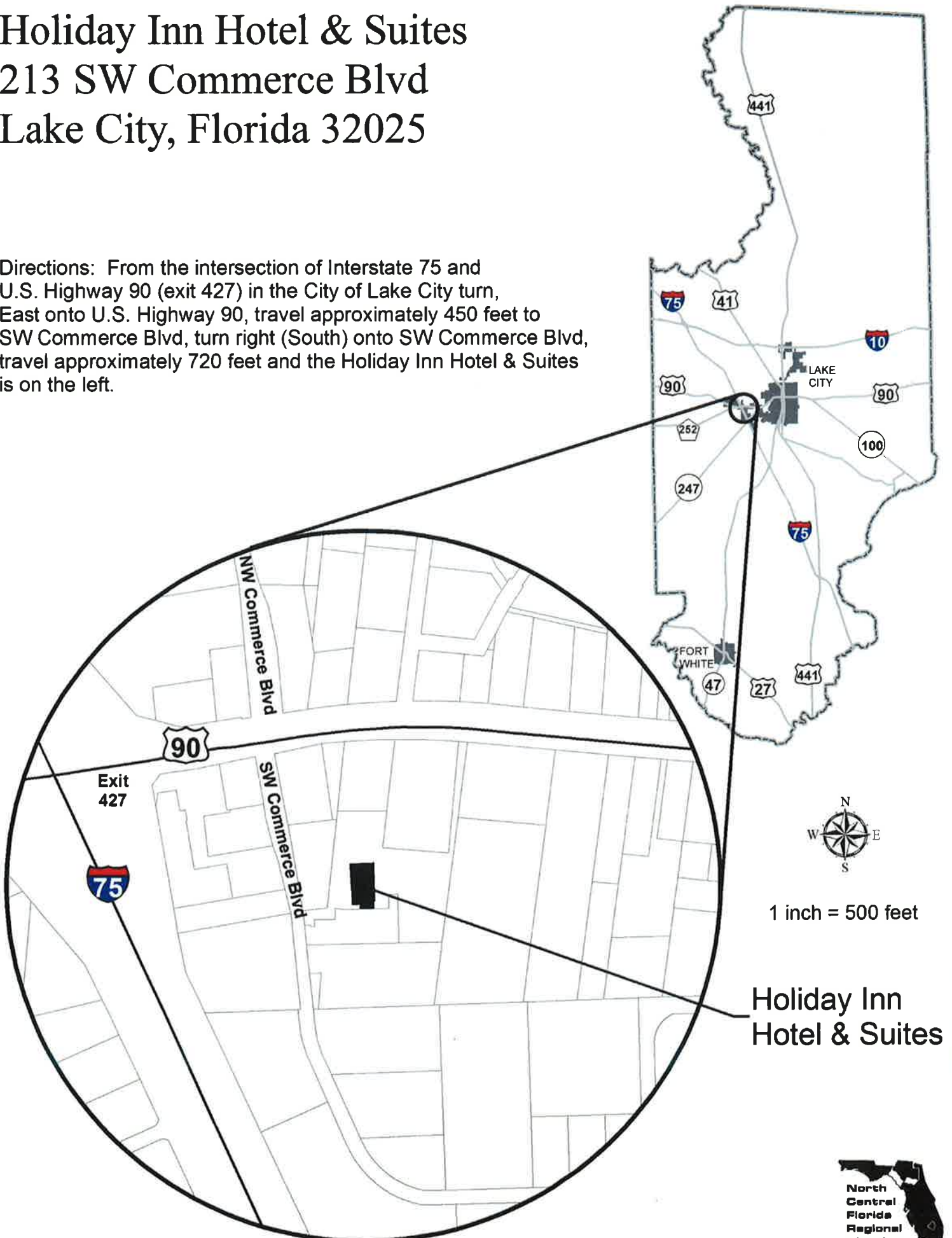
There will be a meeting of the Clearinghouse Committee of the North Central Florida Regional Planning Council on **March 27, 2014**. The meeting will be held at the **Holiday Inn Hotel & Suites, 213 SW Commerce Boulevard, Lake City**, beginning at **6:00 p.m.**

(Location Map on Back)

Holiday Inn Hotel & Suites

213 SW Commerce Blvd
Lake City, Florida 32025

Directions: From the intersection of Interstate 75 and U.S. Highway 90 (exit 427) in the City of Lake City turn, East onto U.S. Highway 90, travel approximately 450 feet to SW Commerce Blvd, turn right (South) onto SW Commerce Blvd, travel approximately 720 feet and the Holiday Inn Hotel & Suites is on the left.





Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 - 1603 • 352.955.2200

AGENDA

CLEARINGHOUSE COMMITTEE

Holiday Inn Hotel & Suites
Lake City, Florida

March 27, 2014
6:00 p.m.

PAGE NO.

I.	APPROVAL OF THE FEBRUARY 20, 2014 MEETING MINUTES	5
II.	COMMITTEE-LEVEL REVIEW ITEMS	
	<u>Comprehensive Plan Amendments</u>	
	#37 - City of Hawthorne Comprehensive Plan Draft Amendment (DEO No. 14-1ESR)	9
	#38 - City of Newberry Comprehensive Plan Draft Amendment (DEO No. 14-1ESR)	11
III.	STAFF-LEVEL ITEMS	
	#12 - Big Bend Transit, Inc. - Section 5310 Grant Capital Assistance Application - Madison County, Florida	51
	#13 - Big Bend Transit, Inc. - Section 5311 Grant Operating Assistance Application - Madison County, Florida	65
	#14 - Suwannee Valley Transit Authority - Section 5310 Capital Assistance Grant Application - Alachua, Columbia, Hamilton, Lafayette, Madison and Suwannee Counties, Florida	75
	#15 - Suwannee Valley Transit Authority - Section 5339 Capital Assistance Grant Application - Alachua, Columbia, Hamilton, Lafayette, Madison and Suwannee Counties, Florida	83
	#16 - Suwannee Valley Transit Authority - Section 5311 Operating Assistance Grant Application - Alachua, Columbia, Hamilton, Lafayette, Madison and Suwannee Counties, Florida	93
	#17 - The Arc of Bradford County - Section 5310 Operating Assistance Grant Application - Bradford County, Florida	101

#18 -	The Arc of Bradford County - Section 5310 Capital Assistance Grant Application - Bradford County, Florida	111
#19 -	The Arc of North Florida - Section 5310 Operating Assistance Grant Application - Bradford County, Florida	123
#20 -	A & A Transport, Inc. - Section 5311 Operating Assistance Grant Application - Union County, Florida	133
#21 -	The Industrial Complex of Raiford - Section 5310 Operating Assistance Grant Application - Union County, Florida	139
#22 -	CARC - Advocates for Citizens with Disabilities, Inc. - Section 5310 Capital Assistance Grant Application - Columbia County, Florida	149
#23 -	Suwannee River Economic Council, Inc. - Section 5310 Capital Assistance Grant Application - Bradford County	155
#24 -	Suwannee River Economic Council, Inc. - Section 5311 Operating Assistance Grant Application, - Bradford County	163
#25 -	Suwannee River Economic Council, Inc. - Section 5310 Capital Assistance Grant Application, - Dixie County	171
#26 -	Suwannee River Economic Council, Inc. - Section 5311 Operating Assistance Grant Application, - Dixie County	177
#27 -	Suwannee River Economic Council, Inc. - Section 5311 Operating Assistance Grant Application, - Gilchrist County	183
#28 -	Suwannee River Economic Council, Inc. - Section 5311 Operating Assistance Grant Application, - Lafayette County	189
#29 -	Gainesville Regional Transit System - Section 5339 Nonurbanized Area Capital Assistance Grant Application - Alachua County and City of Gainesville, Florida	195
#30 -	Gainesville Regional Transit System - Section 5310 Capital Assistance Grant Application - Alachua County and City of Gainesville, Florida	203
#31 -	Gainesville Regional Transit System - Section 5310 Operating Assistance Grant Application - Alachua County and City of Gainesville, Florida	225
#32 -	Gainesville Regional Transit System - Section 5311 Nonurbanized Area Operating Assistance Grant Application - Alachua County and City of Gainesville, Florida	233

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

CLEARINGHOUSE COMMITTEE

MINUTES

Holiday Inn Hotel and Suites
Lake City, Florida

February 20, 2014
6:00 p.m.

MEMBERS PRESENT

Beth Burnam
Jim Catron
Donnie Hamlin
Sandra Haas, Chair
James Montgomery
Stephen Witt

MEMBERS ABSENT

Thomas Hawkins, Vice-Chair
Wesley Wainwright
Mike Williams

STAFF PRESENT

Steven Dopp

Chair Haas called the meeting to order at 6:01 p.m.

I. APPROVAL OF THE JANUARY 23, 2014 MEETING MINUTES

ACTION: It was moved by Mr. Montgomery and seconded by Mayor Witt to approve the January 23, 2014 minutes as circulated. The motion carried unanimously.

II. COMMITTEE-LEVEL REVIEW ITEMS

#33 - City of Alachua Comprehensive Plan Draft Amendment (DEO No. 14-1ESR)

Mr. Dopp stated the staff report for the item finds that the local government comprehensive plan, as amended, is not anticipated to result in significant adverse impacts to Natural Resources of Regional Significance, regional facilities, or adjoining local governments.

ACTION: It was moved by Commissioner Catron and seconded by Commissioner Hamlin to approve the staff report as circulated. The motion carried unanimously.

The meeting adjourned at 6:05 p.m.

Sandra Haas, Chair

3/27/14

COMMITTEE-LEVEL ITEMS

**FLORIDA REGIONAL COUNCILS ASSOCIATION
LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEW FORM 01**

Regional Planning Council: North Central Fl

Review Date: 3/27/14

Amendment Type: Draft Amendment

Regional Planning Council Item No.: 37

Local Government: City of Hawthorne

Local Government Item No.: CPA 13-3

State Land Planning Agency Item No.: 14-1ESR

Date Mailed to Local Government and State Land Planning Agency: 3/28/14 (estimated)

Pursuant to Section 163.3184, Florida Statutes, Council review of local government comprehensive plan amendments is limited to adverse effects on regional resources and facilities identified in the strategic regional policy plan and extrajurisdictional impacts that would be inconsistent with the comprehensive plan of any affected local government within the region. A written report containing an evaluation of these impacts, pursuant to Section 163.3184, Florida Statutes, is to be provided to the local government and the state land planning agency within 30 calendar days of receipt of the amendment.

DESCRIPTION OF AMENDMENT

City item CPA 13-3 reclassifies 62.11 acres of recently annexed lands from Alachua County Rural/Agriculture (up to 1 dwelling unit per 5 acres) to Conservation on the City Future Land Use Plan map (see attached).

1. ADVERSE EFFECTS TO SIGNIFICANT REGIONAL RESOURCES AND FACILITIES IDENTIFIED IN THE STRATEGIC REGIONAL POLICY PLAN

The subject property is located adjacent to State Road 20, which is identified and mapped in the North Central Florida Strategic Regional Policy Plan as part of the Regional Road Network. Nevertheless, significant adverse impacts to the Regional Road Network or Natural Resources of Regional Significance are not anticipated since the amendment results in a decrease in intensity of use (see attached).

2. EXTRAJURISDICTIONAL IMPACTS INCONSISTENT WITH THE COMPREHENSIVE PLANS OF LOCAL GOVERNMENTS WITHIN THE REGION

Adverse extrajurisdictional impacts are not anticipated to occur to adjoining local governments as a result of the amendment.

Request a copy of the adopted version of the amendment?

Yes ☒ No ☐

Not Applicable ☐

It is recommended that these findings be forwarded to the City and the Florida Department of Economic Opportunity.

Map 3a. Future Land Use Little Orange Creek Nature Park Comprehensive Plan Amendment

Legend



Project Site

City of Hawthorne

City of Hawthorne FLU

Residential Low Density

Residential Moderate Density

Residential Medium Density

Agriculture

Light Industrial

Industrial

Public

Conservation

Alachua County FLU

Rural/Agriculture



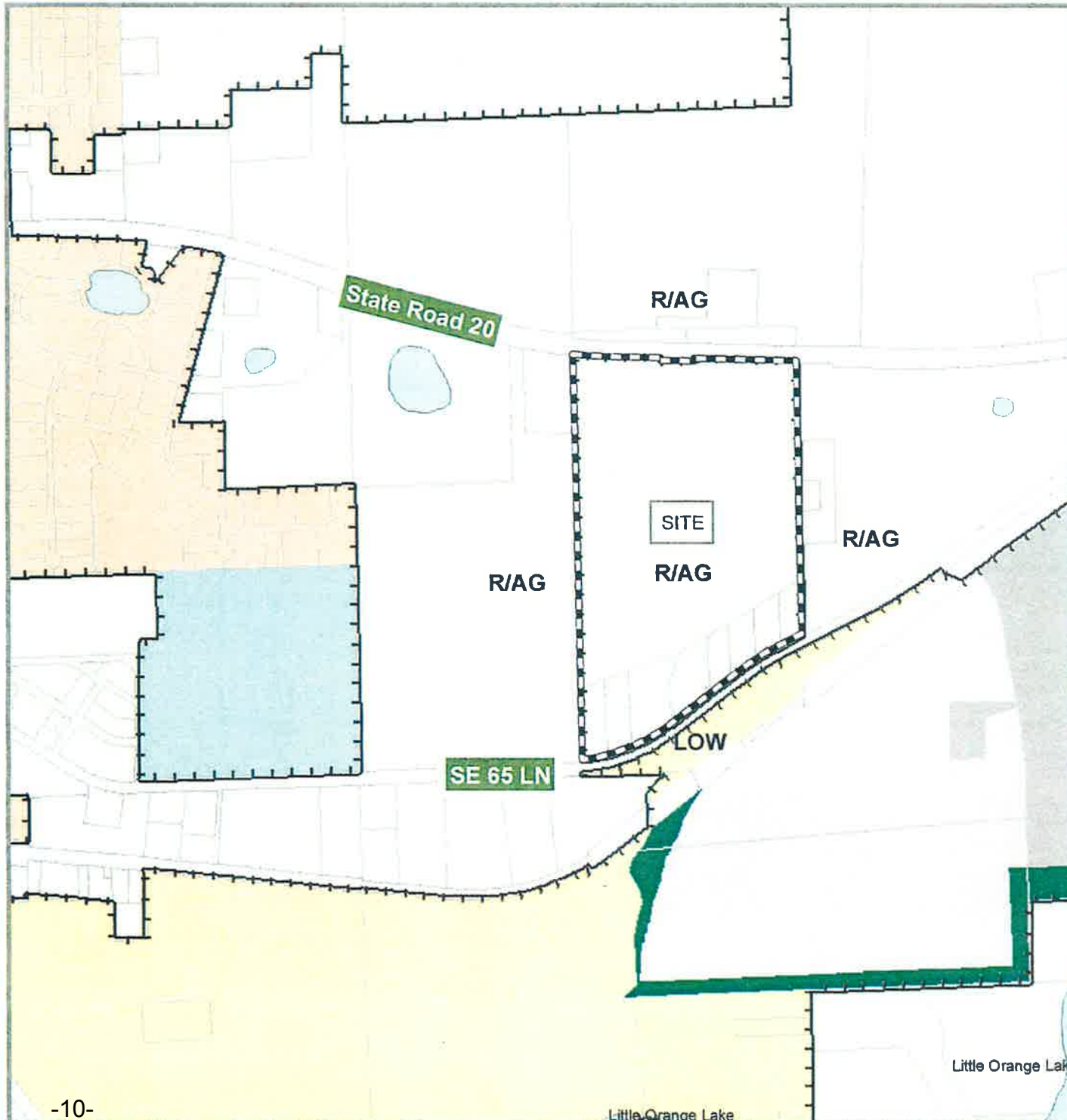
0 0.175 0.35 Miles

Date of Production: 01/02/2014



City of Hawthorne, Florida
6700 SE 221st Street
Hawthorne, FL 32640
Phone: 352.481.2432

<http://www.cityofhawthorne.net/pages/index>



**FLORIDA REGIONAL COUNCILS ASSOCIATION
LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEW FORM 01**

Regional Planning Council: North Central FI
Review Date: 3/27/14
Amendment Type: Draft Amendments

Regional Planning Council Item No.: 38
Local Government: City of Newberry
Local Government Item Nos.: CPA 13-04,
CPA 13-6, CPA 13-07 and CPA 13-08
State Land Planning Agency Item No.: 13-3ESR

Date Mailed to Local Government and State Land Planning Agency: 3/28/14

Pursuant to Section 163.3184, Florida Statutes, Council review of local government comprehensive plan amendments is limited to adverse effects on regional resources and facilities identified in the strategic regional policy plan and extrajurisdictional impacts that would be inconsistent with the comprehensive plan of any affected local government within the region. A written report containing an evaluation of these impacts, pursuant to Section 163.3184, Florida Statutes, is to be provided to the local government and the state land planning agency within 30 calendar days of receipt of the amendment.

DESCRIPTION OF AMENDMENTS

City item CPA 13-04 amends the text of the Public Facilities Element and the Capital Improvements Element related to public school concurrency review process, level of service standards and proportionate share mitigation. City item CPA 13-06 is an annual update of the Five-Year and Long Range Schedule of Capital Improvements contained in the Capital Improvements Element. City item CPA 13-07 reclassifies approximately 320 acres of recently annexed land from County Rural/Agricultural (up to 1 dwelling unit per 5 acres) to City Agriculture (up to 5 dwelling units per acre) on the City Future Land Use Plan map (see attached). City item CPA 13-08 amends Future Land Use Element Policy RI.1.2 to allow recreation uses related to the City's sports tourism economic development program, including competitive sports venues, equestrian parks, waterparks, arenas, amphitheaters, racetracks and associated resorts, campgrounds, recreational vehicle parks and similar uses within lands classified as Agriculture as either Special Exceptions or as Special Permits (see attached).

1. ADVERSE EFFECTS TO SIGNIFICANT REGIONAL RESOURCES AND FACILITIES IDENTIFIED IN THE STRATEGIC REGIONAL POLICY PLAN

City items CPA 13-04 and CPA 13-06 do not affect allowable uses or intensities of use and are therefore not anticipated to have significant adverse impacts to regional facilities or Natural Resources of Regional Significance. Similarly, City item CPA 13-07 does not result in a change in the maximum allowable intensity of use. Therefore, significant adverse impacts to regional facilities or Natural Resources of Regional Significance are not anticipated as a result of the item.

City item CPA 13-08 allows for a change in the maximum allowable intensity of use within areas classified as Agriculture on the City Future Land Use Map. Lands classified as Agriculture are located adjacent to State Road 26 and U.S. Highway 27/41, which are identified and mapped in the North Central Florida Strategic Regional Policy Plan as part of the Regional Road Network. The local government data and analysis report does not provide an analysis of potential transportation impacts to the Regional Road Network as a result of the amendment, nor does it address how policies contained in the City Comprehensive Plan will prevent, minimize or mitigate impacts to the Regional Road Network. Therefore, significant adverse impacts may occur to segments of the Regional Road Network located within the City as well as to segments of the Regional Road Network located immediately outside the City as a result of the City item. It is recommended that the City provide a transportation analysis of

Transportation Element which prevent the adverse impacts or identify how existing policies contained in the City Comprehensive Plan prevent adverse impacts to the Regional Road Network. Alternatively, Regional Plan Policy 5.1.1 states that impacts to the Regional Road Network as a result of additional development are considered to be adequately mitigated in municipalities which implement Transportation Planning Best Practices. Therefore, it is recommended that the City include Transportation Planning Best Practices contained in the regional plan as goals and policies in the City Comprehensive Plan and that such added policies clearly state that they are applicable outside of the municipal Urban Service Area (see attached).

**2. EXTRAJURISDICTIONAL IMPACTS INCONSISTENT WITH THE
COMPREHENSIVE PLANS OF LOCAL GOVERNMENTS WITHIN THE REGION**

Adverse extrajurisdictional impacts are not anticipated to occur to adjoining local governments as a result of City items CPA 13-04, CPA 13-06 and CPA 13-07. However, significant adverse impacts may occur to segments of the Regional Road Network located in adjoining local governments as a result of City item 13-08 (see above).

Request a copy of the adopted version of the amendment?

Yes ☒ No ☐
Not Applicable ☐

It is recommended that these findings be forwarded to the City and the Florida Department of Economic Opportunity.

EXCERPTS FROM CITY COMPREHENSIVE PLAN AMENDMENTS

Words ~~struck through~~ have been deleted
 Words underlined have been added

X.
CITY OF NEWBERRY PUBLIC SCHOOL FACILITIES ELEMENT
GOALS, OBJECTIVES & POLICIES
EXHIBIT 1

GOAL 1: THE CITY SHALL COLLABORATE WITH THE SBAC TO PLAN FOR PUBLIC SCHOOL CAPACITY TO ACCOMMODATE PROJECTED ENROLLMENT DEMAND WITHIN THE FIVE YEAR, TEN YEAR AND TWENTY YEAR PLANNING PERIODS

OBJECTIVE PSFE 1.1: LAND USE AND SCHOOL CAPACITY COORDINATION ~~[9J-5.025(3)(b)(4)(5), and (6) F.A.C.]~~

It is the objective of the City of Newberry to coordinate land use decisions [see definition] with school capacity planning. This objective will be accomplished recognizing the SBAC's statutory and constitutional responsibility to provide a uniform system of free and adequate public schools, and the City's authority for land use, including the authority to approve or deny petitions for future land use, rezoning, and subdivision and site plans for residential development that generate students and impact the Alachua County school system.

Policy PSFE 1.1.1 Coordinated Map Series ~~[9J-5.025(3)(e)(6), (4)(a) and (4)(b) F.A.C.]~~

The City, in conjunction with the SBAC and Alachua County local governments, shall annually update and maintain a public school facilities map series as supporting data and analysis. This map series including the planned general location of schools and ancillary facilities for the five-year planning period and the long-range planning period, will be coordinated with the City's Future Land Use Map or Map Series,. The Map Series shall include at a minimum:

- (a) A map or maps which identify existing location of public school facilities by type and existing location of ancillary plants
- (b) A future conditions map or map series which depicts the planned general location of public school facilities and ancillary plants and renovated facilities by year for the five year planning period, and for the end of the long range planning period of the host county.
- (c) A map or map series which depicts School Concurrency Service Areas (SCSAs) for high schools, middle schools and elementary schools.

Words ~~struck through~~ have been deleted
 Words underlined have been added

POLICY PSFE 1.1.2: Coordinating School Capacity with Growth

The City of Newberry shall coordinate land use decisions rezonings with the SBAC's Long Range Facilities Plans over the 5-year, 10-year and 20-year periods.

POLICY PSFE 1.1.3: Geographic Basis for School Capacity Planning.

For purposes of coordinating land use decisions with school capacity planning, the School Concurrency Service Areas (SCSAs) that are established for high, middle and elementary schools as part of the Interlocal Agreement for Public School Facility Planning ("Interlocal Agreement") shall be used for school capacity planning. The relationship of high, middle and elementary capacity and students anticipated to be generated as a result of land use decisions shall be assessed in terms of its impact (1) on the school system as a whole and (2) on the applicable SCSA(s). For purposes of this planning assessment, existing or planned capacity in adjacent SCSAs shall not be considered.

POLICY PSFE 1.1.4: Criteria for Evaluating Land Use and Development Applications [ILA Section 6.5] [Sec 163.3177(6) (a) F.S.]

In reviewing land use decisions, the SBAC may address the following issues as applicable:

- a. Available school capacity or planned improvements to accommodate the enrollment resulting from the land use decision;
- b. The provision of school sites and facilities within neighborhoods;
- c. The co-location of parks, recreation and neighborhood facilities with school sites;
- d. The linkage of schools, parks, libraries and other public facilities with bikeways, trails, and sidewalks for safe access;
- e. Traffic circulation, in the vicinity of schools including the provision of off-site signalization, signage, access improvements, sidewalks to serve schools and the inclusion of school bus stops and turnarounds;
- f. Encouraging the private sector to identify and implement creative solutions to developing adequate school facilities in residential developments;
- g. Whether the proposed location is consistent with any local government's school design and planning policies.

Words ~~struck through~~ have been deleted
 Words underlined have been added

POLICY PSFE 1.1.5: SBAC Report to City

The SBAC shall report its findings and recommendations regarding the land use decision to the City. If the SBAC determines that capacity is insufficient to support the proposed land use decision, the SBAC shall include its recommendations to remedy the capacity deficiency including estimated cost ~~and financial feasibility~~. The SBAC shall forward the Report to all local governments within Alachua County.

POLICY PSFE 1.1.6 City to Consider SBAC Report

The City shall consider and review the SBAC's comments and findings regarding the availability of school capacity in the evaluation of land use decisions.

POLICY PSFE 1.1.7: Capacity Enhancement Agreements

Where feasible and agreeable to the City, SBAC, affected jurisdictions and the applicant, Capacity Enhancement Agreements shall be encouraged to ensure adequate capacity is available at the time the school impact is created, The SBAC's Long Range Facilities Plans over the 5-year, 10-year and 20-year periods shall be amended to incorporate capacity modification commitments established by Capacity Enhancement Agreements.

Policy 1.1.8 Educational Facilities Benefit District Funding Option. The School Board and local governments may consider establishment of Educational Facilities Benefit Districts [Section 1013.355-357, F.S] as a funding option if needed to achieve or maintain level of service standards ~~financial feasibility~~. [~~Moved from Section 2.5.1(4)~~]

Policy 1.1.9 SBAC to Report to the Elected Officials Group. The SBAC will annually provide a cumulative report of land use decisions and the effect of these decisions on public school capacity to the Elected Officials Group – comprised of representatives of the School Board, County and the municipalities within the County – established by the Interlocal Agreement for Public School Facility Planning.

GOAL 2: PROVIDE ADEQUATE PUBLIC SCHOOL CAPACITY TO ACCOMMODATE ENROLLMENT DEMAND WITHIN ~~A FINANCIALLY FEASIBLE~~ THE SCHOOL BOARD'S FIVE-YEAR DISTRICT FACILITIES WORK PROGRAM [~~9J-025(3)(b)(1)F.A.C.~~]

Words ~~struck through~~ have been deleted
 Words underlined have been added

OBJECTIVE PSFE 2.1 IMPLEMENTATION OF SCHOOL CONCURRENCY

The City shall coordinate with the SBAC to assure the future availability of adequate public school facility capacity through its authority to implement school concurrency.

POLICY PSFE 2.1.1 ~~Amendment of~~ Interlocal Agreement

~~By July 1, 2008, the~~ The City shall ~~amend~~ maintain the Interlocal Agreement for Public School Facility Planning to implement school concurrency in concert with the SBAC and the municipalities. The Interlocal Agreement shall be consistent with the goals, objectives and policies of the this Element.

POLICY PSFE 2.1.2 Ordinance Implementing School Concurrency ~~{9J-5.025(3)(c)(4) F.A.C.}~~

Policy 2.1.2 The City shall ~~amend its Land Development Regulations to include~~ implement the provisions for public school concurrency management through its land development regulations.

OBJECTIVE PSFE 2.2: LEVEL OF SERVICE STANDARDS

The City shall ensure that the capacity of public schools is sufficient to support new residential subdivisions, plats and/or site plans at the adopted level of service LOS standards within the period covered by the five-year schedule of capital improvements and the long range planning period. ~~After the first 5 year schedule of capital improvements, capacity shall be maintained within each year of subsequent 5 year schedules of capital improvements.~~

POLICY PSFE 2.2.1: Uniform Application of LOSS

The LOS standards established herein shall be applied consistently by all the local governments within Alachua County and by the SBAC district-wide to all schools of the same type.

POLICY PSFE 2.2.2: LOS Standards ~~{9J-5.025(3)(c)(7) F.A.C.}~~

The uniform, district-wide LOS standards shall be 100% of ~~permanent~~ program capacity for elementary, middle, and high schools. This LOS standard shall apply to all concurrency service areas (SCSA) as adopted in the Interlocal Agreement, ~~except on an interim basis for the three elementary school concurrency service areas listed below.~~ For combination schools, the School Board shall separately determine the capacity of each school to accommodate elementary, middle and high students and apply the LOS Standard prescribed above for elementary, middle and high

Words ~~struck through~~ have been deleted
 Words underlined have been added

levels respectively. ~~The interim LOS standards for these three elementary school concurrency service areas shall be as follows for the periods specified below:~~

~~High Springs CS—120% of permanent Program Capacity through 2010-2011;~~

~~Newberry CSA—115% of Permanent Program Capacity through 2010-2011; and~~

~~West Urban CSA—115% of Permanent Program Capacity through 2010-2011.~~

OBJECTIVE PSFE 2.3: SCHOOL CONCURRENCY SERVICE AREAS ~~{9J-5.025(3)(c)(1) F.A.C.}~~

The City shall, in coordination with the SBAC and municipalities, establish School Concurrency Service Areas (SCSA's), as the areas within which an evaluation is made of whether adequate school capacity is available based on the adopted LOS standards.

POLICY PSFE 2.3.1: School Concurrency Service Areas Maps

SCSAs for high, middle and elementary schools shall be as adopted in the Interlocal Agreement. SCSA boundaries shall be included as a part the Data and Analysis supporting this Element and included in the PSFE Map Series as part of that supporting data

POLICY PSFE 2.3.2: Criteria for School Concurrency Service Areas

SCSAs shall be established to maximize available school capacity and make efficient use of new and existing public schools in accordance with the LOS standards, taking into account minimization of transportation costs, limitations on maximum student travel times, the effect of court approved desegregation plans, and recognition of the capacity commitments resulting from the local governments' within the City's development approvals within the SCSA and contiguous SCSAs.

SCSA boundaries shall consider the relationship of school facilities to the communities they serve including of urban reserve and extra-territorial designations under the "Boundary Adjustment Act" and the effect of changing development trends.

Words ~~struck through~~ have been deleted
 Words underlined have been added

POLICY PSFE 2.3.3 Modifying School Concurrency Service Areas ~~{9J-5.025(3)(e)(1) F.A.C.}~~

The City, in coordination with the SBAC and Alachua County local governments shall require that prior to adopting a modification to SCSAs, the following standards will be met:

- a. Potential modifications to the SCSAs may be considered annually. Supporting data & analysis for modified SCSA's shall be included in the annual update to the SBAC's 5 -Year Work Program
- b. Modifications to SCSA boundaries shall be based upon the criteria as provided in Policy PSFE 2.3.2.
- c. Any modifications to the SCSA boundaries shall be modified based on supporting data and analysis showing that the amended SCSA's can reasonably be met are financially feasible within the five year District Facilities Work Program period described by the five year schedule of capital improvements.
- d. Any party to the adopted Interlocal Agreement may propose a modification to the SCSA boundary maps.
- e. At such time as the SBAC determines that a SCSA boundary change is appropriate considering the above criteria, the SBAC shall transmit the proposed SCSA boundary modification with data and analysis to support the changes to the Elected Officials Group.
- f. The Elected Officials Group shall review the proposed SCSA boundary modifications and send its comments to the SBAC.

Modifications to a SCSA shall become effective upon final approval by the SBAC and amendment of the Interlocal Agreement for Public School Facility Planning.

OBJECTIVE PSFE 2.4: SCHOOL CONCURRENCY REVIEW PROCESS

In coordination with the SBAC, the City will establish a joint process for implementation of school concurrency which includes applicability, capacity determination, availability standards, and school capacity methodology.

Words ~~struck through~~ have been deleted
 Words underlined have been added

POLICY PSFE 2.4.1 Development Review

The issuance of final ~~subdivisions or plats and site plan approvals~~ development orders for residential development shall be subject to the availability of adequate school capacity based on the Level of Service (LOS) standards adopted in this Element.

A portion of Policy 2.4.2 related to residential exemptions is amended to read as follows:

The following residential developments are exempt from the school concurrency requirements:

POLICY PSFE 2.4.2: Exemptions

The following residential developments are exempt from the school concurrency requirements:

1. Single family lots of record that received final subdivision or plat approval prior to the effective date of the PSFE, or single family subdivisions or plats actively being reviewed at the time of adoption of the PSFE that have received preliminary development plan approvals and the development approval has not expired.
2. Multi-family residential development that received final site plan approval prior to the effective date of the PSFE, or multi-family site plans that were actively being reviewed at the time of adoption of the PSFE that have received preliminary development plan approvals and the development approval has not expired.
3. Amendments to subdivisions or plat and site plan for residential development that were approved prior to the effective date of the PSFE, and which do not increase the number of students generated by the development.
4. Age restricted developments that prohibit permanent occupancy by persons of school age Such restrictions must be recorded, irrevocable for a period of at least thirty (30) years and lawful under applicable state and federal housing statutes. The applicant must demonstrate that these conditions are satisfied
5. Group quarters that do not generate students that will be housed in public school facilities, including residential facilities such as local jails, prisons, hospitals, bed and breakfast, motels and hotels, temporary emergency shelters for the homeless, adult halfway houses, firehouse dorms, college dorms exclusive of married student housing, and religious non-youth facilities.

Words ~~struck through~~ have been deleted
 Words underlined have been added

POLICY PSFE: 2.4.3 Student Generation Rates and Costs per Student Station

Student generation rates used to determine the impact of a particular development application on public schools, and the costs per student station shall be determined in accordance with professionally accept District Facilities Work Program.

POLICY PSFE 2.4.4: School Capacity and Enrollment

The uniform methodology for determining if a particular school is meeting adopted LOS standards, shall be determined by the SBAC. The SBAC shall use permanent program capacity as the methodology to determine the capacity of elementary, middle, and high school facilities. School enrollment shall be based on the enrollment of each individual school based on counts reported by the SBAC to the Department of Education.

POLICY PSFE 2.4.5: Determination of Adequate Capacity {~~9J-5.025(3)(e)(8)~~ F.A.C.}

~~The SBAC [staff] shall conduct a~~ The City of Newberry and SBAC shall conduct a plan review concurrency review for all development plan approval that are is subject to school concurrency. ~~This review shall include findings and recommendations to the City whether there is adequate school capacity to accommodate the proposed development.~~ In accordance with procedures for coordination of such revisions by the City and the School Board established in the interlocal agreement. These procedures shall provide for the review of individual development proposals by SBAC staff to determine whether there is adequate public school capacity to accommodate the proposed development and issuance by the City of a concurrency determination based on the SBAC staff's review and recommendation.

1. Adequate school capacity means there is sufficient school capacity at the adopted LOS standards to accommodate the demand created by a proposed development for each type of school within the affected CSA.
2. ~~The SBAC's findings and recommendations shall address whether adequate capacity exists for each type of school, based on the level of service standards. If adequate capacity does not exist, the SBAC shall identify possible mitigation options that may be considered applied consistent with the policies set forth within Objective 2.5. In the event that the SBAC determines that there is not adequate capacity in accordance with the concurrency availability standard in Policy 2.4.6, that the development application may remain active pending the conclusion of the mitigation negotiations and execution of a legally binding mitigation agreement in accordance with the policies under Objective 2.5~~

~~The City will issue a concurrency determination based on the SBAC written findings and recommendations.~~

Planning and Zoning Board /LPA PH (CPA 13-04) - December 2, 2013
 City Commission 1st Reading (Transmittal to DCA)-February 10, 2014
 City Commission 2nd Reading & Adoption

Words ~~struck through~~ have been deleted
 Words underlined have been added

POLICY PSFE 2.4.6: Concurrency Availability Standard

School concurrency applies only to residential development or a phase of residential development requiring a ~~subdivision or plat approval, site plan, or its functional equivalent~~ final development order, proposed or established on or after the effective date of the Public School Facilities Element (PSFE).

The City shall ~~amend the~~ include concurrency management systems provisions in its land development regulations to require that all new residential development be reviewed for school concurrency no later than the time of final subdivision, final plat or final site plan. The City shall not deny a ~~final subdivision, final plat or final site plan for residential development~~ development order due to a failure to achieve and maintain the adopted LOS standards for public school capacity where:

1. Adequate school facilities will be in place or under construction within three years as provided in the SBAC 5-Year District Facilities Work Program after the issuance of the final ~~subdivision, final plat or final site plan for residential development~~ development order; or,
2. Adequate school facilities are available in an adjacent SCSA, and when adequate capacity at adopted LOS Standards will be in place or under construction in the adjacent SCSA within three years, as provided in the SBAC 5-Year District Facilities Work Program after the issuance of the final ~~subdivision, final plat or final site plan approval~~ development order; or,
3. The developer executes a legally binding commitment to provide mitigation proportionate to the demand for public school facilities to be created by development of the property subject to the final ~~subdivision, plat or site plan (or functional equivalent)~~ development order as provided in this element.

Policy 2.4.7 Reservation of Capacity

~~The City shall not issue a Final Certificate of Level of Service Compliance for any non-exempt residential development application until the School District has issued a School Capacity Availability Determination Letter verifying capacity is available to serve the development. A determination of adequate~~ The School Capacity Determination Letter shall indicate a temporary commitment of capacity of necessary school facilities for purposes of development review and approval for a period not to exceed one year from Preliminary Development Plan Approval or until a Final Development Order is issued, whichever occurs first, or as specified for phased projects as approved by the City.

(a) Once the City reserves school capacity for concurrency purposes as a part of the Final Development Order, the school capacity necessary to serve the development

Words ~~struck through~~ have been deleted
 Words underlined have been added

shall be considered reserved for a period not to exceed three (3) years or until completion of construction of development infrastructure required by the Development Order or longer if the SBAC concurs that there is sufficient capacity as specified in the City's Land Development Regulations. These time frames shall be subject to any Stat-mandated extensions of development approvals.

(b) Phased projects, as provided for in the City land development regulations, may obtain approval for a longer period, provided the development order is in accordance with an development agreement entered into by the School Board, City, and the developer, which may include a phasing schedule or other timing plan for development plan approvals, capacity reservation fees, capacity enhancement agreements, or other requirements as determined by the School Board.

(d) The City shall notify shall notify the SBAC within fifteen (15) working days of the approval or expiration of a concurrency reservation for a residential development. No further determination of school capacity availability shall be required for the residential development before the expiration of the Final Certificate of Level of Service Compliance, except that any change (that would increase student generation requires review).

~~Policy 2.4.8 Subdivision and Site Plan Standards~~

~~In the event that the SBAC determines that there is not sufficient capacity in the affected concurrency service area or an adjacent concurrency service area to address the impacts of a proposed development, the following standards shall apply. Either (1) the site plan or final subdivision must provide capacity enhancement sufficient to meet its impacts through proportionate share mitigation in Objective PSFE 2.5; or (2) the final site plan or final subdivision must be delayed to a date when capacity enhancement and level of service can be assured.~~

~~POLICY PSFE 2.4.9: Capacity Availability~~

~~In evaluating a subdivision plat or site plan for concurrency, any relevant programmed improvements in years 2 or 3 of the 5-year schedule of improvements shall be considered available capacity for the project and factored into the level of service analysis. Any relevant programmed improvements in years 4 or 5 of the 5 year schedule of improvements shall not be considered available capacity for the project unless funding for the improvement is assured through SBAC funding to accelerate the project, through proportionate share mitigation, or some other means of assuring adequate capacity will be available within 3 years. The SBAC may use relocatable classrooms to provide temporary capacity while funded schools or school expansions are being constructed.~~

Words ~~struck through~~ have been deleted
 Words underlined have been added

OBJECTIVE PSFE 2.5: PROPORTIONATE SHARE MITIGATION

The City, in coordination with the SBAC, shall provide for mitigation alternatives that are determined by the SBAC to ~~be financially feasible and will~~ achieve and maintain the adopted LOS standard consistent with the adopted SBAC's ~~financially feasible~~ 5-Year District Facilities Work Program.

Policy 2.5.1 Mitigation Options

Mitigation may be allowed for those developments that cannot meet the adopted LOS Standards. Mitigation options shall include options listed below for which the SBAC assumes operational responsibility through incorporation in the adopted SBAC's financially feasible Five-Year Work Program and which will maintain adopted LOS standards.

1. The payment of a proportionate share amount as calculated by the formula in Policy 2.5.3 or the equivalent donation, construction, or funding of school facilities or sites in accordance with costs determined by the School Board ~~sufficient to offset the demand for public school facilities created by the proposed development;~~
2. The creation of mitigation banking within designated areas based on the construction of a public school facility in exchange for the right to sell capacity credits; and
3. The establishment of a charter school with facilities constructed in accordance with the State Requirements for Educational Facilities (SREF)

POLICY PSFE 2.5.2: Mitigation Must Enhance ~~Permanent~~ Program Capacity

Mitigation must be directed toward a ~~permanent~~ program capacity improvement identified in the SBAC's ~~financially feasible~~ 5-Year District Facilities Work Program, which satisfies the demands created by the proposed development consistent with the adopted LOS standards. ~~Relocatable classrooms will not be accepted as mitigation.~~

~~POLICY PSFE 2.5.3: Mitigation to Meet Financial Feasibility~~

Mitigation shall be directed to projects on the SBAC's ~~financially feasible~~ 5-Year District Facilities Work Plan Program that the SBAC agrees will satisfy the demand created by that development approval, and shall be assured by a legally binding development agreement between the SBAC, the City, and the applicant which shall be executed prior to the City's issuance of the final development order ~~subdivision plat or the final site plan approval~~. If the SBAC agrees to the mitigation, the SBAC must commit in the agreement to placing the improvement required for mitigation on its 5-Year District Facilities Work Program.

Words ~~struck through~~ have been deleted
 Words underlined have been added

POLICY PSFE 2.5.43: Calculating Proportionate Share

The applicant's total proportionate share obligation to resolve a capacity deficiency shall be based on the following:

Number of Student Stations (by School Type) = Number of Dwelling Units by Housing Type X Student Generation Multiplier (by Housing Type and School Type)

Proportionate Share Amount = Number of Student Stations (by School Type) X Cost per Student Station for School Type.

The above formula shall be calculated for each housing type within the proposed development and for each school type (elementary, middle or high) for which a capacity deficiency has been identified. The sum of these calculations shall be the proportionate share amount for the development under review.

The SBAC average cost per student station shall only include school facility construction and land costs, and costs to build schools to emergency shelter standards when applicable.

The applicant's proportionate-share mitigation obligation shall be credited toward any other impact or exaction fee imposed by local ordinance for the same need, on a dollar-for-dollar basis, at fair market value.

OBJECTIVE 2.6 ~~ADOPTION OF SBAC FIVE-YEAR~~ DISTRICT FACILITIES WORK PROGRAM ~~{9J-5.025(3)(b)(1) and (3)F.A.C.}~~

~~Effective July 1, 2008 and no later than December 1st of e~~Each year thereafter, the City shall adopt by reference in its Capital Improvements Element, the SBAC's annually updated 5-Year District Facilities Work Program.

Policy 2.6.1 Development, Adoption and Amendment of the SBAC 5-Year District Facilities Work Program. The SBAC shall annually update and amend the Five-Year District Facilities Work Program to reflect the (LOS) standards for schools to add a new fifth year, which continues to achieve and maintain the adopted LOS for schools. The Five-Year District Facilities Work Program ensures the level of service standards for public schools are achieved and maintained within the period covered by the 5-year schedule. The Five-Year District Facilities Work Program shall also address the correction of existing facility deficiencies and facilities needed to meet future needs. After the first 5-year schedule of capital improvements, annual updates to the schedule shall ensure levels of service standards are achieved and maintained within the subsequent 5-year schedule of capital improvements necessary to address existing deficiencies and meet future needs based upon

Planning and Zoning Board /LPA PH (CPA 13-04) - December 2, 2013
 City Commission 1st Reading (Transmittal to DCA)-February 10, 2014
 City Commission 2nd Reading & Adoption

Words ~~struck through~~ have been deleted
 Words underlined have been added

achieving and maintaining the adopted level of service standards. The City shall have neither obligation nor responsibility for funding the Five-Year District Facilities Work Program by adopting the SBAC's Five-Year District Facilities Work Program (by reference) into the Capital Improvements Element.

GOAL 3: Provide safe and secure schools sited within well designed communities.

Objective PSFE 3.1 School location (ILA Section 4.2) – The City shall establish standards and criteria to guide the location of future schools.

POLICY PSFE 3.1.1 Coordination of Existing School Facilities and Sites
 Existing schools and sites acquired prior to July 1, 2008, shall be considered consistent with the Comprehensive Plan. If the SBAC of Alachua County submits an application to expand an existing school site, the City may impose reasonable development standards and conditions on the expansion only, and in a manner consistent with Florida Statutes. Standards and conditions may not be imposed which conflict with those established in chapter 1013, F.S., or the State Uniform Building Code, and Policy URA 1.3.5 of this Comprehensive Plan, unless mutually agreed. In accordance with chapter 1013, F.S., and Policy URA 1.3.5., site plan review or approval shall not be required for:

- a. The placement of temporary or portable classroom facilities; or
- b. Proposed renovation or construction on existing school sites, with the exception of construction that changes the primary use of a facility, includes stadiums, or results in a greater than 5 percent increase in student capacity, or as mutually agreed.

POLICY PSFE 3.1.2 Coordination of Future School Facilities and Sites [ILA Section 4.5]

As of July 1, 2008 all new public schools built within the City will be coordinated with the SBAC to verify consistency between the location of public school with the City's Future Land Use Map, ensure that the new schools are proximate and consistent with existing and proposed residential areas, serve as community focal points, are co-located with other appropriate public facilities when possible, and shall have the on-site and off-site infrastructure necessary in place to support the new school.

POLICY PSFE 3.1.3 Future Land Use Map to Designate Land Use Classifications Where Schools Are Permitted

- a. Public educational facilities shall be allowable uses within the designated Urban Service Area: Low density, Medium density, and High density ranges, as well as, Mixed Use and Planned Developments and industrial arts curriculum in industrial land use classifications.

Planning and Zoning Board /LPA PH (CPA 13-04) - December 2, 2013
 City Commission 1st Reading (Transmittal to DCA)-February 10, 2014
 City Commission 2nd Reading & Adoption

Words ~~struck through~~ have been deleted
 Words underlined have been added

OBJECTIVE PSFE 4.3 STUDENT ENROLLMENT & POPULATION PROJECTIONS [ILA Section 2]

The City will coordinate with the SBAC and the municipalities to maintain and update student enrollment and population projections.

POLICY PSFE 4.3.1 Annual Revision and Distribution.

The City will coordinate and base its plans upon consistent projections of the amount, type, and distribution of population growth and student enrollment. Countywide 5-year population and student enrollment projections shall be revised annually. [ILA Section 2.1]

POLICY 4.3.2 Enrollment Projections.

The School Board shall use student population projections based on information produced by the demographic and education estimating conferences pursuant to Section 216.136, Florida Statutes and the DOE Capital Outlay Full-Time Equivalent (COFTE). The School Board may request adjustment to the projections based on actual enrollment and development trends. In formulating such a request the SBAC will coordinate with the Cities and County regarding development trends, enrollment projections and future population projections. [ILA Section 2.2]

POLICY PSFE 4.3.3 Planning Data.

The School Board will consider City generated data on growth and development to allocate the projected student enrollment into school attendance zones. [ILA Section 2.3]

POLICY PSFE 4.3.4 The School District's Five-Year Facilities Work Program.

No later than ~~August 15th~~ October 1st of each year, the School Board shall submit to the City the district's tentative Five Year District Facilities Work Program. The program will be consistent with the requirements of Sections 1013.331 and 1013.35, F.S., and include projected student populations apportioned geographically, an inventory of existing school facilities, projections of facility space needs, information on relocatables, general locations of new schools for the 5, 10, 20 year time periods, and options to reduce the need for additional ~~permanent~~ student stations. ~~The program will be financially feasible for a five year period.~~ The City shall review the program and provide comments to the School Board within 30 days on the consistency of the program with the local comprehensive plan, including the capital improvements element and whether a comprehensive plan amendment will be necessary for any proposed educational facility. [ILA Section 3.1]

Words ~~struck through~~ have been deleted
 Words underlined have been added

POLICY PSFE 4.3.5 Educational Plant Survey.

At least one year prior to preparation of each Educational Plant Survey, the Staff Working Group established Policy PSFE 4.2.1 will assist the School Board in an advisory capacity in preparation of the survey. The Educational Plant Survey shall be consistent with the requirements of Section 1013.331, F.S., and include at least an inventory of existing educational facilities, recommendations for new and existing facilities, and the general location of each in coordination with local government comprehensive plans. The Staff Working Group will evaluate and make recommendations regarding the location and need for new schools, significant expansions of existing schools, and closures of existing facilities, and the consistency of such plans with the local government comprehensive plan. [ILA Section 3.2]

POLICY PSFE 4.3.6 Growth and Development Trends. [ILA Section 3.3]

The City will provide to the SBAC on an annual basis and in accordance with a schedule described in the Interlocal Agreement, a report on growth and development trends for the preceding calendar year within their jurisdiction. These reports will include the following:

- (a) The type, number, and location of residential units which have received development plan approval;
- (b) Information regarding comprehensive land use amendments which have an impact on school facilities;
- (c) Residential building permits and / or certificates of occupancy issued for the preceding year and their location;
- (d) The identification of any development orders issued which contain a requirement for the provision of a school site as a condition of development approval.
- (e) Other information relevant to monitoring for school concurrency.

OBJECTIVE PSFE 4.4 SCHOOL SITE SELECTION, EXPANSIONS AND CLOSURES [ILA Section 4]

The City, in conjunction with the SBAC, shall implement an effective process for identification and selection of school sites and for the review of significant expansions and closures

POLICY 4.4.1 Advisory Committee. [ILA Section 4.1]

The SBAC will establish a School Planning Advisory Committee (SPAC) for the purpose of reviewing potential sites for new schools, proposals for significant school expansions and potential closure of existing schools. Based on information gathered during the review, the SPAC will submit recommendations to the Superintendent of Schools. The SPAC will be a standing committee and will meet on an as needed basis. In addition to appropriate representatives of the School Board

Words ~~struck through~~ have been deleted
 Words underlined have been added

staff, the SPAC will include at least one staff member of the County, a staff representative from each of the Cities, and a diverse group of community members.

POLICY 4.4.2 New School Sites. [ILA Section 4.2]

When the need for a new school site is identified in the Five Year District Facilities Work Program, the SPAC will develop a list of potential sites in the area of need. The list of potential sites for new schools will be submitted to the City with jurisdiction for an informal assessment regarding consistency with this Element, Based on the information gathered during this review, and the evaluation criteria set forth in this Element, the SPAC will make a recommendation to the Superintendent of one or more sites in order of preference.

POLICY 4.4.3 Expansions and Closures.

For significant expansions and potential closures, the SPAC will make appropriate recommendations to the Superintendent.

POLICY PSFE 4.4.4 Expeditious Consistency Review [ILA Section 4.5]

At least 60 days prior to acquiring or leasing property that may be used for a new public educational facility, the SBAC shall provide written notice of its intent to the City. The City shall notify the SBAC within 45 days of receipt of this notice if the proposed new public education facility site is consistent with the local government's comprehensive plan. This notice does not constitute the local government's determination of consistency of any proposed construction pursuant to Section 1013.33 ~~(12), (13), (14), (15)~~, F.S.

OBJECTIVE PSFE 4.5 CAPITAL FUNDING MANAGEMENT

The City will support SBAC of efforts to effectively and efficiently manage capital funds and resources.

POLICY PSFE 4.5.1 Alternative Funding Strategies

The City shall support the SBAC in its efforts to research and support alternative funding for school capital needs, including, but not limited to, educational benefit units, and Community Development Districts

POLICY PSFE 4.5.2 Private Partnering

The City shall coordinate with the SBAC to encourage the private sector to identify and implement creative solutions, such as joint use facilities and alternative design, as well as requiring land dedication and requiring adequate school facilities in residential developments.

Planning and Zoning Board /LPA PH (CPA 13-04) - December 2, 2013
 City Commission 1st Reading (Transmittal to DCA)-February 10, 2014
 City Commission 2nd Reading & Adoption

Words ~~struck through~~ have been deleted
 Words underlined have been added

GOAL PSFE 5: monitoring and evaluation of public school facilities element

OBJECTIVE PSFE 5.1: Coordinate the Comprehensive Plan with School Facilities Plans On an ongoing basis, the City of Newberry shall evaluate the comprehensive plan with the school facilities plans of the SBAC to ensure consistency with the comprehensive plan.

POLICY PSFE 5.1.1: Coordination of Plan Amendments

The City of Newberry and the SBAC will coordinate during updates or amendments to the City's Comprehensive Plan and updates or amendments for long-range plans for School Board facilities. Amendments to the Public School Facilities Element will be initiated following the procedures of the Interlocal Agreement. ~~and amendments to the Capital Improvements Element to incorporate the School Board's adopted Work Program shall occur prior to December 1st of each year~~

POLICY PSFE 5.1.2: Annual Meeting of the School Working Group

Consistent with the Interlocal Agreement, the School Working Group will meet at least once per year to discuss issues related to the effectiveness of implementing the Public School Facilities Element and Interlocal Agreement and discuss recommendations for change.

POLICY PSFE 5.1.3: Annual Meeting of the City and the SBAC

On an annual basis, the City of Newberry and the School Board will conduct a workshop on implementing the Public School Facilities Element and Interlocal Agreement

Definitions. The terms used in this subsection shall be defined as follows:[ILA Section 8.1]

1. Adequate school capacity - the circumstance where there is sufficient school capacity by school type, based on adopted Level of Service (LOS) standards, to accommodate the demand created by a proposed residential development.
2. Affected Jurisdictions – Local governments that are parties to the Interlocal Agreement for Public School Facilities Planning and are physically located within the same SCSA(s) as the area affected by a land use decision that may increase public school enrollment.
3. Capacity - "capacity" as defined in the FISH Manual.

Words ~~struck through~~ have been deleted
 Words underlined have been added

4. **Capacity Enhancement Agreement** – An agreement between the SBAC, affected jurisdictions and a private entity (land owner, developer, applicant, etc) for the mitigation of school capacity deficiencies that are anticipated to result from a land use decision.
5. **Existing school facilities** - school facilities constructed and operational at the time a completed application for residential development is submitted to the County and Cities.
6. **Final Development Order** – The approval by the City of a specific plan for development with residential uses that specifies the maximum number and type of residential units. This may include approval of a final subdivision, a final site plan, or functional equivalent as provided in the City's Land Development Regulations.
7. **Final Subdivision or Plat / Final Site Plan** – The stage in residential development where permits or development orders are approved authorizing actual construction of infrastructure, the recording of a final plat or the issuance of building permits.
8. **FISH Manual** - the document entitled "Florida Inventory of School Houses (FISH)," 2006 edition, and that is published by the Florida Department of Education, Office of Educational Facilities (hereinafter the "FISH Manual").
 [<http://www.fldoe.org/edfacil/>]
9. **Land Use Decisions** – future land use amendments, developments of regional impact, rezonings and other residential development approvals under the Land Development Code that precede the application of school concurrency and do not require a Certificate of School Concurrency.
10. **Permanent FISH Capacity** - capacity that is provided by "~~permanent~~ buildings and facilities," as defined in the FISH Manual.
11. **Permanent Program Capacity** – capacity that is provided by "~~permanent~~ buildings and facilities" as defined in the FISH Manual and modified by the SBAC to reflect measurable programmatic changes
12. **Planned school facilities** - school facility capacity that will be in place or under actual construction within three (3) years after the issuance of final subdivision or site plan approval, pursuant to the School Board's adopted Five Year Facilities Work Program.
13. **Preliminary Development Plan Approval** – The conferral of certain rights to final development order approval, including the maximum number and type of residential units, provided that such final approval is granted by the City, but

Words ~~struck through~~ have been deleted
 Words underlined have been added

not exceeding one (1) year, or as specified within the City approval of phase projects.

14. Preliminary Subdivision or Plat / Preliminary Site Plan – Any conceptual approval in residential that precedes the review of detailed engineering plans and/or the commencement of actual construction of infrastructure.
15. State Requirements for Educational Facilities – Standards established by the State of Florida for the design and construction of public educational facilities. [<http://www.fldoe.org/edfacil/sref.asp>]
16. Total school facilities - Existing school facilities and planned school facilities.
17. Utilization of capacity - current enrollment at the time of a completed application for residential development.
18. Five Year District Facilities Work Program - the ~~financially-feasible~~ School District's Five Year District Facilities Work Program adopted pursuant to section 1013.35, F.S.
19. Measurable programmatic change - means a change to the operation of a school or the use of the school facility that has consistently and measurably modifies the capacity such as the use of classrooms for special education or other special purposes.
20. School Type - Elementary Schools are grades Pre Kindergarten Exceptional Student Education (PK- ESE) through 5; Middle Schools are grades 6 through 8; and High School are grades 9 through 12.

Exhibit 2.

Words underlined have been added
 Words ~~struck through~~ have been deleted

SBAC FIVE YEAR DISTRICT FACILITIES WORK PLAN

The School Board of Alachua County's Five Year District Facilities Work Plan is added to this Capital Improvements Element 5 –Year Schedule by Reference – Note that the City will have neither the obligation nor responsibility for funding the 5-year District Facilities Work Program by adoption the SBAC 5-Year District Facilities Work Plan by reference into this Element.

School Board of Alachua County: 2007-08 Five Year District Facilities Plan for School Concurrency							
Facility		2007-08	2008-09	2009-10	2010-11	2011-12	Total
Alachua Elem	Amount	\$6,977,000					\$6,977,000
	Capacity Added		200				200
New Elem F – High Springs	Amount			\$24,000,000			\$24,000,000
	Capacity Added				378		378
New Elem G – West Urban	Amount				\$33,000,000		\$33,000,000
	Capacity Added					756	756
Total Elementary	Amount	\$6,977,000		\$24,000,000	\$33,000,000		\$63,977,000
	Capacity Added	0	200		378	756	1,334
Total Middle	Amount						\$0
	Capacity Added						0
Santa Fe High	Amount		\$10,774,000				\$10,774,000
	Capacity Added		180	250			430
Total High	Amount		\$10,774,000				\$10,774,000
	Capacity Added		180	250			430
Total All Facilities	Amount	\$6,977,000	\$10,774,000	\$24,000,000	\$33,000,000		\$74,751,000
	Capacity Added	0	380	250	378	756	1,764
Revenue Sources: Capital Investment Tax (2 mil); Public Education Capital Outlay (PECO) New Construction; Classrooms for Kids; Certificate of Participation (COP) Proceeds; Capital Outlay & Debt Service (CO&DS) Trust Fund; Transfers for Food Service Fund (Refer to School Board of Alachua County Five Year District Facilities Plan 2007-08)							
Funding authorized in 2006-07							

TABLE VIII-1
CITY OF NEWBERRY 10 YEAR SCHEDULE OF CAPITAL IMPROVEMENTS
INFRASTRUCTURE (IRI)
PROJECTS SCHEDULED FOR FY 2009-FY 2017 BY FUNDING SOURCE
GENERAL FUND – 5 year Program

Project Number	Project Name	Department	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	Total
GF-1	Mobility Plan	Planning		\$40,000	\$50,000			\$90,000

TOTAL				\$40,000	\$50,000			\$90,000
--------------	--	--	--	----------	----------	--	--	----------

GF-1 – General Fund

ENTERPRISE FUNDS – 5 Year Program

Water Dept – 5 Year Program

Project Number	Project Name	Department	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	Total
<u>WF -1</u> <u>Imp. #5</u>	<u>Install 1600 LF. 12 in. W. M.</u>	<u>Utilities</u>	<u>\$116,886</u>		-	-	-	<u>\$116,886</u>
<u>WF -2</u> <u>Imp. #6</u>	<u>Upgrade 3300 LF to 12 in W. M.</u>	<u>Utilities</u>	-	<u>\$552,345</u>		-	-	<u>\$552,345</u>
<u>WF -3</u> <u>Imp. 1,2,3</u>	<u>Install 460 LF 6 in. W. M.</u>	<u>Utilities</u>	-	-	<u>\$38,709</u>		-	<u>\$38,709</u>
<u>WF -4</u> <u>Imp. #4</u>	<u>Install 1850 LF 6 in. W.M.</u>	<u>Utilities</u>	-	-	-	<u>\$129,996</u>		<u>\$129,996</u>
<u>WF-5</u> <u>Imp #12</u>	<u>Install 2500 LF 12 in. W.M.</u>	<u>Utilities</u>					<u>\$416,415</u>	<u>\$416,415</u>
<u>Yearly Totals</u>			<u>\$116,886</u>	<u>\$552,345</u>	<u>\$38,709</u>	<u>\$129,996</u>	<u>\$416,415</u>	<u>\$1,254,351</u>

Notes: WF 1, WF 5 funded by Development Fee Fund

WF -2,3, and 4 funded from Depreciation Fund

WasteWater Dept - 5 Year Program

Project Number	Project Name	Department	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	Total
<u>WWF -1</u> <u>Imp. #5</u>	<u>Pump Upgrade</u> <u>LS #10</u>	<u>Utilities</u>	<u>\$46,368</u>		-	-	-	<u>\$46,368</u>
<u>WWF -2</u> <u>Imp. #7</u>	<u>Install</u> <u>8000 LF 6</u> <u>in. F M</u>	<u>Utilities</u>	<u>\$766,590</u>		-	-	-	<u>\$766,590</u>
<u>WWF -3</u> <u>Imp. #3</u>	<u>Install</u> <u>3500 LF</u> <u>FM</u>	<u>Utilities</u>	-	-	<u>\$205,068</u>		-	<u>\$205,068</u>
<u>WWF -4</u> <u>Imp. #2</u>	<u>Install</u> <u>1400 LF 6</u> <u>in. F M</u>	<u>Utilities</u>	-	-	-	<u>\$76,464</u>		<u>\$76,464</u>
<u>WWF -5</u> <u>Imp. #8</u>	<u>Pump</u> <u>upgrade</u> <u>LS #2</u>	<u>Utilities</u>					<u>\$46,368</u>	<u>\$46,368</u>
<u>WWF-6</u> <u>Imp. #9</u>	<u>Pump</u> <u>Upgrade</u> <u>LS #12</u>	<u>Utilities</u>					<u>\$46,368</u>	<u>\$46,368</u>
<u>Yearly</u> <u>Totals</u>			<u>\$1,511,390</u>	<u>\$0</u>	<u>\$205,068</u>	<u>\$76,464</u>	<u>\$92,736</u>	<u>\$1,885,658</u>

Notes: WWF -1, WWF -5 funded thru Development Fee Fund
 WWF -2, WWF -3, WWF -4, WWF -5 and WWF -6 funded from Depreciation Fund

ENTERPRISE FUNDS
Water Department – Years 6-10

Project Number	Project Name	Department	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	Total
<u>WF 6</u> <u>Imp. #7&8</u>	<u>Install</u> <u>3900 LF</u> <u>12 in.</u> <u>PVC Main</u>	<u>Utilities</u>	<u>\$273,000</u>					<u>\$273,000</u>
<u>WF-7</u> <u>Imp. #9</u>	<u>Install</u> <u>4800LF</u> <u>12 in.</u> <u>PVC Main</u>	<u>Utilities</u>		<u>\$336,000</u>				<u>\$336,000</u>
<u>WF -8</u> <u>Imp.#10</u>	<u>Install</u> <u>10k of 12</u> <u>in. pvc</u> <u>main</u>	<u>Utilities</u>			<u>\$700,000</u>	-	-	<u>\$700,000</u>
<u>WF-9</u> <u>Imp. #13</u>	<u>Elevated</u> <u>Storage</u> <u>Tank</u>	<u>Utilities</u>				<u>\$750,000</u>		<u>\$750,000</u>
<u>WF-10</u> <u>Imp. #15</u>	<u>New WTP</u>	<u>Utilities</u>					<u>\$1,000,000</u>	<u>\$1,000,000</u>
<u>Yearly</u> <u>Totals</u>			<u>\$273,000</u>	<u>\$336,000</u>	<u>\$700,000</u>	<u>\$750,000</u>	<u>\$1,000,000</u>	<u>\$3,059,000</u>

WF 6- WF 10 funded from Depreciation Fund

WasteWater Dept – Years 6–10

Project Number	Project Name	Department	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	Total
<u>WWF -6</u> <u>Imp. #4</u>	<u>Pump</u> <u>upgrade</u> <u>LS #13</u>	<u>Utilities</u>	<u>\$46,368</u>	-	-	-	-	<u>\$46,368</u>
<u>Yearly</u> <u>Totals</u>								<u>\$46,368</u>

Notes: WW -6 funded thru Development Fee Fund

SPECIAL FUNDING MECHANISMS – GRANTS- LOANS- PROPORTIONATE SHARE-
refer to footnotes

Project Number	Project Name	Department	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	TOTAL
SF-1	S.W. 30 th Avenue East from S.R. 45	GSA			\$2,000,000			\$2,000,000
SF-2	Water Storage Tank	Utilities		\$1,950,000				\$1,950,000
TOTAL				\$1,950,000	\$2,000,000			\$3,950,000

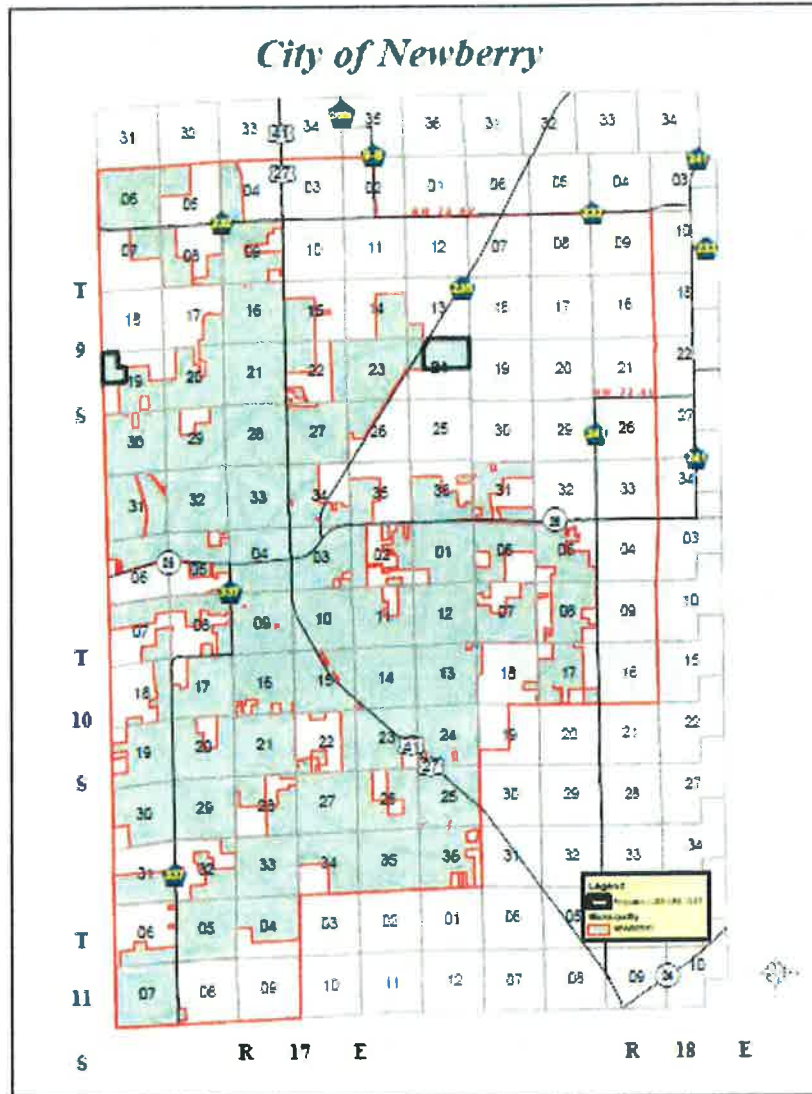
SF 1 – Proportionate Fair Share; General Fund; FDOT funding (intersection)
 SF-2 – Rural Infrastructure Fund (FL)

SBAC FIVE YEAR DISTRICT FACILITIES WORK PLAN

The School Board of Alachua County's Five Year District Facilities Work Plan is added to this Capital Improvements Element 5 –Year Schedule by Reference – Note that the City will have neither the obligation nor responsibility for funding the 5-year District Facilities Work Program by adoption the SBAC 5-Year District Facilities Work Plan by reference into this Element.

CPA 13-06 PZ/LPA Hearing, December 2, 2013
 City Commission First Reading, February 10, 2014

SUPPORTING DATA AND ANALYSIS
FOR CPA 13-07 (ANNEXATION CLASSIFICATIONS)
February 10, 2014



The following data and analysis is provided to support the following transmittal:

CPA 13-07, an application by the City Commission to amend the Future Land Use Plan Map of the Comprehensive Plan by changing the land use on the properties previously voluntarily annexed to the City and as identified on the maps provided below from Alachua County Future Land Use of

Words **bolded and underlined** have been added

I

CITY OF NEWBERRY FUTURE LAND USE ELEMENT

INTRODUCTION

This Future Land Use Element and Future Land Use Plan map and map series, designates the future general distribution, location and extent of the uses of land within the incorporated areas of the City. The purpose of this Future Land Use Element is to provide for the appropriate distribution of population densities and building and structural densities and intensities. The data collected for this plan element and its analysis, primarily contained in the City's Data and Analysis document, are not part of this plan element but provide a basis for its formulation.

The Future Land Use Element is divided into four portions; (1) The Newberry Visions Sub Element; (2) Rural Development Sub Element; (3) Urban Service Area Sub Element; Supplementary Objectives and Policies and (4) Objectives and Policies Related to Specific Locations within the City.

NEWBERRY VISIONS SUB ELEMENT

Introduction

In 2004, the City of Newberry began a visioning process with the help of the Florida Department of Community Affairs and the Florida A&M University's School of Architecture. A goal of the visioning process was to identify aspects of the City's character that citizens prefer, and to



Words **bolded and underlined** have been added

Lands classified as conservation use are lands devoted to the conservation of the unique natural functions within these lands.

Conservation uses shall be limited to public access, native vegetative community restoration and non-residential and residential uses necessary to manage such conservation lands (i.e. ranger stations, research stations and park amenities).

Agriculturally classified lands are lands, which are predominantly used for crop cultivation, specialty farms, dwelling units, silviculture areas, and livestock (except for intensive agricultural uses, described below).

Intensive agricultural uses shall only be permitted within the Intensive Agriculture Future Land Use Classification within this Comprehensive Plan.

In addition, the processing storage and sale of agricultural products and commodities which are not raised on the premises, riding or boarding stables, commercial kennels, veterinary clinics and animal shelters, group homes, child care centers, cottage industries (as home occupations), private clubs and lodges, off-site signs, cemeteries and crematories, **public and private recreational uses related to the City's sports tourism economic development program, to include but not be limited to competitive sport venues, equestrian parks, waterparks, arenas and amphitheaters, motor sport competition venues including racetracks and accessory uses such as associated resorts, campgrounds, recreational vehicle parks** and other similar uses compatible with agricultural uses may be approved as special exceptions or special permits and be subject to an intensity of less than or equal to 0.25 floor area ratio.

Agricultural density shall be limited to a density of less than or equal to 1.0 dwelling units per 5 acres. However, within the Agricultural land use classification, notwithstanding the density requirement of 1 dwelling unit

**EXCERPTS FROM THE NORTH CENTRAL FLORIDA
STRATEGIC REGIONAL POLICY PLAN**

proportion of the trips on the failing road network are attributable to the project. The percentage is multiplied by the costs of the transportation projects needed to restore level of service for the failing facilities to determine an amount of money, which is the developer's proportionate-fair share payment.

e. Transportation Planning Best Practices

While north central Florida local governments are financially unable to fund traditional transportation concurrency, adverse impacts to the regional road network can be minimized through sound transportation planning. Transportation Planning Best Practices for north central Florida local governments could include enhancing road network connectivity, providing parallel local routes to the Regional Road Network, incorporating access management strategies, and developing multimodal transportation systems. By relying on transportation planning best practices, urban development can still be directed to incorporated municipalities, urban service areas, and urban development areas while minimizing transportation infrastructure costs and declines in level of service. Examples of policy areas which could be addressed in local government comprehensive plans to implement these transportation planning best practices include the following.

Enhance Road Network Connectivity by

- Establishing a comprehensive system of street hierarchies with appropriate maximum spacing for local, collector, and arterial street intersection and arterial spacing, including maximum intersection spacing distances for local, collector, and arterial streets;

- Establishing a thoroughfare plan and right-of-way preservation requirements to advance the development of arterial and collector streets throughout the jurisdiction;

- Limiting or discouraging the use of cul-de-sacs and dead-end streets, limiting the maximum length of cul-de-sacs and dead end streets, and encouraging the use of traffic calming devices and strategies as an alternative to dead end streets and cul-de-sacs;

- Encouraging street stubs for connections to future development requiring connections to existing street stubs/dead end streets when adjacent parcels are subdivided/developed in the future, and requiring developments to connect through to side streets at appropriate locations;

- Encouraging the creation of paths that provide shortcuts for walking and cycling where dead-end streets exist, mid-block bike paths and pedestrian shortcuts, and limiting the maximum spacing between pedestrian/bicycle connections as well as; or

- Limiting or discouraging gated communities and other restricted-access roads.

Provide Parallel Local Routes and Other Alternative Local Routes to the Regional Road Network.

Planning and mapping parallel roadway and cross street networks to provide a clear framework for implementing alternative routes to the Regional Road Network;

Adding segments of the parallel roadway and cross street networks to the capital improvements program;

Encouraging developer participation in implementing the system through fair share agreements as a condition of development approval for Regional Road Network concurrency mitigation; or

Encouraging the establishment of a long-term concurrency management system plan for accomplishing the parallel local routes and interparcel cross-access in selected areas.

Promote Access Management Strategies by

Requiring large commercial developments to provide and/or extend existing nearby local and collector streets and provide street connections with surrounding residential areas so residents may access the development without traveling on the Regional Road Network;

Requiring shopping centers and mixed-use developments to provide a unified access and circulation plan and require any outparcels to obtain access from the unified access and circulation system;

Properties under the same ownership or those consolidated for development will be treated as one property for the purposes of access management and will not received the maximum potential number of access points for that frontage indicated under minimum access spacing standards;

Existing lots unable to meet the access spacing standards for the Regional Road Network must obtain access from platted side streets, parallel streets, service roads, joint and cross-access or the provision of easements;

Establishing minimum access spacing standards for locally maintained thoroughfares and use these to also guide corner clearance;

Maintaining adequate corner clearance at crossroad intersections with the Regional Road Network;

Encouraging sidewalk connections from the development to existing and planned public sidewalk along the development frontage;

Encouraging cross-access connections easements and joint driveways, where available and economically feasible;

Encouraging closure of existing excessive, duplicative, unsafe curb cuts or narrowing of overly wide curb cuts at the development site;

Encouraging safe and convenient on-site pedestrian circulation such as sidewalks and crosswalks connecting buildings and parking areas at the development site;



Encouraging intersection and/or signalization modifications to improve roadway operation and safety;

Encouraging the addition of dedicated turn lanes into and out of development;

Encouraging the construction of public sidewalks along all street frontages, where they do not currently exist;

Encouraging the widening of existing public sidewalks to increase pedestrian mobility and safety;

Encouraging the deeding of land for the addition and construction of bicycle lanes;

Encouraging the provision of shading through awnings or canopies over public sidewalk areas to promote pedestrian traffic and provide protection from inclement weather to encourage walking;

Encouraging the construction of new road facilities which provide alternate routes to reduce congestion; or

Encouraging the addition of lanes on existing road facilities, especially where it can be demonstrated that the road will lessen impacts to the Regional Road Network.

Develop Multimodal Transportation Systems by

Encouraging development at densities within urban areas which support public transit;

Providing one or more park-and-ride lots to encourage carpooling and ridesharing, and the use of public transit among inter-city commuters;

Providing a system of sidewalks and/or bike paths connecting residential areas to schools, shopping, and recreation facilities;

Establishing an interlocal agreement with an existing public mass transit system provider to provide regular daily inter-city transit service for inter-city commuters; or

Establishing a local public mass transit system.

STAFF-LEVEL ITEMS



#12

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #12 -
Big Bend Transit, Inc., Section 5310 Grant Capital Assistance Application for Fiscal Year 2014 -
Madison County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Shawn Mitchell, Big Bend Transit

v:\chouse\letters\fdot\howard.ltr140213.12.docx

REQUIRED

COVER LETTER

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION GRANT APPLICATION

Big Bend Transit, Inc. submits this Application for the Section 5310 Program Grant and agrees to comply with all assurances and exhibits attached hereto and by this reference made a part thereof, as itemized in the Checklist for Application Completeness.

Big Bend Transit, Inc. further agrees, to the extent provided by law (in case of a government agency in accordance with Sections 129.07 and 768.28, Florida Statutes) to indemnify, defend and hold harmless the Department and all of its officers, agents and employees from any claim, loss, damage, cost, charge, or expense arising out of the non-compliance by the Agency, its officers, agents or employees, with any of the assurances stated in this Application.

This Application is submitted on this 4th day of January, 2013 with two (2) original resolutions or certified copies of the original resolution authorizing Shawn Mitchell, Interim General Manager to sign this Application.

Big Bend Transit, Inc.

By  Date 1/6/2014

Title: Interim General Manager

1. TYPE OF SUBMISSION:		
Application – place an x in the box <input type="checkbox"/> construction <input checked="" type="checkbox"/> non-construction		Pre-application – place an x in the box <input type="checkbox"/> construction <input type="checkbox"/> non-construction
2. DATE SUBMITTED January 10, 2014		Applicant Identifier
3. DATE RECEIVED BY STATE		State Application Identifier
4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier
5. APPLICANT INFORMATION		
Legal Name: Big Bend Transit, Inc.		Organizational Unit:
		Department:
Organizational DUNS: 11-432-8701		Division:
Address: Post Office Box 1721		Name and telephone number of person to be contacted on matters involving this application (give area code)
Street:		Prefix: Mr. First Name: Quentin
City: Tallahassee		Middle Name: Lashawn
County: Leon		Last Name: Mitchell
State: Florida	Zip Code 32302	Suffix:
Country:		Email: shawnmitch-bbt@comcast.net
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-1909296		Phone Number (give area code) (850) 574-6266
		Fax Number (give area code) (850) 574-1531
8. TYPE OF APPLICATION: X New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)		7. TYPE OF APPLICANT: (See back of form for Application Types) O. Not for Profit Organization Other (specify)
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20-509		9. NAME OF FEDERAL AGENCY: Federal Transit Administration
TITLE (Name of Program): non-Urbanized Area Formula		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Madison County, Florida		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Operation and management of coordinated transportation system
13. PROPOSED PROJECT		14. CONGRESSIONAL DISTRICTS OF:
Start Date: 10/01/2014	Ending Date: 09/30/2015	a. Applicant Two (2) b. Project Two (2)
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?
a. Federal	\$ 110,880	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:
b. Applicant	\$ 13,860	DATE: January 10, 2014
c. State	\$ 13,860	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.
d. Local	\$	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW
e. Other	\$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
f. Program Income	\$	<input type="checkbox"/> Yes. If "Yes" attach an explanation.
g. TOTAL	\$ 138,600	<input checked="" type="checkbox"/> No
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.		
a. Authorized Representative		
Prefix: Mr.	First Name: Quentin	Middle Name:
Last Name: Mitchell		Suffix:
b. Title: Interim General Manager		c. Telephone Number (give area code) (850) 574-6266
d. Signature of Authorized Representative:		e. Date Signed: 1/6/2014

Previous Edition Usable. Authorized for Local Reproduction.

Standard Form 424 (Rev. 9/2003); Prescribed by OMB

EXHIBIT A-1 -- FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED (Estimates are acceptable.)
1. Number of total one-way trips served by the agency PER YEAR (for all purposes)*	19,466	20,651
2. Number of one-way trips provided to elderly and persons with disabilities (including New Freedom Trips) PER YEAR*	8,450	8,551
3. Number of individual Elderly and Disabled and New Freedom unduplicated riders (first ride per rider per fiscal year) PER YEAR	1,393	1,478
4. Number of vehicles used to provide Elderly and Disabled and New Freedom service ACTUAL	11	11
5. Number of vehicles used to provide Elderly and Disabled and New Freedom service eligible for replacement ACTUAL	2	2
6. Vehicle miles traveled to provide Elderly and Disabled and New Freedom service PER YEAR	348,000	352,176
7. Normal number of days that vehicles are in operation to provide Elderly and Disabled and New Freedom service PER WEEK	6	6
8. Posted hours of normal operation to provide Elderly and Disabled and New Freedom service PER WEEK	M – F: 6am – 6pm Saturday: 6am – 6pm Sunday: Total (WEEK): 72	M – F: 6am – 6pm Saturday: 6am – 6pm Sunday: Total (WEEK): 72

* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip.

PART B**APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-1****TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE
EXPENSES****Name of Applicant:** BIG BEND TRANSIT, INC. (Madison County)**State Fiscal period requesting funding for, from** 10/01/2014 **to** 09/30/2015

EXPENSE CATEGORY	TOTAL EXPENSE	FTA ELIGIBLE EXPENSE
Labor (501)	\$368,826	\$368,826
Fringe and Benefits (502)	188,720	188,720
Services (503)	12,008	12,008
Materials and Supplies (504)	10,204	10,204
Vehicle Maintenance (504.01)	133,465	133,465
Utilities (505)	8,202	8,202
Insurance (506)	27,977	27,977
Licenses and Taxes (507)	430	430
Purchased Transit Service (508)	10,904	10,904
Miscellaneous (509)	6,310	6,310
Leases and Rentals (512)	9,667	9,667
Depreciation (513)	82,593	
TOTAL	\$859,306	\$776,713 (a)

SECTION 5310 GRANT REQUESTTotal FTA Eligible Expenses (from Form B-1, above) \$ 776,713 (a)Rural Passenger Fares (from Form B-2) \$ 32,265 (b)Operating Deficit \$ 744,448 (c)
[FTA Eligible Expenses (a) minus Rural Passenger Fares (b)]Section 5310 Request \$ 307,799 (d)
(No more than 50% of Operating Deficit)Grant Total All Revenues (from Form B-2) \$ 307,799*(e)**Note: If Grand Total Revenues (e) exceeds FTA Eligible Expenses (a), reduce the Section 5310 Request (d) by that amount.**

PART B**APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-2****TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE REVENUES****Name of Applicant:** **BIG BEND TRANSIT, INC. (Madison County)****State Fiscal period requesting funding for, from** **10/01/2014 to 09/30/2015**

OPERATING REVENUE CATEGORY	TOTAL REVENUE	REVENUE USED AS FTA MATCH
Passenger Fares for Transit Service (401)	Total= \$32,265 Rural =\$32,265 (b)	
Special Transit Fares (402)		
School Bus Service Revenues (403)		
Freight Tariffs (404)		
Charter Service Revenues (405)		
Auxiliary Transportation Revenues (406)		
Non-transportation Revenues (407)		
Total Operating Revenue	\$32,265	\$
OTHER REVENUE CATEGORY		
Taxes Levied directly by the Transit System (408)		
Local Cash Grants and Reimbursements (409)		
Local Special Fare Assistance (410)		
State Cash Grants and Reimbursements (411)		
State Special Fare Assistance (412)	436,649	307,799
Federal Cash Grants and Reimbursements (413)	307,799	
Interest Income (414)		
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
Total of Other Revenue	744,448	\$307,799
GRAND TOTAL ALL REVENUE	776,713	\$307,799 (e)

CAPITAL REQUEST FORM

VEHICLE REQUEST

GMIS Code (This column for FDOT use ONLY)	R or E (a)	Number requested	Description (b) (c) <u>www.tripsflorida.org</u>	Estimated Cost
11. __. __	R	2	23' GASOLINE WITH LIFT, 12 AMB SEATS, 2 WHEEL CHAIR POSITIONS	\$ 134,000
11. __. __				
11. __. __				
11. __. __				
11. __. __				
Sub-total				\$

EQUIPMENT REQUEST (c)

11. __. __		2	ANGELTRAX, 4 CHANNEL, 4 CAM , BASIC, DVR SYSTEM, 500GB	\$ 4,600
11. __. __				
11. __. __				
11. __. __				
Sub-total				\$138,600

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions (due to the higher cost of diesel vehicles the applicant shall be required to pay the difference in cost over that of a gasoline vehicle).

(c) Show mobile radios and identify the type of radio (i.e. two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$ 134,000 + EQUIPMENT SUBTOTALS \$ 4,600 = \$ 138,600

(x).

(x) X 80% = \$ 110,828 [Show this amount on Form 424 in block 15(a)]

Exhibit – A

Current System Description

Big Bend Transit, Inc. is a private non-profit corporation, incorporated in March 1978 whose mission statement is as follows:

To provide safe, reliable, courteous, and affordable transportation to the community while maintaining dignity and respect for our customers. This service will improve the quality of life for our customers by providing access to health care, education, employment, and recreation. We will constantly solicit feedback to improve our service to our customers as they will always be our highest priority.

The business affairs of Big Bend Transit, Inc. (BBT) are conducted by a Board of Directors. The operations of the corporation are directed by a General Manager. BBT employs operations, maintenance, fiscal and administrative personnel to accomplish the objectives of the corporate mission. BBT contracts with qualified local service providers to expand the resources available to accomplish the transportation and transportation related service requirements of the transportation disadvantaged.

BBT has been in business since July 1980. BBT has operated paratransit services in Gadsden County since 1981. BBT was designated as the Community Transportation Coordinator for Gadsden County in 1990 and remains the CTC today. BBT has operated paratransit services in Jefferson County since 1981. BBT was designated as the Community Transportation Coordinator for Jefferson County in 1990 and remains the CTC today. BBT has operated paratransit services in Leon County since 1985. BBT served as the Community Transportation Coordinator for Leon County from 1991 through 1995. BBT has operated paratransit services in Madison County since 1983. BBT was designated as the Community Transportation Coordinator for Madison County in 1990 and remains the CTC today. BBT has operated paratransit services in Taylor County since 1983. BBT was designated as the Community Transportation Coordinator for Taylor County in 1990 and remains the CTC today.

Big Bend Transit, Inc. (BBT) was chartered as a corporation not for profit under the Laws of the State of Florida in March 1978. The corporation was organized primarily to coordinate, consolidate, plan for and/or provide paratransit services for the elderly, handicapped, and other transportation disadvantaged groups in Madison County. The business affairs of the corporation are managed by a Board of Directors. BBT employs 62 persons involved in the management and operation of paratransit programs for the transportation disadvantaged. The staff is located in Tallahassee and Madison, Florida

BBT has been coordinating multi-agency and general public transportation needs since 1980, accomplishing the provision of transportation services for multi-agency users and riders for varying purposes. BBT has been formally selected for the coordination and operation of paratransit services by local governments and endorsed by the Florida Commission for the Transportation Disadvantaged (CTD) (formerly the Florida Transportation Disadvantaged Commission, formerly the Florida Coordinating Council for the Transportation Disadvantaged).

Shawn Mitchell will function as the Contract Manager and be responsible for the on-going supervision of the program which includes insurance, training and management, and administration of the agencies transportation program. Willie Anne Dicky is, currently the on-site/Transportation Manager for the county of Madison. She will be responsible for the day-to-day operational aspect of the coordinated system including staff supervision, operations control, safety management, and training, record keeping and reporting and functions to ensure a smooth and efficient operation.

Vehicle Maintenance

Maintenance of the BBT fleet is accomplished by BBT maintenance personnel in a BBT operated garage in Tallahassee (Leon County), and by contract with local garages in close proximity to the Madison operations offices. Work orders are issued by BBT supervisory personnel for scheduled and corrective maintenance requirements. Transit operators use a prepared checklist to perform daily inspections. When maintenance of a vehicle is required, a replacement vehicle is utilized to insure there is no disruption in service.

Madison County Transportation Disadvantaged Program

BBT has operated paratransit services for the transportation disadvantaged (TD) in Madison County since 1983. In 1990, BBT was recommended for the designation as the Community Transportation Coordinator (CTC) by the Madison County Transportation Disadvantaged Coordinating Board to the North Central Florida Regional Planning Council, and approved by the CTD. BBT has remained the CTC and functions in this capacity currently. The program involves the coordination of transportation for multiple service agencies as well as the general public, and the provision of transportation by BBT and other qualified carriers. In addition to demand response paratransit services, the program includes: 1) fix route, fixed schedule "in-town" shuttle service through a Service Development Project with the CTD in Madison, 2) coordination agreement with the Agency for health Care Administration and Agency for Persons with Disabilities and, 3) commuter vanpool service. Currently the program schedules approximately 66 trips each day with funding from nine Local and State agencies along with the general public.

The 7 Transportation Operators who will be driving the vehicles have an average of 18 years of experience in the coordinated paratransit industry; this includes one driver with a CDL class license. All drivers are required to complete all of the training and testing in accordance with rule Chapter 14-90 FAC and agency specific directives or requirements prior to operating any vehicle unsupervised. Noncompliance with any regulatory or agency specific guideline or requirement may result in the suspension or termination of employment. All employees are required to complete all training tasks detailed on the new hire Orientation Checklist. Each driver (and new hires) shall be given a minimum of 56 hours training by supervisory personnel. Prior to drivers operating any vehicle without supervision, instructional and procedural training will be completed to include at a minimum the following areas:

- SSPP
- SPP

- Transit system safety and operational policies and procedures
- Operational and vehicle inspections
- Equipment familiarization, including safety and emergency equipment, wheelchair lift, and restraining devices
- Basic operations and maneuvering
- Boarding and alighting of passengers
- Defensive driving
- Passenger assistance and securement
- Communication and handling of unsafe conditions, emergencies and security threats
- Application and compliance with applicable federal and state laws and regulations
- Emergency prevention, mitigation, preparedness, response and recovery

Please see the Annual Operations Report for Madison County included with this application.

Proposed Project Description

The project of this grant application for Section 5310 is the continuation and expansion of the Coordinated Transportation System of Madison County. The expenses to be included are operational and administrative, as detailed in the **Transportation-Related Operating and Administrative Expenses**.

The purpose of the project is to assist in the expense of the operation and administration of a coordinated transportation system. The coordinated transportation system offers efficient, cost-effective transportation services on a county-wide basis to the general public and to the sponsored and non-sponsored transportation disadvantaged. The coordinated transportation system is managed by a single central administrative unit, Big Bend Transit, Inc., whose responsibility it is to bring together operators and consumers to ensure quality transportation for general public, sponsored T.D., and non-sponsored T.D. persons at a reasonable cost.

Further, the project is to assist in the expense of operating the coordinated transportation system which:

- Offers transportation services, for both ambulatory and non-ambulatory persons, 24 hours a day, 7 days a week
- ensures that liability coverage's are, as a minimum, in the amount of \$100,000 per person and \$200,000 per occurrence; and
- requires that all equipment employed will comply with all Federal, State and Local government requirements, and that all Transportation Operators have a System Safety Program Plan (Section 341.0601, F.S.).

The awarded funds will enable existing services to be continued and an increasing demand, including an increasing demand for multi-loading of non-ambulatory (wheelchair) passengers to be accommodated.

Big Bend Transit, Inc. is a private, not for profit corporation, incorporated in March 1978 for the primary purpose of coordinating, consolidating, planning for and/or providing efficient and effective paratransit services for the elderly, handicapped, and other transportation disadvantaged persons (and groups), and to further, by study, research, evaluation, publications, education, advocacy, and consultation, the public knowledge of paratransit needs, patterns and opportunities for elderly, handicapped and transportation disadvantaged persons (and groups).

The operation of the transit system is directed by a General Manager. The equivalent of 62 operations, maintenance, and administrative personnel are employed by Big Bend Transit to accomplish the delivery of transportation services for the elderly and disabled persons in Madison County.

Operations offices are located in Monticello (Jefferson County) and services Madison County. The main office is located in Tallahassee (Leon County). A Transportation Manager, scheduler(s)/dispatcher(s), and an appropriate compliment of transit operators accommodate the demand for transportation service in Madison County. Big Bend Transit's Madison County, operations are supported by

administrative and maintenance personnel and a maintenance/administration facility in Tallahassee (Leon County). Record keeping and training are all conducted at the Leon County facility.

Types of Service Provided

Big Bend Transit, Inc. (BBT) provides advanced reservation transportation services, demand response transportation services, fixed route transportation services and commuter vanpool transportation services. These services are provided to employment centers and to social service, health, medical, shopping, and recreational facilities. Intra- and inter-county transportation service is provided within/from each of the counties in the service area, with the emphasis on inter-county service being directed to Alachua and Leon Counties, which provide a high concentration of specialized medical services and employment opportunities in the Big Bend area of North Florida.

All transportation services are scheduled and dispatched by BBT personnel through the operations office. The current transportation service is available 6 days a week. With additional funding, Big Bend Transit plans on expanding its service to 7 days a week. The transportation services would be available 24-hours per day, seven days per week, but generally utilized between the hours of 6:00 AM until 8:00 PM. The transportation services provided by BBT would consolidate approximately 95% of the existing human services transportation in Madison County. This would provide an alternative mode of, and in some instances the only opportunity transportation to the elderly, disabled and general public of the rural, non-urbanized area.

BBT services include, but are not limited to, intra- and inter-county advanced reservation, demand response, and fixed route services available to the elderly, disabled and general public in Madison County.

Big Bend Transit, Inc. offers the same extent and level of transportation services and fare schedule to sponsored T.D., non-sponsored T.D., and general public passengers. Contingent on availability of funds from the Transportation Disadvantaged Trust Fund, a reduced fare will be available to provide subsidized opportunities for non-sponsored transportation disadvantaged persons to obtain access to transportation for daily living needs when they are not sponsored for that need by any other available funding source.

Hours, Days and Conditions of Service

Advanced Reservation Service – curb-to-curb, intra- and inter-county, ambulatory/wheelchair, non-emergency transportation service.

- Monday through Sunday, 6:00 AM to 8:00 PM, excluding Thanksgiving Day, Christmas Day and New Year's Day.

Demand Response Service – curb-to-curb, ambulatory/wheelchair, non-emergency transportation service, requested by an agency and/or the general public, that is provided: 1) outside the specific areas of services and/or specific periods of regular operation; or 2) without the proper notification.

- Seven (7) day per week, 24 hours per day, excluding Thanksgiving Day, Christmas Day and New Year's Day.

Fixed Route Service – intra-county route, ambulatory/wheelchair, non-emergency transportation service.

- Monday through Sunday, 6:00 AM to 6:00 PM, excluding Thanksgiving Day, Christmas Day and New Year's Day.

Vehicles and Maintenance

Currently, 27% of the vehicles servicing Madison County will need to be replaced in the FY 2014/2015. Please see the attached 'Form C-3' which identifies these vehicles.

Big Bend Transit, Inc. (BBT) operates an in-house (majority of work completed in our facility) maintenance shop with our own personnel in Tallahassee, Florida. This gives us more control over the work being accomplished in an efficient and timely manner.

To decrease down time for vehicles needing maintenance and to avoid a disruption in service for our customers, we reserve a small number of vehicles for the maintenance department to use as exchange vehicles when vehicles come in from surrounding counties for scheduled maintenance. This works to our advantage that it allows us to have our mechanics do most of the work here in the maintenance shop. At times, it is necessary to dispatch one of our mechanics to do unscheduled repairs on an inoperable vehicle in order to be able to drive the vehicle to the shop.

Our maintenance facility is equipped with all of the tools, equipment and resources needed to do 99% of the work in-house. The only work we have to contract out for is extensive body and frame repairs. We use local dealers (Chevrolet and Ford) to accomplish warranty and manufactures recall concerns. We strive to keep a good rapport with these dealers to decrease down time.

System Safety Plan

In the interest of safety and security, to implement the requirements of Florida Statute 341.061, "Transit Safety Standards; Inspection and System Safety Reviews", and to be in compliance with Chapter 14-90, Florida Administrative Code, "Equipment and Operational Safety Standards Governing Public Sector Bus Transit Systems", BBT has developed a System Safety Program Plan (SSPP). This SSPP is incorporated as the standard practice of the organization. Compliance with the SSPP is required of all employees.

Drug Free Work Place

In a commitment to safeguard the health of our employees and to provide a safe environment for everyone, Big Bend Transit, Inc. has established a drug-free workplace policy. This policy was implemented pursuant to the drug-free workplace program requirements under Florida Statutes 440.102 and Administrative Rule 59A-24 of the State of Florida Agency for Health Care Administration.



#13

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #13 -
Big Bend Transit, Inc., Section 5311 Operating Assistance Application for Fiscal Year 2014-
Madison County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Shawn Mitchell, Big Bend Transit

v:\chouse\letters\fdot\howard.ltr140213.13.docx

REQUIRED
COVER LETTER

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
GRANT APPLICATION

Big Bend Transit, Inc. (agency name) submits this Application for the Section 5311 Program Grant and agrees to comply with all assurances and exhibits attached hereto and by this reference made a part thereof, as itemized in the Checklist for Application Completeness.

Big Bend Transit, Inc. (agency name) further agrees, to the extent provided by law (in case of a government agency in accordance with Sections 129.07 and 768.28, Florida Statutes) to indemnify, defend and hold harmless the Department and all of its officers, agents and employees from any claim, loss, damage, cost, charge, or expense out of the non-compliance by the Agency, its officers, agents or employees, with any of the assurances stated in this Application.

This Application is submitted on this 10th day of January, 2014 with two (2) original resolutions or certified copies of the original resolution authorizing Shawn Mitchell, Interim General Manager to sign this Application.

Big Bend Transit, Inc.

By Shawn Mitchell Date: January 10, 2014

Title: Interim General Manager

1. TYPE OF SUBMISSION:			
Application – place an x in the box		Pre-application – place an x in the box	
<input type="checkbox"/> construction		<input type="checkbox"/> construction	
<input checked="" type="checkbox"/> non-construction		<input type="checkbox"/> non-construction	
2. DATE SUBMITTED January 10, 2014		Applicant Identifier	
3. DATE RECEIVED BY STATE		State Application Identifier	
4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier	
5. APPLICANT INFORMATION			
Legal Name: Big Bend Transit, Inc.		Organizational Unit:	
		Department:	
Organizational DUNS: 11-432-8701		Division:	
Address: Post Office Box 1721		Name and telephone number of person to be contacted on matters involving this application (give area code)	
Street:		Prefix: Mr. First Name: Quentin	
City: Tallahassee		Middle Name: Lashawn	
County: Leon		Last Name: Mitchell	
State: Florida Zip Code 32302		Suffix:	
Country:		Email: shawnmitch-bbt@comcast.net	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-1909296		Phone Number (give area code) (850) 574-6266	
		Fax Number (give area code) (850) 574-1531	
8. TYPE OF APPLICATION: X New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)		7. TYPE OF APPLICANT: (See back of form for Application Types) O. Not for Profit Organization Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20-509		9. NAME OF FEDERAL AGENCY: Federal Transit Administration	
TITLE (Name of Program): non-Urbanized Area Formula		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Operation and management of coordinated transportation system	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Madison County, Florida		14. CONGRESSIONAL DISTRICTS OF:	
13. PROPOSED PROJECT		a. Applicant b. Project	
Start Date: 10/01/2014		Two (2) Two (2)	
Ending Date: 09/30/2015			
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 307,799	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:	
b. Applicant	\$ 307,799	DATE: January 10, 2014	
c. State	\$	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.	
d. Local	\$	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
e. Other	\$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
f. Program Income	\$ 243,708	<input type="checkbox"/> Yes. If "Yes" attach an explanation.	
g. TOTAL	\$ 859,306	<input checked="" type="checkbox"/> No	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix: Mr.		First Name: Quentin	
Last Name: Mitchell		Middle Name:	
b. Title: Interim General Manager		Suffix:	
d. Signature of Authorized Representative:		c. Telephone Number (give area code) (850) 574-6266	
		e. Date Signed: 1/6/2014	

Previous Edition Usable. Authorized for Local Reproduction.

Standard Form 424 (Rev. 8-2003); Prescribed by OMB

PART B**APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-1
TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE
EXPENSES****Name of Applicant:** BIG BEND TRANSIT, INC. (Madison County)**State Fiscal period requesting funding for, from** 10/01/2014 **to** 09/30/2015

EXPENSE CATEGORY	TOTAL EXPENSE	FTA ELIGIBLE EXPENSE
Labor (501)	\$368,826	\$368,826
Fringe and Benefits (502)	188,720	188,720
Services (503)	12,008	12,008
Materials and Supplies (504)	10,204	10,204
Vehicle Maintenance (504.01)	133,465	133,465
Utilities (505)	8,202	8,202
Insurance (506)	27,977	27,977
Licenses and Taxes (507)	430	430
Purchased Transit Service (508)	10,904	10,904
Miscellaneous (509)	6,310	6,310
Leases and Rentals (512)	9,667	9,667
Depreciation (513)	82,593	
TOTAL	\$859,306	\$776,713 (a)

SECTION 5311 GRANT REQUEST

Total FTA Eligible Expenses (from Form B-1, above)	\$ <u>776,713</u> (a)
Rural Passenger Fares (from Form B-2)	\$ <u>32,265</u> (b)
Operating Deficit [FTA Eligible Expenses (a) minus Rural Passenger Fares (b)]	\$ <u>744,448</u> (c)
Section 5311 Request (No more than 50% of Operating Deficit)	\$ <u>307,799</u> (d)
Grant Total All Revenues (from Form B-2)	\$ <u>307,799</u> *(e)

Note: If Grand Total Revenues (e) exceeds FTA Eligible Expenses (a), reduce the Section 5311 Request (d) by that amount.

PART B**APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-2****TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE REVENUES****Name of Applicant: BIG BEND TRANSIT, INC. (Madison County)****State Fiscal period requesting funding for, from 10/01/2014 to 09/30/2015**

OPERATING REVENUE CATEGORY	TOTAL REVENUE	REVENUE USED AS FTA MATCH
Passenger Fares for Transit Service (401)	Total= \$32,265	
	Rural =\$32,265 (b)	
Special Transit Fares (402)		
School Bus Service Revenues (403)		
Freight Tariffs (404)		
Charter Service Revenues (405)		
Auxiliary Transportation Revenues (406)		
Non-transportation Revenues (407)		
Total Operating Revenue	\$32,265	\$
OTHER REVENUE CATEGORY		
Taxes Levied directly by the Transit System (408)		
Local Cash Grants and Reimbursements (409)		
Local Special Fare Assistance (410)		
State Cash Grants and Reimbursements (411)		
State Special Fare Assistance (412)	436,649	307,799
Federal Cash Grants and Reimbursements (413)	307,799	
Interest Income (414)		
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
Total of Other Revenue	744,448	\$307,799
GRAND TOTAL ALL REVENUE	776,713	\$307,799 (e)

All Applicants

EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* PER YEAR	19,466	20,651
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR	1,393	1,478
3. Number of vehicles used for this service. ACTUAL	11	11
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	10	10
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. PER YEAR	348,000	352,176
7. Average vehicle miles PER DAY	1,210	1,226
8. Normal vehicle hours in operation. PER DAY	63	66
9. Normal number of days in operation. PER WEEK	6	7
10. Trip length (roundtrip). AVERAGE	18 Miles	18 Miles

* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

Exhibit – B

Proposed Project Description

The project of this grant application for Section 5311 is the continuation and expansion of the Coordinated Transportation System of Madison County. The expenses to be included are operational and administrative, as detailed in the **Transportation-Related Operating and Administrative Expenses**.

The purpose of the project is to assist in the expense of the operation and administration of a coordinated transportation system. The coordinated transportation system offers efficient, cost-effective transportation services on a county-wide basis to the general public and to the sponsored and non-sponsored transportation disadvantaged. The coordinated transportation system is managed by a single central administrative unit, Big Bend Transit, Inc., whose responsibility it is to bring together operators and consumers to ensure quality transportation for general public, sponsored T.D., and non-sponsored T.D. persons at a reasonable cost.

Further, the project is to assist in the expense of operating the coordinated transportation system which:

- Offers transportation services, for both ambulatory and non-ambulatory persons, 24 hours a day, 7 days a week
- ensures that liability coverage's are, as a minimum, in the amount of \$100,000 per person and \$200,000 per occurrence; and
- requires that all equipment employed will comply with all Federal, State and Local government requirements, and that all Transportation Operators have a System Safety Program Plan (Section 341.0601, F.S.).

The awarded funds will enable existing services to be continued and an increasing demand, including an increasing demand for multi-loading of non-ambulatory (wheelchair) passengers to be accommodated.

Big Bend Transit, Inc. is a private, not for profit corporation, incorporated in March 1978 for the primary purpose of coordinating, consolidating, planning for and/or providing efficient and effective paratransit services for the elderly, handicapped, and other transportation disadvantaged persons (and groups), and to further, by study, research, evaluation, publications, education, advocacy, and consultation, the public knowledge of paratransit needs, patterns and opportunities for elderly, handicapped and transportation disadvantaged persons (and groups).

The operation of the transit system is directed by a General Manager. The equivalent of 62 operations, maintenance, and administrative personnel are employed by Big Bend Transit to accomplish the delivery of transportation services for the elderly and disabled persons in Madison County.

Operations offices are located in Monticello (Jefferson County) and services Madison County. The main office is located in Tallahassee (Leon County). A Transportation Manager, scheduler(s)/dispatcher(s), and an appropriate compliment of transit operators accommodate the demand for transportation service in Madison County. Big Bend Transit's Madison County operations are supported by

administrative and maintenance personnel and a maintenance/administration facility in Tallahassee (Leon County). Record keeping and training are all conducted at the Leon County facility.

Types of Service Provided

Big Bend Transit, Inc. (BBT) provides advanced reservation transportation services, demand response transportation services, fixed route transportation services and commuter vanpool transportation services. These services are provided to employment centers and to social service, health, medical, shopping, and recreational facilities. Intra- and inter-county transportation service is provided within/from each of the counties in the service area, with the emphasis on inter-county service being directed to Alachua and Leon Counties, which provide a high concentration of specialized medical services and employment opportunities in the Big Bend area of North Florida.

All transportation services are scheduled and dispatched by BBT personnel through the operations office. The current transportation service is available 6 days a week. With additional funding, Big Bend Transit plans on expanding its service to 7 days a week. The transportation services would be available 24-hours per day, seven days per week, but generally utilized between the hours of 6:00 AM until 8:00 PM. The transportation services provided by BBT would consolidate approximately 95% of the existing human services transportation in Madison County. This would provide an alternative mode of, and in some instances the only opportunity transportation to the elderly, disabled and general public of the rural, non-urbanized area.

BBT services include, but are not limited to, intra- and inter-county advanced reservation, demand response, and fixed route services available to the elderly, disabled and general public in Madison County.

Big Bend Transit, Inc. offers the same extent and level of transportation services and fare schedule to sponsored T.D., non-sponsored T.D., and general public passengers. Contingent on availability of funds from the Transportation Disadvantaged Trust Fund, a reduced fare will be available to provide subsidized opportunities for non-sponsored transportation disadvantaged persons to obtain access to transportation for daily living needs when they are not sponsored for that need by any other available funding source.

Hours, Days and Conditions of Service

Advanced Reservation Service – curb-to-curb, intra- and inter-county, ambulatory/wheelchair, non-emergency transportation service.

- Monday through Sunday, 6:00 AM to 8:00 PM, excluding Thanksgiving Day, Christmas Day and New Year's Day.

Demand Response Service – curb-to-curb, ambulatory/wheelchair, non-emergency transportation service, requested by an agency and/or the general public, that is provided: 1) outside the specific areas of services and/or specific periods of regular operation; or 2) without the proper notification.

- Seven (7) day per week, 24 hours per day, excluding Thanksgiving Day, Christmas Day and New Year's Day.

Fixed Route Service – intra-county route, ambulatory/wheelchair, non-emergency transportation service.

- Monday through Sunday, 6:00 AM to 6:00 PM, excluding Thanksgiving Day, Christmas Day and New Year's Day.

Vehicles and Maintenance

Currently, 27% of the vehicles servicing Madison County will need to be replaced in the FY 2014/2015. Please see the attached 'Form C-3' which identifies these vehicles.

Big Bend Transit, Inc. (BBT) operates an in-house (majority of work completed in our facility) maintenance shop with our own personnel in Tallahassee, Florida. This gives us more control over the work being accomplished in an efficient and timely manner.

To decrease down time for vehicles needing maintenance and to avoid a disruption in service for our customers, we reserve a small number of vehicles for the maintenance department to use as exchange vehicles when vehicles come in from surrounding counties for scheduled maintenance. This works to our advantage that it allows us to have our mechanics do most of the work here in the maintenance shop. At times, it is necessary to dispatch one of our mechanics to do unscheduled repairs on an inoperable vehicle in order to be able to drive the vehicle to the shop.

Our maintenance facility is equipped with all of the tools, equipment and resources needed to do 99% of the work in-house. The only work we have to contract out for is extensive body and frame repairs. We use local dealers (Chevrolet and Ford) to accomplish warranty and manufactures recall concerns. We strive to keep a good rapport with these dealers to decrease down time.

System Safety Plan

In the interest of safety and security, to implement the requirements of Florida Statute 341.061, "Transit Safety Standards; Inspection and System Safety Reviews", and to be in compliance with Chapter 14-90, Florida Administrative Code, "Equipment and Operational Safety Standards Governing Public Sector Bus Transit Systems", BBT has developed a System Safety Program Plan (SSPP). This SSPP is incorporated as the standard practice of the organization. Compliance with the SSPP is required of all employees.

Drug Free Work Place

In a commitment to safeguard the health of our employees and to provide a safe environment for everyone, Big Bend Transit, Inc. has established a drug-free workplace policy. This policy was implemented pursuant to the drug-free workplace program requirements under Florida Statutes 440.102 and Administrative Rule 59A-24 of the State of Florida Agency for Health Care Administration.



#14

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #14 -
Suwannee Valley Transit Authority, Section 5310 Capital Assistance Grant Application for Fiscal
Year 2014 - Alachua, Columbia, Hamilton, Lafayette, Madison and Suwannee Counties, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

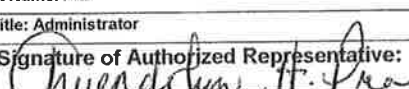
Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Gwendolyn Pra, Suwannee Valley Transit Authority

v:\chouse\letters\fdot\howard.ltr140213.14.docx

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

1. TYPE OF SUBMISSION:			Pre-application – place an x in the box		
Application – place an x in the box <input type="checkbox"/> construction <input checked="" type="checkbox"/> non-construction			<input type="checkbox"/> construction <input type="checkbox"/> non-construction		
2. DATE SUBMITTED January 8, 2014			Applicant Identifier		
3. DATE RECEIVED BY STATE			State Application Identifier		
4. DATE RECEIVED BY FEDERAL AGENCY			Federal Identifier		
5. APPLICANT INFORMATION					
Legal Name: Suwannee Valley Transit Authority			Organizational Unit: Transportation		
			Department: Administration		
Organizational DUNS:			Division:		
Address:			Name and telephone number of person to be contacted on matters involving this application (give area code)		
Street: 1907 Voyles Street, SW			Prefix: Mrs. First Name: Gwendolyn		
City: Live Oak			Middle Name: Horne		
County: Columbia, Hamilton, Suwannee			Last Name: Pra		
State: FL Zip Code 32064			Suffix:		
Country:			Email: Gwendolyn.pra@ridesvta.com		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-1684116			Phone Number (give area code) 386-688-1514 Cellular Alternate: 904-502-5276 Office: 386-208-6321 Fax Number (give area code) 386-364-7834		
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)			7. TYPE OF APPLICANT: (See back of form for Application Types) G – Special District (Public Agency) Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20,513			9. NAME OF FEDERAL AGENCY: Federal Transit Administration (FTA)		
TITLE (Name of Program): Section 5310 Elderly & Disabled			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Vehicle Fleet needs to better meet the transportation requirements of Medical type transportation trips for frail, elderly and handicapped population		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Columbia, Hamilton, Suwannee, Alachua, Lafayette, Madison, Baker			14. CONGRESSIONAL DISTRICTS OF:		
13. PROPOSED PROJECT			a. Applicant b. 2 and 4 c. Project d. 2 and 4		
Start Date: October 1, 2014			Ending Date: 9/30/15		
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ 149,538	00	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:		
b. Applicant	\$	00	DATE: January 9, 2014		
c. State	\$ 18,692	00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.		
d. Local	\$ 18,692	00	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$	00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? NO		
f. Program Income	\$	00	<input type="checkbox"/> Yes. If "Yes" attach an explanation.		
g. TOTAL	\$ 186,922	00	<input checked="" type="checkbox"/> No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix: Mrs.		First Name: Gwendolyn		Middle Name: Horne	
Last Name: Pra				Suffix:	
b. Title: Administrator				c. Telephone Number (give area code) 386-208-6321	
d. Signature of Authorized Representative: 				e. Date Signed: January 8, 2014	

Previous Edition Usable. Authorized for Local Reproduction. Standard Form 424 (Rev.9-2003); Prescribed by OMB Circular A-102

CAPITAL REQUEST FORM

VEHICLE REQUEST

GMIS Code (This column for FDOT use ONLY)	R or E (a)	Number requested	Description (b) (c) <u>www.tripsflorida.org</u>	Estimated Cost
11. __. __	R	3	MV-1 Purpose Built Van w/2 wheelchair positions, and electric Ramp	\$48,528.00 each
11. __. __	R	1	Stretcher Vehicle w/Gurney	\$41,338.00
11. __. __				
11. __. __				
11. __. __				
Sub-total	R	4		\$186,922.00

EQUIPMENT REQUEST (c)

11. __. __				
11. __. __				
11. __. __				
11. __. __				
Sub-total				\$ 0.00

(a) Replacement (R) or Expansion (E).

Suwannee Valley Transit Authority

Gwendolyn H. Pra

(b) Provide a brief description including the len and wheelchair positions. Do not show the Mal positions (due to the higher cost of diesel vehicle that of a gasoline vehicle).

Doreen - This just shows our need; we recognize we may not be able to get this level of funding. Thanks -

, number of seats
amb. seats, 2 w/c
erence in cost over

(c) Show mobile radios and identify the ty hardware/software, etc. under "Equipment Re

radio), computer

VEHICLE SUBTOTAL \$ 186,9

= \$ 186,922 (x). (x) X 80% = \$ 1

386.208.6321

1.00

lock 15(a)]

EXHIBIT A – CURRENT SYSTEM DESCRIPTION

1. An overview of the organization including its mission, program goals and objectives:
SVTA is the smallest of Florida's transit agencies but that does not dim our goal of being a well-run, customer-service oriented organization. SVTA's experience as the state designated transportation provider spans more than thirty-seven years in and for the region of Columbia, Hamilton, and Suwannee Counties (and formerly Lafayette). Formed by an inter-local agreement in 1976, organized under the Florida Statutes as a Special District, and led by a board of elected officials from each of its counties, the agency is fully revived and operating efficiently and effectively since August 2011. Thanks to the Administrator's, Staff's, and Board of Directors' mission, having a transit agency that serves a wide variety of needs for the general public in the region is more of a priority than it was prior to August 2011 when the new Administrator took over operations. The current focus is on general and specialized public transportation. The Administrator's efforts continue toward locating funding sources to make more public transit service a reality.
2. Organizational structure, type of operation, number of employees, and other pertinent organizational information:
Suwannee Valley Transit Authority is a rural public transportation agency. Suwannee Valley Transit Authority is governed by a Board of Directors that includes two (2) County Commissioners from the Columbia, Hamilton, and Suwannee County Boards of County Commissioners. The two (2) County Commissioners that serve on the SVTA Board are appointed by the Chairman of the Board from each County. The Board selects an Administrator to oversee day to day operations that currently includes forty-four (44) positions. That Administrator selects and supervises the Staff. There are four (4) positions that the Administrator directly supervises. These positions are Director of Operations, Senior Director of Revenue Billing, Senior Manager for Planning and Special Projects and Administrative Assistant for Senior Management. The two (2) Directors supervise the following departments:

Director of Operations:

Maintenance Supervisor – Supervises and trains four (4) maintenance positions.

Driver Supervisor – Supervises and Trains the Assistant Driver Supervisor and two (2) Dispatcher positions. The Assistant Driver Supervisor supervises and trains twenty-one (21) Professional Bus Operator positions.

Finance Staff – Two (2) Deputy Finance Managers.

Reservationist for Nursing Homes

Senior Director of Revenue Billing: Stands in for Director of Operations if absent.

Supervisor of Reservations and Billing – Supervises and Trains four (4) reservationists.

EXHIBIT A – CURRENT SYSTEM DESCRIPTION (CONT.)

Senior Medicaid Billing Manager (Administrator performs evaluation for this employee.)

3. Who is responsible for insurance, training and management, and administration of the agency's transportation programs:
The Administrator for Suwannee Valley Transit Authority is ultimately responsible for these functions that are part of daily operations for SVTA. The above breakdown on organizational structure explains how these functions are handled by employees other than the Administrator.
4. Who Provides Maintenance:
Suwannee Valley Transit Authority has a fully capable Maintenance Department as shown in the organizational chart above. If Maintenance issues come up that these five (5) employees cannot handle, the Maintenance Supervisor makes a decision concerning companies that maintenance work will be outsourced to.
5. Number of Transportation related employees:
All forty-four (44) employees of Suwannee Valley Transit Authority are Transportation related employees.
6. Who will drive the vehicles, number of drivers, CDL certifications, etc:
There are twenty-three (23) eligible drivers for Suwannee Valley Transit Authority. This total includes twenty-one (21) Professional Bus Operators and two (2) Supervisors as stated in the organizational chart above. The drivers' licenses of these twenty-three employees are as follows:
Nine (9) Class B with PS endorsement
Four (4) Class B with P endorsement
Two (2) Class A with P endorsement
One (1) Class A with NP endorsement
One (1) Class A with PTN endorsement
One (1) Class A with PST endorsement
One (1) Class A with NPT endorsement
One (1) Class E

Currently there are three (3) professional bus operator positions waiting to be filled. We can hire these drivers with a Class E License but they will have to get their Class B license with a P endorsement within six (6) months after being hired. We are currently submitting an application to the Department of Education that would allow SVTA to hold classes on getting a CDL license with a P endorsement. At that time, all employees that have a Class E license will be trained and tested on the Class B license with a P endorsement.
7. A detailed description of service routes and ridership numbers:
Suwannee Valley Transit Authority served a total of three thousand eighty-five (3,085) people for the State of Florida Fiscal Year that ended on June 30, 2013 and was reported in the most recent AOR report. We had 96,217 one-way passenger trips and 1,421,729 vehicle miles completed during this period. Services included ambulatory, wheelchair and stretcher trips within and

EXHIBIT A – CURRENT SYSTEM DESCRIPTION (CONT.)

outside the three (3) county service area. Routes are currently standardized by type of service, dominated by demand response trips. Two routes daily to Gainesville assist clients in the region traveling for medical and other appointments.

The agency participates heavily in community events, such as the annual Civil War Reenactment at Olustee Battlefield. This activity requires complex coordination efforts to move thousands of people on a 2-lane road in a very short amount of time. Other activities include Flea Across Florida and purchases of services by many other organizations and private citizens. Our participation in these events assure our capital match for vehicles we need during the next year.

SVTA holds several purchase of services contracts with local and state social service agencies. Transit service is merged with the general public ridership unless special arrangements are needed for frail, elderly or blind persons. If the agency is successful in obtaining funding for a fixed or flex services, accommodations for ADA and beyond are shovel ready.

EXHIBIT B – PROPOSED PROJECT DESCRIPTION

- 1-4. Is the project to continue the existing level of services, to expand present service, or to provide new service? How will a grant award be used? More hours? Service in a larger geographic area? Shorter headways? More trips? Please explain in detail:
This project will satisfy multiple objectives including:
- a. The replacement of an aging fleet that is beyond its useful life and has too large of a seating capacity than needed;
 - b. To expand existing services outside the current hours of operation; and,
 - c. To more efficiently meet the demands of social service medical program needs of the elderly and handicapped.
 - d. Our mix of vehicle type is inappropriate for accommodating low load-factor service demands.

As you can see from our inventory list of vehicles and vehicles marked for replacement in Fiscal Year 2014-2015, there are thirteen (13) total vehicles that will be in dire need of replacement for the proposed Fiscal Year.

5. See Vehicle Inventory Sheets
6. Describe the agency's maintenance program and include a section on how vehicles will be maintained without interruptions in service (who, what, where, and when).
Suwannee Valley Transit Authority has a fully capable Maintenance Department as shown in the organizational chart above. If Maintenance issues come up that these five (5) employees cannot handle, the Maintenance Supervisor makes a decision concerning companies that maintenance work will be outsourced to.

Question # 7 is not applicable to SVTA for this grant application.

Please see the Current System Description for the answer to Question # 8

Question # 9 & 10 do not apply to Suwannee Valley Transit Authority. We are the current CTC for the region of Columbia, Hamilton, and Suwannee Counties. We have been established for over 37 years.



#15

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #15 -
Suwannee Valley Transit Authority, Section 5339 Capital Assistance Grant Application for Fiscal
Year 2014 - Alachua, Columbia, Hamilton, Lafayette, Madison and Suwannee Counties, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

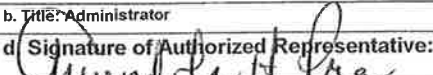
This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Gwendolyn Pra, Suwannee Valley Transit Authority

v:\chouse\letters\fdot\howard.ltr140213.15.docx

1. TYPE OF SUBMISSION:			
Application – place an x in the box <input type="checkbox"/> construction <input checked="" type="checkbox"/> non-construction		Pre-application – place an x in the box <input type="checkbox"/> construction <input type="checkbox"/> non-construction	
2. DATE SUBMITTED January 8, 2014		Applicant Identifier	
3. DATE RECEIVED BY STATE		State Application Identifier	
4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier	
5. APPLICANT INFORMATION			
Legal Name: Suwannee Valley Transit Authority		Organizational Unit: Transportation	
Organizational DUNS:		Department: Administration	
Address:		Division:	
Street: 1907 Voyles Street, SW		Name and telephone number of person to be contacted on matters involving this application (give area code)	
City: Live Oak		Prefix: Mrs. First Name: Gwendolyn	
County: Columbia, Hamilton, Suwannee		Middle Name: Horne	
State: FL Zip Code 32064		Last Name: Pra	
Country:		Suffix:	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-1684116		Email: Gwendolyn.pra@ridesvta.com	
		Phone Number (give area code) 386-888-1514 Cellular Alternate: 904-502-5276 Office: 386-208-6321 Fax Number (give area code) 386-364-7834	
8. TYPE OF APPLICATION: X New Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)		7. TYPE OF APPLICANT: (See back of form for Application Types) G – Special District (Public Agency) Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20.509		9. NAME OF FEDERAL AGENCY: Federal Transit Administration (FTA)	
TITLE (Name of Program): Section 5310 Elderly & Disabled		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Vehicle Fleet and Equipment needed to better meet the transportation requirements of Residents of Columbia, Hamilton and Suwannee Counties	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Columbia, Hamilton, Suwannee, Alachua, Lafayette, Madison, Baker		14. CONGRESSIONAL DISTRICTS OF:	
13. PROPOSED PROJECT			
Start Date: October 1, 2014	Ending Date: 9/30/15	a. Applicant b. 2 and 4	c. Project d. 2 and 4
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 602,563	a. Yes. X THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:	
b. Applicant	\$	DATE: January 9, 2014	
c. State	\$ 150,640	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.	
d. Local	\$	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
e. Other	\$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? NO	
f. Program Income	\$	<input type="checkbox"/> Yes. If "Yes" attach an explanation. X No	
g. TOTAL	\$ 753,203		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix: Mrs.	First Name: Gwendolyn	Middle Name: Horne	
Last Name: Pra	Suffix:		
b. Title: Administrator	c. Telephone Number (give area code) 386-208-6321		
d. Signature of Authorized Representative: 	e. Date Signed: January 8, 2014		

Previous Edition Usable. Authorized for Local Reproduction. Standard Form 424 (Rev.9-2003); Prescribed by OMB Circular A-102

Form C-4

CAPITAL REQUEST

VEHICLE REQUEST

GMIS Code (This column for FDOT use ONLY)	R or E (a)	Number requested	Description (b) (c)	Estimated Cost
11. . .	R	2	MV-1 Purpose Built Van w/2 wheelchair positions, and electric Ramp	\$48,528.00 each
11. . .	R	1	Twenty-One (21) Foot Ford Gasoline cutaway w/2 Wheelchair Positions and Stretcher Locks	\$66,827.00
11. . .	R	3	Twenty-One (21) Foot Ford Gasoline cutaway w/2 Wheelchair Positions	\$65,727.00 each
11. . .	R	1	Twenty-Five (25) Foot Chevrolet Diesel cutaway w/2 Wheelchair Positions and Stretcher Option	\$89,070.00
11. . .	R	3	Twenty-Five (25) Foot Chevrolet Diesel cutaway w/2 Wheelchair Positions	\$83,570.00 each
Sub-total	R	10		\$700,844.00

EQUIPMENT REQUEST (c)

11. . .	R	1	Central Heater for Maintenance Garage w /complete Installation	\$8,000.00
11. . .	R	8	Garage Door Openers for Maintenance Garage w/complete Installation	\$826.00 each
11. . .	R	4	Automatic Gate Door Openers for Bus Compound w/complete Installation	\$1,992.00 each
11. . .	E	2	12 by 24 Feet Storage Units	\$4,390.00 each
11. . .	R	1	Hazardous Chemical, Oil/Lubricant Area Containment Unit	\$2,000.00
11. . .	R	1	Transfer switch materials, labor, permit, generator pad and installation for backup generator and power panels	\$9,500.00
11. . .	R	17	Materials, labor and permit for 17 light fixtures for Maintenance Garage lighting	\$559.00 each
Sub-total	E/R	34		\$52,359.00

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions (due to the higher cost of diesel vehicles the applicant will be required to pay the difference in cost over that of a gasoline vehicle).

(c) Show mobile radios and identify the type of radio (i.e. two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$ 700,844 + EQUIPMENT SUBTOTAL \$52,359 = \$ 753,203 (x).

(x) X 80% = \$ 602,563 [Show this amount on Form 424 in block 15(a)]

EXHIBIT A – CURRENT SYSTEM DESCRIPTION

1. An overview of the organization including its mission, program goals and objectives:
SVTA is the smallest of Florida's transit agencies but that does not dim our goal of being a well-run, customer-service oriented organization. SVTA's experience as the state designated transportation provider spans more than thirty-seven years in and for the region of Columbia, Hamilton, and Suwannee Counties (and formerly Lafayette). Formed by an inter-local agreement in 1976, organized under the Florida Statutes as a Special District, and led by a board of elected officials from each of its counties, the agency is fully revived and operating efficiently and effectively since August 2011. Thanks to the Administrator's, Staff's, and Board of Directors' mission, having a transit agency that serves a wide variety of needs for the general public in the region is more of a priority than it was prior to August 2011 when the new Administrator took over operations. The current focus is on general and specialized public transportation. The Administrator's efforts continue toward locating funding sources to make more public transit service a reality.
2. Organizational structure, type of operation, number of employees, and other pertinent organizational information:
Suwannee Valley Transit Authority is a rural public transportation agency. Suwannee Valley Transit Authority is governed by a Board of Directors that includes two (2) County Commissioners from the Columbia, Hamilton, and Suwannee County Boards of County Commissioners. The two (2) County Commissioners that serve on the SVTA Board are appointed by the Chairman of the Board from each County. The Board selects an Administrator to oversee day to day operations that currently includes forty-four (44) positions. That Administrator selects and supervises the Staff. There are four (4) positions that the Administrator directly supervises. These positions are Director of Operations, Senior Director of Revenue Billing, Senior Manager for Planning and Special Projects and Administrative Assistant for Senior Management. The two (2) Directors supervise the following departments:

Director of Operations: Maintenance Supervisor – Supervises and trains four (4) maintenance positions.

Driver Supervisor – Supervises and Trains the Assistant Driver Supervisor and two (2) Dispatcher positions. The Assistant Driver Supervisor supervises and trains twenty-one (21) Professional Bus Operator positions.

Finance Staff – Two (2) Deputy Finance Managers.

Reservationist for Nursing Homes

Senior Director of Revenue Billing: Stands in for Director of Operations if absent.

Supervisor of Reservations and Billing – Supervises and Trains four (4) reservationists.

EXHIBIT A – CURRENT SYSTEM DESCRIPTION (CONT.)

Senior Medicaid Billing Manager (Administrator performs the evaluation for this employee.)

3. Who is responsible for insurance, training and management, and administration of the agency's transportation programs:
The Administrator for Suwannee Valley Transit Authority is ultimately responsible for these functions that are part of daily operations for SVTA. The above breakdown on organizational structure explains how these functions are handled by employees other than the Administrator.
4. Who Provides Maintenance:
Suwannee Valley Transit Authority has a fully capable Maintenance Department as shown in the organizational chart above. If Maintenance issues come up that these five (5) employees cannot handle, the Maintenance Supervisor makes a decision concerning companies that maintenance work will be outsourced to.
5. Number of Transportation related employees:
All forty-four (44) employees of Suwannee Valley Transit Authority are Transportation related employees.
6. Who will drive the vehicles, number of drivers, CDL certifications, etc:
There are twenty-three (23) eligible drivers for Suwannee Valley Transit Authority. This total includes twenty-one (21) Professional Bus Operators and two (2) Supervisors as stated in the organizational chart above. The drivers' licenses of these twenty-three employees are as follows:
Nine (9) Class B with PS endorsement
Four (4) Class B with P endorsement
Two (2) Class A with P endorsement
One (1) Class A with NP endorsement
One (1) Class A with PTN endorsement
One (1) Class A with PST endorsement
One (1) Class A with NPT endorsement
One (1) Class E

Currently there are three (3) professional bus operator positions waiting to be filled. We can hire these drivers with a Class E License but they will have to get their Class B license with a P endorsement within six (6) months after being hired. We are currently submitting an application to the Department of Education that would allow SVTA to hold classes on getting a CDL license with a P endorsement. At that time, all employees that have a Class E license will be trained and tested on the Class B license with a P endorsement.
7. A detailed description of service routes and ridership numbers:
Suwannee Valley Transit Authority served a total of three thousand eighty-five (3,085) people for the State of Florida Fiscal Year that ended on June 30, 2013 and was reported in the most recent AOR report. We had 96,217 one-way passenger trips and 1,421,729 vehicle miles completed during this period. Services included ambulatory, wheelchair and stretcher trips within and

EXHIBIT A – CURRENT SYSTEM DESCRIPTION (CONT.)

outside the three (3) county service area. Routes are currently standardized by type of service, dominated by demand response trips. Two routes daily to Gainesville assist clients in the region traveling for medical and other appointments.

The agency participates heavily in community events, such as the annual Civil War Reenactment at Olustee Battlefield. This activity requires complex coordination efforts to move thousands of people on a 2-lane road in a very short amount of time. Other activities include Flea Across Florida and purchases of services by many other organizations and private citizens. Our participation in these events assure our capital match for vehicles we need during the next year.

SVTA holds several purchase of services contracts with local and state social service agencies. Transit service is merged with the general public ridership unless special arrangements are needed for frail, elderly or blind persons. If the agency is successful in obtaining funding for a fixed or flex services, accommodations for ADA and beyond are shovel ready.

Section 5339 Applicants

EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips. PER YEAR	96,217	97,180
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR	3,085	3,116
3. Number of vehicles used for this service. ACTUAL	29	29
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	16	17
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. PER YEAR	1,421,729	1,421,729
7. Average vehicle miles PER DAY	3,896	3,896
8. Normal vehicle hours in operation. PER DAY	M-F: 5a – 6p Saturday: 5a – 6p Sunday: None Total (WEEK): 78	M-F: 5a – 6p Saturday: 5a – 6p Sunday: None Total (WEEK): 78
9. Normal number of days in operation. PER WEEK	6	6
10. Trip length (roundtrip). AVERAGE	13.10 Miles	13.10 Miles

- Estimates are acceptable.

EXHIBIT B

EXHIBIT B – PROPOSED PROJECT DESCRIPTION

- 1-4. Is the project to continue the existing level of services, to expand present service, or to provide new service? How will a grant award be used? More hours? Service in a larger geographic area? Shorter headways? More trips? Please explain in detail:
The application for 2014-2015 for Section 5339 funds is requesting funding support for vehicles and capital equipment to sustain current service, which is provided from 4:00 am to 9:00 pm at least six (6) and sometimes seven (7) days per week. SVTA has thirteen (13) Vehicles that are over FDOT miles and recommended years of service for a vehicle. The purchase of vehicles and the requested equipment would serve to improve our operations.
5. See the attached.
6. Describe how vehicles will be maintained without interruptions in service (who, what, where, and when).
Suwannee Valley Transit Authority has a fully capable Maintenance Department on site as shown in the organizational chart above. If Maintenance issues come up that these five (5) employees cannot handle, the Maintenance Supervisor makes a decision concerning companies that maintenance work will be outsourced to.

Question # 7 is not applicable to SVTA for this grant application.

Please see the Current System Description for the answer to Question # 8. The employees of SVTA are not represented by a union.

Question # 9 Provide details as to the methodology used for determining requested operating costs and a breakdown of categories.

The Board of Directors of Suwannee Valley Transit Authority approved a FY 2013-2014 budget for operating costs at their September 2013 meeting. My Deputy Finance Manager that assists in budgeting estimating FY 2014-2015 operating costs at a 5% increase over the operating costs currently approved by the Board of Directors. This number is of course conservative because there is no way that SVTA could know how fuel, materials and supply costs will fluctuate. Our estimate could be low as far as the actual budget that will be approved by the Board of Directors in their September 2014 meeting.

Fully explain Your Transportation Program:

- a. Service hours, planned service, routes and trip types
Please see Exhibit A, Exhibit A-1 Fact Sheet and Exhibit B 1 – 4.
- b. Staffing – There is currently a Driver Supervisor and Assistant Driver Supervisor for training Professional Bus Operators on SVTA Policies & Procedures and vehicle equipment. The Director of Operations also does training on SVTA policies and procedures.
- c. Records Maintenance. SVTA maintains all records for seven (7) years. The Senior Director of Revenue Billing oversees Records Maintenance. The current Fiscal Year of operations is stored in the main SVTA building. Older records are stored in storage sheds until they are shredded.
- d. Vehicle Maintenance. See Exhibit A – Current System Operations.
- e. CDL requirements. See Exhibit A – Current System Operations.
- f. System Safety Plan. SVTA's System Safety Plan was approved 2012-2013.
- g. Drug Free Workplace. SVTA currently does pre-employment and random drug testing according to FDOT rules. Drug tests are also done on employees returning from a extensive leave of absence.

Question # 10 does not apply to Suwannee Valley Transit Authority. We are the current CTC for the region of Columbia, Hamilton, and Suwannee Counties. We have been established for over 37 years.



#16

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #16 -
Suwannee Valley Transit Authority - Section 5311 Operating Assistance Grant Application for
Fiscal Year 2014 - Alachua, Columbia, Hamilton, Lafayette, Madison and Suwannee Counties,
Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.


This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Gwendolyn Pra, Suwannee Valley Transit Authority

v:\chouse\letters\fdot\howard.ltr140213.16.docx

1. TYPE OF SUBMISSION:							
Application – place an x in the box <input type="checkbox"/> construction <input checked="" type="checkbox"/> non-construction		Pre-application – place an x in the box <input type="checkbox"/> construction <input type="checkbox"/> non-construction					
2. DATE SUBMITTED January 8, 2014		Applicant Identifier					
3. DATE RECEIVED BY STATE		State Application Identifier					
4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier					
5. APPLICANT INFORMATION							
Legal Name: Suwannee Valley Transit Authority		Organizational Unit: Transportation					
		Department: Administration					
Organizational DUNS: 083193060		Division:					
Address:		Name and telephone number of person to be contacted on matters involving this application (give area code)					
Street: 1907 Voyles Street, SW		Prefix: Mrs. First Name: Gwendolyn					
City: Live Oak		Middle Name: Horne					
County: Columbia, Hamilton, Suwannee		Last Name: Pra					
State: Florida	Zip Code: 32064	Suffix:					
Country:		Email: Gwendolyn.pra@ridesvta.com					
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-1684116		Phone Number (give area code) (386) 688-1514 Cellular Alternate: (904) 502-5276 Office: (386) 208-6321 Fax Number (give area code)					
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)		7. TYPE OF APPLICANT: (See back of form for Application Types) G – Special District (Public Agency) Other (specify)					
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20.509		9. NAME OF FEDERAL AGENCY: Federal Transit Administration					
TITLE (Name of Program):		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Section 5311 – Transportation Operations					
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Columbia, Hamilton, Suwannee, Alachua, Lafayette, Madison, Baker		14. CONGRESSIONAL DISTRICTS OF:					
13. PROPOSED PROJECT							
Start Date: October 1, 2014	Ending Date: 9/30/15	<table border="1"> <tr> <td>a. Applicant</td> <td>c. Project</td> </tr> <tr> <td>b. 2 and 4</td> <td>d. 2 and 4</td> </tr> </table>		a. Applicant	c. Project	b. 2 and 4	d. 2 and 4
a. Applicant	c. Project						
b. 2 and 4	d. 2 and 4						
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?					
a. Federal	\$ 3,115,881	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:					
b. Applicant	\$	DATE: January 9, 2014					
c. State	\$	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.					
d. Local	\$ 3,115,881	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW					
e. Other	\$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? NO					
f. Program Income	\$	<input type="checkbox"/> Yes. If "Yes" attach an explanation. <input checked="" type="checkbox"/> No					
g. TOTAL	\$ 6,231,762						
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.							
a. Authorized Representative							
Prefix: Mrs.		First Name: Gwendolyn					
Last Name: Pra		Middle Name: Horne					
b. Title: Administrator		Suffix:					
d. Signature of Authorized Representative: 		c. Telephone Number (give area code) (386) 208-6321					
		e. Date Signed: January 8, 2014					

Previous Edition Usable. Authorized for Local Reproduction.

Standard Form 424 (Rev.9-2003); Prescribed by OMB Circular A-102

EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips. PER YEAR	96,217	97,180
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR	3,085	3,116
3. Number of vehicles used for this service. ACTUAL	29	29
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	16	17
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. PER YEAR	1,421,729	1,421,729
7. Average vehicle miles PER DAY	3,896	3,896
8. Normal vehicle hours in operation. PER DAY	M-F: 5a – 6p Saturday: 5a – 6p Sunday: None Total (WEEK): 78	M-F: 5a – 6p Saturday: 5a – 6p Sunday: None Total (WEEK): 78
9. Normal number of days in operation. PER WEEK	6	6
10. Trip length (roundtrip). AVERAGE	13.10 Miles	13.10 Miles

- Estimates are acceptable.

EXHIBIT A – CURRENT SYSTEM DESCRIPTION

1. An overview of the organization including its mission, program goals and objectives:
SVTA is the smallest of Florida's transit agencies but that does not dim our goal of being a well-run, customer-service oriented organization. SVTA's experience as the state designated transportation provider spans more than thirty-seven years in and for the region of Columbia, Hamilton, and Suwannee Counties (and formerly Lafayette). Formed by an inter-local agreement in 1976, organized under the Florida Statutes as a Special District, and led by a board of elected officials from each of its counties, the agency is fully revived and operating efficiently and effectively since August 2011. Thanks to the Administrator's, Staff's, and Board of Directors' mission, having a transit agency that serves a wide variety of needs for the general public in the region is more of a priority than it was prior to August 2011 when the new Administrator took over operations. The current focus is on general and specialized public transportation. The Administrator's efforts continue toward locating funding sources to make more public transit service a reality.
2. Organizational structure, type of operation, number of employees, and other pertinent organizational information:
Suwannee Valley Transit Authority is a rural public transportation agency. Suwannee Valley Transit Authority is governed by a Board of Directors that includes two (2) County Commissioners from the Columbia, Hamilton, and Suwannee County Boards of County Commissioners. The two (2) County Commissioners that serve on the SVTA Board are appointed by the Chairman of the Board from each County. The Board selects an Administrator to oversee day to day operations that currently includes forty-four (44) positions. That Administrator selects and supervises the Staff. There are four (4) positions that the Administrator directly supervises. These positions are Director of Operations, Senior Director of Revenue Billing, Senior Manager for Planning and Special Projects and Administrative Assistant for Senior Management. The two (2) Directors supervise the following departments:

Director of Operations: Maintenance Supervisor – Supervises and trains four (4) maintenance positions.

Driver Supervisor – Supervises and Trains the Assistant Driver Supervisor and two (2) Dispatcher positions. The Assistant Driver Supervisor supervises and trains twenty-one (21) Professional Bus Operator positions.

Finance Staff – Two (2) Deputy Finance Managers.

Reservationist for Nursing Homes

Senior Director of Revenue Billing: Stands in for Director of Operations if absent.

Supervisor of Reservations and Billing – Supervises and Trains four (4) reservationists.

EXHIBIT A – CURRENT SYSTEM DESCRIPTION (CONT.)

Senior Medicaid Billing Manager (Administrator performs this employee's evaluation.)

3. Who is responsible for insurance, training and management, and administration of the agency's transportation programs:
The Administrator for Suwannee Valley Transit Authority is ultimately responsible for these functions that are part of daily operations for SVTA. The above breakdown on organizational structure explains how these functions are handled by employees other than the Administrator.
4. Who Provides Maintenance:
Suwannee Valley Transit Authority has a fully capable Maintenance Department as shown in the organizational chart above. If Maintenance issues come up that these five (5) employees cannot handle, the Maintenance Supervisor makes a decision concerning companies that maintenance work will be outsourced to.
5. Number of Transportation related employees:
All forty-four (44) employees of Suwannee Valley Transit Authority are Transportation related employees.
6. Who will drive the vehicles, number of drivers, CDL certifications, etc:
There are twenty-three (23) eligible drivers for Suwannee Valley Transit Authority. This total includes twenty-one (21) Professional Bus Operators and two (2) Supervisors as stated in the organizational chart above. The drivers' licenses of these twenty-three employees are as follows:
Nine (9) Class B with PS endorsement
Four (4) Class B with P endorsement
Two (2) Class A with P endorsement
One (1) Class A with NP endorsement
One (1) Class A with PTN endorsement
One (1) Class A with PST endorsement
One (1) Class A with NPT endorsement
One (1) Class E

Currently there are three (3) professional bus operator positions waiting to be filled. We can hire these drivers with a Class E License but they will have to get their Class B license with a P endorsement within six (6) months after being hired. We are currently submitting an application to the Department of Education that would allow SVTA to hold classes on getting a CDL license with a P endorsement. At that time, all employees that have a Class E license will be trained and tested on the Class B license with a P endorsement.

7. A detailed description of service routes and ridership numbers:
Suwannee Valley Transit Authority served a total of three thousand eighty-five (3,085) people for the State of Florida Fiscal Year that ended on June 30, 2013 and was reported in the most recent AOR report. We had 96,217 one-way passenger trips and 1,421,729 vehicle miles completed during this period. Services included ambulatory, wheelchair and stretcher trips within and

EXHIBIT A – CURRENT SYSTEM DESCRIPTION (CONT.)

outside the three (3) county service area. Routes are currently standardized by type of service, dominated by demand response trips. Two routes daily to Gainesville assist clients in the region traveling for medical and other appointments.

The agency participates heavily in community events, such as the annual Civil War Reenactment at Olustee Battlefield. This activity requires complex coordination efforts to move thousands of people on a 2-lane road in a very short amount of time. Other activities include Flea Across Florida and purchases of services by many other organizations and private citizens. Our participation in these events assure our capital match for vehicles we need during the next year.

SVTA holds several purchase of services contracts with local and state social service agencies. Transit service is merged with the general public ridership unless special arrangements are needed for frail, elderly or blind persons. If the agency is successful in obtaining funding for a fixed or flex services, accommodations for ADA and beyond are shovel ready.

EXHIBIT B – PROPOSED PROJECT DESCRIPTION

- 1-4. Is the project to continue the existing level of services, to expand present service, or to provide new service? How will a grant award be used? More hours? Service in a larger geographic area? Shorter headways? More trips? Please explain in detail:
The application for 2014-2015 for Section 5311 funds is requesting funding support to sustain current service, which is provided from 4:00 am to 9:00 pm at least six (6) and sometimes seven (7) days per week.
6. Describe the agency's maintenance program and include a section on how vehicles will be maintained without interruptions in service (who, what, where, and when).
Suwannee Valley Transit Authority has a fully capable Maintenance Department as shown in the organizational chart above. If Maintenance issues come up that these five (5) employees cannot handle, the Maintenance Supervisor makes a decision concerning companies that maintenance work will be outsourced to.

Question # 7 is not applicable to SVTA for this grant application.

Please see the Current System Description for the answer to Question # 8. The employees of SVTA are not represented by a union.

Question # 9 Provide details as to the methodology used for determining requested operating costs and a breakdown of categories.

The Board of Directors of Suwannee Valley Transit Authority approved a FY 2013-2014 budget for operating costs at their September 2013 meeting. My Deputy Finance Manager that assists in budgeting estimating FY 2014-2015 operating costs at a 5% increase over the operating costs currently approved by the Board of Directors. This number is of course conservative because there is no way that SVTA could know how fuel, materials and supply costs will fluctuate. Our estimate could be low as far as the actual budget that will be approved by the Board of Directors in their September 2014 meeting.

Fully explain Your Transportation Program:

- a. Service hours, planned service, routes and trip types
Please see Exhibit A, Exhibit A-1 Fact Sheet and Exhibit B 1 – 4.
- b. Staffing – There is currently a Driver Supervisor and Assistant Driver Supervisor for training Professional Bus Operators on SVTA Policies & Procedures and vehicle equipment. The Director of Operations also does training on SVTA policies and procedures.
- c. Records Maintenance. SVTA maintains all records for seven (7) years. The Senior Director of Revenue Billing oversees Records Maintenance. The current Fiscal Year of operations is stored in the main SVTA building. Older records are stored in storage sheds until they are shredded.
- d. Vehicle Maintenance. See Exhibit A – Current System Operations.
- e. CDL requirements. See Exhibit A – Current System Operations.
- f. System Safety Plan. SVTA's System Safety Plan was approved 2012-2013.
- g. Drug Free Workplace. SVTA currently does pre-employment and random drug testing according to FDOT rules. Drug tests are also done on employees returning from a extensive leave of absence.

Question # 10 does not apply to Suwannee Valley Transit Authority. We are the current CTC for the region of Columbia, Hamilton, and Suwannee Counties. We have been established for over 37 years.



#17

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 - 1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #17 -
The Arc of Bradford County, Section 5310 Operating Assistance Grant Application for Fiscal Year
2014 - Bradford County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plans.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

Enclosure

xc: Lauren Milligan, Florida Department of Environmental Protection
Sherry Ruszkowski. The Arc of Bradford County

v:\chouse\letters\fdot\howard.ltr140213.17.docx



SK SD
Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

DATE: 1-21-14

**REGIONAL CLEARINGHOUSE INTERGOVERNMENTAL
COORDINATION AND RESPONSE NOTIFICATION**

PROJECT DESCRIPTION

#17 - The Arc of Bradford County - Section 5310 Operating Assistance Grant Application - Bradford County, Florida

The Council has received the above-referenced item for purposes of regional clearinghouse review as per Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Clearinghouse Committee Procedures. A copy of the relevant portions of the item is enclosed for your consideration. Since your organization may be affected by the item, you are offered an opportunity to comment. Your organization is not required to return this form. Failure to respond by the comment deadline will indicate that your organization has no comment on the above-referenced item.

Comment Deadline: February 3, 2014

Mailing List

- ☒ Bradford County
- ☐ Brooker
- ☐ Hampton
- ☐ Lawtey
- ☐ Starke

NORTH CENTRAL FLORIDA
RECEIVED
JAN 29 2014
REGIONAL PLANNING COUNCIL

☒ COMMENTS ATTACHED

☐ NO COMMENTS

We approve.

BA (Name) *County Manager* (Organization)

Anonymous comments will not be forwarded.

Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

1. TYPE OF SUBMISSION:			
Application – place an x in the box <input type="checkbox"/> construction <input checked="" type="checkbox"/> non-construction		Pre-application – place an x in the box <input type="checkbox"/> construction <input type="checkbox"/> non-construction	
2. DATE SUBMITTED 1/09/14		Applicant Identifier	
3. DATE RECEIVED BY STATE		State Application Identifier	
4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier	
5. APPLICANT INFORMATION			
Legal Name: The Arc of Bradford County		Organizational Unit: N/A	
Organizational DUNS: 084179704		Department: N/A	
Address: 1351 South Water Street		Division: N/A	
Street:		Name and telephone number of person to be contacted on matters involving this application (give area code)	
City: Starke		Prefix: First Name: Sherry	
County: Bradford		Middle Name:	
State: Florida Zip Code 32091		Last Name: Ruszkowski	
Country: United States of America		Suffix:	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-- 1696581		Email: sherry@arcbradford.org	
		Phone Number (give area code) (904) 964-7699	
		Fax Number (give area code) (904) 964-7215	
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)		7. TYPE OF APPLICANT: (See back of form for Application Types) <input type="checkbox"/> Not for Profit Organization Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20.513		9. NAME OF FEDERAL AGENCY: Federal Transit Administration	
TITLE (Name of Program):			
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Bradford and Union Counties		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Transportation Services specifically for Seniors and individuals with physical and developmental/intellectual disabilities attending The Arc of Bradford County.	
13. PROPOSED PROJECT		14. CONGRESSIONAL DISTRICTS OF:	
Start Date: October 1	Ending Date: September 30	a. Applicant District 3	b. Project District 3
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 32,440.50	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:	
b. Applicant	\$	DATE:	
c. State	\$	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.	
d. Local	\$ 32,440.50	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
e. Other	\$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
f. Program Income	\$	<input type="checkbox"/> Yes. If "Yes" attach an explanation.	
g. TOTAL	\$ 64,881.00	<input checked="" type="checkbox"/> No	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix:	First Name: Sherry	Middle Name:	
Last Name: Ruszkowski		Suffix:	
b. Title: Executive Director		c. Telephone Number (give area code) (904) 964-7699	
d. Signature of Authorized Representative:		e. Date Signed: 01/09/14	

Previous Edition Usable. Authorized for Local Reproduction.

Standard Form 424 (Rev.9-2003); Prescribed by OMB

EXHIBIT A-1 -- FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED (Estimates are acceptable.)
1. Number of total one-way trips served by the agency PER YEAR (for all purposes)*	20,657	20,657
2. Number of one-way trips provided to elderly and persons with disabilities (including New Freedom Trips) PER YEAR*	20,657	20,657
3. Number of individual Elderly and Disabled and New Freedom unduplicated riders (first ride per rider per fiscal year) PER YEAR	53	53
4. Number of vehicles used to provide Elderly and Disabled and New Freedom service ACTUAL	11	11
5. Number of vehicles used to provide Elderly and Disabled and New Freedom service eligible for replacement ACTUAL	2	2
6. Vehicle miles traveled to provide Elderly and Disabled and New Freedom service PER YEAR	99,659	99,659
7. Normal number of days that vehicles are in operation to provide Elderly and Disabled and New Freedom service PER WEEK	5	5
8. Posted hours of normal operation to provide Elderly and Disabled and New Freedom service PER WEEK	M – F:7:30 AM-5:30 PM Saturday:0 Sunday: 0 Total (WEEK): 50	M – F:7:30 AM-5:30 PM Saturday: 0 Sunday: 0 Total (WEEK): 50

* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip.

EXHIBIT A

The Arc of Bradford County, Inc. is a private, not-for-profit corporation organized in 1968 under section 501(C) 3 of the Internal Revenue Service Code. The organization has a 17 member volunteer Board of Directors who set policy and oversee planning functions.

The Arc of Bradford County currently employs 43 staff. Twenty-four (24) staff are assigned driving responsibilities. The Arc provides services for a total of 68 individuals who are seniors and developmentally disabled. Of that number, 53 individuals receive transportation services. The Arc currently provides Life Skills Development Training Levels 1 and 2, Supported Living Services, Personal Supports, Transportation, and Residential Services.

Mission of organization:

“The Arc of Bradford County, Inc., is dedicated to treat those we serve with dignity, to empower them to choose and realize their own goals, and promote their strengths through education and advocacy with the support of families, friends and community” *Adopted by The Arc’s Board of Directors on January 16, 1994.*

The Arc provides the following transportation service:

1. Scheduled route transportation, which provides approximately 100 passenger trips per day to and from Sunshine Industries (adult day training program), for people who are disabled and elderly. Our transportation routes begin in Starke and reach to the far ends of Bradford County. One route serves Bradford and Union Counties.
2. In coordination with the CTC, The Arc exclusively provides transportation for people with disabilities to and from work. The Arc also provides transportation for six people who are disabled to and from work at Camp Blanding in Starke as a part of a mobile work crew.
3. In addition to these scheduled route trips, The Arc of Bradford County transports three individuals to their competitive employment sites daily based on their individual work schedules.

The Arc of Bradford County, Inc. currently operates as an approved provider under The Community Transportation Coordinator (Suwannee River Economic Council) in Bradford County and A & A Transport in Union County.

The Arc of Bradford County is responsible for insurance, all employee training, management and administration of its transportation programs. Each employee must provide a copy of a MVR as a part of the initial screening process and must be approved by our insurance company prior to driving. In addition, each employee must successfully complete the required training (computer based) and a pre-employment road test certification before being assigned to any driving responsibilities. New employee training includes transportation safety and policies governing transportation services. The Arc is a drug-free workplace and all new employees must pass the initial drug screening and are subject to random drug testing thereafter.

The Arc of Bradford County ensures routine maintenance of all vehicles.

The current number of employees who are cleared to provide transportation for individuals served is 24. The Arc of Bradford County maintains records on all certified drivers verifying they have passed the DOT physical, road test and transportation training.

EXHIBIT B

Proposed Project Description

1. **Is the project to continue the existing level of services, to expand present service, or to provide new service? How will grant award be used? More hours? Service in a larger geographic area? Shorter headways? More trips? Please explain in detail.**

Answer: The purpose of this request is to replace an older vehicle which has been pulled from service due to numerous safety concerns and extensive repair needs. We intend to use the grant to replace a 1999 Ford Bus with 164,747 miles.

2. **If a grant award will be used to maintain services as described in Exhibit A, specifically explain how it will be used in the context of total service.**

Answer: The Arc of Bradford County seeks to maintain its existing services by replacing an older 22 passenger bus with a standard Cutaway bus.

3. **Give a detailed explanation of the need for the vehicle and provide evidence of the need.**

Answer: The Arc of Bradford County has 6 vehicles equipped with sufficient w/c positions for our current population. However, we need to replace a 22 seat older bus (1999) which does not meet the required mileage for useful life but will cost more to repair than what it is worth. The floor of this bus is rotting and needs to be replaced; there are leaks in the roof around the escape hatch and around the windows. There have been numerous repairs on the PCM (Power Control Module) and this part is no longer available. Because of all these safety concerns, we have deemed this vehicle unsafe and pulled it out of service.

4. **Will a grant award be used to replace existing equipment or purchase additional vehicles/equipment? Provide details.**

Answer: The capital funding is requested to replace an older vehicle. The Arc of Bradford County has several older vehicles that have not met the required mileage. Nevertheless, they are costly to run due to on-going maintenance issues. Transportation services are provided in very rural areas where roads are narrow, unpaved, washed out, and at times impassable. These conditions create increased wear and tear on our fleet

and impact the “useful life” guidelines in that they may “wear out” before reaching the mileage criteria.

- 5. Identify vehicles/equipment being replaced and list them on the “Current Vehicle and Transportation Inventory” form, provided elsewhere in this manual.**

Answer: 1999 Ford Bus Mileage: 164,747

- 6. Describe agency’s maintenance program and include a section on how vehicles will be maintained without interruptions in service (who, what, where and when).**

Answer: The preventive maintenance inspection is a program of routine checks and procedures performed on a scheduled and recurring basis by the drivers to avoid breakdowns and prolong equipment life. Each driver conducts pre-trip and post-trip inspections and submits all noted mechanical deficiencies to the Operations Director who schedules vehicle maintenance through certified mechanics at Mosley Tire Company in Starke. (see attached Inspection Forms)

The “A” Inspection is performed every 6,000 miles. It is designed for the inspection, service and replacement of certain items at predetermined times and to identify any possible defects which might have occurred and to make minor adjustments as necessary.

The “B” Inspection is performed each 12,000 miles. This inspection repeats the “A” Inspection items and includes certain additional items which should be inspected and serviced as indicated.

The “C” Inspection is a technical and performance inspection and is accomplished each 24,000 miles, The “A” and “B” Inspection items are repeated and additional scheduled items are required to be accomplished which were not part of the other inspection intervals.

Aside from the agency’s DOT vehicles, The Arc of Bradford privately owns 2 vans which can be used temporarily as replacements for transportation when routine maintenance and repairs are necessary.

- 7. If vehicle/equipment are proposed to be used by a lessee or private operator under contract to the applicant, identify the proposed lessee/operator.**

Answer: N/A

- 8. Each applicant shall indicate whether they are a government authority or a private non-profit agency, provide a brief description of the project which includes the counties served, whether the applicant shall service minority populations and whether the applicant is minority-owned.**

Answer: The Arc of Bradford County, Inc. is a private non-profit organization providing training supports and services specifically to individuals with physical, developmental and intellectual disabilities and the elderly in Bradford and Union counties.

- 9. New Agencies:**

Answer: N/A

- 10. Have you met with the CTC and, if so, how are you providing a service that they cannot? Provide detailed information supporting this requirement.**

Answer: In Bradford County, transportation disadvantaged funds have been designated for medical services only by the Bradford County Transportation Disadvantaged Coordinating Board. Though individuals attending the work program at the Arc qualify for this funding, transportation services to and from work have not been approved by this board.

The Executive Director of The Arc of Bradford County serves as an alternate on the local board and has asked the board to consider including our participants for this funding. To date, they have not made any changes.

The local CTC provides transportation for medical services in Bradford County, however, they are unable to meet the individual scheduled route needs of the individuals served by The Arc.

The Arc of Bradford County has maintained coordination contracts with Suwannee River Economic Council who is the CTC in Bradford County and with A & A Transport, Inc. who is the CTC in Union County. Contracts are renewed annually with these entities. The Arc of Bradford County only provides transportation services for their program participants.



#18

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #18 -
The Arc of Bradford County, Section 5310 Capital Assistance Grant Application for Fiscal Year
2014 - Bradford County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plans.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

Enclosure

xc: Lauren Milligan, Florida Department of Environmental Protection
Sherry Ruszkowski, The Arc of Bradford County

v:\chouse\letters\fdot\howard.ltr140213.18.docx



SKSD

Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

DATE: 1-21-14

REGIONAL CLEARINGHOUSE INTERGOVERNMENTAL COORDINATION AND RESPONSE NOTIFICATION

PROJECT DESCRIPTION

#18 - The Arc of Bradford County - Section 5310 Capital Assistance Grant Application - Bradford County, Florida

The Council has received the above-referenced item for purposes of regional clearinghouse review as per Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Clearinghouse Committee Procedures. A copy of the relevant portions of the item is enclosed for your consideration. Since your organization may be affected by the item, you are offered an opportunity to comment. Your organization is not required to return this form. Failure to respond by the comment deadline will indicate that your organization has no comment on the above-referenced item.

Comment Deadline: February 3, 2014

Mailing List

- ☒ Bradford County
- ☐ Brooker
- ☐ Hampton
- ☐ Lawtey
- ☐ Starke

NORTH CENTRAL FLORIDA
RECEIVED
JAN 29 2014
REGIONAL PLANNING COUNCIL

☒ COMMENTS ATTACHED
we approve

☐ NO COMMENTS

BM (Name) County Manager (Organization)


Anonymous comments will not be forwarded.

Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments. 113-

EXHIBIT A-1 -- FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED (Estimates are acceptable.)
1. Number of total one-way trips served by the agency PER YEAR (for all purposes)*	20,657	20,657
2. Number of one-way trips provided to elderly and persons with disabilities (including New Freedom Trips) PER YEAR*	20,657	20,657
3. Number of individual Elderly and Disabled and New Freedom unduplicated riders (first ride per rider per fiscal year) PER YEAR	53	53
4. Number of vehicles used to provide Elderly and Disabled and New Freedom service ACTUAL	11	11
5. Number of vehicles used to provide Elderly and Disabled and New Freedom service eligible for replacement ACTUAL	2	2
6. Vehicle miles traveled to provide Elderly and Disabled and New Freedom service PER YEAR	99,659	99,659
7. Normal number of days that vehicles are in operation to provide Elderly and Disabled and New Freedom service PER WEEK	5	5
8. Posted hours of normal operation to provide Elderly and Disabled and New Freedom service PER WEEK	M – F:7:30 AM-5:30 PM Saturday:0 Sunday: 0 Total (WEEK): 50	M – F:7:30 AM-5:30 PM Saturday: 0 Sunday: 0 Total (WEEK): 50

* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip.

1. TYPE OF SUBMISSION:			Pre-application – place an x in the box		
Application – place an x in the box			[] construction		
[] construction			[] non-construction		
[X] non-construction			Applicant Identifier		
2. DATE SUBMITTED 1/09/14			State Application Identifier		
3. DATE RECEIVED BY STATE			Federal Identifier		
4. DATE RECEIVED BY FEDERAL AGENCY					
5. APPLICANT INFORMATION					
Legal Name: The Arc of Bradford County			Organizational Unit: N/A		
Organizational DUNS: 084179704			Department: N/A		
Address: 1351 South Water Street			Division: N/A		
Street:			Name and telephone number of person to be contacted on matters involving this application (give area code)		
City: Starke			Prefix: First Name: Sherry		
County: Bradford			Middle Name:		
State: Florida			Last Name: Ruszkowski		
Zip Code: 32091			Suffix:		
Country: United States of America			Email: sherry@arcbradford.org		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-- 1696581			Phone Number (give area code) (904) 964-7699		
			Fax Number (give area code) (904) 964-7215		
8. TYPE OF APPLICATION: X New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)			7. TYPE OF APPLICANT: (See back of form for Application Types) <input type="checkbox"/> Not for Profit Organization Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20.513			9. NAME OF FEDERAL AGENCY: Federal Transit Administration		
TITLE (Name of Program):			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Transportation Services specifically for Seniors and individuals with physical and developmental/intellectual disabilities attending The Arc of Bradford County.		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Bradford and Union Counties			14. CONGRESSIONAL DISTRICTS OF:		
13. PROPOSED PROJECT					
Start Date: October 1		Ending Date: September 30	a. Applicant District 3		b. Project District 3
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ 49,391.20	00	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:		
b. Applicant	\$ 6,173.90	00	DATE:		
c. State	\$ 6,173.90	00	b. No. X PROGRAM IS NOT COVERED BY E. O. 12372.		
d. Local	\$	00	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$	00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
f. Program Income	\$	00	<input type="checkbox"/> Yes. If "Yes" attach an explanation.		
g. TOTAL	\$ 61,739.00	00	X No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix:		First Name: Sherry		Middle Name:	
Last Name: Ruszkowski				Suffix:	
b. Title: Executive Director				c. Telephone Number (give area code) (904) 964-7699	
d. Signature of Authorized Representative: 				e. Date Signed: 01/09/14	

CAPITAL REQUEST FORM

VEHICLE REQUEST

GMIS Code (This column for FDOT use ONLY)	R or E (a)	Number requested	Description (b) (c) <u>www.tripsflorida.org</u>	Estimated Cost
11. __. __	(R)	1	21' Standard Cutaway (Ford) 12 Passenger Seating – No lift - 0 w/c positions	61,739.00
11. __. __				
11. __. __				
11. __. __				
11. __. __				
Sub-total	(R)	1		\$ 61,739.00

EQUIPMENT REQUEST (c)

11. __. __				
11. __. __				
11. __. __				
11. __. __				
Sub-total				\$ 0

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions (due to the higher cost of diesel vehicles the applicant shall be required to pay the difference in cost over that of a gasoline vehicle).

(c) Show mobile radios and identify the type of radio (i.e. two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$ 61,739.00 + EQUIPMENT SUBTOTALS \$ 0 = \$ 61,739.00

(x).

(x) X 80% = \$ 49,391.20 [Show this amount on Form 424 in block 15(a)]

EXHIBIT A

The Arc of Bradford County, Inc. is a private, not-for-profit corporation organized in 1968 under section 501(C) 3 of the Internal Revenue Service Code. The organization has a 17 member volunteer Board of Directors who set policy and oversee planning functions.

The Arc of Bradford County currently employs 43 staff. Twenty-four (24) staff are assigned driving responsibilities. The Arc provides services for a total of 68 individuals who are seniors and developmentally disabled. Of that number, 53 individuals receive transportation services. The Arc currently provides Life Skills Development Training Levels 1 and 2, Supported Living Services, Personal Supports, Transportation, and Residential Services.

Mission of organization:

“The Arc of Bradford County, Inc., is dedicated to treat those we serve with dignity, to empower them to choose and realize their own goals, and promote their strengths through education and advocacy with the support of families, friends and community” *Adopted by The Arc's Board of Directors on January 16, 1994.*

The Arc provides the following transportation service:

1. Scheduled route transportation, which provides approximately 100 passenger trips per day to and from Sunshine Industries (adult day training program), for people who are disabled and elderly. Our transportation routes begin in Starke and reach to the far ends of Bradford County. One route serves Bradford and Union Counties.
2. In coordination with the CTC, The Arc exclusively provides transportation for people with disabilities to and from work. The Arc also provides transportation for six people who are disabled to and from work at Camp Blanding in Starke as a part of a mobile work crew.
3. In addition to these scheduled route trips, The Arc of Bradford County transports three individuals to their competitive employment sites daily based on their individual work schedules.

The Arc of Bradford County, Inc. currently operates as an approved provider under The Community Transportation Coordinator (Suwannee River Economic Council) in Bradford County and A & A Transport in Union County.

The Arc of Bradford County is responsible for insurance, all employee training, management and administration of its transportation programs. Each employee must provide a copy of a MVR as a part of the initial screening process and must be approved by our insurance company prior to driving. In addition, each employee must successfully complete the required training (computer based) and a pre-employment road test certification before being assigned to any driving responsibilities. New employee training includes transportation safety and policies governing transportation services. The Arc is a drug-free workplace and all new employees must pass the initial drug screening and are subject to random drug testing thereafter.

The Arc of Bradford County ensures routine maintenance of all vehicles.

The current number of employees who are cleared to provide transportation for individuals served is 24. The Arc of Bradford County maintains records on all certified drivers verifying they have passed the DOT physical, road test and transportation training.

EXHIBIT B

Proposed Project Description

1. **Is the project to continue the existing level of services, to expand present service, or to provide new service? How will grant award be used? More hours? Service in a larger geographic area? Shorter headways? More trips? Please explain in detail.**

Answer: The purpose of this request is to replace an older vehicle which has been pulled from service due to numerous safety concerns and extensive repair needs. We intend to use the grant to replace a 1999 Ford Bus with 164,747 miles.

2. **If a grant award will be used to maintain services as described in Exhibit A, specifically explain how it will be used in the context of total service.**

Answer: The Arc of Bradford County seeks to maintain its existing services by replacing an older 22 passenger bus with a standard Cutaway bus.

3. **Give a detailed explanation of the need for the vehicle and provide evidence of the need.**

Answer: The Arc of Bradford County has 6 vehicles equipped with sufficient w/c positions for our current population. However, we need to replace a 22 seat older bus (1999) which does not meet the required mileage for useful life but will cost more to repair than what it is worth. The floor of this bus is rotting and needs to be replaced; there are leaks in the roof around the escape hatch and around the windows. There have been numerous repairs on the PCM (Power Control Module) and this part is no longer available. Because of all these safety concerns, we have deemed this vehicle unsafe and pulled it out of service.

4. **Will a grant award be used to replace existing equipment or purchase additional vehicles/equipment? Provide details.**

Answer: The capital funding is requested to replace an older vehicle. The Arc of Bradford County has several older vehicles that have not met the required mileage. Nevertheless, they are costly to run due to on-going maintenance issues. Transportation services are provided in very rural areas where roads are narrow, unpaved, washed out, and at times impassable. These conditions create increased wear and tear on our fleet

and impact the “useful life” guidelines in that they may “wear out” before reaching the mileage criteria.

- 5. Identify vehicles/equipment being replaced and list them on the “Current Vehicle and Transportation Inventory” form, provided elsewhere in this manual.**

Answer: 1999 Ford Bus Mileage: 164,747

- 6. Describe agency’s maintenance program and include a section on how vehicles will be maintained without interruptions in service (who, what, where and when).**

Answer: The preventive maintenance inspection is a program of routine checks and procedures performed on a scheduled and recurring basis by the drivers to avoid breakdowns and prolong equipment life. Each driver conducts pre-trip and post-trip inspections and submits all noted mechanical deficiencies to the Operations Director who schedules vehicle maintenance through certified mechanics at Mosley Tire Company in Starke. (see attached Inspection Forms)

The “A” Inspection is performed every 6,000 miles. It is designed for the inspection, service and replacement of certain items at predetermined times and to identify any possible defects which might have occurred and to make minor adjustments as necessary.

The “B” Inspection is performed each 12,000 miles. This inspection repeats the “A” Inspection items and includes certain additional items which should be inspected and serviced as indicated.

The “C” Inspection is a technical and performance inspection and is accomplished each 24,000 miles. The “A” and “B” Inspection items are repeated and additional scheduled items are required to be accomplished which were not part of the other inspection intervals.

Aside from the agency’s DOT vehicles, The Arc of Bradford privately owns 2 vans which can be used temporarily as replacements for transportation when routine maintenance and repairs are necessary.

- 7. If vehicle/equipment are proposed to be used by a lessee or private operator under contract to the applicant, identify the proposed lessee/operator.**

Answer: N/A

- 8. Each applicant shall indicate whether they are a government authority or a private non-profit agency, provide a brief description of the project which includes the counties served, whether the applicant shall service minority populations and whether the applicant is minority-owned.**

Answer: The Arc of Bradford County, Inc. is a private non-profit organization providing training supports and services specifically to individuals with physical, developmental and intellectual disabilities and the elderly in Bradford and Union counties.

- 9. New Agencies:**

Answer: N/A

- 10. Have you met with the CTC and, if so, how are you providing a service that they cannot? Provide detailed information supporting this requirement.**

Answer: In Bradford County, transportation disadvantaged funds have been designated for medical services only by the Bradford County Transportation Disadvantaged Coordinating Board. Though individuals attending the work program at the Arc qualify for this funding, transportation services to and from work have not been approved by this board.

The Executive Director of The Arc of Bradford County serves as an alternate on the local board and has asked the board to consider including our participants for this funding. To date, they have not made any changes.

The local CTC provides transportation for medical services in Bradford County, however, they are unable to meet the individual scheduled route needs of the individuals served by The Arc.

The Arc of Bradford County has maintained coordination contracts with Suwannee River Economic Council who is the CTC in Bradford County and with A & A Transport, Inc. who is the CTC in Union County. Contracts are renewed annually with these entities. The Arc of Bradford County only provides transportation services for their program participants.



#19

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #19 -
The Arc of North Florida, Section 5310 Capital Assistance Grant Application for Fiscal Year 2014
- Bradford County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Suwannee County, Hamilton County, and Columbia County Transportation Disadvantaged Plan. However, the item is not coordinated with the Lafayette County Transportation Disadvantaged Plan as the Arc of North Florida does not have a coordination agreement with the Lafayette County Community Transportation Coordinator. It is recommended that the Arc of North Florida execute a coordination agreement with the Suwannee River Economic Council, Inc. as the Suwannee River Economic Council, Inc. is the Lafayette County Community Transportation Coordinator.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Bobbie Lake, The Arc of North Florida

v:\chouse\letters\fdot\howard.ltr140213.19.docx

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

1. TYPE OF SUBMISSION:			Pre-application – place an x in the box		
Application – place an x in the box			[] construction		
[] construction			[] non-construction		
x] non-construction					
2. DATE SUBMITTED January 10, 2014			Applicant Identifier		
3. DATE RECEIVED BY STATE			State Application Identifier		
4. DATE RECEIVED BY FEDERAL AGENCY			Federal Identifier		
5. APPLICANT INFORMATION					
Legal Name: The Arc North Florida, Inc.			Organizational Unit:		
			Department:		
Organizational DUNS: 138777933			Division:		
Address:			Name and telephone number of person to be contacted on matters involving this application (give area code)		
Street: 511 Goldkist Boulevard SW			Prefix: Mr. First Name: Bobbie		
City: Live Oak			Middle Name: Michael		
County: Suwannee			Last Name: Lake		
State: Florida Zip Code 32064			Suffix: Jr.		
Country: United States of America			Email: blake@arcnfl.com		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59- 2064304			Phone Number (give area code) 386-362-7143 Ext. 1		
			Fax Number (give area code) 386-362-7058		
8. TYPE OF APPLICATION: x New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)			7. TYPE OF APPLICANT: (See back of form for Application Types) Not-For-Profit Organization Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20-513			9. NAME OF FEDERAL AGENCY: Federal Transit Authority		
TITLE (Name of Program):					
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Suwannee, Hamilton, Lafayette and Columbia			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: For purchase of a vehicle to provide transportation to individuals with intellectual and developmental disabilities residing in Suwannee and Hamilton County.		
13. PROPOSED PROJECT			14. CONGRESSIONAL DISTRICTS OF:		
Start Date: October 1, 2014		Ending Date: 9/30/15	a. Applicant 3		b. Project 3
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ 30,400	00	a. Yes. x THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:		
b. Applicant	\$ 3,800	00	DATE: January 10, 2014		
c. State	\$ 3,800	00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.		
d. Local	\$	00	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$	00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
f. Program Income	\$	00	<input type="checkbox"/> Yes. If "Yes" attach an explanation.		
g. TOTAL	\$ 38,000	00	x No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix: Mr.		First Name: Bobbie		Middle Name: Michael	
Last Name: Lake				Suffix: Jr.	
b. Title: Executive Director		c. Telephone Number (give area code) 386-362-7143 Ext. 1			
d. Signature of Authorized Representative		e. Date Signed: January 10, 2014			

EXHIBIT A-1 -- FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED (Estimates are acceptable.)
1. Number of total one-way trips served by the agency PER YEAR (for all purposes)*	11,161	11,161
2. Number of one-way trips provided to elderly and persons with disabilities (including New Freedom Trips) PER YEAR*	11,161	11,161
3. Number of individual Elderly and Disabled and New Freedom unduplicated riders (first ride per rider per fiscal year) PER YEAR	48	48
4. Number of vehicles used to provide Elderly and Disabled and New Freedom service ACTUAL	16	16
5. Number of vehicles used to provide Elderly and Disabled and New Freedom service eligible for replacement ACTUAL	4	4
6. Vehicle miles traveled to provide Elderly and Disabled and New Freedom service PER YEAR	167,518	167,518
7. Normal number of days that vehicles are in operation to provide Elderly and Disabled and New Freedom service PER WEEK	7	7
8. Posted hours of normal operation to provide Elderly and Disabled and New Freedom service PER WEEK	M – F: 6am-8p Saturday: 8am-8pm Sunday: 8am-8pm Total (WEEK): 94	M – F: 6am-8pm Saturday: 8am-8pm Sunday: 8am-8pm Total (WEEK): 94

* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip.

CAPITAL REQUEST FORM

VEHICLE REQUEST

GMIS Code (This column for FDOT use ONLY)	R or E (a)	Number requested	Description (b) (c) www.tripsflorida.org	Estimated Cost
11.____	R	1	Ford E-250 Gasoline Commuter Van 9-Passenger Center Aisle Vehicle, 138" W/B, 9,000# Chassis with a Seating Capacity of 2- 9. Contract TRIPS-09-CV-GM-Ford	\$38,000
11. . .				
11. . .				
11. . .				
11. . .				
Sub-total				\$ 38,000

EQUIPMENT REQUEST (c)

11.____				0.00
11.____				
11.____				
11.____				
Sub-total				\$ 38,000

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions (due to the higher cost of diesel vehicles the applicant shall be required to pay the difference in cost over that of a gasoline vehicle).

(c) Show mobile radios and identify the type of radio (i.e. two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$38,000 + EQUIPMENT SUBTOTAL \$ 0.00 _____ = \$38,000

(x) X 80% = \$ 30,400 [Show this amount on Form 424 in block 15(a)]

Exhibit A

Current System Description

1. An overview of the organization including its mission, program goals and objectives

The Arc North Florida, Inc. is committed to providing advocacy and quality services to people with disabilities based on individual choice. Our programs are tailored to meet the needs of people with intellectual, physical and developmental disabilities and their families in order to promote successful fulfilling lives in the community. Our mission is accomplished through a variety of training and support services, including:

Adult Day Training Services: Live Oak, Jasper and Macclenny

Provides daily living and pre-employment training, socialization skills for personal growth, and training and therapy at our three locations.

Residential Services: Live Oak

Includes residential placement, training and support for individuals living in group home settings, family homes and in their own homes or apartments, which allow them to live as independently as possible.

Respite Care: Suwannee, Hamilton, Lafayette and Baker counties

Provides emergency and planned short-term care with staff support within and outside the family home.

Transportation Services: Suwannee, Hamilton, Lafayette and Baker counties

We provide essential transportation and support services for individuals living in the rural communities of our service area.

2. Organizational structure, type of operation, number of employees, and other pertinent organizational information

The agency was established in 1981 as a 501 (c) (3) not-for-profit organization to advocate for and provide services to people with intellectual and developmental disabilities in the rural counties in north Florida. A nine member Board of Directors provides oversight to the agency and employs an Executive Director to run the operations of the corporation. Currently 51 staff members are employed to provide services to our clients.

3. Who is responsible for insurance, training and management, and administration of the agencies transportation programs

The duties of the organization are divided between several staff members:

- **Bobbie Lake**, Executive Director, is responsible for overall agency operations
- **Tricia Williams**, Administrative Director, assists with procurement of vehicle and property and casualty insurance (with Brown & Brown of Tallahassee)
- **Debbie Lee**, Program Director, is responsible for all staff management and training.
- **Bobby Cason**, Operations Director, oversees all vehicle operations, including maintenance, and assists with vehicle safety training.

4. Who provides maintenance?

All vehicles used to transport customers receive regular maintenance and repairs completed by ASE Master Certified Technicians. Maintenance is regularly provided by one of the following locations:

Sunbelt Chrysler Dodge
Highway 90 East
Live Oak, FL

Walt's Live Oak Ford
Highway 129 North
Live Oak, FL

Wes Haney Chevrolet
Highway 90 East
Live Oak, FL

5. Number of transportation related employees

43

6. Who will drive the vehicle, number of drivers, CDL certifications, etc.?

Our 43 Service Aides also serve as drivers and play vital roles in providing transportation services to our clients. Transportation services are provided in our group homes seven days a week and in our training centers five days per week. CDL licenses are not required to drive any of our vehicles.

7. A detailed description of service routes and ridership numbers

Round-trip transportation is offered to individuals who attend our programs in Suwannee, Hamilton and Baker counties living in group homes or their family homes or personal residence. Community-based transportation is also provided throughout the entire service area.

Approximately 48 individuals receive transportation services on a weekly basis, either on fixed routes throughout a four county area to our program offices (Monday through Friday between 7 am and 5 pm.) or over flexible routes in the community (Monday through Sunday between 8 am and 8 pm.). Due to limited public transportation, along with the great distances between our customer's residences and our program offices, our customers must be picked up for them to receive services. We transport 15 individuals (living in agency operated residential homes or their own home or apartment) seven days a week. In 2013-2014, we provided approximately 11,161 individual trips, logging over 167,518 miles.

Fixed route transportation provides morning and afternoon portal trips utilizing 1-twelve passenger wheelchair lift vans, 3-twelve passenger vans, 4- seven passenger mini-vans, 4-4+2 modified wheelchair minivan with ramp, 3-passenger cars, 1- 15 (reduced to 12) passenger van. Routes originate from different locations within each county to provide coverage to our entire service area. The majority of the vehicles are used to transport individuals from their family homes, apartments or group homes to the three Adult Training Centers, based on their respective service plans or requests. Because of our transportation services, individuals can participate in employment, housing, shopping, medical, volunteering, and utilization of community resources including libraries, parks, and recreation centers, churches, etc.

EXHIBIT B

Proposed Project Description

1. Is the project to continue the existing level of services, to expand present service, or to provide new service? How will a grant award be used? More hours? Service in a larger geographic area? Shorter headways? More trips? Please explain in detail.

Response: This project will allow us to continue existing services and also expand our program offerings into a larger geographical area. The Arc North Florida, Inc. is the premiere provider of services to adults with intellectual and developmental disabilities in the north Florida area. Our customers face many personal challenges which usually require them to need partial or total staff support. They do not drive and have limited access to public transportation. They rely on our agency staff to provide them with transportation to our educational Training Centers, to their medical appointments (applies to our group home residents), employment opportunities and community-social activities. This project is to replace a 15 year old, high mileage and very high maintenance passenger van (purchased under a 5310 Grant in 1998) with a new 9-passenger van, which will allow us to continue our existing services. The vehicle will be used Saturday thru Thursday to meet the existing needs of approximately 16 of our clients in the Live Oak area. In addition, we have identified a need to expand services to the Branford community (30 miles south of our Live Oak training center) to disabled adults currently receiving no services from the Florida's Agency for Persons with Disabilities. We will operate an educational training program there each Friday. The vehicle will be used to transport approximately 8 clients on trips into the community for job exploration and opportunities for socialization within the community one day per week

2. If a grant award will be used to maintain services as described in Exhibit A, specifically explain how it will be used in the context of total service.

Response: Exhibit A outlines the types of services we provide using our fleet of 16 vehicles assigned to transport our clients. This Grant award will allow us to maintain services by replacing a 1998 Ford Van with almost 177,000 miles with a new one, which will reduce our costs and increase our ability to provide reliable services. The new vehicle will be added to the vehicle fleet in the Live Oak area and will be rotated through our different programs. Some examples of how it will be used are as follows:

- Clients in our Training Center can be transported to a community events.
- Individuals can be driven to a pre-employment training session at a local store.
- Staff and a core of clients can drive to a new area, like Branford, to establish a training program where new participants receive the opportunity to learn and interact with experienced peers in a group setting.
- Residents from our two group homes can be transported to the local training center or to social outings in the community.

3. Give a detailed explanation of the need for the vehicle and provide evidence of the need.

Response: We need to remove and replace an aging 1998 Ford Van that has been driven almost 177,000 miles over the last 15 years. It was purchased under a 5310 Grant and maintenance costs and vehicle downtime are both increasing. During our last Fiscal Year, we incurred \$2,208 in vehicle maintenance costs and in the last five months, we

have paid an additional \$1,030 for non-recurring repairs. In addition to the rising costs for repair, we are experiencing greater downtime when the vehicle is in the repair shop. A new replacement vehicle will help our agency in both areas.

4. Will a grant award be used to replace existing equipment or purchase additional vehicles/equipment? Provide details.

Response: If we are awarded the 9 passenger van requested in this Grant, it will be used to replace a 1998 Ford Van with approximately 177,000 miles.

5. Identify vehicles/equipment being replaced and list them on the “**Current Vehicle and Transportation Equipment Inventory**” form, provided elsewhere in this manual.

Response: A grant award will allow us to replace a 1998 Ford Van (VIN 1FBSS31L6WHB67992). The 1998 Ford Van is listed on the Inventory sheet and noted for replacement with an asterisk mark.

6. Describe agency’s maintenance program and include a section on how vehicles will be maintained without interruptions in service (who, what, where, and when).

Due to the nature of our business, it is critical for us to maintain our vehicles to avoid unplanned expenses and a loss of revenue. All employees are required to read (at the time of hire) and follow our Policy and Procedures, which includes detailed sections on vehicle maintenance requirements. In addition, each driver receives instruction from a member of our management staff concerning the service and maintenance requirements of the vehicle they will drive. The following is an overview of the areas covered in our Policy and Procedures:

- Our Operations Director, Bobby Cason, oversees all vehicle maintenance and staff/drivers advise him daily of any service requirements needed on their vehicle.
- Each day, prior to driving, our staff members perform and document a pre- and post-trip inspection of 12 safety related areas on the vehicle assigned to them. Reports, noting any maintenance issues, are turned into the Operations Director daily and reviewed by him to determine the vehicle service needs. Vehicles with service needs are scheduled and taken to the appropriate repair facility to have repairs made. Repairs are customarily made at one of the three locations noted in Exhibit A.
- A Preventative Maintenance schedule is retained by the Operations Director on each vehicle in service to assure that they conform to all safety regulations and to help reduce future problems. The Operations Director schedules all routine service visits on the PM schedule to be completed during off-hours of operation.
- New vehicles receive an oil change every 3,000 miles (or as directed by manufacturer) and older vehicles are scheduled every 6,000 miles. During regular oil changes, mechanics perform a regular 15-point inspection and provide our agency with a written report. All identified repair needs are scheduled for correction at the time they are reported to eliminate additional downtime.
- Periodic safety inspections and contract inspections are performed by a qualified entity or person and all documentation and records are maintained on file.
- All vehicle service work is performed by ASE Certified Technicians in accordance with vehicle manufacturer guidelines
- Officers or persons designated by the Department of Transportation shall be

permitted to perform system reviews for compliance with Rule 14-90, FAC.

7. If vehicles/equipment are proposed to be used by a lessee or private operator under contract to the applicant, identify the proposed lessee/operator.

Not Applicable

8. Each applicant shall indicate whether they are a government authority or a private non-profit agency, provide a brief description of the project which includes the counties served, whether the applicant shall service minority populations and whether the applicant is minority-owned.

The Arc North Florida, Inc. is a 501 (c) (3), private, non-profit agency that has provided services to adults with intellectual and developmental disabilities since 1981. Our service area includes Suwannee, Hamilton, Lafayette, Columbia and Baker County. We provide services and transportation to the clients we work with which include minority populations and our agency is an equal opportunities employer. Our agency's Board of Directors is made up of people from the communities that we serve and although we are not minority-owned, our Board of Directors includes minority members and reflects the general population of the communities where we provide services.

New Agencies:

9. Fully explain Your Transportation Program

Question 9 -Not Applicable- We have been awarded this grant in the past and most recently, each of the last four years.

10. Have you met with the CTC and, if so, how are you providing a service that they cannot? Provide detailed information supporting this requirement.

Question 10 -Not Applicable- We have been awarded this grant in the past and most recently, each of the last four years.



#20

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #20 -
A & A Transport, Inc., Section 5311 Operating Assistance Grant Application for Fiscal Year 2014-
Union County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Curtis Allen, A & A Transport, Inc.

v:\chouse\letters\fdot\howard.ltr140213.20.docx

PART B**APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE**

FORM B-1
TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE
EXPENSES

Name of Applicant:A & A Transport, Inc.State Fiscal period requesting funding for, from 2014 to 2015

EXPENSE CATEGORY	TOTAL EXPENSE	FTA ELIGIBLE EXPENSE
Labor (501)	\$ 120,000	\$ 120,000
Fringe and Benefits (502)	14,000	14,000
Services (503)	23,000	23,000
Materials and Supplies (504)	48,000	48,000
Vehicle Maintenance (504.01)	10,000	10,000
Utilities (505)	52,720	52,720
Insurance (506)	39,000	39,000
Licenses and Taxes (507)	28,000	28,000
Purchased Transit Service (508)	0	0
Miscellaneous (509)	40,000	40,000
Leases and Rentals (512)	709	709
Depreciation (513)	20,000	
TOTAL	\$ 395,429	\$ 375,429 (a)

SECTION 5311 GRANT REQUEST

Total FTA Eligible Expenses (from Form B-1, above) \$ 375,429 (a)

Rural Passenger Fares (from Form B-2) \$ 3,000 (b)

Operating Deficit \$ 372,429 (c)
[FTA Eligible Expenses (a) minus Rural Passenger Fares (b)]

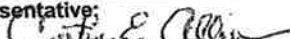
Section 5311 Request \$ 186,214 (d)
(No more than 50% of Operating Deficit)

Grant Total All Revenues (from Form B-2) \$ 368,429 *(e)

Note: If Grand Total Revenues (e) exceeds FTA Eligible Expenses (a), reduce the Section 5311 Request (d) by that amount.

PART B**APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-2****TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE REVENUES**Name of Applicant: A & A Transport, Inc.State Fiscal period requesting funding for, from 2014 to 2015

OPERATING REVENUE CATEGORY	TOTAL REVENUE	REVENUE USED AS FTA MATCH
Passenger Fares for Transit Service (401)	Total= \$ Rural =\$ 3,000 (b)	
Special Transit Fares (402)	262,202	262,202
School Bus Service Revenues (403)		
Freight Tariffs (404)		
Charter Service Revenues (405)		
Auxiliary Transportation Revenues (406)		
Non-transportation Revenues (407)		
Total Operating Revenue	\$ 265,202	\$ 262,202
OTHER REVENUE CATEGORY		
Taxes Levied directly by the Transit System (408)		
Local Cash Grants and Reimbursements (409)	9,200	9,200
Local Special Fare Assistance (410)		
State Cash Grants and Reimbursements (411)		
State Special Fare Assistance (412)		
Federal Cash Grants and Reimbursements (413)	97,027	97,027
Interest Income (414)		
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
Total of Other Revenue	\$ 106,227	\$ 106,227
GRAND TOTAL ALL REVENUE	\$ 371,429	\$ 368,429 (e)

1. TYPE OF SUBMISSION:			Pre-application – place an x in the box		
Application – place an x in the box			[] construction		
[] construction			[] non-construction		
[X] non-construction			[] non-construction		
2. DATE SUBMITTED January 09, 2014			Applicant Identifier		
3. DATE RECEIVED BY STATE			State Application Identifier		
4. DATE RECEIVED BY FEDERAL AGENCY			Federal Identifier		
5. APPLICANT INFORMATION					
Legal Name: A & A Transport, Inc.			Organizational Unit:		
Organizational DUNS: 051432099			Department:		
Address: 55 North Lake Avenue			Division:		
Lake Butler, FL 32054-1733			Name and telephone number of person to be contacted on matters involving this application (give area code)		
Street: 55 North Lake Avenue			Prefix: Mr. First Name: Curtis		
City: Lake Butler, FL 32054-1733			Middle Name: Eugene		
County: Union			Last Name: Allen		
State: Florida Zip Code 32054-1733			Suffix:		
Country: U.S.A.			Email: ceallen1954@yahoo.com		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals)			Phone Number (give area code)		
59-2342930			(386) 496-2056		
			Fax Number (give area code) 386-496-1956		
8. TYPE OF APPLICATION: [X] New [] Continuation [] Revision If Revision, enter appropriate letter(s) in box(es) [] [] (See back of form for description of letters.) Other (specify)			7. TYPE OF APPLICANT: (See back of form for Application Types) N. Non-profit corporation Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) U.S.C. Section 5311 FORMULA GRANTS FOR 201-5109 TITLE (Name of Program): RURAL AREAS			9. NAME OF FEDERAL AGENCY: Federal Transit Administration		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Union County			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Use Section 5311 Federal Grant Funds to assist in paying operating expenses		
13. PROPOSED PROJECT			14. CONGRESSIONAL DISTRICTS OF:		
Start Date: 07-01-14		Ending Date: 06-30-15	a. Applicant 4		b. Project 4
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? Yes		
a. Federal	\$	186,214	a. Yes. [X] THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: 01-10-14 DATE: 01-08-14		
b. Applicant	\$		b. No. [] PROGRAM IS NOT COVERED BY E. O. 12372.		
c. State	\$		[] PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
d. Local	\$		17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? No		
e. Other	\$	186,215	[] Yes. If "Yes" attach an explanation.		
f. Program Income	\$		[X] No		
g. TOTAL	\$	372,429			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix: Mr.		First Name: Curtis		Middle Name: Eugene	
Last Name: Allen				Suffix:	
b. Title: President				c. Telephone Number (give area code) 386-496-2056	
d. Signature of Authorized Representative: 				e. Date Signed: January 08, 2014	

All Applicants

EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* PER YEAR	12,000	12,000
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR	695	695
3. Number of vehicles used for this service. ACTUAL	8	8
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	6	6
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	1	1
6. Vehicle Miles traveled. PER YEAR	144,000	144,000
7. Average vehicle miles PER DAY	576	576
8. Normal vehicle hours in operation. PER DAY	27	27
9. Normal number of days in operation. PER WEEK	5+	5+
10. Trip length (roundtrip). AVERAGE	20	20

Estimates are acceptable.

* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #21 -
The Industrial Complex of Raiford, Section 5310 Operating Assistance Grant Application for
Fiscal Year 2014 - Union County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Lana Thorton, Industrial Complex of Raiford
Kevin Kuzel, Concise Accounting and Tax Service

v:\chouse\letters\fdot\howard.ltr140213.21.docx

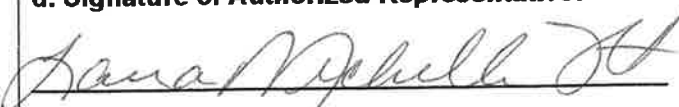
APPLICATION FOR FEDERAL ASSISTANCE		Standard Form 424 - Version 7/03 (Rev. 9-2003); Prescribed by OMB Circular A-102	
1. TYPE OF SUBMISSION:			
Application – place an x in the box [] construction [x] non-construction		Pre-application – place an x in the box [] construction [] non-construction N/A	
2. DATE SUBMITTED - January 10, 2014		Applicant Identifier	
3. DATE RECEIVED BY STATE		State Application Identifier	
4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier	
5. APPLICANT INFORMATION			
Legal Name: Industrial Complex of Raiford		Organizational Unit: N/A	
Organizational DUNS: 362042897		Division: N/A	
Address: P.O. Box 368 Raiford, FL 32083		Name and telephone number of person to be contacted on matters involving this application:	
Street: County Rd. 229		Prefix: Ms. First Name: Lana	
City: Raiford		Middle Name: Michelle	
County: Union		Last Name: Thornton	
State: Florida Zip Code: 32083		Suffix:	
Country: USA		Email: icr32083@yahoo.com	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 59-2134008		Phone Number: (386) 431-1898	
		Fax Number: (386) 431-1993	
8. TYPE OF APPLICATION: NEW		7. TYPE OF APPLICANT: O. Not-for-Profit Organization - 501(C)(3)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 20-513 TITLE (Name of Program): Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program		9. NAME OF FEDERAL AGENCY: Federal Transit Administration	
12. AREAS AFFECTED BY PROJECT: Union County, Florida		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Operating Assistance for Transportation of low-income Developmentally Disabled Adults commuting to training / jobs in or near Union County, Florida	
13. PROPOSED PROJECT		14. CONGRESSIONAL DISTRICTS OF:	
Start Date: Oct. 1, 2014 End Date: Sept. 30, 2015		a. Applicant: 4 b. Project: 4	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 39,309	.00	a. YES. THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE: January 10, 2014
b. Applicant	\$ 39,309	.00	
c. State	\$ 0	.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? NO
d. Local	\$ 0	.00	
e. Other	\$ 0	.00	
f. Program Income	\$ 0	.00	
g. TOTAL	\$ 78,618	.00	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix: Ms.		First Name: Lana	Middle Name: Michelle
Last Name: Thornton		Suffix: n/a	
b. Title: Assistant Executive Director, ICR		c. Telephone Number: (386) 431-1898	
d. Signature of Authorized Representative: 		e. Date Signed: January 10, 2014	

EXHIBIT A-1 -- FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED (Estimates are acceptable.)
1. Number of total one-way trips served by the agency PER YEAR (for all purposes)*	15,652	16,120
2. Number of one-way trips provided to elderly and persons with disabilities (including New Freedom Trips) PER YEAR*	15,502	15,960
3. Number of individual Elderly and Disabled and New Freedom unduplicated riders (first ride per rider per fiscal year) PER YEAR	31	36
4. Number of vehicles used to provide Elderly and Disabled and New Freedom service ACTUAL	3	3
5. Number of vehicles used to provide Elderly and Disabled and New Freedom service eligible for replacement ACTUAL	2	2
6. Vehicle miles traveled to provide Elderly and Disabled and New Freedom service PER YEAR	56,175	57,850
7. Normal number of days that vehicles are in operation to provide Elderly and Disabled and New Freedom service PER WEEK	5	5
8. Posted hours of normal operation to provide Elderly and Disabled and New Freedom service PER WEEK	M – F: 28 Saturday: 0 Sunday: 0 Total (WEEK): 28	M – F: 30 Saturday: 0 Sunday: 0 Total (WEEK): 30

- One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip.
- Used estimated 3% increase (factor x 1.03) – if grant is awarded.

APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE

FORM B-1

TRANSPORTATION-RELATED OPERATING and
ADMINISTRATIVE EXPENSESName of Applicant: **INDUSTRIAL COMPLEX of RAIFORD (ICR)**Fiscal period from **10/1/2012 to 9/30/2013**

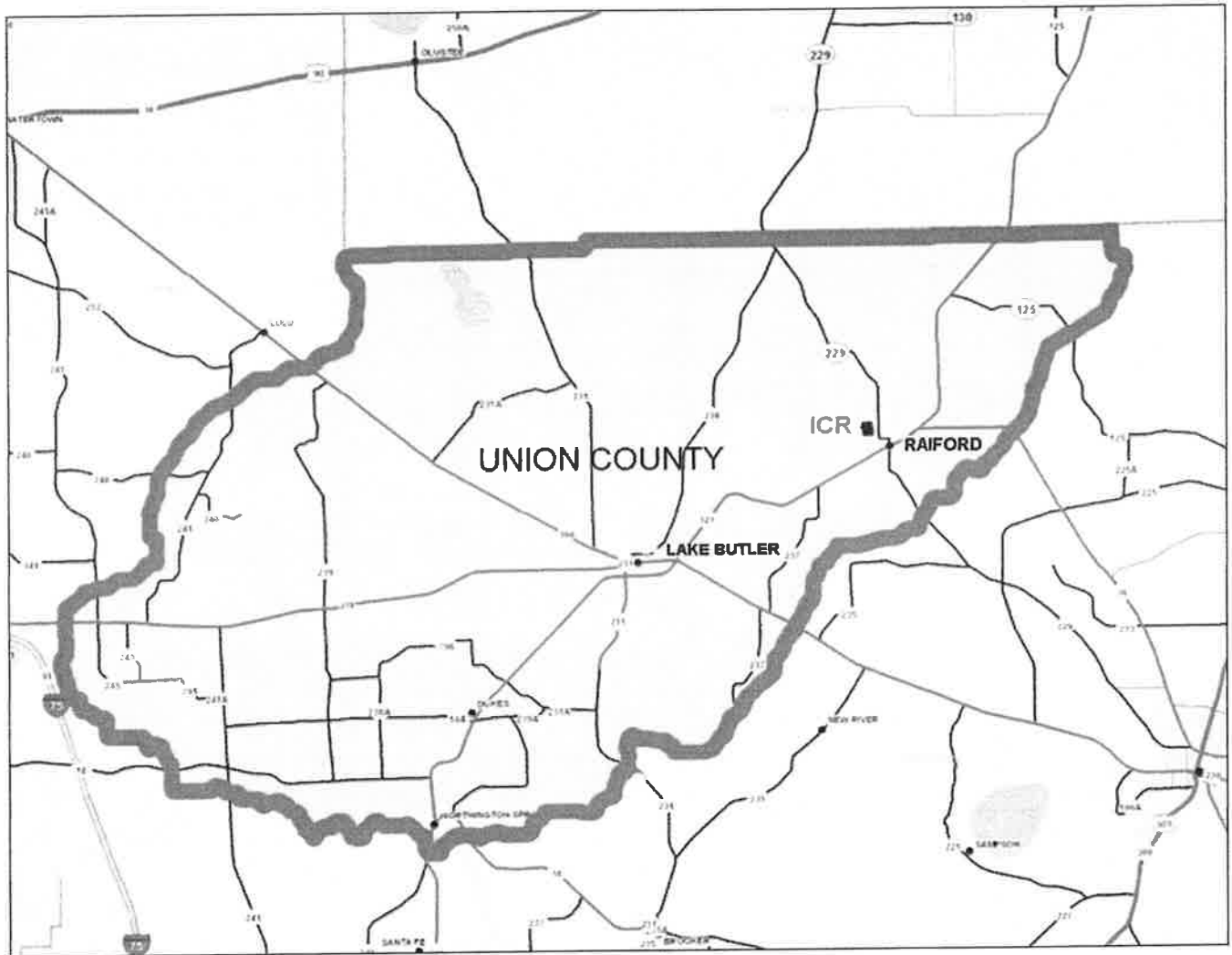
EXPENSE CATEGORY	TOTAL EXPENSE	FTA ELIGIBLE EXPENSE
Labor (501)	\$ 17,066.77	\$ 17,066.77
Fringe and Benefits (502)		
Services (503)		
Materials and Supplies (504)		
Vehicle Maintenance (504.01)	21,491.57	21,491.57
Utilities (505)	2,199.10	2,199.10
Insurance (506)	4,884.00	4,884.00
Licenses and Taxes (507)	912.85	912.85
Purchased Transit Service (508)		
Miscellaneous (509)	28,713.62	28,713.62
Leases and Rentals (512)	3,351.60	3,351.60
Depreciation (513)		
TOTAL	\$ 78,619.50	\$ 78,619.50 (a)

SECTION 5310 GRANT REQUEST

Total FTA Eligible Expenses (from Form B-1, above)	\$ 78,619.50 (a)
Rural Passenger Fares (from Form B-2)	\$ 0.00 (b)
Operating Deficit [FTA Eligible Expenses (a) minus Rural Passenger Fares (b)]	\$ 78,619.50 (c)
Section 5310 Request (No more than 50% of Operating Deficit)	\$ 39,309.75 (d)
Grand Total - All Revenues (from Form B-2)	\$ 21,268.02 *(e)

Note: If Grand Total Revenues (e) exceeds FTA Eligible Expenses (a), reduce the Section 5310 Request (d) by that amount.

SERVICE AREA MAP (Existing & Proposed)



MAP: Union County, Florida (shaded area, border outlined in red)

1) EXISTING SERVICE: All transportation assets, operated by the Industrial Complex of Raiford (ICR), presently serve all adults with developmental (mental) disabilities who reside in Union County (shown in map above) and are enrolled at ICR for basic job skills training and work. ICR vans pick up these disabled adults, transport them to ICR, and return them to their residences, Monday through Friday.

2) PROPOSED SERVICE: In order to sustain ICR's para-transit service, 5310 Operating Assistance Grant funds are being sought. Para-transit operations funding (through the 5310 Grant process) and a new vehicle, also recently provided through the 5310 Grant Program, would allow for greater distances (primarily on rural roads) to be covered to reach more disabled clients both within and outside Union County with greater reliability and safety. The possibility of providing transportation assets to further augment the Union County, FL CTC (A & A Transport, Inc.) is also a possibility.

EXHIBIT - A

CURRENT SYSTEM DESCRIPTION

1) The following is an overview of ICR including its mission and goals:

The primary mission of Industrial Complex of Raiford (ICR) is to provide basic vocational education for mentally disabled adults and provide a warm and friendly work environment so that the disabled clients (consumers) may learn and practice their acquired skills. Some of ICR's vocational trainees are physically disabled (non-ambulatory) as well. Though there is no requirement for compensation, nominal pay is provided. ICR provides vocational training and transportation for any qualified resident of Union County, Florida without regard to race, gender, ethnicity, or religion. It is the only facility of its kind in Union County.

2) Organizational structure, type of operation, and pertinent employee and organizational information:

Industrial Complex of Raiford is a 501(C)(3) non-profit organization, with an active Board of Directors and staff. The staff consists of six employees, which includes an Executive Director and an Assistant Executive Director who manage operations on a daily basis. The other four employees oversee the vocational training and tasking, and serve as drivers who transport the disabled clients to and from ICR. ICR operates under contract with and is funded through the Union County School Board to provide basic vocational skills training for adults with mental disabilities.

3) Responsibility for insurance, training and management, and administration of ICR's transportation programs:

The Assistant Executive Director oversees the insurance, training and management of ICR's transportation system. If operating assistance is granted through the 5310 program, funds will be available for FY 2015 to sustain the para-transit service provided by ICR in order to help fulfill it's primary mission.

4) Vehicle maintenance information:

All maintenance for transportation vehicles at ICR is outsourced. Wheel / Tire maintenance and engine repairs are accomplished by Mosley Tire (Starke, FL), Oil / Fluid maintenance is provided by Revels Fast Lube (Starke, FL), and Douglas Battery Co. (Starke, FL) provides battery maintenance and replacement.

5) Number of transportation related employees:

There are a total of (5) employees that are involved in the para-transit operations and administration.

6) Driver information:

Vehicle drivers include (1) full time, and (4) part time driver / employees. Only qualified drivers are – and will be - assigned the task of driving the disabled clients to and from the facility. The primary driver has at least three years experience driving and transporting the disabled clients.

7) Description of para-transport service area and routes:

ICR provides transportation for all it's handicapped vocational trainees to and from the facility, operating under a Coordination Agreement with the CTC for Union County, FL (A & A Transport, Inc.). Presently, ICR provides transportation for (31) disabled adults, twice per day, five days per week - only within the boundaries of Union County, Florida. Primary routes are to residential facilities for the disabled near Raiford, FL and Hwy 121 to transport clients to and from Lake Butler. 5310 Operating Assistance funding would allow ICR to continue the safe reliable transportation of mentally and / or physically disabled adults and potentially allow further augmentation of the CTC's operations, based in nearby Lake Butler.

8) See Exhibit A-1 for more detailed information...

Exhibit B

PROPOSED PROJECT DESCRIPTION

- 1) A) Is the project to continue existing service, expand service, or provide new service?

The current upgrade project will allow the present transporting service to continue, allow for the possibility of expansion, and make possible the opportunity to supplement the services of the CTC in nearby Lake Butler (Union Co., FL).

- B) How will a grant award be used?

The 5310 Operating Assistance Grant award would be used to allow for better maintenance, training, and administration of the transportation program at the Industrial Complex of Raiford (ICR). A previous 5310 Capital Assistance Grant has made possible the replacement of one worn out vehicle. Grant funding would also allow ICR to be ready for safe and reliable service to the mentally disabled (many of whom are from low income backgrounds) further away from it's facility and provide an option for supplementing the operations of the CTC, if needed.

- 2) A) How will the grant award be used in context of total service?

Recent census data shows that there are over 400 non-institutionalized mentally disabled adults residing in Union County. At this time, ICR serves 33 of these residents, but has the capacity for more, though it is not allowed to aggressively seek additional vocational trainees. ICR does not provide a fixed route / scheduled transit system, but, as intended by the New Freedom components of the 5310 Program, provides para-transit service outside the routes and ¾ mile stipulations of the Americans with Disabilities Act (ADA), and provides to ICR's vocational trainees / workers same-day service to and from their residences.

- 3) Detailed explanation of need for the vehicle:

N/A (Application is for operating assistance funding only)

- 4) Will a grant award be used to replace existing equipment...?

N/A (Application is for operating assistance funding only)

- 5) All vehicles that are used in the para-transit operations of ICR are listed in the "Current Vehicle and Transportation Equipment Inventory" Form found elsewhere in this application.

6) The following describes ICR's para-transit maintenance program:

All maintenance for transportation vehicles at ICR is outsourced. Wheel / Tire maintenance and engine repairs are accomplished by Mosley Tire (Starke, FL), Oil / Fluid maintenance is provided by Revels Fast Lube (Starke, FL), and Douglas Battery Co. (Starke, FL) provides battery maintenance and replacement. This will remain as the maintenance plan for new replacement vehicles. Tires are replaced as needed. Oil and/or filters are changed and engine compartment fluids are checked for proper levels at proper intervals. All maintenance is accomplished in such a manner as to provide as little interruption in vehicle service as possible.

7) All paratransit operations are carried out by ICR staff – no subcontractors or lessee are used or are being contemplated at this time.

8) A) Is ICR a government authority or a private non-profit agency?

Industrial Complex of Raiford is a private non-profit agency, under IRS designation 501(C)(3). Employees of ICR are not represented by a union.

B) Brief project description and purpose:

The primary purpose of this project is to enhance the reliability of ICR's transportation component that provides mobility for developmentally disabled adults in rural Union County, Florida – between their residences and ICR, their basic skills training center and job provider.

C) Does ICR service Union County's minority population?

ICR, in all functions, provides (and will continue to provide) its services to all mentally challenged persons, regardless of race, gender, ethnicity, or religion.

D) Is ICR Minority owned?

No



#22
Serving

Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 - 1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #22 -
CARC - Advocates for Citizens with Disabilities, Inc., Section 5310 Capital Assistance Grant
Application for Fiscal Year 2014 - Columbia County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Stephen Bailey, CARC - Advocates for Citizens with Disabilities, Inc.

v:\chouse\letters\fdot\howard.ltr140213.22.docx

1. TYPE OF SUBMISSION:			Pre-application – place an x in the box		
Application – place an x in the box			[] construction		
[] construction			[] non-construction		
[X] non-construction			Applicant Identifier		
2. DATE SUBMITTED 1/9/2014			State Application Identifier		
3. DATE RECEIVED BY STATE			Federal Identifier		
4. DATE RECEIVED BY FEDERAL AGENCY					
5. APPLICANT INFORMATION					
Legal Name:			Organizational Unit:		
CARC – Advocates for Citizens with Disabilities, Inc.			Department:		
Organizational DUNS: 112762786			Division:		
Address:			Name and telephone number of person to be contacted on matters involving this application (give area code)		
Street: 512 SW Sisters Welcome Road			Prefix: Mr. First Name: Stephen		
City: Lake City			Middle Name: E.		
County: Columbia			Last Name: Bailey		
State: FL Zip Code 32025			Suffix:		
Country: USA			Email: sbailey@lakecity-carc.com		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals)			Phone Number (give area code)		
59-1540794			(386) 752-1880		
			Fax Number (give area code) (386) 758-2031		
8. TYPE OF APPLICATION: [X] New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)			7. TYPE OF APPLICANT: (See back of form for Application Types) NOT FOR PROFIT		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals)			9. NAME OF FEDERAL AGENCY:		
20-513			FEDERAL TRANSIT ADMINISTRATION		
TITLE (Name of Program):			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: REPLACEMENT VEHICLE FOR 100% TRANSPORTATION OF PERSONS WITH DISABILITIES.		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Lake City, Columbia County, Florida			14. CONGRESSIONAL DISTRICTS OF:		
13. PROPOSED PROJECT			a. Applicant		
Start Date:			b. Project		
October 1, 2014			4		
September 30, 2015			4		
Ending Date:					
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESSES?		
a. Federal	\$ 56,462	40	a. Yes. [X] THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:		
b. Applicant	\$	80	DATE: January 9, 2014		
c. State	\$ 7,057	80	B. No. [X] PROGRAM IS NOT COVERED BY E. O. 12372.		
d. Local	\$ 7,057	00	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$ 0	00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
f. Program Income	\$ 0	00	<input type="checkbox"/> Yes. If "Yes" attach an explanation.		
g. TOTAL	\$ 70,578	00	[X] No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix: Mr.		First Name: Stephen		Middle Name: E.	
Last Name: Bailey				Suffix:	
b. Title: Executive Director				c. Telephone Number (give area code) (386) 752-1880	
d. Signature of Authorized Representative:				e. Date Signed: 1/9/2014	

Previous Edition Usable. Authorized for Local Reproduction.

Standard Form 424 (Rev.9-2003); Prescribed by OMB

CAPITAL REQUEST FORM

VEHICLE REQUEST

GMIS Code (This column for FDOT use ONLY)	R or E (a)	Number requested	Description (b) (c) <u>www.tripsflorida.org</u>	Estimated Cost
11. __. __	R	1	23' GASOLINE BUS WITH LIFT; 12 AMBULATORY SEATS WITH 2 WHEELCHAIR POSITIONS.	\$64,919
11. . .				
11. . .				
11. . .				
11. . .				
Sub-total				\$64,919

EQUIPMENT REQUEST (c)

11. __. __		1	CAMERA SYSTEM WITH 2 ADDITIONAL CAMERAS.	\$2,804
11. __. __		1	SLIP RESISTANT VINYL FLOOR; REAR HELP BUMPER WITH REVERSE CAMERA AND MONITOR SYSTEM; FRP INTERIOR	\$2,130
11. __. __		1	EXTERIOR REMOTE CONTROL MIRRORS.	\$725
11. __. __				
Sub-total				\$5,659

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions (due to the higher cost of diesel vehicles the applicant shall be required to pay the difference in cost over that of a gasoline vehicle).

(c) Show mobile radios and identify the type of radio (i.e. two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$ 64,919 + EQUIPMENT SUBTOTALS \$ 5,659 = \$ 70,578 (x).

(x) X 80% = \$ 56,462.40 [Show this amount on Form 424 in block 15(a)]

CARC – ADVOCATES FOR CITIZENS WITH DISABILITIES, INC.

EXHIBIT A

CARC – Advocates for Citizens with Disabilities, Inc. (CARC) is a 501c3 nonprofit corporation formed in January, 1974, by a concerned group of parents and friends to serve Columbia County citizens with disabilities. CARC is governed by a 14 member volunteer policy making board. CARC currently serves 40 individuals with disabilities either through employment opportunities or services.

CARC's mission is to include Columbia County citizens with disabilities by providing choices, opportunities, and training for more independent functioning. Each individual has specific goals and services are individualized to help them meet their goals. Due to the individualized service, goals will vary and outcomes may range from an increase in daily living skills, attending college, lower behavior incidents, improving work production, or better health which all provides an increase in independent functioning.

CARC's Human Resource Manager manages our vehicle insurance, employee training, and maintains a copy of each employee's current driver's license. She also does driving record checks at initial employment and annually thereafter. CARC policy does require employees who drive for CARC to notify CARC immediately of any driving infractions. All direct care employees, supervisors, and managers (currently a total of 24 employees) may transport clients as needed.

Regular routine maintenance and repairs of vehicles are done at 3 local auto service companies:

1. Roberts Auto Repair 2726 SW Main Blvd, Lake City, FL
2. Tire Mart 2700 W US Highway 90, Lake City, FL
3. Swift Lube 417 SW Knox St, Lake City, FL

If under warranty, the dealer is contacted for any repairs.

The majority of our vehicles are used to provide services to our clients as needed. Exceptions are the parcel van which is used by our retail thrift store, a truck which is used by our Operations Manager to oversee DOT Rest Area contracts, GMC Safari Van used by Supervisor of Rest Areas and a van which is used by our lawn crew.

Client transportation services consist of the following:

Adult Day Training Program

Daily transport of 8 individuals to job training at our retail thrift store.

Field trips and community inclusion for 40 individuals.

Group Home

12 individuals (1 Wheelchair user) are transported to medical appointments on a regular basis plus regular weekly outings to stores, pharmacy, restaurants, movie theater, visits with family, and other community inclusion opportunities. Transportation services are provided 7 days a week.

Companion, Personal Care, In Home Supports & Employment Services

Individuals receive these services on a daily basis, 7 days a week, supervision, training and socialization activities are provided such as assisting with shopping, accessing resources in the community, safety in the community, etc.

CARC – ADVOCATES FOR CITIZENS WITH DISABILITIES, INC.

EXHIBIT B PROPOSED PROJECT DESCRIPTION

CARC – Advocates for Citizens with Disabilities, Inc. (CARC) is a 501c3 nonprofit corporation whose mission is to include Columbia County citizens with disabilities by providing choices, opportunities, and training for more independent functioning. Services are provided to Columbia County citizens, with 30% of CARC's clients being minority populations, and the majority of transportation is provided in Columbia County. Medical needs, services, and field trips occasionally require transportation outside Columbia County.

This project request is for purpose of continuing the existing level of services currently provided at CARC. A new vehicle will replace a 1999 6 Ambulatory passenger plus 2 wheelchair Dodge Van.

The vehicle will be used on a regular basis to transport individuals to their job training at CARC's local retail store and also for field trips and other community inclusion events consistent with our mission. We also require this vehicle to assist in providing companion services and home support.

CARC does have a scheduled maintenance program for oil changes, fluid, tire, and brake checks and employees are required to complete an inspection prior to driving vehicles. Robert's Auto Repair, Tire Mart and Swift Lube are our local auto service companies used for maintenance repair of vehicles.



#23

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #23 -
Suwannee River Economic Council, Inc., Section 5310 Capital Assistance Grant Application for
Fiscal Year 2014 - Bradford County

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

Enclosure

xc: Lauren Milligan, Florida Department of Environmental Protection
Frances Terry, Suwannee River Economic Council

v:\chouse\letters\fdot\howard.ltr140213.23.docx



SD

Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

DATE: 1-21-14

REGIONAL CLEARINGHOUSE INTERGOVERNMENTAL COORDINATION AND RESPONSE NOTIFICATION

PROJECT DESCRIPTION

#23 - Suwannee River Economic Council, Inc. - Section 5310 Capital Assistance Grant, - Bradford County

The Council has received the above-referenced item for purposes of regional clearinghouse review as per Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Clearinghouse Committee Procedures. A copy of the relevant portions of the item is enclosed for your consideration. Since your organization may be affected by the item, you are offered an opportunity to comment. Your organization is not required to return this form. Failure to respond by the comment deadline will indicate that your organization has no comment on the above-referenced item.

Comment Deadline: February 3, 2014

Mailing List

- ☒ Bradford County
- ☐ Brooker
- ☐ Hampton
- ☐ Lawtey
- ☐ Starke

NORTH CENTRAL FLORIDA
RECEIVED

JAN 29 2014

REGIONAL PLANNING COUNCIL

☒ COMMENTS ATTACHED
We approve.

☐ NO COMMENTS

Bd (Name) County Manager (Organization)

Anonymous comments will not be forwarded.

Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

APPLICATION FOR FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION:			Pre-application – place an x in the box		
Application – place an x in the box			[] construction		
[] construction			[] non-construction		
[x] non-construction			Applicant Identifier		
2. DATE SUBMITTED 1/3/2014			State Application Identifier		
3. DATE RECEIVED BY STATE			Federal Identifier		
4. DATE RECEIVED BY FEDERAL AGENCY					
5. APPLICANT INFORMATION					
Legal Name: Suwannee River Economic Council, Inc.			Organizational Unit:		
			Department: Transportation for the Disadvantaged Program		
Organizational DUNS: 040207904			Division:		
Address:			Name and telephone number of person to be contacted on matters involving this application (give area code)		
PO Box 70, Live Oak FL 32064			Prefix: Ms. First Name: Frances		
Street: 1171 Nobles Ferry Road			Middle Name: L.		
City: Live Oak			Last Name: Terry		
County: Suwannee			Suffix:		
State: FL Zip Code: 32064			Email: francessterry@suwanneec.net		
Country: USA			Phone Number (give area code) (386) 362-4115		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-1101989			Fax Number (give area code) (386) 362-4115		
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)			7. TYPE OF APPLICANT: (See back of form for Application Types) Other (specify) Non-Profit		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20.513			9. NAME OF FEDERAL AGENCY: Federal Transit Administration		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Bradford County			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Provide transportation services for the transportation disadvantaged		
13. PROPOSED PROJECT			14. CONGRESSIONAL DISTRICTS OF:		
Start Date: 10/01/2014		Ending Date: 09/30/2015	a. Applicant Third		b. Project Third
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? Yes		
a. Federal	\$ 56,000	00	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:		
b. Applicant	\$	00	DATE: 1/3/2014		
c. State	\$ 7,000	00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.		
d. Local	\$ 7,000	00	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$	00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? No		
f. Program Income	\$	00	<input type="checkbox"/> Yes. If "Yes" attach an explanation.		
g. TOTAL	\$ 70,000	00	X No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix: Ms.		First Name: Frances		Middle Name: L.	
Last Name: Terry				Suffix:	
b. Title: Executive Director		c. Telephone Number (give area code) (386) 362-4115			
d. Signature of Authorized Representative:		e. Date Signed: 1/3/2014			

Previous Edition Usable. Authorized for Local Reproduction. Standard Form 424 (Rev.9-2003); Prescribed by OMB Circular A-102

CAPITAL REQUEST FORM

VEHICLE REQUEST

GMIS Code (This column for FDOT use ONLY)	R or E (a)	Number requested	Description (b) (c) <u>www.tripsflorida.org</u>	Estimated Cost
11. __. __	R	1	8 Amb/2 W/C Small Cutaway Van	\$70,000.00
11. __. __				
11. __. __				
11. __. __				
11. __. __				
11. __. __	R	1	8 Amb/2 W/C Small Cutaway Van	\$70,000.00
Sub-total				

EQUIPMENT REQUEST (c)

11. __. __				
11. __. __				
11. __. __				
11. __. __				
Sub-total				\$

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions (due to the higher cost of diesel vehicles the applicant shall be required to pay the difference in cost over that of a gasoline vehicle).

(c) Show mobile radios and identify the type of radio (i.e. two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$ 70,000.00 + EQUIPMENT SUBTOTAL \$ 0.00 = \$ 70,000.00 (x).

(x) X 80% = \$ 56,000.00 [Show this amount on Form 424 in block 15(a)]

Exhibit A

Suwannee River Economic Council, Inc. is a non profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc. has four program directors providing direct supervision of the ongoing programs, including transportation. The Director of Transportation is Matt Pearson. He is responsible for management, training and administration of the Transportation program. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. including stretcher services, which was added in October, 2010. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

Bradford County is an extremely rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 40 miles to Gainesville where these appointments are necessary.

Currently, in Bradford County, SREC, Inc. uses one dispatcher/scheduler and averages five drivers using five vans for daily services. SREC, Inc. anticipates providing 32,124 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. A planned trip schedule for out of County trips is in place to allow for increased ridership on long trips. Currently, the schedule allows for trips to Gainesville Monday through Friday. Multiple trips are made on Mondays and Wednesdays to Gainesville to provide enough seat capacity for those in need. Trips are also scheduled weekly to Lake City and multiple trips daily in and around Bradford County.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Bradford County, Florida who need transportation services. In fact, SREC, Inc. has recently gone through the process of updating all of its safety records including the newly updated SSPP.

Exhibit B

Suwannee River Economic Council, Inc. plans to use these funds to purchase a wheelchair equipped van so that current levels of service can be continued. SREC, Inc. is beginning its third year providing all ambulatory and wheelchair trips in Bradford County. Previously, the services were provided by a private contractor. To provide this service, continual replacement of older vehicles must occur. Also, Bradford County is very rural and many of the roads are not paved. This has a direct effect on the lifespan of the vehicles being used. Therefore, it is imperative for the purchase of new vans to maintain current levels of service.

Current services that will be continued with the award of this grant include transporting residents of Bradford County to Alachua County twice per day. Since there are limited medical facilities in this rural area, trips to Alachua County are medically necessary. It is over 30 miles to Gainesville, the nearest area with medical services. Normally, the riders can expect a ride length of over an hour due to traffic and stops picking up other riders. Also, current services allow for Kidney Dialysis riders the opportunity for transport to and from their dialysis appointments. Currently, those riders are transported numerous times per day, six days per week. Also, current services include transporting elderly clients to meal sites for lunch and health education. These trips occur five days per week in Bradford County. These are some examples of the numerous services provided by SREC, Inc. and its transportation programs.

Suwannee River Economic Council, Inc. recently went through the process of updating all of its safety and maintenance plans with the updated SSPP. Therefore, the maintenance records of all vans will be tracked thoroughly and therefore providing longer lasting vehicles over the long term.

In conclusion, the stability and health of the residents in Bradford County depend on the services SREC, Inc. is able to provide. A continuation of the services allow for transportation disadvantaged residents to maintain normal essential activities. Due to the rural nature of the areas in Bradford County the services require the purchasing of new vans through grant opportunities.



#24

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #24 -
Suwannee River Economic Council, Inc., Section 5311 Operating Assistance Grant Application for
Fiscal Year 2014 - Bradford County

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

Enclosure

xc: Lauren Milligan, Florida Department of Environmental Protection
Frances Terry, Suwannee River Economic Council

v:\chouse\letters\fdot\howard.ltr140213.24.docx



5/57

Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

DATE: 1-21-14

REGIONAL CLEARINGHOUSE INTERGOVERNMENTAL COORDINATION AND RESPONSE NOTIFICATION

PROJECT DESCRIPTION

#24 - Suwannee River Economic Council, Inc. - Section 5311 Operating Assistance Grant, - Bradford County

The Council has received the above-referenced item for purposes of regional clearinghouse review as per Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Clearinghouse Committee Procedures. A copy of the relevant portions of the item is enclosed for your consideration. Since your organization may be affected by the item, you are offered an opportunity to comment. Your organization is not required to return this form. Failure to respond by the comment deadline will indicate that your organization has no comment on the above-referenced item.

Comment Deadline: February 3, 2014

Mailing List

- ☒ Bradford County
- ☐ Brooker
- ☐ Hampton
- ☐ Lawtey
- ☐ Starke

NORTH CENTRAL FLORIDA
RECEIVED
JAN 29 2014
REGIONAL PLANNING COUNCIL

☒ COMMENTS ATTACHED

☐ NO COMMENTS

We approve

BO (Name) *County Manager* (Organization)

Anonymous comments will not be forwarded.

Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments. -165-

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

1. TYPE OF SUBMISSION:			Pre-application – place an x in the box		
Application – place an x in the box			<input type="checkbox"/> construction		
<input checked="" type="checkbox"/> non-construction			<input type="checkbox"/> non-construction		
2. DATE SUBMITTED 01/03/2014			Applicant Identifier		
3. DATE RECEIVED BY STATE			State Application Identifier		
4. DATE RECEIVED BY FEDERAL AGENCY			Federal Identifier		
5. APPLICANT INFORMATION					
Legal Name: Suwannee River Economic Council, Inc.			Organizational Unit:		
			Department: Administration		
Organizational DUNS: 040207904			Division:		
Address: PO Box 70, Live Oak, FL 32064			Name and telephone number of person to be contacted on matters involving this application (give area code)		
Street: 1171 Nobles Ferry Road			Prefix: Ms. First Name: Frances		
City: Live Oak			Middle Name: L.		
County: Suwannee			Last Name: Terry		
State: Florida Zip Code 32064			Suffix:		
Country: USA			Email: francesterry@suwanneec.net		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-1101989			Phone Number (give area code) (386) 362-4115		
			Fax Number (give area code) (386) 362-4078		
8. TYPE OF APPLICATION: X New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)			7. TYPE OF APPLICANT: (See back of form for Application Types) Other (specify) Non-Profit		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20-509			9. NAME OF FEDERAL AGENCY: Federal Transit Administration		
TITLE (Name of Program):			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Provide transportation services for the transportation disadvantaged		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Bradford County, Florida			14. CONGRESSIONAL DISTRICTS OF:		
13. PROPOSED PROJECT			a. Applicant Third b. Project Third		
Start Date: 10/1/2014 Ending Date: 09/30/2015					
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ 140,000	00	a. Yes. X THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:		
b. Applicant	\$	00	DATE: 01/03/2014		
c. State	\$	00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.		
d. Local	\$ 140,000	00	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$	00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? No		
f. Program Income	\$	00	<input type="checkbox"/> Yes. If "Yes" attach an explanation.		
g. TOTAL	\$ 280,000	00	X No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix: Ms		First Name: Frances		Middle Name: L.	
Last Name: Terry				Suffix:	
b. Title: Executive Director		c. Telephone Number (give area code) 386-362-4115			
d. Signature of Authorized Representative:		e. Date Signed: 01/03/2014			

All Applicants

EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* PER YEAR	32124	32124
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR	480	480
3. Number of vehicles used for this service. ACTUAL	9	9
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	8	8
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. PER YEAR	128401	128401
7. Average vehicle miles PER DAY	366	366
8. Normal vehicle hours in operation. PER DAY	12	12
9. Normal number of days in operation. PER WEEK	6	6
10. Trip length (roundtrip). AVERAGE	16	16

Estimates are acceptable.

* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

Exhibit A

Suwannee River Economic Council, Inc. is a non profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc. has four program directors providing direct supervision of the ongoing programs, including transportation. The Director of Transportation is Matt Pearson. He is responsible for management, training and administration of the Transportation program. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. including stretcher services, which was added in October, 2010. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

Bradford County is an extremely rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 40 miles to Gainesville where these appointments are necessary.

Currently, in Bradford County, SREC, Inc. uses one dispatcher/scheduler and averages five drivers using five vans for daily services. SREC, Inc. anticipates providing 32,124 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. A planned trip schedule for out of County trips is in place to allow for increased ridership on long trips. Currently, the schedule allows for trips to Gainesville Monday through Friday. Multiple trips are made on Mondays and Wednesdays to Gainesville to provide enough seat capacity for those in need. Trips are also scheduled weekly to Lake City and multiple trips daily in and around Bradford County.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Bradford County, Florida who need transportation services. In fact, SREC, Inc. has recently gone through the process of updating all of its safety records including the newly updated SSPP.

Exhibit B

The requested 5311 funding should help maintain the existing levels of service currently being provided by continuing to offset the cost of services by providing necessary operating funding assistance. Due to the rural nature of Bradford County, trip lengths are increased due to minimal medical facilities, therefore, increasing cost. However, with local Governments providing limited local resources and the continued reductions in the State Medicaid allocation as well as reductions in the Transportation Disadvantaged Trust Funds, the 5311 program funding funds fill the gap and allow for transportation services to be provided in rural areas like Bradford County. Therefore, the requested 5311 funding helps offset the cost of the entire transportation system and allows for continued transportation services to be provided to those in need in Bradford County.

Suwannee River Economic Council, Inc. is a private non profit agency. The project will be in Bradford County. Employees are not represented by a Union.



#25
Serving

Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #25 -
Suwannee River Economic Council, Inc., Section 5310 Capital Assistance Grant Application for
Fiscal Year 2014 - Dixie County

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

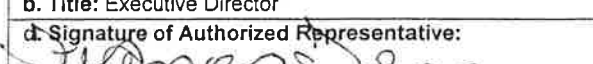
This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Frances Terry, Suwannee River Economic Council

v:\chouse\letters\fdot\howard.ltr140213.25.docx

1. TYPE OF SUBMISSION:			Pre-application – place an x in the box		
Application – place an x in the box			[] construction		
[] construction			[] non-construction		
[x] non-construction			[] non-construction		
2. DATE SUBMITTED 1/3/2014			Applicant Identifier		
3. DATE RECEIVED BY STATE			State Application Identifier		
4. DATE RECEIVED BY FEDERAL AGENCY			Federal Identifier		
5. APPLICANT INFORMATION					
Legal Name: Suwannee River Economic Council, Inc.			Organizational Unit:		
			Department: Transportation for the Disadvantaged Program		
Organizational DUNS: 040207904			Division:		
Address: PO Box 70, Live Oak FL 32064			Name and telephone number of person to be contacted on matters involving this application (give area code)		
Street: 1171 Nobles Ferry Road			Prefix: Ms. First Name: Frances		
City: Live Oak			Middle Name: L.		
County: Suwannee			Last Name: Terry		
State: FL Zip Code: 32064			Suffix:		
Country: USA			Email: francesterry@suwanneec.net		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-1101989			Phone Number (give area code) (386) 362-4115		
			Fax Number (give area code) (386) 362-4115		
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)			7. TYPE OF APPLICANT: (See back of form for Application Types) Other (specify) Non-Profit		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) TITLE (Name of Program): 20.513			9. NAME OF FEDERAL AGENCY: Federal Transit Administration		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Dixie County			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Provide transportation services for the transportation disadvantaged		
13. PROPOSED PROJECT			14. CONGRESSIONAL DISTRICTS OF:		
Start Date: 10/01/2014		Ending Date: 09/30/2015	a. Applicant Third		b. Project Third
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? Yes		
a. Federal	\$ 56,000	00	a. Yes. X THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:		
b. Applicant	\$	00	DATE: 1/3/2014		
c. State	\$ 7,000	00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.		
d. Local	\$ 7,000	00	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$	00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? No		
f. Program Income	\$	00	<input type="checkbox"/> Yes. If "Yes" attach an explanation.		
g. TOTAL	\$ 70,000	00	X No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix: Ms.		First Name: Frances		Middle Name: L.	
Last Name: Terry		Suffix:			
b. Title: Executive Director		c. Telephone Number (give area code) (386) 362-4115			
d. Signature of Authorized Representative: 		e. Date Signed: 1/3/2014			

CAPITAL REQUEST FORM

VEHICLE REQUEST

GMIS Code (This column for FDOT use ONLY)	R or E (a)	Number requested	Description (b) (c) <u>www.tripsflorida.org</u>	Estimated Cost
11. __. __	R	1	8 Amb/2 W/C Small Cutaway Van	\$70,000.00
11. __. __				
11. __. __				
11. __. __				
11. __. __				
Sub-total	R	1	8 Amb/2 W/C Small Cutaway Van	\$70,000.00

EQUIPMENT REQUEST (c)

11. __. __				
11. __. __				
11. __. __				
11. __. __				
Sub-total				\$

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions (due to the higher cost of diesel vehicles the applicant shall be required to pay the difference in cost over that of a gasoline vehicle).

(c) Show mobile radios and identify the type of radio (i.e. two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$ 70,000.00 + EQUIPMENT SUBTOTAL \$ 0.00 = \$ 70,000.00 (x).

(x) X 80% = \$ 56,000.00 [Show this amount on Form 424 in block 15(a)]

Exhibit A

Suwannee River Economic Council, Inc. is a non-profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc has four program directors providing direct supervision of the ongoing programs, including transportation. The Director of Transportation is Matt Pearson. He is responsible for management, training and administration of the Transportation program. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida counties, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. with the exception of stretcher services, which are contracted to a private contractor. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

Dixie County is a rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 60 miles to Gainesville where these appointments are necessary.

Currently, in Dixie County, SREC, Inc. uses one dispatcher/scheduler and averages four drivers using four vans for daily services. SREC, Inc. anticipates providing 7,274 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. A planned trip schedule for out of County trips is in place to allow for increased ridership on long trips. Currently, the schedule allows for two trips to Gainesville Monday thru Friday. Trips are also scheduled daily to Chiefland, as well as multiple trips daily in and around Dixie County.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Dixie County, Florida who need transportation services. In fact, SREC, Inc. has recently gone through process of updating all of its safety records including the newly updated SSPP.

Exhibit B

Suwannee River Economic Council, Inc. plans to use these funds to purchase a wheelchair equipped van so that current levels of service can be continued. Dixie County is very rural and many of the roads are not paved. This has a direct effect on the lifespan of the vehicles being used. Therefore, it is imperative for the purchase of new vans to maintain current levels of service.

Current services that will be continued with the award of this grant include transporting residents of Dixie and Gilchrist County to Alachua County twice per day, five days per week. Since there are limited medical facilities in this rural area, trips to Alachua County are medically necessary. It is over 60 miles to Gainesville, the nearest area with medical services. Normally, the riders can expect a ride length of over an hour due to traffic and stops picking up other riders. Also, current services allow for Kidney Dialysis riders the opportunity for transport to and from their dialysis appointments. Currently, those riders are transported numerous times per day, six days per week. Also, current services include transporting elderly clients to meal sites for lunch and health education. These trips occur three days per week in Dixie and Gilchrist County. These are some examples of the numerous services provided by SREC, Inc. and its transportation programs.

In conclusion, the stability and health of the residents in Dixie and Gilchrist County depend on the services SREC, Inc. is able to provide. A continuation of the services allow for transportation disadvantaged residents to maintain normal essential activities. Due to the rural nature of the areas in Dixie and Gilchrist County the services require the purchasing of new vans through grant opportunities.



#26

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #26 -
Suwannee River Economic Council, Inc., Section 5311 Operating Assistance Grant Application for
Fiscal Year 2014 - Dixie County

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Frances Terry, Suwannee River Economic Council

v:\chouse\letters\fdot\howard.ltr140213.26.docx

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

1. TYPE OF SUBMISSION:				Pre-application – place an x in the box	
Application – place an x in the box				[] construction	
[] construction				[] non-construction	
[x] non-construction					
2. DATE SUBMITTED 01/03/2014				Applicant Identifier	
3. DATE RECEIVED BY STATE				State Application Identifier	
4. DATE RECEIVED BY FEDERAL AGENCY				Federal Identifier	
5. APPLICANT INFORMATION					
Legal Name: Suwannee River Economic Council, Inc.				Organizational Unit:	
				Department: Administration	
Organizational DUNS: 040207904				Division:	
Address:				Name and telephone number of person to be contacted on matters involving this application (give area code)	
PO Box 70, Live Oak, FL 32064					
Street: 1171 Nobles Ferry Road				Prefix: Ms. First Name: Frances	
City: Live Oak				Middle Name: L.	
County: Suwannee				Last Name: Terry	
State: Florida		Zip Code 32064		Suffix:	
Country: USA				Email: frances.terry@suwanneec.net	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-1101989				Phone Number (give area code) (386) 362-4115	
				Fax Number (give area code) (386) 362-4078	
8. TYPE OF APPLICATION: X New [] Continuation [] Revision If Revision, enter appropriate letter(s) in box(es) [] [] (See back of form for description of letters.) Other (specify)				7. TYPE OF APPLICANT: (See back of form for Application Types) Other (specify) Non-Profit	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20-509				9. NAME OF FEDERAL AGENCY: Federal Transit Administration	
TITLE (Name of Program):				11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Provide transportation services for the transportation disadvantaged	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Dixie County, Florida				14. CONGRESSIONAL DISTRICTS OF:	
13. PROPOSED PROJECT					
Start Date: 10/1/2014		Ending Date: 09/30/2015		a. Applicant Third b. Project Third	
15. ESTIMATED FUNDING:				16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 115,000			a. Yes. X THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:	
b. Applicant	\$			DATE: 01/03/2014	
c. State	\$			b. No. [] PROGRAM IS NOT COVERED BY E. O. 12372.	
d. Local	\$ 115,000			[] PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
e. Other	\$			17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? No	
f. Program Income	\$			Yes. If "Yes" attach an explanation.	
g. TOTAL	\$ 230,000			X No	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix: Ms		First Name: Frances		Middle Name: L.	
Last Name: Terry				Suffix:	
b. Title: Executive Director				c. Telephone Number (give area code) 386-362-4115	
d. Signature of Authorized Representative:				e. Date Signed: 01/03/2014	

All Applicants

EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* PER YEAR	7274	7274
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR	368	368
3. Number of vehicles used for this service. ACTUAL	9	9
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	8	8
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. PER YEAR	141980	141980
7. Average vehicle miles PER DAY	405	405
8. Normal vehicle hours in operation. PER DAY	12	12
9. Normal number of days in operation. PER WEEK	6	6
10. Trip length (roundtrip). AVERAGE	32	32

Estimates are acceptable.

* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

Exhibit A

Suwannee River Economic Council, Inc. is a non profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc has four program directors providing direct supervision of the ongoing programs, including transportation. The Director of Transportation is Matt Pearson. He is responsible for management, training and administration of the Transportation program. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida counties, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. with the exception of stretcher services, which are contracted to a private contractor. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

Dixie County is a rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 60 miles to Gainesville where these appointments are necessary.

Currently, in Dixie County, SREC, Inc. uses one dispatcher/scheduler and averages four drivers using four vans for daily services. SREC, Inc. anticipates providing 7,274 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. A planned trip schedule for out of County trips is in place to allow for increased ridership on long trips. Currently, the schedule allows for two trips to Gainesville Monday thru Friday. Trips are also scheduled daily to Chiefland, as well as multiple trips daily in and around Dixie County.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Dixie County, Florida who need transportation services. In fact, SREC, Inc. has recently gone through process of updating all of its safety records including the newly updated SSPP.

Exhibit B

The requested 5311 funding should help maintain the existing levels of service currently being provided by continuing to offset the cost of services by providing necessary operating funding assistance. Due to the rural nature of Dixie County, trip lengths are increased due to minimal medical facilities, therefore, increasing cost. However, with local Governments providing limited local resources and the continued reductions in the State Medicaid allocation as well as reductions in the Transportation Disadvantaged Trust Funds, the 5311 program funding funds fill the gap and allow for transportation services to be provided in rural areas like Dixie County. Therefore, the requested 5311 funding helps offset the cost of the entire transportation system and allows for continued transportation services to be provided to those in need in Dixie County.

Suwannee River Economic Council, Inc. is a private non profit agency. The project will be in Dixie County. Employees are not represented by a Union.



#27

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #27 -
Suwannee River Economic Council, Inc., Section 5311 Operating Assistance Grant Application for
Fiscal Year 2014 - Gilchrist County

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

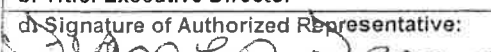
Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Frances Terry, Suwannee River Economic Council

v:\chouse\letters\fdot\howard.ltr140213.27.docx

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

1. TYPE OF SUBMISSION:			Pre-application – place an x in the box		
<input type="checkbox"/> construction			<input type="checkbox"/> construction		
<input checked="" type="checkbox"/> non-construction			<input type="checkbox"/> non-construction		
2. DATE SUBMITTED 01/03/2014			Applicant Identifier		
3. DATE RECEIVED BY STATE			State Application Identifier		
4. DATE RECEIVED BY FEDERAL AGENCY			Federal Identifier		
5. APPLICANT INFORMATION					
Legal Name: Suwannee River Economic Council, Inc.			Organizational Unit:		
			Department: Administration		
Organizational DUNS: 040207904			Division:		
Address: PO Box 70, Live Oak, FL 32064			Name and telephone number of person to be contacted on matters involving this application (give area code)		
Street: 1171 Nobles Ferry Road			Prefix: Ms. First Name: Frances		
City: Live Oak			Middle Name: L.		
County: Suwannee			Last Name: Terry		
State: Florida Zip Code: 32064			Suffix:		
Country: USA			Email: francesterry@suwanneec.net		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): (Replace these boxes with numerals) 59-1101989			Phone Number (give area code) (386) 362-4115		
			Fax Number (give area code) (386) 362-4078		
8. TYPE OF APPLICATION: X New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> (See back of form for description of letters.) Other (specify)			7. TYPE OF APPLICANT: (See back of form for Application Types) Other (specify) Non-Profit		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: (Replace these boxes with numerals) 20-509			9. NAME OF FEDERAL AGENCY: Federal Transit Administration		
TITLE (Name of Program):					
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Gilchrist County, Florida			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Provide transportation services for the transportation disadvantaged		
13. PROPOSED PROJECT			14. CONGRESSIONAL DISTRICTS OF:		
Start Date: 10/1/2014		Ending Date: 09/30/2015	a. Applicant Third		b. Project Third
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ 100,000	00	a. Yes. X THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:		
b. Applicant	\$	00	DATE: 01/03/2014		
c. State	\$	00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.		
d. Local	\$ 100,000	00	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$	00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? No		
f. Program Income	\$	00	Yes. If "Yes" attach an explanation.		
g. TOTAL	\$ 200,000	00	X No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix: Ms		First Name: Frances		Middle Name: L.	
Last Name: Terry		Suffix:			
b. Title: Executive Director		c. Telephone Number (give area code) 386-362-4115			
d. Signature of Authorized Representative: 		e. Date Signed: 01/03/2014			

APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE

FORM B-2

TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE REVENUES

Name of Applicant: Suwannee River Economic Council, Inc.

State Fiscal period requesting funding for, from 10/1/2014 to 9/30/2015

OPERATING REVENUE CATEGORY	TOTAL REVENUE	REVENUE USED AS FTA MATCH
Passenger Fares for Transit Service (401)	Total= \$ Rural =\$ 1426 (b)	\$ 1426
Special Transit Fares (402)		
School Bus Service Revenues (403)		
Freight Tariffs (404)		
Charter Service Revenues (405)		
Auxiliary Transportation Revenues (406)		
Non-transportation Revenues (407)		
Total Operating Revenue	\$ 1426	\$ 1426
OTHER REVENUE CATEGORY		
Taxes Levied directly by the Transit System (408)		
Local Cash Grants and Reimbursements (409)		
Local Special Fare Assistance (410)		
State Cash Grants and Reimbursements (411)	\$ 108,515	\$ 108,515
State Special Fare Assistance (412)	\$ 92,851	\$ 92,851
Federal Cash Grants and Reimbursements (413)		
Interest Income (414)		
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
Total of Other Revenue	\$ 201,366	\$ 201,366
GRAND TOTAL ALL REVENUE	\$ 202,792	\$ 202,792 (e)

Exhibit B

The requested 5311 funding should help maintain the existing levels of service currently being provided by continuing to offset the cost of services by providing necessary operating funding assistance. Due to the rural nature of Gilchrist County, trip lengths are increased due to minimal medical facilities, therefore, increasing cost. However, with local Governments providing limited local resources and the continued reductions in the State Medicaid allocation as well as reductions in the Transportation Disadvantaged Trust Funds, the 5311 program funding funds fill the gap and allow for transportation services to be provided in rural areas like Gilchrist County. Therefore, the requested 5311 funding helps offset the cost of the entire transportation system and allows for continued transportation services to be provided to those in need in Gilchrist County.

Suwannee River Economic Council, Inc. is a private non profit agency. The project will be in Gilchrist County. Employees are not represented by a Union.

Exhibit A

Suwannee River Economic Council, Inc. is a non profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc has four program directors providing direct supervision of the ongoing programs, including transportation. The Director of Transportation is Matt Pearson. He is responsible for management, training and administration of the Transportation program. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida counties, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. with the exception of stretcher services, which are contracted to a private contractor. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

Gilchrist County is a rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 60 miles to Gainesville where these appointments are necessary.

Currently, in Gilchrist County, SREC, Inc. uses one dispatcher/scheduler and averages four drivers using four vans for daily services. SREC, Inc. anticipates providing 4,808 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. A planned trip schedule for out of County trips is in place to allow for increased ridership on long trips. Currently, the schedule allows for two trips to Gainesville Monday thru Friday. Trips are also scheduled daily to Chiefland, as well as multiple trips daily in and around Gilchrist County.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Gilchrist County, Florida who need transportation services. In fact, SREC, Inc. has recently gone through process of updating all of its safety records including the newly updated SSPP.



#28

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #28 -
Suwannee River Economic Council, Inc., Section 5311 Operating Assistance Grant Application for
Fiscal Year 2014 - Lafayette County

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Frances Terry, Suwannee River Economic Council

v:\chouse\letters\fdot\howard.ltr140213.28.docx

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

1. TYPE OF SUBMISSION:			Pre-application – place an x in the box		
Application – place an x in the box			<input type="checkbox"/> construction		
<input type="checkbox"/> construction			<input type="checkbox"/> non-construction		
<input checked="" type="checkbox"/> non-construction			<input type="checkbox"/> non-construction		
2. DATE SUBMITTED 01/03/2014			Applicant Identifier		
3. DATE RECEIVED BY STATE			State Application Identifier		
4. DATE RECEIVED BY FEDERAL AGENCY			Federal Identifier		
5. APPLICANT INFORMATION					
Legal Name: Suwannee River Economic Council, Inc.			Organizational Unit:		
			Department: Administration		
Organizational DUNS: 040207904			Division:		
Address:			Name and telephone number of person to be contacted on matters involving this application (give area code)		
PO Box 70, Live Oak, FL 32064					
Street: 1171 Nobles Ferry Road			Prefix: Ms. First Name: Frances		
City: Live Oak			Middle Name: L.		
County: Suwannee			Last Name: Terry		
State: Florida Zip Code 32064			Suffix:		
Country: USA			Email: franceterry@suwanneec.net		
6. EMPLOYER IDENTIFICATION NUMBER (EIN):			Phone Number (give area code)		
(Replace these boxes with numerals)			(386) 362-4115		
59-1101989			Fax Number (give area code) (386_362-4078		
			7. TYPE OF APPLICANT: (See back of form for Application Types)		
8. TYPE OF APPLICATION:			Other (specify) Non-Profit		
X New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision					
If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/>					
(See back of form for description of letters.)					
Other (specify)					
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:			9. NAME OF FEDERAL AGENCY:		
(Replace these boxes with numerals)			Federal Transit Administration		
20-509					
TITLE (Name of Program):			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:		
			Provide transportation services for the transportation disadvantaged		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):			14. CONGRESSIONAL DISTRICTS OF:		
Lafayette County, Florida			a. Applicant Third b. Project Third		
13. PROPOSED PROJECT					
Start Date: 10/1/2014			Ending Date: 09/30/2015		
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ 100,000	00	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION /APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:		
b. Applicant	\$	00	DATE: 01/03/2014		
c. State	\$	00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372.		
d. Local	\$ 100,000	00	<input type="checkbox"/> PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$	00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? No		
f. Program Income	\$	00	<input type="checkbox"/> Yes. If "Yes" attach an explanation.		
g. TOTAL	\$ 200,000	00	<input checked="" type="checkbox"/> No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix: Ms		First Name: Frances		Middle Name: L.	
Last Name: Terry				Suffix:	
b. Title: Executive Director				c. Telephone Number (give area code) 386-362-4115	
d. Signature of Authorized Representative:				e. Date Signed: 01/03/2014	

All Applicants

EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* PER YEAR	4057	4057
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR	266	266
3. Number of vehicles used for this service. ACTUAL	6	6
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	8	8
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. PER YEAR	79184	79184
7. Average vehicle miles PER DAY	226	226
8. Normal vehicle hours in operation. PER DAY	12	12
9. Normal number of days in operation. PER WEEK	6	6
10. Trip length (roundtrip). AVERAGE	31	31

Estimates are acceptable.

* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

Exhibit A

Suwannee River Economic Council, Inc. is a non profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc. has four program directors providing direct supervision of the ongoing programs, including transportation. The Director of Transportation is Matt Pearson. He is responsible for management, training and administration of the Transportation program. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. including stretcher services, which was added in October, 2010. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

Lafayette County is an extremely rural community. There are minimal medical facilities available to the residents. Only a local Health Department and one General Medical office is open daily for services. There also is no kidney dialysis location in Lafayette County. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 70 miles to Gainesville where these appointments are necessary. Local dialysis is performed in Live Oak, which is 25 miles from Lafayette County.

Currently, in Lafayette County, SREC, Inc. uses one dispatcher/scheduler and averages five drivers using five vans for daily services. SREC, Inc. anticipates providing 4,057 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. A planned trip schedule for out of County trips is in place to allow for increased ridership on long trips. Currently, the schedule allows for two trips to Gainesville and Lake City on Tuesdays and Thursdays. Trips to Live Oak are scheduled on Mondays, Wednesdays and Fridays. Trips to Perry and Tallahassee are scheduled for Wednesdays. Local trips are performed daily in and around Lafayette County.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Lafayette County, Florida who need transportation services. In fact, SREC, Inc. has recently gone through the process of updating all of its safety records including the newly updated SSPP.

Exhibit B

The requested 5311 funding should help maintain the existing levels of service currently being provided by continuing to offset the cost of services by providing necessary operating funding assistance. Due to the rural nature of Lafayette County, trip lengths are increased due to minimal medical facilities, therefore, increasing cost. However, with local Governments providing limited local resources and the continued reductions in the State Medicaid allocation as well as reductions in the Transportation Disadvantaged Trust Funds, the 5311 program funding funds fill the gap and allow for transportation services to be provided in rural areas like Lafayette County. Therefore, the requested 5311 funding helps offset the cost of the entire transportation system and allows for continued transportation services to be provided to those in need in Lafayette County.

Suwannee River Economic Council, Inc. is a private non profit agency. The project will be in Lafayette County. Employees are not represented by a Union.



#29

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #29 -
Gainesville Regional Transit System, Section 5339 Nonurbanized Area Capital Assistance Grant
Application for Fiscal Year 2014 - Alachua County and City of Gainesville, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Jesus Gomez, Gainesville Regional Transit System

v:\chouse\letters\fdot\howard.ltr140213.29.docx

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED January 10, 2014		Applicant Identifier	
Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		3. DATE RECEIVED BY STATE		State Application Identifier	
		4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier	
5. APPLICANT INFORMATION					
Legal Name: Regional Transit System			Organizational Unit: Department: Public Works		
Organizational DUNS: 010-522159			Division: Regional Transit System		
Address: Street: 100 SE 10th Ave			Name and telephone number of person to be contacted on matters involving this application (give area code)		
City: Gainesville			Prefix: Mr.		First Name: Jesus
County: Alachua			Middle Name M.		
State: FL			Last Name Gomez		
Zip Code 32601			Suffix:		
Country: USA			Email: gomezjm@ci.gainesville.fl.us		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 59-6000325			Phone Number (give area code) 352-393-7860		Fax Number (give area code) 352-334-2607
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>			7. TYPE OF APPLICANT: (See back of form for Application Types) N. Other (specify) City Transit System		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 20-526 TITLE (Name of Program): CAPTIAL Non-Urbanized Area			9. NAME OF FEDERAL AGENCY: Federal Transit Administration		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Gainesville and Alachua County			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: To purchase four ADA paratransit vans for seniors and the disabled residents in the rural areas surrounding the City of Gainesville, FL. These vans will provide access to the urban areas for some of Alachua counties neediest residents and bring the fleet age in to compliance with Federal requirements.		
13. PROPOSED PROJECT Start Date: 10/01/13 Ending Date: 09/30/14			14. CONGRESSIONAL DISTRICTS OF: a. Applicant District 6 b. Project District 6		
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$	213,840.00	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: January 10, 2014		
b. Applicant	\$	53,460.00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
c. State	\$.00			
d. Local	\$.00			
e. Other	\$.00			
f. Program Income	\$.00			
g. TOTAL	\$	267,300.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix Mr.	First Name Russ		Middle Name D.		
Last Name Blackburn		Suffix			
b. Title City Manager		c. Telephone Number (give area code) (352) 334-5000 ext 5679			
d. Signature of Authorized Representative 		e. Date Signed 10 January 2014			

Previous Edition Usable
Authorized for Local Reproduction

Standard Form 424 (Rev.9-2003)
Prescribed by OMB Circular A-102

Section 5339 Applicants

EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED (Estimates are acceptable)
1. Number of total one-way trips served by the agency PER YEAR	116,735**	117,000
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR	5635	5800
3. Number of vehicles used for this service. ACTUAL	43	43
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	312/43 =7.25	312/43 =7.25
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	86/43 =2	86/43 =2
6. Vehicle Miles traveled. PER YEAR	1,386,695.3	1,410,00.0
7. Average vehicle miles PER DAY	3906.2	4000.0
8. Normal vehicle hours in operation. PER DAY	15 hrs	15 hrs
9. Normal number of days in operation. PER WEEK	7	7
10. Trip length (roundtrip). AVERAGE	8.82#	8.9

* Estimates are acceptable

* **Actual numbers from Invoices**

CAPITAL REQUEST FORM

VEHICLE REQUEST

GMIS Code (This column for FDOT use ONLY)	R or E (a)	Number requested	Description (b) (c) www.tripsflorida.org	Estimated Cost
11.____	R	4	Body on Chassis Small Cutaway Type 21' with lift 8 amb seat, 2 w/c	\$249,296.00
11.____				
11.____				
11.____				
11.____				
Sub-total				\$249,296.00

EQUIPMENT REQUEST (c)

11.____		4	Mobile Data Terminal	\$18,000.00
11.____				
11.____				
Sub-total				\$18,000.00

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions (due to the higher cost of diesel vehicles the applicant shall be required to pay the difference in cost over that of a gasoline vehicle).

(c) Show mobile radios and identify the type of radio (i.e. two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$ 249,296.00 + EQUIPMENT SUBTOTALS \$ 18,000 = \$ 267,296.00 (x).

(x) X 80% = \$ 213,840.00 [Show this amount on Form 424 in block 15(a)]

Exhibit B

Proposed Project Description

1. The vehicle will be used to continue the existing level of service. The grant will be used to purchase four replacement vehicles, which will allow the CTC to continue to provide paratransit and demand response service to the citizens in the City of Gainesville and Alachua County. The vehicles will be used by MV Transportation to provide service in the urban and rural areas. By replacing the vehicle, RTS and MV will be able to continue the level of service which is currently offered while reducing fleet age. RTS also plans to purchase four Mobile Data Terminal (MDT) with this vehicle ensures there will always be a working MDT on our paratransit vehicles.
2. The Section 5339 capital funds are an integral part of maintaining the services described in Exhibit A-1. If awarded, the 5339 money will be used to replace four of the 20 vehicles currently provided by the City of Gainesville RTS to the contracted local transportation coordinator, MV Transportation, to enhance the mobility of our citizens and the disabled in the City of Gainesville and Alachua County. As the Community Transportation Coordinator (CTC), MV Transportation has been designated to provide all the paratransit and demand response transportation in Alachua County.
3. Several of the vehicles in our fleet have exceeded both the age and mileage at which FDOT recommends paratransit vehicles be replaced, the four replacement vehicles would reduce fleet age and enable RTS and MV Transportation to continue to offer reliable service to its existing service area. While the rest of the vehicles the city has provided to MV are still within the age, several are outside the mileage criteria. The majority of the vehicles that MV owns are 2003 models and are past both the mileage and age recommended for replacement. The Alachua County MTPOT voted in 2008 to divert FY09 STP funds earmarked to buy paratransit vans in order to fund roadwork projects. This funding has not been reinstated. This will continue to affect Gainesville's ability to replace the vehicles now and in the future, starting with the 6 (six) vehicles that under the Useful Life Standard reached the end of their cycle in 2012, with no replacements forecasted. If RTS is granted the 5339 funds we can purchase the vehicles needed to go in the right direction to bring the fleet back into compliance with the Useful Life Standards.
4. The grant will be used to purchase four new vans and four MDTs to allow the CTC to maintain the current level of service for those who utilize paratransit and demand response services. These four vans will replace existing equipment that has been extended beyond their recommended cycle of service. As stewards for the transportation needs of the Gainesville and Alachua County citizens it is our responsibility to forecast the requirements for the provision of the service and keep vehicles current per the FDOT Useful Life Standard. RTS and MV collaborated to purchase Mobile Data Terminals for the entire fleet. This has improved efficiency and continues to provide real time reporting data as needed to ensure service is directed to needed areas.

5. Vehicles #3162, 3147, 3210, and 3212 will be replaced; all but 3162 have accrued more than 250,000 miles and have surpassed the age at which FDOT Useful Life Standard recommends that paratransit vehicles be replaced. RTS would also purchase four MDTs to ensure the spare ratio for the vehicles remains solid; to ensure all paratransit and demand response vehicles have connectivity with base and the dispatcher. The vans are needed to continue to provide the existing level of service.
6. MV Transportation is responsible for the vehicle maintenance. The RTS maintenance manager works closely with the MV maintenance manager to ensure the vehicle PMIs are performed at the required intervals. The maintenance program has been very effective and through outstanding care and diligence on the part of the MV maintenance team has allowed the vehicles to remain on the road and in service past their useful life. Every effort has been made to ensure schedule maintenance has been performed as required with minimal disruption to service. While the MV maintenance team has worked wonders with the vehicles to ensure they stay in service as long as possible, there is only so much that can be done and some of the vehicles especially the 2007 vehicles are reaching the point where breakdowns are occurring more frequently and are rapidly becoming not cost effective to maintain.
7. These vehicles will be used by MV Transportation who has been designated by the State of Florida as the CTC. As the primary operator MV does not have subcontracts with other lessees or operators. As the primary operator they have all of the vehicles retained by RTS to provide service. RTS provides after hours ADA service, by request, using supervisor vehicles.
 - 7a. Is not applicable as MV Transportation is the only operator.
8. RTS is part of the City of Gainesville under the Public Works department and is a local government agency. Since Gainesville has a fixed route system, RTS is required to provide ADA Paratransit service to the disabled within the ADA service area. ADA clients living off the fixed route have the choice of using either the fixed route or paratransit. Alachua County citizens living outside the ADA service area can apply for TD or Medicaid transportation. The intent is that RTS will receive the 5310 Grant funds to purchase a paratransit van to continue to provide service to the senior citizens and disabled residing in Gainesville and Alachua County. MV transportation clientele are primarily minorities, economically disadvantaged, and the disabled. RTS's fixed route drivers are represented by ATU LU #1579. MV Transportation drivers do not belong to a union.
9. a. Service hours, planning service, routes and trip types: RTS operates 33 fixed city routes, 9 campus routes and five Later Gator routes. Later Gator A runs every weekday and the other Later Gator routes run on Thursday, Friday and/or Saturday until 3 a.m. Sunday service runs ten city routes from 10 a.m. to 6 p.m. RTS has developed a twenty year plan to expand service to all of Alachua County and is currently exploring bus rapid transit options, a street car system in the downtown area and Compressed Natural Gas (CNG) buses. MV as the Alachua County CTC operates 47 routes, which provide paratransit and demand response trips to the City of Gainesville and Alachua County. MV Transportation operates from 3:45 AM to 9:00 p.m., Monday through Saturday. Due to the number of

- dialysis trips MV is tasked to provide the 3:45 AM start time is required to get the dialysis patients to the treatment facilities by 5 AM from the outlying rural areas of Alachua County. MV Transportation operates within the Gainesville City limits on Sunday from 10 a.m. to 6 p.m. to provide complimentary paratransit service.
- b. Staffing: The Regional Transit System (RTS) is a division of the City of Gainesville's Public Works Department and currently employs 190 drivers to operate a fleet of 115 Bio-diesel buses and five hybrid buses for a total of 120. RTS provides the City of Gainesville fixed route service Monday through Sunday. RTS contracts with MV Transportation to provide the ADA paratransit service to complement the fixed route as required by federal ADA law. MV Transportation is the Community Transportation Coordinator for Alachua County. MV has a total of 64 employees, 45 drivers, 4 maintenance personnel and 15 administrative personnel. RTS and MV have dedicated trainers that provide all the required training for the equipment needed to perform transportation, i.e. wheel chair securement, safety and drug and alcohol safety requirements. RTS & MV Transportation complete in depth background checks on all employees.
 - c. Records maintenance: Is maintained in house by both RTS and MV Transportation. FDOT inspects the records of both organizations on a yearly basis.
 - d. RTS provides the necessary maintenance to maintain our fixed route fleet of 120 buses. Our maintenance facility is inadequate by FTA standards to handle that number but RTS is in the process of building a new maintenance facility that will be completed in December of 2014. MV Transportation provides the maintenance for the paratransit fleet of 43 cutaway vans. Once the new RTS administrative and maintenance facilities are completed MV will move into the existing RTS facility so they can provide better security for the paratransit fleet and have access to fueling facilities to help bring down fuel costs.
 - e. CDL Requirements: All of RTS's 210 operations personnel hold a CDL; as it is required to drive a fixed route bus. The RTS driver trainer is certified to training drivers for their CDL certification. MV Transportation employees drive small 21' cut-a-way paratransit van to provide ADA paratransit service for RTS and the demand response transportation for Alachua County. The paratransit vehicles do not require a CDL license, but 6 of MV's drivers have their CDLs.
 - f. System Safety plan: RTS and MV Transportation have current system safety plans that have been approved by FDOT.
 - g. Drug free work place: RTS and MV Transportation participate in and comply with drug free work place requirement and the plans and programs have been inspected and approved by FDOT.



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 • 1803 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #30 -
Gainesville Regional Transit System, Section 5310 Capital Assistance Grant Application for Fiscal
Year 2014 - Alachua County and City of Gainesville, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

Enclosure

xc: Lauren Milligan, Florida Department of Environmental Protection
Jesus Gomez, Gainesville Regional Transit System

v:\chouse\letters\fdot\howard.ltr140213.30.docx



5/4/5 D

Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

DATE: 1-21-14

REGIONAL CLEARINGHOUSE INTERGOVERNMENTAL COORDINATION AND RESPONSE NOTIFICATION

PROJECT DESCRIPTION

#30 - Gainesville Regional Transit System - Section 5310 Capital Assistance Grant Application -
Alachua County and City of Gainesville, Florida

The Council has received the above-referenced item for purposes of regional clearinghouse review as per Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Clearinghouse Committee Procedures. A copy of the relevant portions of the item is enclosed for your consideration. Since your organization may be affected by the item, you are offered an opportunity to comment. Your organization is not required to return this form. Failure to respond by the comment deadline will indicate that your organization has no comment on the above-referenced item.

Comment Deadline: February 3, 2014

Mailing List

☐ Alachua County
☐ City of Alachua
☐ Archer
☐ Gainesville
☒ Hawthorne

☐ High Springs
☐ LaCrosse
☐ Micanopy
☐ Newberry
☐ Waldo

NORTH CENTRAL FLORIDA
RECEIVED
JAN 31 2014
REGIONAL PLANNING COUNCIL

☒ COMMENTS ATTACHED

☐ NO COMMENTS

____ (Name) _____ (Organization)

Anonymous comments will not be forwarded.

Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.



HAWTHORNE LIFE ENRICHMENT CENTER

January 29, 2014

Regional Planning
Regional Clearing House

Dear Sir,

Please read the Hawthorne Life
Enrichment Senior Services Plan
of Action booklet.

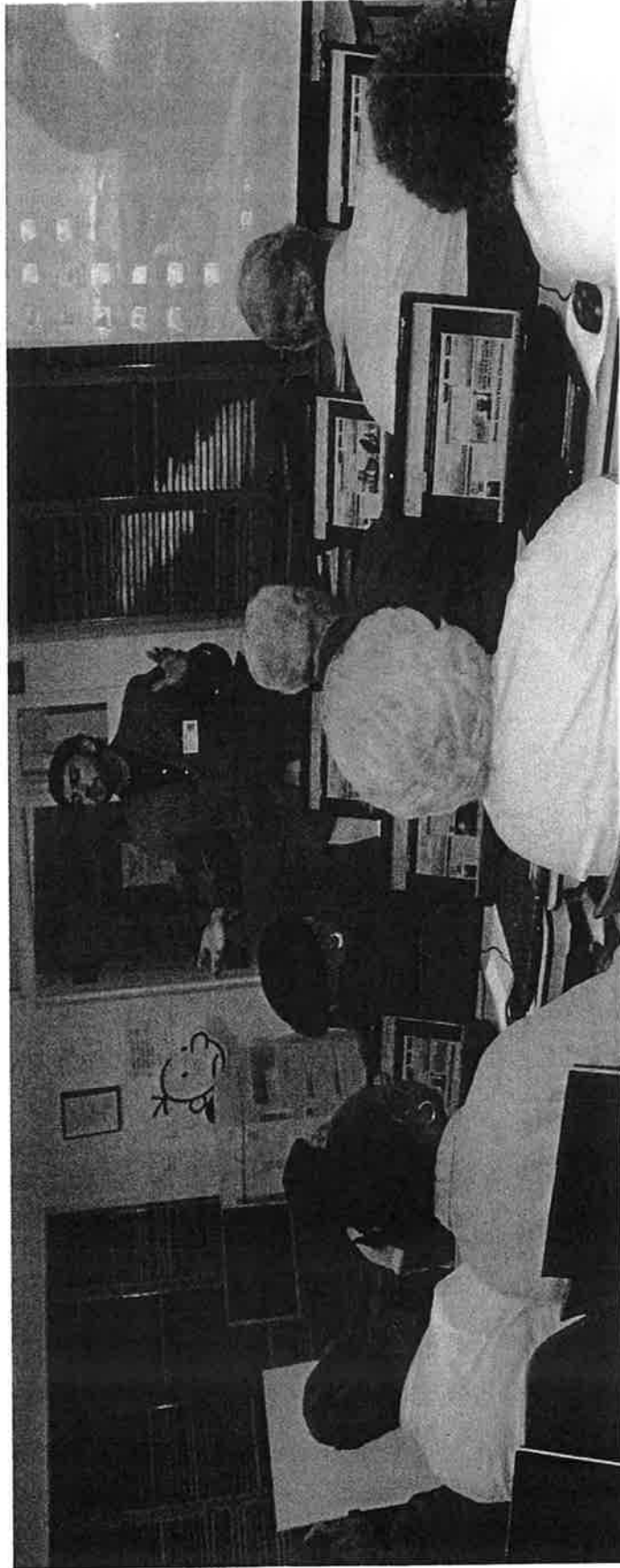
These statistics validate the
need for transportation for
seniors from Hawthorne to
Hainesville, Fla.

23.1% of Hawthorne's population
is 62 years and older. The
largest percentage in Alachua
County. Water appointments is
almost a weekly and sometimes
daily visit.

Sincerely,
De Davis Corbett



HAWTHORNE LIFE ENRICHMENT CENTER



ENRICHING THE BODY, MIND, AND SPIRIT
ONE LIFE AT A TIME



Janine Roger Harris
Community Relations Manager
Communities of a Lifetime
Department of Elder Affairs

The Department of Elder Affairs' Communities for a Lifetime initiative recognized several Florida communities for increasing their efforts to implement changes that will benefit residents of all ages, especially seniors. The initiative promotes planning in areas such as housing, transportation, health and wellness, volunteerism, intergenerational programs and employment. The goal is to help seniors remain independent and age in place within their communities, throughout their lifetimes.



Commissioner DeLoris Roberts
Director and Founding Chair

In 2009 City of Hawthorne became the 106th community to join the initiative in September, when Mayor Eleanor Randall and the City Commission passed a resolution in support of the initiative. The Alachua County community's effort was led by Commissioner DeLoris Roberts. Commissioner Roberts encouraged her fellow commissioners to join the initiative after she attended a Communities for a Lifetime elder forum hosted by Elder Options, which is the Area Agency on Aging that serves Alachua and several surrounding counties. "We have never had a place where we can all come together. That is why we want to pull the community together with this partnership," said Commissioner Roberts. "This initiative is going to be the glue that makes our community stick together through all ages." Hawthorne is home to approximately 1,500 residents, two-thirds of whom are seniors. The community recently assessed its senior population to create needed services and opportunities that will help residents remain active in their own community.



Shirley Stepp
Vice Chair, Treasurer

Marie McCloud
Board Member



Jeff McMeekin
Founding Treasurer, and dear departed
friend



Vivian Wagner
Board Member



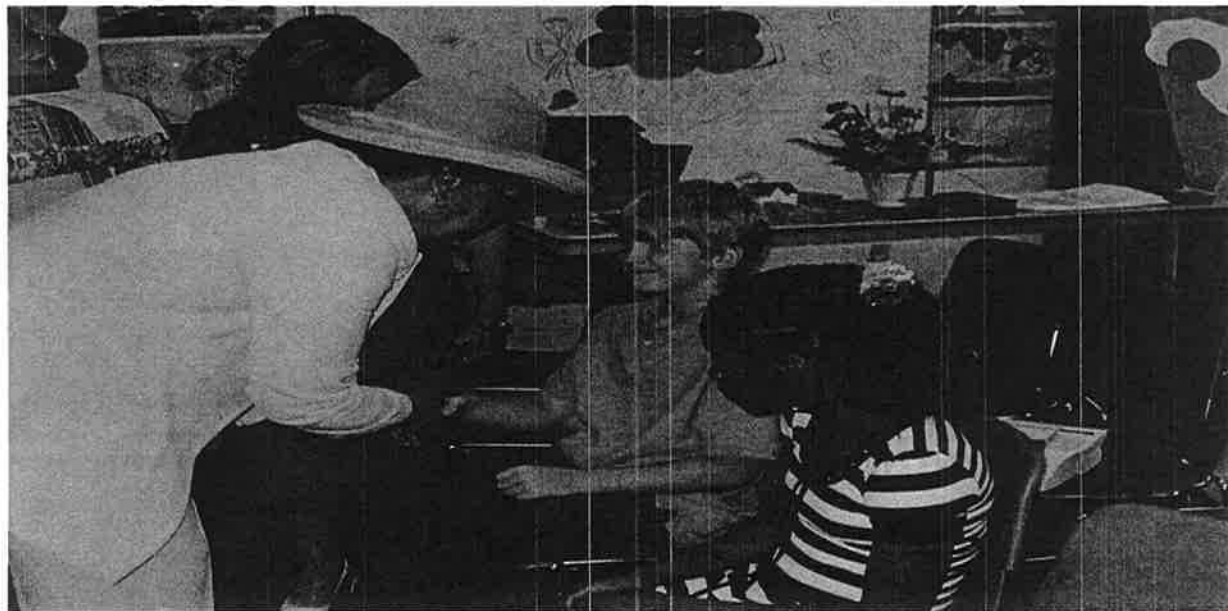
Beatrice Sheppard
Board Member



Sam Wynkoop
Special Projects Coordinator

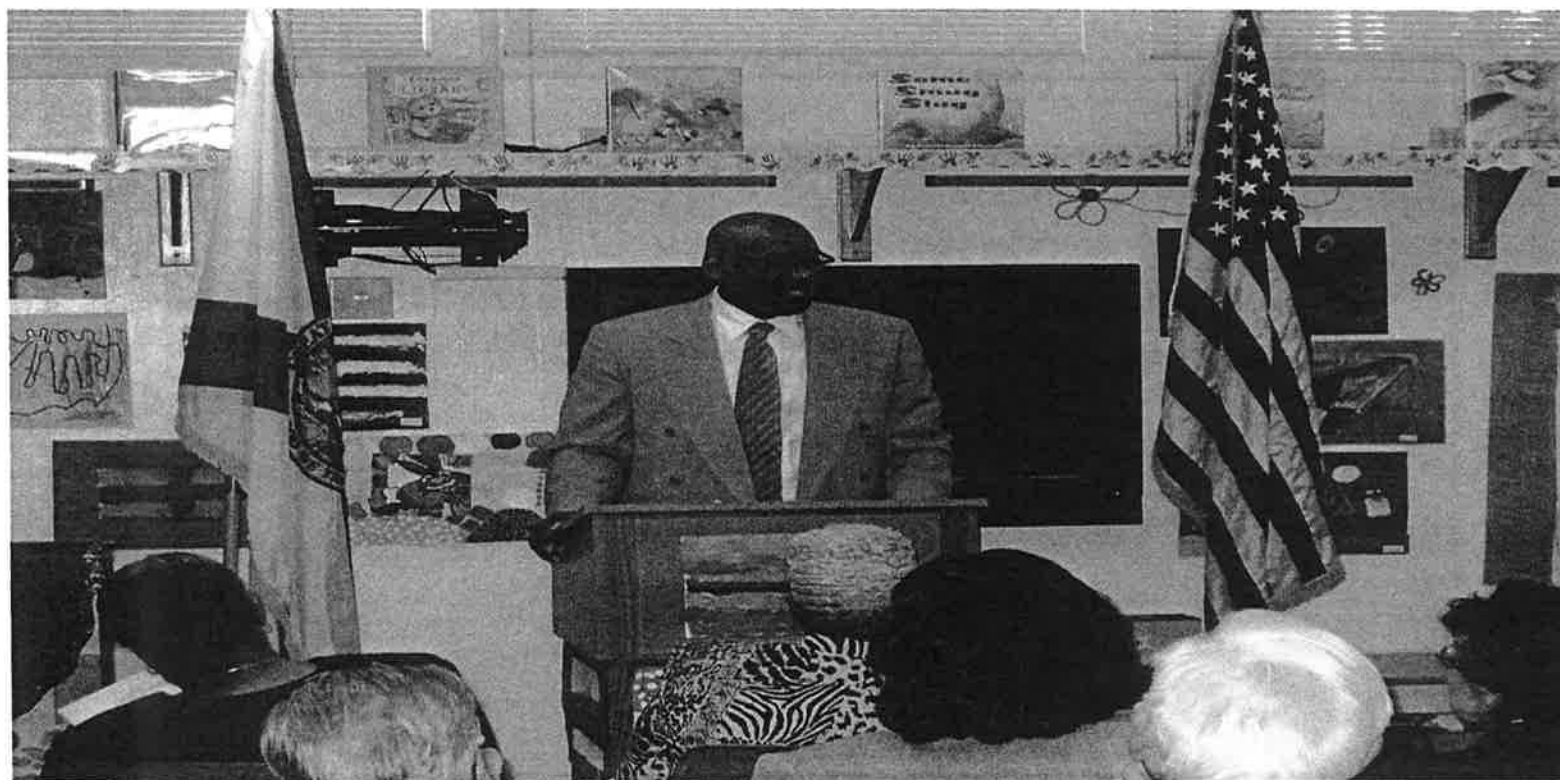
Mission: We are passionately committed to enhance the opportunities for residents in Hawthorne and the surrounding area to age-in-place in the community for a lifetime; to improve independence and mobility through better health and quality of life; and to provide a multipurpose building for meaningful social activities and interaction of seniors and youth.

History: The Vision of the Hawthorne Life Enrichment Center (HLEC) began well before their actions began culminating into activities. As early as 2003 Chair DeLoris Roberts had been activity working on getting a senior center in the Hawthorne area, however the HLEC is intergenerational and is not limited to just seniors. The group has been holding monthly meetings since 2008, although the locations have changed over the years but they continue to meet, often having guest speakers to cover relevant and pertinent topics for the group as well as field trips to visit other groups and locations throughout the area. For some time HLEC had its sights on a modular building that was once an Alachua County Health Department Building vacated and turned over to the City, however there were issues with building needing remodeling, and improvements to meet current codes as well as some structural issues, all in all it was no longer feasible. However that did not stop Hawthorne's "Super Seniors" as some of them are referred as, they have been actively and aggressively working with the City and many other organizations in hopes for a building in which the can host their activities.



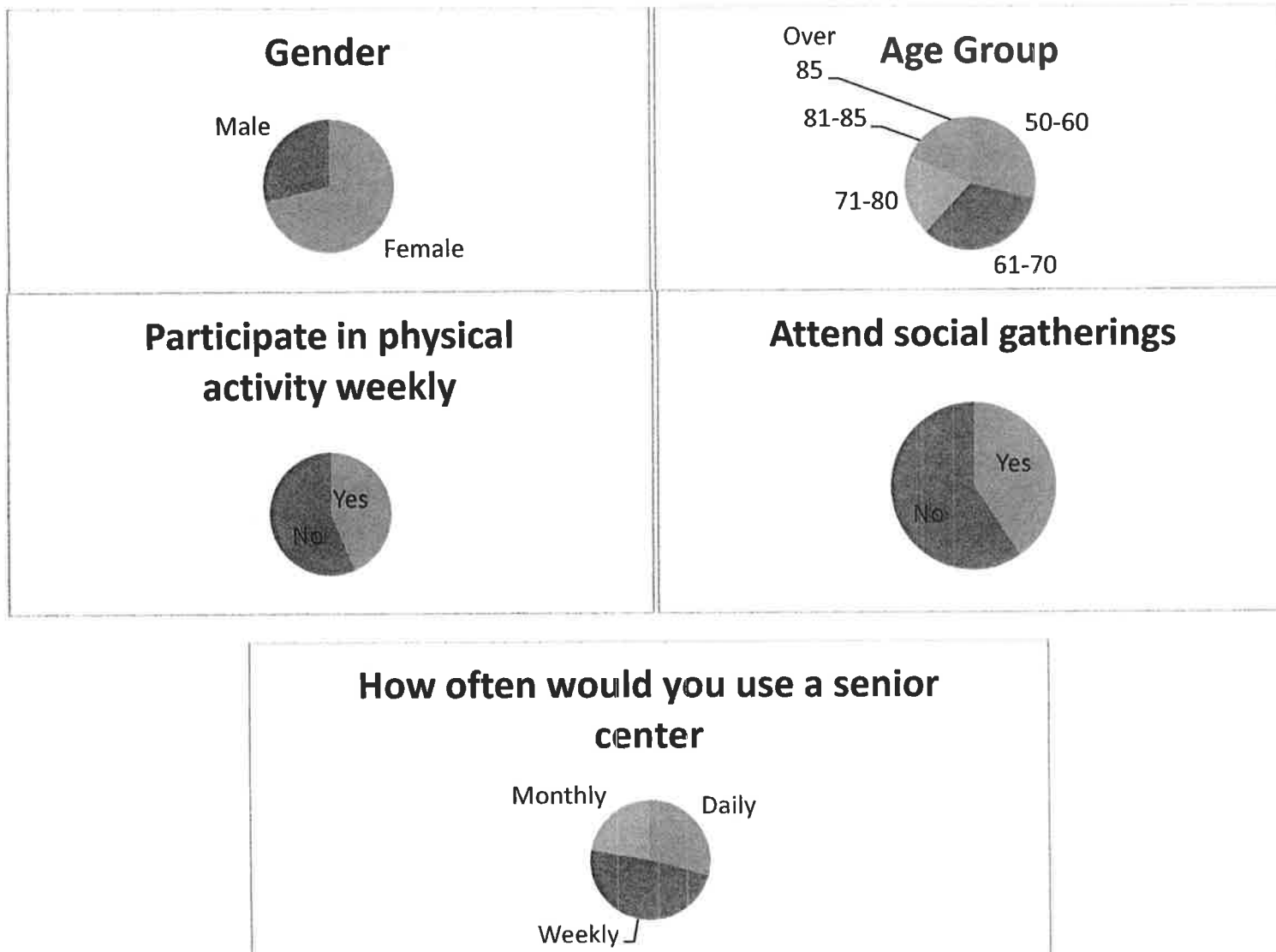
Dr. Denise Shultz and Shell Elementary Students

Who we are: In 2003 the first board consisted of DeLoris Roberts as chair, Shirley Stepp as vice chair, Ina K Morgan as secretary, Jeff McMeekin, and Vivian Wagner. From 2008 to 2011 the board was comprised of DeLoris Roberts as chair, Shirley Stepp as vice chair, Jeff McMeeking as treasurer, Lenard Jones as assistant treasurer, Cheryle Jones as secretary and Rosa Harris as assistant secretary. The current 2012 board of HLEC consists of DeLoris Roberts as Chair, Shirley Stepp as vice chair and treasurer, Vivian Wager, Minister Beatrice Sheppard and Marie McCloud. Staff volunteers are Vice Mayor Tommy Howard, Bessie Alexander, Lenard and Cheryle Jones, Carol Jenkins, Larry Tillbury, Lois Snowden, Susan Vogel, Nadine Brown and Bill T'weitmann.



Larry Baxter, Bureau Chief of Elder Affairs

Hawthorne's need: 23.1% of Hawthorne's population is 62 and older, and almost half is 50 and older. These rates are higher than most in Alachua County, and almost double the county's average of 13.6% 62 and older, and higher than the state average of 20.9% 62 and older (all statistics from 2010 Census). Hawthorne has a higher than average amount of seniors and considering almost half the population will soon be considered seniors it is vital for an organization such as HLEC to thrive! In 2009 HLEC partnered with Communities for a Lifetime and did a survey in Hawthorne with 89 responses. Some of the survey data is attached. The programs that most respondents desired were computer education, exercise and fitness, health screenings, arts and crafts, and day trips. 78 % of respondents shared they would use a senior center at least weekly with the remaining respondents' interested in using it monthly.



What is being done currently: HLEC as mentioned before has been meeting monthly for 4 years in rented buildings as they do not yet have their own. They often have guest speaker's covering topics the group is interested in, health and wellness most often. It is often a social time where they have lunch and play games as well. Every so often they will take day trips and visit other groups, buildings and activities in the surrounding area. HLEC has also partnered with the City of Hawthorne and the Hawthorne branch library to provide two different six week computer class that have been successfully running for almost two years. Since 2010 HLEC has been having annual benefit luncheons, having performances and presentations from other groups in the community and surrounding communities, as well as organizations such as Elder Affairs. They also celebrate their achievements and provide awards to those who have impacted the community and HLEC.

Our plan: HLEC continues to strive and search for a community/senior center that can be their own, and have been working closely with the City of Hawthorne to accomplish such. HLEC will continue to provide all the activities it currently does and will be starting a reading mentoring and tutoring program in the Hawthorne Middle High School. HLEC is always look for new and innovative programs to provide to help the area residents.



Library Liaison
Cheryl Jones



Larry Tilbury

Partnerships: One of HLEC's first partnerships and still continuing is with Communities for a Lifetime, which is a state wide initiative, which began in 1999 to assist Florida cities, towns and counties in planning and implementing improvements that benefit residents, both youth and elder. The Communities for a Lifetime Bureau is comprised of the following areas: housing, transportation, employment, health and wellness, volunteerism and intergenerational programs. Other partnerships are with the Hawthorne Library and Library Manager Memree Stuart, the City of Hawthorne Manager Ellen Vause and Parks and Recreation Director Sam Wynkoop, Marie's Alterations, Marie McCloud, Youth Training Program (YTP) and Principal Vieta Carter and the Hawthorne Middle High School.

Sponsors: Much of what HLEC does would not be possible without the help of local sponsors. Past sponsors are: Janine Rogers Harris, Cindy Roberts, Sheriff Sadie Darnell, Vivian Wagner, Principal Veda Carter, Pinkney Smith Funeral Home, Charles Gosten, Bonnie Burgess, Manning Interior (Tampa, FL), Hawthorne Florist, Hawthorne Hitchcock, Hawthorne Subway, R&B Music, Susan Vogel, Clovis Watson Jr., Alachua Police Chief Joel Decowrsey, Hawthorne Library, City of Hawthorne, Attorney Samuel Mutch, Hawthorne, American Legion, Maries Alterations, Alachua Recreation Director Hal Brady, Hawthorne Sewing Circle, Hawthorne Self-Storage. All of these sponsors have helped lead to the success of HLEC.



Ray Dainels



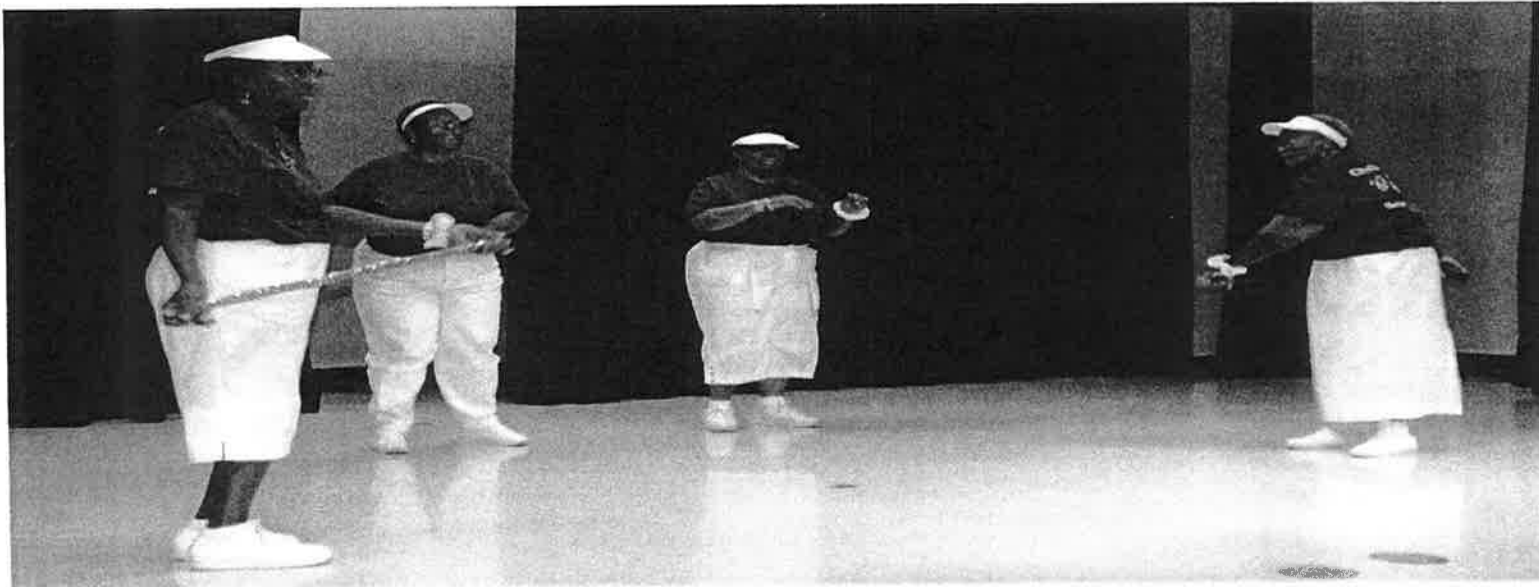
Guest Speaker Father Les & Addy Singleton



Janis Brown-Stallings & DeLoris Roberts



Field Trip to Alachua Senior Center (from the left Bessie Alexander and Carolyn Jenkins)



Alachua's Cha Cha Dancers at the Annual Luncheon

Hawthorne kicks off program for seniors

By ALEX AUSTIN
Today Reporter

HAWTHORNE — The new senior center building may not be ready just yet, but that didn't stop Hawthorne City Commissioner DeLoris Roberts from kicking off the senior activities program.



ALEX AUSTIN/Alachua County Today

Hawthorne Commissioner DeLoris Roberts greets about 30 senior citizens at the senior activities kick-off. Computer, crochet and exercise classes start in early April.

"We're kicking it off because we need some action going," Roberts said.

Roberts has been working to bring senior activities to Hawthorne since 2003. She was hoping to get the senior center open by the end of 2009, but delays with the engineering report have held up the process. Thanks to help from Memree Stuart, Hawthorne Branch Library manager, the activities will have a home at the library until the senior center is ready to open.

About 30 seniors attended the kick-off event, held on March 23, and 18 signed up for activities. Roberts said she was surprised and encouraged by the number of people who showed up; and she expects the program to grow.

Stuart would also like to see the program expand.

"One of these days, we'll have a list of names so long ... we'll just be able to storm City Hall and say, 'Hawthorne needs this. Look how many of us there are.'"

So far, there are three activities scheduled.

Computer classes are scheduled for 3 p.m. to 5 p.m. on April 5, 12 and 18, and on May 3, 10 and 17. Crochet classes are scheduled for 3 p.m. to 4 p.m. followed by exercise classes from 4:30 p.m. to 6 p.m. on April 14, 21 and 28, and on May 5, 12, 19 and 26.

Larry Baxter, the bureau chief of Elder Rights, spoke to the seniors about what Hawthorne can do to improve senior life

in the city.

He stressed the importance of inter-generational programs that bring the community closer together. Baxter also encouraged seniors to stay socially, physically and intellectually active.

Roberts said she welcomes volunteers, participants and is open to new ideas for activities.

#

E-mail aaustin@alachuatoday.com

Hawthorne senior center opening delayed

12/17/09

By ALEX AUSTIN
Today Reporter

HAWTHORNE - The long-awaited opening of the senior center in Hawthorne will have to wait a little longer.

Commissioner DeLoris Roberts said Tuesday the city must first have an engineer report on the building and then hold a bid for contractors.

Once those two steps are completed, the renovations can be made and the center

will open.

Roberts has been working to bring a senior center to Hawthorne since 2003. She has teamed up with Janine Harris, community relations manager for Communities for a Lifetime, a state-wide program to help benefit seniors.

She originally hoped the center would be open by December but now says

SENIOR CENTER:

Continued on page A5

11, 2010

A5

Hawthorne holding contest to name new senior center

By ALEX AUSTIN
Today Reporter

HAWTHORNE

Commissioner DeLoris Roberts announced on March 2 that the city is holding a contest to come up with a name for the new senior center located near the intersection of 65th Avenue and 219th Terrace. The deadline for names is March 12.

Roberts also said there

will be a grand opening celebration March 24 at the library, where the city will hold classes such as crochet, computer literacy and exercise, until the new building is ready to open. The computer classes will be held Mondays at 1 p.m. and the crochet and exercise classes will be at 3 p.m. on Wednesdays.

#

SENIOR CENTER:

Continued from page A1

Computer classes and stretch dancing to start at library in January

she is aiming for the end of January.

In the meantime, Roberts said activities for seniors will start on Jan. 14 at the library. Activities will include computer classes, stretch dancing and a third class yet to be decided.

Roberts plans to start with these three activities and expand later. The city sent out a survey earlier in the year asking seniors

what activities they wanted. She said those answers will be used as the program expands.

Roberts said she doesn't yet know how much the renovation will cost, but the Community Redevelopment Agency has \$20,000 set aside for the project.

#

E-mail aaustin@alachuatoday.com



Mayor Matthew
Surrency



Vice Mayor Tommie
Howard



Commissioner
DeLoris Roberts



Commissioner
William Carlton




Commissioner
Eleanor Randall



Created by Commissioner DeLoris Roberts, Sam Wynkoop and the City of Hawthorne for Hawthorne Life Enrichment Center Inc
December 2012

APPLICATION FOR FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		Pre-application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	2. DATE SUBMITTED January 10, 2014	Applicant Identifier	
			3. DATE RECEIVED BY STATE	State Application Identifier	
			4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier	
5. APPLICANT INFORMATION					
Legal Name: Regional Transit System			Organizational Unit: Department: Public Works		
Organizational DUNS: 010-522159			Division: Regional Transit System		
Address: Street: 100 SE 10th Ave			Name and telephone number of person to be contacted on matters involving this application (give area code) Prefix: Mr. First Name: Jesus		
City: Gainesville			Middle Name M.		
County: Alachua			Last Name Gomez		
State: FL		Zip Code 32601	Suffix:		
Country: USA			Email: gomezjm@ci.gainesville.fl.us		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 59-6000325			Phone Number (give area code) 352-393-7860		Fax Number (give area code) 352-334-2607
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/>			7. TYPE OF APPLICANT: (See back of form for Application Types) N. Other (specify) City Transit System		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 20-513 TITLE (Name of Program): Enhanced Mobility of Seniors and Individuals with Disabilities			9. NAME OF FEDERAL AGENCY: Federal Transit Administration		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Gainesville and Alachua County			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: To purchase a replacement paratransit vehicle to provide transportation for Seniors and Individuals with disabilities in Alachua County and the City of Gainesville, FL. Purchase a Mobile Data Terminal (MDT) to ensure complete service monitoring and maintain the spare ratio		
13. PROPOSED PROJECT Start Date: 10/01/13 Ending Date: 09/30/14			14. CONGRESSIONAL DISTRICTS OF: a. Applicant District 6 b. Project District 6		
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$	53,460.00	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: January 10, 2014		
b. Applicant	\$	13,364.00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372		
c. State	\$.00	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
d. Local	\$.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
e. Other	\$.00	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
f. Program Income	\$.00			
g. TOTAL	\$	66,824.00			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix Mr.	First Name Russ		Middle Name D.		
Last Name Blackburn		Suffix			
b. Title City Manager		c. Telephone Number (give area code) (352) 334-5000 ext 5679			
d. Signature of Authorized Representative 		e. Date Signed 10 January 2014			

CAPITAL REQUEST FORM

VEHICLE REQUEST

GMIS Code (This column for FDOT use ONLY)	R or E (a)	Number requested	Description (b) (c) <u>www.tripsflorida.org</u>	Estimated Cost
11.____	R	1	Body on Chassis Small Cutaway Type 21' with lift 8 amb seat, 2 w/c	\$62,324.00
11.____				
11.____				
11.____				
11.____				
Sub-total				\$62,324.00

EQUIPMENT REQUEST (c)

11.____		1	Mobile Data Terminal	\$4,500.00
11.____				
11.____				
Sub-total				\$4,500.00

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions (due to the higher cost of diesel vehicles the applicant shall be required to pay the difference in cost over that of a gasoline vehicle).

(c) Show mobile radios and identify the type of radio (i.e. two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$ 62,324 + EQUIPMENT SUBTOTALS \$ 4,500 = \$ 66,824 (x).

(x) X 80% = \$ 53,459.20 [Show this amount on Form 424 in block 15(a)]

Exhibit A

Current System Description

1. An overview of the organization including its mission, program goals and objectives: RTS's mission is to enhance the quality of life in our community by providing safe, courteous, equitable, reliable, and energy-efficient transportation services. Our vision is to be the transportation choice for the Gainesville metropolitan area. RTS recognizes, encourages and embraces diversity. We will provide effective and sustainable stewardship of the community's assets and resources and we will provide professional, reliable and courteous service. RTS contracts with the local CTC, MV transportation, to provide reservation (scheduled 24 hours in advance) transportation services, demand response transportation and stretcher service. These services are provided to employment centers, medical facilities, health services, shopping and recreational activities. Medical transportation is critical in Alachua County and its surrounding counties due to a high concentration of specialized medical services offered in the Gainesville area. In addition, there are a variety of funding agencies that purchase transportation from the local CTC. These include Medicaid, Transportation Disadvantaged (TD), ADA, Elder Care, Vocational Rehabilitation and Foster Grandparents. Many of these agencies work very closely with the CTC to ensure that transportation is provided to those who truly need it.

2. Organization structure, type of operation, number of employees, and other pertinent organizational information: The Regional Transit System (RTS) is a division of the City of Gainesville's Public Works Department and currently employs 190 drivers to operate a fleet of 115 Bio-diesel buses and five hybrid buses for a total of 120. RTS provides the City of Gainesville fixed route service Monday through Sunday. RTS contracts with MV Transportation to provide the ADA paratransit service to complement the fixed route as required by federal ADA law. MV Transportation is the Community Transportation Coordinator for Alachua County. MV has a total of 64 employees, 45 drivers, 4 maintenance personnel and 15 administrative personnel. In FY13 MV Transportation provided more than 116,000 trips system-wide, 53,799 of which were disabled. Mobility aided clients still represent a large segment of paratransit riders who use the RTS fixed route system, but mobility aided paratransit trips provided by the CTC have continued to increase going from 15,062 in FY 12 to 16,681 in FY 13, largely due to cuts in Medicaid that have forced more seniors and disabled clients, especially dialysis patients to use ADA-funded transit. With the changes in Medicaid funding being implemented in May of 2014, RTS expects the number of ADA trips to increase again dramatically due to less funding being available to provide Medicaid trips. In an attempt to keep costs down, RTS leases 20 vans to the CTC to provide ADA paratransit transportation. 98% of RTS's paratransit vans have reached or exceeded their useful life. In order to continue to meet federal standards for age of fleet and to provide paratransit service for the elderly and disabled in Gainesville and in Alachua County, RTS needs the 5310 funds to the paratransit vehicle fleet into compliance and to try and keep paratransit costs down. RTS is in the process of building a new administrative building and maintenance facility that will allow us to increase the size of our fixed route fleet to provide for the needed service to the community.

3. Who is responsible for insurance, training and management, and administration of the agencies transportation programs: RTS is a city department and administratively falls under the Public works director and to the Gainesville City Commission. RTS is insured through the City of Gainesville which is self-insured and employs a third party claims adjuster. RTS provides its own driver training and vehicle maintenance, and requires every driver and supervisor maintain a current Commercial Driver's License (CDL). MV Transportation is a private for-profit company and their CEO and board of directors oversee the administration of their company. MV Transportation is self-insured. RTS has oversight to ensure MV Transportation adheres to the provisions set forth in the contract and as the CTC MV is answerable to the Transportation Disadvantaged board and the Local Coordinating Board

and the MTPO. MV Transportation is responsible for training their drivers and provides the maintenance for their own vehicles and the ones provided by RTS and Alachua County. The MTPO staff and FDOT have oversight of MV's maintenance, safety and drug and alcohol programs.

4. Who provides maintenance? RTS provides the necessary maintenance to maintain our fixed route fleet of 120 buses. Our maintenance facility is inadequate by FTA standards to handle that number but RTS is in the process of building a new maintenance facility that will be completed in December of 2014. MV Transportation provides the maintenance for the paratransit fleet of 43 cutaway vans. Once the new RTS administrative and maintenance facilities are completed MV will move into the existing RTS facility so they can provide better security for the paratransit fleet and have access to fueling facilities to help bring down fuel costs.

5. Number of transportation related employees: RTS employs total of 265 employees; 210 operations personnel, 36 maintenance personnel, and 19 administrative employees. MV Transportation is a private, for-profit, self-insured agency that employs 64 personnel of which, 45 are drivers, 6 of which have CDLs although they are not required to, 15 administrative staff and 4 maintenance personnel..

6. Who will drive the vehicle, number of drivers, CDL certifications? MV Transportation employees drive the paratransit vehicles to provide ADA paratransit service for RTS and the demand response transportation for Alachua County. The paratransit vehicles do not require a CDL license, but 6 of MVs drivers have their CDLs. All of RTSs' 210 operations personnel hold a CDL; as it is required to drive a fixed route bus. The RTS driver trainer is certified to training drivers for their CDL certification.

7. A detailed description of service routes and ridership numbers: Ridership continues to remain strong; in FY 13 the fixed routes maintained our strong ridership numbers and almost reached the 11 million passenger mark. RTS operates 33 city routes, 9 campus routes and five Later Gator routes. Later Gator A runs every weekday and the other Later Gator routes run on Thursday, Friday and/or Saturday until 3 a.m. Sunday service runs ten city routes from 10 a.m. to 6 p.m. RTS continues to have one of the highest per capita trip rates in Florida at 66.58 passenger trips. The University of Florida and the City of Gainesville maintain a partnership to include transit services in the University's student fee. . RTS recently partnered with Santa Fe College to provide the same service to the Santa Fe students and are in talks with City College for their students to participate in a student pass program. Currently RTS is providing the service during UF home football games for a \$10 round trip fee in order to provide the needed service to decrease drunken driving and game day traffic congestion. RTS continues to receive requests from UF and the public to provide even more service to the Gainesville community and Alachua County. With mounting economic pressures and city-wide budget cuts, RTS is faced with increased challenges to meet the demand for new and mandated services including ADA complementary paratransit services. Overcrowding on fixed route buses, on-time performance, maintenance and operational constraints, equity issues and funding are just some of the issues continues to face.

All ADA and demand response transportation services are scheduled and dispatched by MV transportation. Hospital discharge services are provided 24 hours a day, seven days a week. Demand response transportation services are provided Monday through Friday from 6 a.m. until 8:30 p.m. and Saturday from 6 a.m. until 6:30 p.m. Paratransit service is provided Monday through Saturday from 6 a.m. until 7 p.m. and Sunday from 10 a.m. to 6 p.m. RTS provides the paratransit service for routes running after 9PM and in the late night area until 3 am. Fifty percent of the CTC's trips are subscribed system-wide. The transportation services provided by MV transportation are coordinated with 100% of the existing human service and medical facilities in Alachua County. These services often provide an alternative mode, and in most cases, the only opportunity for transportation to seniors and disabled persons who live in the rural area. A large portion of the transportation in Alachua County consists of seniors and disabled residents living in the rural parts of the County requiring service to the urban area either for medical reasons, employment or recreational activities.

Exhibit B

Proposed Project Description

1. The vehicle will be used to continue the existing level of service. The grant will be used to purchase a replacement vehicle will allow the CTC to continue to provide paratransit and demand response service to the seniors and disabled citizens in the City of Gainesville and Alachua County. The vehicle will be used by MV Transportation to provide service in the urban and rural areas. By replacing the vehicle, RTS and MV will be able to continue the level of service which is currently offered while reducing fleet age. RTS also plans to purchase a Mobile Data Terminal (MDT) with this vehicle ensures there will always be a working MDT on our paratransit vehicles.
2. The Section 5310 capital funds are an integral part of maintaining the services described in Exhibit A-1. If awarded, the 5310 money will be used to replace one of the 20 vehicles currently provided by the City of Gainesville RTS to the contracted local transportation coordinator, MV Transportation, to enhance the mobility of our senior citizens and the disabled in the City of Gainesville and Alachua County. As the Community Transportation Coordinator (CTC), MV Transportation has been designated to provide all the paratransit and demand response transportation in Alachua County.
3. As one of a fleet of several vehicles that have exceeded both the age and mileage at which FDOT recommends paratransit vehicles be replaced, a replacement vehicle would reduce fleet age and enable RTS and MV Transportation to continue to offer reliable service to its existing service area. While the rest of the vehicles the city has provided to MV are relatively new, the majority of the vehicles that MV owns are 2003 models and are past both the mileage and age recommended for replacement. The Alachua County MTPO voted in 2008 to divert FY09 STP funds earmarked to buy paratransit vans in order to fund roadwork projects. This will continue to affect Gainesville's ability to replace the vehicles now and in the future, starting with the 6 (six) vehicles that under the Useful Life Standard reached the end of their cycle in 2012, with no replacements forecasted.
4. The grant will be used to purchase a new van and MDT to allow the CTC to maintain the current level of service for those who utilize demand response services. This van will replace existing equipment that has extended beyond its recommended cycle of service. As stewards for the transportation needs of the Gainesville and Alachua County citizens it is our responsibility to forecast the requirements for the provision of the service and keep vehicles current per the FDOT Useful Life Standard. RTS and MV collaborated to purchase Mobile Data Terminals for the entire fleet. This has improved efficiency and continues to provide real time reporting data.
5. The 2007 21' Champion Cutaway van (vehicle #3211) that would be replaced has accrued more than 250,000 miles and has reached the mileage at which FDOT Useful Life Standard recommends that paratransit vehicles be replaced. RTS would also purchase an MDT to ensure the spare ratio for the vehicles remains solid; to ensure all paratransit and demand

response vehicles have connectivity with base and the dispatcher. The van is needed to continue to provide the existing level of service.

6. MV Transportation is responsible for the vehicle maintenance. The RTS maintenance manager works closely with the MV maintenance manager to ensure the vehicle PMIs are performed at the required intervals. The maintenance program has been very effective and through outstanding care and diligence on the part of the MV maintenance team has allowed the vehicles to remain on the road and in service past their useful life. Every effort has been made to ensure schedule maintenance has been performed as required with minimal disruption to service. While the MV maintenance team has worked wonders with the vehicles to ensure they stay in service as long as possible, there is only so much that can be done and some of the vehicles especially the 2007 vehicles are reaching the point where breakdowns are occurring more frequently and are rapidly becoming uncost effective to maintain.
7. This vehicle will be used by MV Transportation who has been designated by the State of Florida as the CTC. As the primary operator MV does not have subcontracts with other lessees or operators. As the primary operator they have all of the vehicles retained by RTS to provide service. RTS provides after hours ADA service, by request, using supervisor vehicles.
 - 7a. Is not applicable as MV Transportation is the only operator.
8. RTS is part of the City of Gainesville under the Public Works department and is a local government agency. Since Gainesville has a fixed route system, RTS is required to provide ADA Paratransit service to the disabled within the ADA service area. ADA clients living off the fixed route have the choice of using either the fixed route or paratransit. Alachua County citizens living outside the ADA service area can apply for TD or Medicaid transportation. The intent is that RTS will receive the 5310 Grant funds to purchase a paratransit van to continue to provide service to the senior citizens and disabled residing in Gainesville and Alachua County. MV transportation clientele are primarily minorities, economically disadvantaged, and the disabled. RTS is a city owned entity and is not minority owned and MV Transportation is a private for profit company.



#31

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #31 -
Gainesville Regional Transit System, Section 5310 Operating Assistance Grant Application for
Fiscal Year 2014 - Alachua County and City of Gainesville, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Jesus Gomez, Gainesville Regional Transit System

v:\chouse\letters\fdot\howard.ltr140213.31.docx

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED January 10, 2014	Applicant Identifier
		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5. APPLICANT INFORMATION																						
Legal Name: Regional Transit System Organizational DUNS: 010-522159 Address: Street: 100 SE 10th Ave City: Gainesville County: Alachua State: FL Zip Code: 32601 Country: USA	Organizational Unit: Department: Public Works Division: Regional Transit System Name and telephone number of person to be contacted on matters involving this application (give area code) Prefix: Mr. First Name: Jesus Middle Name: M. Last Name: Gomez Suffix: Email: gomezjm@ci.gainesville.fl.us Phone Number (give area code): 352-393-7860 Fax Number (give area code): 352-334-2607																					
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 59-6000325	7. TYPE OF APPLICANT: (See back of form for Application Types) N. Other (specify): City Transit System																					
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify):	9. NAME OF FEDERAL AGENCY: Federal Transit Administration																					
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 20-513 TITLE (Name of Program): Enhanced Mobility of Seniors and Individuals with Disabilities	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: To purchase ADA paratransit trips for seniors and the disabled residents in the rural areas surrounding the City of Gainesville, FL. These trips will provide access to the urban areas for some of Alachua counties neediest residents.																					
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Gainesville and Alachua County	14. CONGRESSIONAL DISTRICTS OF: a. Applicant District 6 b. Project District 6																					
13. PROPOSED PROJECT Start Date: 10/01/13 Ending Date: 09/30/14	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: January 10, 2014 b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW																					
15. ESTIMATED FUNDING: <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>a. Federal</td> <td>\$</td> <td>25,000</td> </tr> <tr> <td>b. Applicant</td> <td>\$</td> <td>25,000</td> </tr> <tr> <td>c. State</td> <td>\$</td> <td></td> </tr> <tr> <td>d. Local</td> <td>\$</td> <td></td> </tr> <tr> <td>e. Other</td> <td>\$</td> <td></td> </tr> <tr> <td>f. Program Income</td> <td>\$</td> <td></td> </tr> <tr> <td>g. TOTAL</td> <td>\$</td> <td>50,000</td> </tr> </table>	a. Federal	\$	25,000	b. Applicant	\$	25,000	c. State	\$		d. Local	\$		e. Other	\$		f. Program Income	\$		g. TOTAL	\$	50,000	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No
a. Federal	\$	25,000																				
b. Applicant	\$	25,000																				
c. State	\$																					
d. Local	\$																					
e. Other	\$																					
f. Program Income	\$																					
g. TOTAL	\$	50,000																				
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.																						
a. Authorized Representative Prefix: Mr. First Name: Russ Last Name: Blackburn Title: City Manager Signature of Authorized Representative: 																						
Middle Name: D. Suffix: c. Telephone Number (give area code): (352) 334-5000 ext 5679 e. Date Signed: 10 January 2014																						

EXHIBIT A-1 -- FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of total one-way trips served by the agency PER YEAR (for all purposes)*	10,989,796 ⁽¹⁾	11,100,000
2. Number of one-way trips provided to elderly and persons with disabilities (including New Freedom Trips) PER YEAR*	723,998⁽¹⁾	750,000
3. Number of individual Elderly and Disabled and New Freedom unduplicated riders (first ride per rider per fiscal year) PER YEAR	6,054 ⁽¹⁾	6,250
4. Number of vehicles used to provide Elderly and Disabled and New Freedom service ACTUAL	163	163
5. Number of vehicles used to provide Elderly and Disabled and New Freedom service eligible for replacement ACTUAL	20 Paratransit Vans	20 Paratransit Vans
6. Vehicle miles traveled to provide Elderly and Disabled and New Freedom service PER YEAR	3,653,549.11⁽¹⁾	3,750,000.00
7. Normal number of days that vehicles are in operation to provide Elderly and Disabled and New Freedom service PER WEEK	7	7
8. Posted hours of normal operation to provide Elderly and Disabled and New Freedom service PER WEEK	M – F: 6 AM to 3 AM : 21 Hrs Saturday: 7AM to 7PM : 12 Hrs Sunday: 10 AM to 6 PM: 8 Hrs Total (WEEK): 125 Hrs	M – F: 6 AM to 3 AM : 21 Hrs Saturday: 7AM to 7PM : 12 Hrs Sunday: 10 AM to 6 PM: 8 Hrs Total (WEEK): 125 Hrs

* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

(1) Actual Numbers provided in "Current Column". Numbers reflect RTS ADA fixed route ridership as well as paratransit ridership.

Exhibit A

Current System Description

1. An overview of the organization including its mission, program goals and objectives: RTS's mission is to enhance the quality of life in our community by providing safe, courteous, equitable, reliable, and energy-efficient transportation services. Our vision is to be the transportation choice for the Gainesville metropolitan area. RTS recognizes, encourages and embraces diversity. We will provide effective and sustainable stewardship of the community's assets and resources and we will provide professional, reliable and courteous service. RTS contracts with the local CTC, MV transportation, to provide reservation (scheduled 24 hours in advance) transportation services, demand response transportation and stretcher service. These services are provided to employment centers, medical facilities, health services, shopping and recreational activities. Medical transportation is critical in Alachua County and its surrounding counties due to a high concentration of specialized medical services offered in the Gainesville area. In addition, there are a variety of funding agencies that purchase transportation from the local CTC. These include Medicaid, Transportation Disadvantaged (TD), ADA, Elder Care, Vocational Rehabilitation and Foster Grandparents. Many of these agencies work very closely with the CTC to ensure that transportation is provided to those who truly need it.
2. Organization structure, type of operation, number of employees, and other pertinent organizational information: The Regional Transit System (RTS) is a division of the City of Gainesville's Public Works Department and currently employs 190 drivers to operate a fleet of 115 Bio-diesel buses and five hybrid buses for a total of 120. RTS provides the City of Gainesville fixed route service Monday through Sunday. RTS contracts with MV Transportation to provide the ADA paratransit service to complement the fixed route as required by federal ADA law. MV Transportation is the Community Transportation Coordinator for Alachua County. MV has a total of 64 employees, 45 drivers, 4 maintenance personnel and 15 administrative personnel. In FY13 MV Transportation provided more than 116,000 trips system-wide, 53,799 of which were disabled. Mobility aided clients still represent a large segment of paratransit riders who use the RTS fixed route system, but mobility aided paratransit trips provided by the CTC have continued to increase going from 15,062 in FY 12 to 16,681 in FY 13, largely due to cuts in Medicaid that have forced more seniors and disabled clients, especially dialysis patients to use ADA-funded transit. With the changes in Medicaid funding being implemented in May of 2014, RTS expects the number of ADA trips to increase again dramatically due to less funding being available to provide Medicaid trips. In an attempt to keep costs down, RTS leases 20 vans to the CTC to provide ADA paratransit transportation. 98% of RTS's paratransit vans have reached or exceeded their useful life. In order to continue to meet federal standards for age of fleet and to provide paratransit service for the elderly and disabled in Gainesville and in Alachua County, RTS needs the 5310 funds to the paratransit vehicle fleet into compliance and to try and keep paratransit costs down. RTS is in the process of building a new administrative building and maintenance facility that will allow us to increase the size of our fixed route fleet to provide for the needed service to the community.
3. Who is responsible for insurance, training and management, and administration of the agencies transportation programs: RTS is a city department and administratively falls under the Public works director and to the Gainesville City Commission. RTS is insured through the City of Gainesville which is self-insured and employs a third party claims adjuster. RTS provides its own driver training and vehicle maintenance, and requires every driver and supervisor maintain a current Commercial Driver's License (CDL). MV Transportation is a private for-profit company and their CEO and board of directors oversee the administration of their company. MV Transportation is self-insured. RTS has oversight to ensure MV Transportation adheres to the provisions set forth in the contract and as the CTC MV is answerable to the Transportation Disadvantaged board and the Local Coordinating Board

and the MTPO. MV Transportation is responsible for training their drivers and provides the maintenance for their own vehicles and the ones provided by RTS and Alachua County. The MTPO staff and FDOT have oversight of MV's maintenance, safety and drug and alcohol programs.

4. Who provides maintenance? RTS provides the necessary maintenance to maintain our fixed route fleet of 120 buses. Our maintenance facility is inadequate by FTA standards to handle that number but RTS is in the process of building a new maintenance facility that will be completed in December of 2014. MV Transportation provides the maintenance for the paratransit fleet of 43 cutaway vans. Once the new RTS administrative and maintenance facilities are completed MV will move into the existing RTS facility so they can provide better security for the paratransit fleet and have access to fueling facilities to help bring down fuel costs.

5. Number of transportation related employees: RTS employs total of 265 employees; 210 operations personnel, 36 maintenance personnel, and 19 administrative employees. MV Transportation is a private, for-profit, self-insured agency that employs 64 personnel of which, 45 are drivers, 6 of which have CDLs although they are not required to, 15 administrative staff and 4 maintenance personnel..

6. Who will drive the vehicle, number of drivers, CDL certifications? MV Transportation employees drive the paratransit vehicles to provide ADA paratransit service for RTS and the demand response transportation for Alachua County. The paratransit vehicles do not require a CDL license, but 6 of MVs drivers have their CDLs. All of RTSs' 210 operations personnel hold a CDL; as it is required to drive a fixed route bus. The RTS driver trainer is certified to training drivers for their CDL certification.

7. A detailed description of service routes and ridership numbers: Ridership continues to remain strong; in FY 13 the fixed routes maintained our strong ridership numbers and almost reached the 11 million passenger mark. RTS operates 33 city routes, 9 campus routes and five Later Gator routes. Later Gator A runs every weekday and the other Later Gator routes run on Thursday, Friday and/or Saturday until 3 a.m. Sunday service runs ten city routes from 10 a.m. to 6 p.m. RTS continues to have one of the highest per capita trip rates in Florida at 66.58 passenger trips. The University of Florida and the City of Gainesville maintain a partnership to include transit services in the University's student fee. . RTS recently partnered with Santa Fe College to provide the same service to the Santa Fe students and are in talks with City College for their students to participate in a student pass program. Currently RTS is providing the service during UF home football games for a \$10 round trip fee in order to provide the needed service to decrease drunken driving and game day traffic congestion. RTS continues to receive requests from UF and the public to provide even more service to the Gainesville community and Alachua County. With mounting economic pressures and city-wide budget cuts, RTS is faced with increased challenges to meet the demand for new and mandated services including ADA complementary paratransit services. Overcrowding on fixed route buses, on-time performance, maintenance and operational constraints, equity issues and funding are just some of the issues continues to face.

All ADA and demand response transportation services are scheduled and dispatched by MV transportation. Hospital discharge services are provided 24 hours a day, seven days a week. Demand response transportation services are provided Monday through Friday from 6 a.m. until 8:30 p.m. and Saturday from 6 a.m. until 6:30 p.m. Paratransit service is provided Monday through Saturday from 6 a.m. until 7 p.m. and Sunday from 10 a.m. to 6 p.m. RTS provides the paratransit service for routes running after 9PM and in the late night area until 3 am. Fifty percent of the CTC's trips are subscribed system-wide. The transportation services provided by MV transportation are coordinated with 100% of the existing human service and medical facilities in Alachua County. These services often provide an alternative mode, and in most cases, the only opportunity for transportation to seniors and disabled persons who live in the rural area. A large portion of the transportation in Alachua County consists of seniors and disabled residents living in the rural parts of the County requiring service to the urban area either for medical reasons, employment or recreational activities.

Exhibit B

Proposed Project Description

1. If awarded, the 5310 money will be used to enhance the existing level of service because the grant criteria expands the types the eligibility available to residents. RTS will purchase transportation for senior citizens, the disabled and disadvantaged individuals who reside in Gainesville and Alachua County and are in need of transportation. This grant allowed the City of Gainesville to expand the ADA service area in FY2010 under the USC 5317 grant. Under USC 5310 the population served will be expanded because of the change in the service area and the eligible population. Currently Transportation Disadvantaged (TD) and county funds purchase this transportation. Both TD and county funds are finite. The demand for trips funded by TD funds is large and growing, due to the change in Medicaid funding. The Community Transportation Coordinator (CTC) has had to prioritize trips, mainly providing only medical trips. This grant will continue to allow the city to purchase transportation for current riders and to include citizens from areas surrounding Gainesville thus stretching the existing funding received by the CTC from the county and the Transportation Disadvantaged trust fund. This will maintain the expanded service area and continue to maintain a better quality of life for the many people that otherwise would not have access to medical care, shopping and entertainment.
2. The 5317 funds were an integral part of providing transportation service to the disabled and disadvantaged populations in unincorporated Gainesville. RTS hopes to continue to serve this population and the elderly with the 5310 grant. RTS contracts with the local community transportation coordinator (CTC), MV Transportation, to provide paratransit and demand response service to those who reside in Gainesville and in the rural areas around Gainesville. As the CTC, MV Transportation has been designated to provide all the paratransit and demand response transportation in Alachua County. The 5310 grant will allow for the reinstatement of the service RTS had to discontinue when 5317 funds were expended. These funds will provide trips to current users living in rural Gainesville and Alachua County and to extend service on Sunday to clients living outside the city limits. The changes to Medicaid under the Affordable Care Act will disenfranchise even more clients. RTS already has to fund a majority of the dialysis patient's trips in Gainesville because they no longer qualify for Medicaid trips. Dialysis and Chemotherapy patients still need to get to their medical appointments, so now the trips are paid for by ADA and/or Transportation Disadvantaged (TD). TD funds are able to purchase roughly 55 trips per day, 44 of which are taken to provide trips for dialysis clients. This severely restricts other clients, living in rural Gainesville and Alachua County, access to transportation. RTS can help to alleviate or lessen these limitations by providing trips to the seniors and clients that live outside the ADA service area and would otherwise only have access to transportation using TD funds. The TD trust fund

provides a limited amount of trips and those riders mostly come in from the outlying small cities. The 5310 grant will allow the CTC the flexibility to provide the needed trips to rural, or clients living in the urban area surrounding Gainesville, that otherwise would be deemed as a TD client.

3. RTS is applying for operating funds. But the need for those operating funds is critical to maintaining the balance in the demand response and paratransit system. The grant will be used to purchase more trips to allow the CTC to increase the current level of service for those who utilize demand response services. As stewards for the transportation needs of the Gainesville and Alachua County citizens it is our responsibility to forecast the requirements for the provision of the service and look for ways to fund the service; especially when the need increases but the funding availability is dwindling and limited by restrictions on what trips can be provided. This will provide money for work trips and trips which are work related.
4. N/A
5. N/A
6. N/A
7. N/A
8. RTS is part of the City of Gainesville under Public Works. Since Gainesville has a fixed route system, RTS is required to provide ADA Paratransit service to the disabled within the ADA service area. ADA clients living off the fixed route have the choice of using either the fixed route or paratransit. Alachua County citizen's living outside the ADA service area can apply for TD or Medicaid transportation. The intent is, RTS will receive the 5310 Grant funds and thus enable us to extend the service area to the rural areas outside the ADA service area to provide needed trips into the urban area. MV transportation clientele are primarily minorities, economically disadvantaged, and the disabled. RTS is a city owned entity and is not minority owned and MV Transportation is a private for profit company.



2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

February 19, 2014

Ms. Doreen Joyner-Howard, District Modal Development Manager
Florida Department of Transportation - District 2
2198 Edison Avenue, MS 2806
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #32 -
Gainesville Regional Transit System, Section 5311 Nonurbanized Area Operating Assistance
Grant Application for Fiscal Year 2014 - Alachua County and City of Gainesville, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the applicable County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP
Executive Director

xc: Lauren Milligan, Florida Department of Environmental Protection
Jesus Gomez, Gainesville Regional Transit Service

v:\chouse\letters\fdot\howard.ltr140213.32.docx

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

2. DATE SUBMITTED January 10, 2014	Applicant Identifier
3. DATE RECEIVED BY STATE	State Application Identifier
4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

1. TYPE OF SUBMISSION: Application	Pre-application
<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
<input checked="" type="checkbox"/> Non-Construction	<input type="checkbox"/> Non-Construction

5. APPLICANT INFORMATION

Legal Name: Regional Transit System	Organizational Unit: Department: Public Works
Organizational DUNS: 010-522159	Division: Regional Transit System
Address: Street: 100 SE 10th Ave	Name and telephone number of person to be contacted on matters involving this application (give area code) Prefix: Mr. First Name: Jesus
City: Gainesville	Middle Name M.
County: Alachua	Last Name Gomez
State: FL	Suffix:
Zip Code 32601	Email: gomezjm@ci.gainesville.fl.us
Country: USA	Phone Number (give area code) 352-393-7852
	Fax Number (give area code) 352-334-2607

6. EMPLOYER IDENTIFICATION NUMBER (EIN):

59-6000325

8. TYPE OF APPLICATION:

☒ New ☐ Continuation ☐ Revision

If Revision, enter appropriate letter(s) in box(es)
(See back of form for description of letters.)

Other (specify)

7. TYPE OF APPLICANT: (See back of form for Application Types)

N.
Other (specify)
City Transit System

9. NAME OF FEDERAL AGENCY:

Federal Transit Administration

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:

20-509

TITLE (Name of Program):
Operating, Capital, Job Access, and Reverse Commute Assistance

12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):

City of Gainesville and Alachua County

13. PROPOSED PROJECT

Start Date:
10/01/13

Ending Date:
09/30/14

15. ESTIMATED FUNDING:

a. Federal	\$	321,398
b. Applicant	\$	241,255
c. State	\$	
d. Local	\$	
e. Other	\$	
f. Program Income	\$	80,143
g. TOTAL	\$	642,796

11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:

To maintain the fixed route between the Oaks Mall and Santa Fe College in the unincorporated area of Gainesville. This route provides 45,000 additional trips and runs Monday thru Friday during peak hours starting at 7 AM to 10 PM. FY13 RTS purchased over 3200 trips in the rural area. Plan to provide demand response trips in the rural area in FY14

14. CONGRESSIONAL DISTRICTS OF:

a. Applicant
District 6

b. Project
District 6

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

a. Yes. ☒ THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON
DATE: January 10, 2014

b. No. ☐ PROGRAM IS NOT COVERED BY E. O. 12372
☐ OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?

☐ Yes If "Yes" attach an explanation. ☒ No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. Authorized Representative

Prefix Mr.	First Name Russell	Middle Name D.
Last Name Blackburn	Suffix	
b. Title City Manager	c. Telephone Number (give area code) (352) 334-5000 ext 5679	
d. Signature of Authorized Representative	e. Date Signed 10 January 2014	

PART B**APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-1
TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE
EXPENSES**Name of Applicant: Regional Transit SystemState Fiscal period requesting funding for, from 1 October 13 to 30 September 14

EXPENSE CATEGORY	TOTAL EXPENSE	FTA ELIGIBLE EXPENSE
Labor (501)	\$ 290,331.00	\$ 290,331.00
Fringe and Benefits (502)	\$ 97,167.00	\$ 97,167.00
Services (503)	\$ 170,500.00	\$ 170,500.00
Materials and Supplies (504)	\$ 5,079.00	\$ 5,079.00
Vehicle Maintenance (504.01)	\$ 58,066.00	\$ 58,066.00
Utilities (505)	\$ 7,979.00	\$ 7,979.00
Insurance (506)	\$ 47,876.00	\$ 47,876.00
Licenses and Taxes (507)	-	-
Purchased Transit Service (508)	\$ 44,270.00	\$ 44,270.00
Miscellaneous (509)	\$ 218.00	\$ 218.00
Leases and Rentals (512)	\$ 1,452.00	\$ 1,452.00
Depreciation (513)	-	-
TOTAL	\$ 722,938.00	\$ 722,938.00 (a)

SECTION 5311 GRANT REQUESTTotal FTA Eligible Expenses (from Form B-1, above)\$ 722,938.00 (a)Rural Passenger Fares (from Form B-2) \$ 80,143.00 (b)Operating Deficit \$ 642,795.00 (c)
[FTA Eligible-Expenses (a) minus Rural Passenger Fares (b)]Section 5311 Request \$ 321,397.5 (d)
(No more than 50% of Operating Deficit)Grand Total Revenues (from Form B-2) \$ 80,143.00 (e)**Note: If Grand Total Revenues (e) exceeds FTA Eligible Expenses (a), reduce the Section 5311 Request (d) by that amount.**

All Applicants

EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips. PER YEAR	179,021 (1)	180,100
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR	1,379,585 (1)	1,450,000
3. Number of vehicles used for this service. ACTUAL	45	45
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	440/45 =9.7	440/45 =9.7
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	90/45 =2	90/45 =2
6. Vehicle Miles traveled. PER YEAR	495,851.92 (1)	496,500.00
7. Average vehicle miles PER DAY	1,396.75 (1)	26,000.00
8. Normal vehicle hours in operation. PER DAY	15	21
9. Normal number of days in operation. PER WEEK	6	6
10. Trip length (roundtrip). AVERAGE	8.4 miles	8.4 miles

Estimates are acceptable.

* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip.

(1) Actual numbers

