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October 8, 2013

TO: Union County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: Meeting Announcement

The Union County Transportation Disadvantaged Coordinating Board will meet **Tuesday, October 15, 2013 at 1:15 p.m.** in the County Commissioners' Meeting Room in the Union County Courthouse. All Board members are encouraged to attend this meeting.

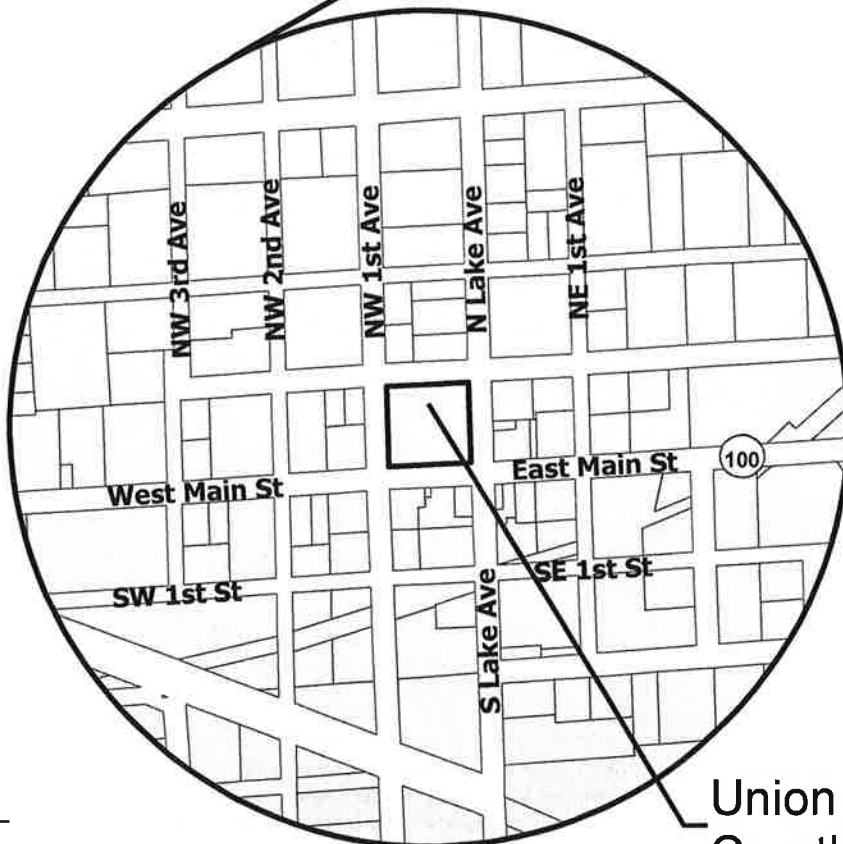
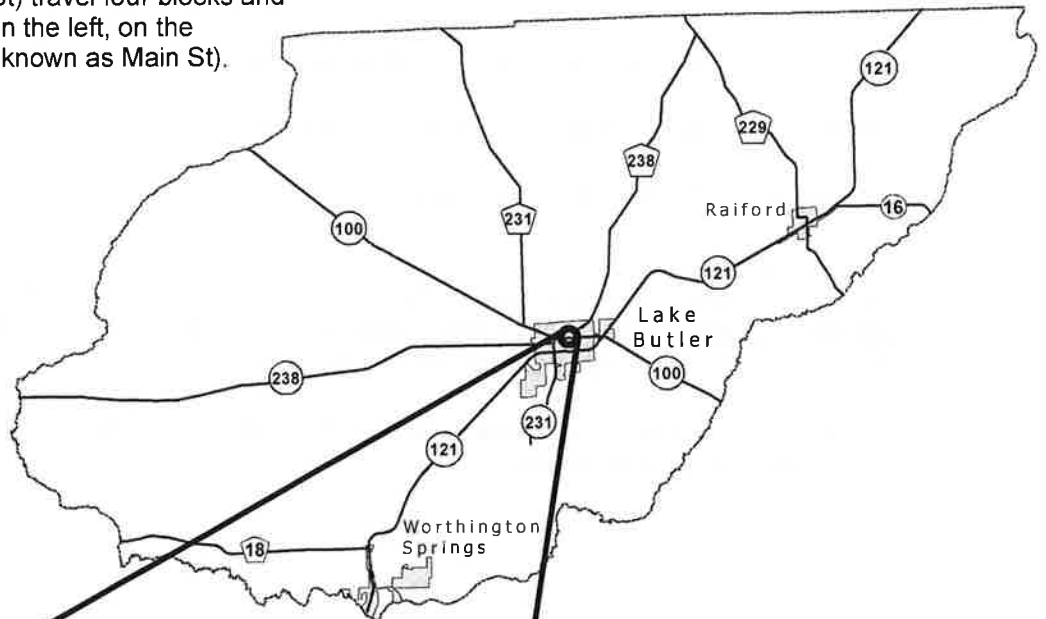
Attached is the meeting agenda and supporting materials. If you have any questions, please do not hesitate to contact me at extension 110.

Attachments

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Union County Courthouse 55 West Main Street Lake Butler, Florida 32054

Directions: From the intersection of State Road 100 (also known as Main St) and State Road 238 (also known as 6th Ave) in the City of Lake Butler, head East onto State Road 100 (also known as Main St) travel four blocks and the Union County Courthouse will be on the left, on the Northern side of State Road 100 (also known as Main St).



1 inch = 500 feet

Union County
Courthouse





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**UNION COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING ANNOUNCEMENT AND AGENDA

**County Commissioners' Meeting Room
Union County Courthouse
Lake Butler, Florida**

**Tuesday
October 15, 2013
1:15 p.m.**

I. BUSINESS MEETING – CALL TO ORDER

A. Introductions

B. Approval of the Meeting Agenda

ACTION REQUIRED

**C. Approval of the July 16, 2013 Minutes
Minutes**

ACTION REQUIRED

II. NEW BUSINESS

**A. Community Transportation Coordinator Annual
Performance Evaluation**

ACTION REQUIRED

The Board needs to approve A & A Transport's annual performance evaluation

B. Elect Vice-Chair

ACTION REQUIRED

The Board needs to re-elect Mr. Bill McGill as the Board's Vice-Chair or elect a new Vice-Chair

C. 2012/13 Annual Operations Report

NO ACTION REQUIRED

The Board needs to review the 2012/13 Annual Operations Report

D. Statewide Medicaid Managed Care Program

NO ACTION REQUIRED

Enclosed is information concerning the Statewide Medicaid Managed Care Program

E. Quarterly Operations Reports

NO ACTION REQUIRED

III. OTHER BUSINESS

A. Comments

- 1. Members**
- 2. Citizens**

IV. FUTURE MEETING DATES

- A. Tuesday, January 7, 2014 at 1:15 p.m.**
- B. Tuesday, April 15, 2014 at 1:15 p.m.**
- C. Tuesday, July 15, 2014 at 1:15 p.m.**
- D. Tuesday, October 22, 2014 at 1:15 p.m.**

* Please note that this is a tentative meeting schedule, all dates and times are subject to change.

If you have any questions concerning the attached materials, please do not hesitate to contact me at 1-800-226-0690, extension 110.

**UNION COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEMBER/ORGANIZATION	ALTERNATE
Commissioner Wayne Smith Local Elected Official/Chair	
Sandra Collins Florida Department of Transportation	Janell Damato Florida Department of Transportation
Jaime Sanchez-Bianchi Florida Department of Children and Families	Vacant Florida Department of Children and Families
Rayford Riels Florida Department of Education	Barbara Harrington Florida Department of Education
Cindy Roberts Florida Department of Elder Affairs	Vacant Florida Department of Elder Affairs
Alana McKay Florida Agency for Health Care Administration	Andrew Singer Florida Agency for Health Care Administration
Vacant Regional Workforce Board	Vacant Regional Workforce Board
Matthew Pearson Florida Association for Community Action	Vacant Florida Association for Community Action
Mike Pittman Public Education	Vacant Public Education
Barbara Fischer Veterans	Vacant Veterans
Doyle Archer (Term ending June 30, 2016) Citizen Advocate	Vernon Dukes Citizen Advocate
Vacant Citizen Advocate - User	Vacant Citizen Advocate - User
Bill McGill (Term ending June 30, 2015) Persons with Disabilities	Vacant Persons with Disabilities
Donald Pettit (Term ending June 30, 2014) Elderly	Vacant Elderly
Vacant Medical Community	Vacant Medical Community
Kyle Bonesteel Children at Risk	Vacant Children at Risk
Vacant Private Transit	Vacant Private Transit

Note: Unless specified, members and alternates serve at the pleasure of the North Central Florida Regional Planning Council.

**UNION COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING MINUTES

County Commissioners' Meeting Room
Union County Courthouse
Lake Butler, Florida

Tuesday
July 16, 2013
1:15 p.m.

VOTING MEMBERS PRESENT

Commissioner M. Wayne Smith, Chairman
Sandra Collins, Florida Department of Transportation
Barbara Fischer, Veterans Representative
Bill McGill, Persons with Disabilities Representative
Alana McKay, Florida Agency for Health Care Administration – Medicaid
Donald Pettit, Elderly Representative
Mike Pittman, Public Education Representative
Rayford Riels, Florida Department of Education
Cindy Roberts, Florida Department of Elder Affairs
Jaime Sanchez-Bianchi, Florida Department of Children and Families

VOTING MEMBERS ABSENT

Doyle Archer, Citizen Advocate
Kyle Bonesteel, Early Childhood Services Representative

OTHERS PRESENT

Curtis Allen, A & A Transport

STAFF PRESENT

Lynn Godfrey, North Central Florida Regional Planning Council

I. BUSINESS MEETING CALL TO ORDER

Chairman Smith called the meeting to order at 1:15 p.m.

A. Introductions

Chairman Smith asked everyone to introduce themselves.

B. Approval of the Meeting Agenda

ACTION: Cindy Roberts moved to approve the meeting agenda. Rayford Riels seconded; motion passed unanimously.

C. Approval of the April 16, 2013 Minutes

Ms. Sandra Collins noted that the adjournment time of the public hearing should be before the business meeting was called to order.

Ms. Godfrey apologized for the error.

ACTION: Barbara Fischer moved to approve the April 16, 2013 meeting minutes as corrected. Alana McKay seconded; motion passed unanimously.

II. UNFINISHED BUSINESS

A. Community Transportation Coordinator Selection

Ms. Godfrey stated that the Florida Commission for the Transportation Disadvantaged designated A & A Transport, Inc. the Community Transportation Coordinator for Union County for a five year period beginning July 1, 2013.

III. NEW BUSINESS

A. Memorandum of Agreement

Ms. Godfrey stated that the Memorandum of Agreement is a binding contract between the Florida Commission for the Transportation Disadvantaged and a Community Transportation Coordinator. She explained that the Board is required to approve the Memorandum of Agreement.

The Board reviewed the Memorandum of Agreement between the Florida Commission for the Transportation Disadvantaged and A & A Transport.

ACTION: Sandra Collins moved to approve the Memorandum of Agreement between the Florida Commission for the Transportation Disadvantaged and A & A Transport. Mike Pittman seconded; motion passed unanimously.

B. Bylaws

Ms. Godfrey stated that the Board is required to review and approve the Bylaws annually.

The Board reviewed the Bylaws.

ACTION: Cindy Roberts moved to approve the Board's Bylaws. Mike Pittman seconded; motion passed unanimously.

C. Unmet Needs

Ms. Godfrey stated that the Florida Commission for the Transportation Disadvantaged was questioned by the Governor's Office why the Transportation Disadvantaged Program needed all of the \$7.6 million in new Transportation Disadvantaged Trust Funds that the Florida Commission for the Transportation Disadvantaged requested in its Fiscal Year 2013/14 Legislative budget request. She said the Governor's Office also questioned why some Counties need additional Transportation Disadvantaged Trust Funds if they are meeting all of the transportation needs in their communities as reported by zero unmet trip requests the Annual Operations Reports.

Ms. Godfrey explained that, in order to assist the Florida Commission for the Transportation provide information to the Florida Legislative members so they can make funding decisions, the Board needs to identify unmet transportation needs in Union County. She said a sample unmet transportation needs survey is included in the meeting packet for the Board members to use.

D. Statewide Medicaid Managed Care Program

Ms. Alana McKay discussed the Medicaid Managed Care Program. She explained that the Long Term Care Program will begin in Union County around March 2014. She said a request for proposals has been issued for Managed Medical Assistance Program providers. She said she will have more information about the Managed Medical Assistance Program after the request for proposals black out period is over.

E. Operations Reports

Mr. Curtis Allen, A & A Transport General Manager, distributed the quarterly operations reports.

Chairman Smith asked staff if the Union County Board of County Commissioners is required to pay the local match for the Transportation Disadvantaged Trust Fund grant.

Ms. Godfrey stated that Union County Board of County Commissioners is not responsible for providing the 10 percent local match for the grant funds. She said A & A Transport is responsible for providing the matching funds.

Chairman Smith stated that, since the Transportation Disadvantaged Trust Fund grant increased, the Union County Board of County Commissioners cannot contribute the additional matching funds. He explained that Union County is not charging A & A Transport rent for the new transportation facility. He asked if the use of the transportation facility could take the place of the Transportation Disadvantaged Trust Fund grant matching funds.

Mr. Allen said he will work with the Board of County Commissioners concerning the local matching funds.

Ms. Cindy Roberts said she will research whether Union County is exempt from the local matching fund requirement through the Rural Economic Development Initiative Program.

Chairman Smith also stated that the Agency for Health Care Administration only pays a portion of the County's cost to provide emergency transportation services to Medicaid beneficiaries. He said that, oftentimes, the transportation services provided to the Medicaid beneficiaries are non-emergency services. He asked if anything could be done to remedy this situation.

Ms. Alana McKay stated that A & A Transport should be providing non-emergency transportation services to Union County residents who are Medicaid eligible.

Ms. Godfrey stated that some Community Transportation Coordinators contract with county emergency medical services to provide non-emergency transportation service in order to prevent the counties from providing non-emergency transportation with emergency vehicles and personnel. She said these arrangements seem to benefit the counties and the Community Transportation Coordinators.

F. 2013 Florida Legislative Session

Ms. Godfrey stated that the Florida Legislature allocated an additional \$10 million to the Transportation Disadvantaged Trust Fund. She said these are recurring funds. She also said the Board sent letters to the House and Senate Appropriations Committees and the Union County Legislative Delegation supporting the Transportation Disadvantaged Trust Fund increase. She said copies of the letters are enclosed for the Board's information.

IV. OTHER BUSINESS

A. Comments

1. Members

Chairman Smith asked when A & A Transport is moving into the new transportation facility.

Mr. Allen said A & A Transport would like a fence built around the property for security purposes. He said they also need furniture.

Chairman Smith said the County is not responsible for providing fencing or furniture for the facility. He said there was a small contingency reserve for the project and asked if A & A Transport would prefer to have the County pay to have a fence built around the facility or furnish the building.

Mr. Allen said he would prefer to have a fence built around the property.

2. Citizens

There were no citizen comments.

V. FUTURE MEETING DATES

Chairman Smith stated that the next Board meeting is scheduled for Tuesday, October 15, 2013 at 1:15 p.m.

ADJOURNMENT

The meeting was adjourned at 1:50 p.m.

Coordinating Board Chair

Date

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II.A.

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October 8, 2013

TO: Union County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: Annual Performance Evaluation

RECOMMENDATION

Approve A & A Transport's annual performance evaluation.

BACKGROUND

The Board is required to annually evaluate the transportation services provided by A & A Transport. Attached is A & A Transport's draft annual performance evaluation. If you have any questions concerning the attached evaluation, please contact me at extension 110.

Attachment

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Community Transportation Coordinator Annual Performance Evaluation

Community Transportation Coordinator: A & A Transport, Inc.

County: Union

Review Period: July 1, 2012 - June 30, 2013

I. Findings and Recommendations

A. General Information

Areas of Noncompliance: None

Recommendations:

A & A Transport should provide their complaint form to the Board.

A & A Transport should provide the Rider Guide/informational brochure to the Board.

A & A Transport should provide the Transportation Disadvantaged and Medicaid Program eligibility applications to the Board.

Timeline for Compliance: November 30, 2013

B. Chapter 427, F.S.

Areas of Noncompliance:

2012/13 Annual Operations Report was not submitted by September 15, 2013.

Recommendations:

A & A Transport should submit the 2012/2013 Annual Operations Report to the Florida Commission for the Transportation Disadvantaged and provide a copy to the Board.

A & A Transport should provide a current copy of their operator contract with the Industrial Complex of Raiford to the Board.

Timeline for Compliance: November 30, 2013

C. Rule 41-2, F.A.C.

Areas of Noncompliance: None

Recommendations:

A & A Transport should submit the 2012/2013 Annual Operations Report to the Board in order to determine whether accident and roadcall standards were met.

Timeline for Compliance: November 30, 2013

D. Bus/Van Ride

Areas of Noncompliance:

None.

Recommendations:

None.

Timeline for Compliance:

None

E. Surveys (see attachment)

Areas of Noncompliance: None

Recommendations: None

Timeline for Compliance: None

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DEPARTMENT OF POLITICAL SCIENCE

PH.D. THESIS
POLITICAL SCIENCE

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COMMUNITY TRANSPORTATION COORDINATOR EVALUATION WORKBOOK

Florida Commission for the



Transportation Disadvantaged

Community Transportation Coordinator: A & A Transport, Inc.

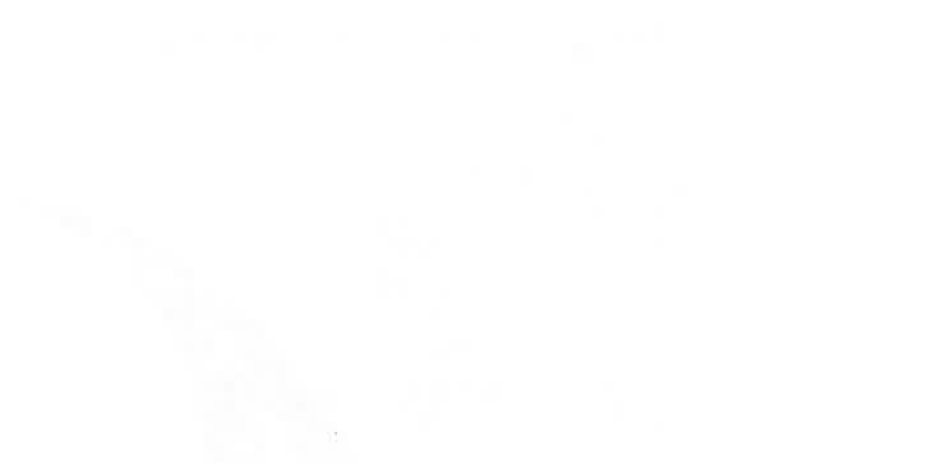
County: Union

Address: 55 N. Lake Butler Avenue, Lake Butler, FL 32056

Contact: Curtis Allen, President Phone: 386-496-2008

Review period: July 1, 2012 - June 30, 2013

UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES
NATIONAL CENTER FOR HUMAN GENE THERAPY
RESEARCH AND DEVELOPMENT



Department of Health and Human Services
National Center for Human Gene Therapy
Research and Development

Community Transportation Coordinator Annual Performance Evaluation

Approved by the
Union County
Transportation Disadvantaged Coordinating Board

2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org/mtpo
352.955.2000

M. Wayne Smith, Chair

with Assistance from

North Central Florida Regional Planning Council
2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org
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October 15, 2013

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GENERAL QUESTIONS

1. What was the designation date of the Community Transportation Coordinator?
7/01/13
2. What is the complaint process?
The complaint process is described in the Union County Transportation Disadvantaged Service Plant
3. Does the community transportation coordinator have a complaint form?
 Yes No Unknown (complaint form was not provided by A & A Transport)
4. Does the form have a section for resolution of the complaint?
 Yes No (complaint form was not provided by A & A Transport)
5. Is a summary of complaints given to the Transportation Disadvantaged Board on a regular basis?
 Yes No
6. When is the dissatisfied party referred to the Florida Commission for the Transportation Disadvantaged Helpline?
Unknown
7. When a complaint is forwarded to the Community Transportation Coordinator's office from the Transportation Disadvantaged Helpline, is the complaint entered into the local complaint file/process?
 Yes No Unknown
8. Does the Community Transportation Coordinator provide written rider/beneficiary information or brochures to inform riders/beneficiaries about transportation disadvantaged services?
 Yes No Unknown
9. Does the rider/ beneficiary information or brochure list the Transportation Disadvantaged Helpline phone number?
 Yes No Unknown
10. Does the rider/ beneficiary information or brochure list the complaint procedure?
 Yes No Unknown
11. What is the eligibility process for Transportation Disadvantaged sponsored riders?
Unknown
13. Does the Community Transportation Coordinator have a contract or agreement with the Regional Workforce Board?
 Yes No
14. What innovative ideas have you implemented in your coordinated system?
Unknown

15. Are there any areas where coordination can be improved?
Unknown
16. What barriers are there to the coordinated system?
Unknown
17. Are there any areas that the Community Transportation Coordinator feels the Florida Commission for the Transportation Disadvantaged should be aware of or assist with?
Unknown
18. What funding agencies does the Florida Commission for the Transportation Disadvantaged need to work closely with in order to facilitate a better coordinated system?
Unknown
19. How are you marketing the voluntary dollar?
Unknown

COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

1. Are the Community Transportation Coordinator subcontracts uniform?
 Yes No
2. Is the Florida Commission for the Transportation Disadvantaged standard contract utilized?
 Yes (attached) No
3. Do the contracts include performance standards for the transportation operators and coordination contractors?
 Yes No
4. Do the contracts include the proper language concerning payment to subcontractors?
 Yes No
5. Were the following items submitted on time?

Annual Operating Report
 Yes No

Memorandum of Agreement
 Yes No

Transportation Disadvantaged Service Plan
 Yes No

Transportation Disadvantaged Trust Fund Grant Application
 Yes No

Other grant applications
 Yes No
6. Does the Community Transportation Coordinator monitor its subcontractors and how often is monitoring conducted?
 Yes No Unknown
7. Is a written report issued to the operator?
 Yes No Unknown
8. What type of monitoring does the Community Transportation Coordinator perform on its coordination contractors and how often is it conducted?
There are no coordination contractors operating in Union County.

STATE OF FLORIDA

**COMMISSION FOR THE TRANSPORTATION DISADVANTAGED
STANDARD COORDINATION/OPERATOR CONTRACT**

THIS CONTRACT is entered into between the **COMMUNITY TRANSPORTATION COORDINATOR, A & A TRANSPORT, INC.**, designated pursuant to Chapter 427, F.S., to serve the transportation disadvantaged for the community that includes the entire area of UNION county, and hereinafter referred to as the "Coordinator" and **THE INDUSTRIAL COMPLEX OF RAIFORD**, hereinafter referred to as the "Agency/Operator". The terms and conditions of this Contract are effective February 01, 2011 and will continue through January 31, 2012.

WHEREAS, the Coordinator is required, under Rule 41-2, F.A.C., Contractual Arrangements, to provide and/or enter into where cost effective and efficient, to enter into subcontract(s) or to broker transportation services to transportation operators, and

WHEREAS, transportation disadvantaged funds includes any local government, state or federal funds that are for the transportation of transportation disadvantaged, and

WHEREAS, the Coordinator desires to contract with the Agency/Operator for the provision of transportation services for the transportation disadvantaged; and

WHEREAS, the Coordinator believes it to be in the public interest to provided such transportation services through the Agency/Operator for the residents of the service area who are clients of the Agency/Operator; and

WHEREAS, the Agency/Operator will provide the Coordinator the opportunity to develop a proposal for any new transportation services needed; and

WHEREAS, the Agency/Operator, in an effort to coordinate available resources, will make available transportation services to the Coordinator.

WHEREAS, this Contract allows for the provisions of transportation services be provided by the Agency/Operator, in accordance with Chapter 427, F.S., Rule 41-2, F.A.C., and the most current Community Transportation Coordinator policies.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representation herein, the parties agree as follows:

THE AGENCY/OPERATOR SHALL:

- A. Provide services and vehicles according to the conditions specified in Attachment I.
- B. Coordinate available resources and make available transportation services to the Coordinator. Such services shall be provided in accordance with Attachment I.

C. Submit to the Coordinator Annual Operating Report data detailing demographic, operational and financial data regarding coordination activities in the designated service area. The report shall be prepared on forms provided by the Commission for the Transportation Disadvantaged, hereinafter Commission, and according to the instructions for the forms.

D. Comply with audit and record keeping requirements by:

1. Utilizing the Commission recognized Chart of Accounts defined in the Transportation Accounting Consortium Model Uniform Accounting System for Rural and Specialized Transportation Providers (uniform accounting system) for all transportation disadvantaged accounting and reporting purposes. Agencies/Operators with existing and equivalent accounting systems are not required to adopt the Chart of Accounts in lieu of their existing Chart of Accounts but shall prepare all reports, invoices, and fiscal documents relating to the transportation disadvantaged functions and activities using the chart of accounts and accounting definitions as outlined in the above referenced manual.

2. Maintaining and filing with the Coordinator such progress, fiscal, inventory and other reports as the Coordinator may require during the period of this contract.

3. By reserving to the Coordinator the right to conduct finance and compliance audits at any time. Such audits conducted by the Coordinator will be at the expense of the Coordinator.

E. Retain all financial records, supporting documents, statistical records, and any other documents pertinent to this Contract for a period of five (5) years after termination of this Agreement. If an audit has been initiated and audit findings have not been resolved at the end of the five (5) years, the records shall be retained until resolution of the audit findings. The Agency/Operator shall assure that these records shall be subject to inspection, review, or audit at all reasonable times by persons duly authorized by the Coordinator or Commission or this Contract. The Commission and the Coordinator shall have full access to and the right to examine any of the records and documents during the retention period.

F. Comply with Safety Requirements by:

1. Complying with Section 341.061, F.S., and Rule 14-90, F.A.C., concerning System Safety or complying with Chapter 234.051, F.S., regarding school bus safety requirements for those services provided through a school board;

2. Assuring compliance with local, state, and federal laws, and Commission policies relating to drug testing, and;

3. Complying with Coordinator's System Safety Program Plan (SSPP) for designated service area.

G. Comply with Commission insurance requirements by maintaining at least minimum liability insurance coverage in the amount of \$100,000 for any one person and \$200,000 per occurrence at all times during the existence of this Contract. Upon the execution of this Contract, the Agency/Operator shall add the Coordinator as an additional named insured to all insurance policies covering vehicles transporting the transportation disadvantaged. In the event of any cancellation or changes in the limits of liability in the insurance policy, the insurance agent or broker shall notify the Coordinator. The Agency/Operator shall furnish the Coordinator written verification of the existence of such insurance coverage prior to the execution of this Contract. School Board vehicle insurance coverage shall be in accordance with Section 234.03, F.S. and 234.211, F.S. Insurance coverage in excess of \$1 million per occurrence must be approved by the Coordinator and/or the local Coordinating Board before inclusion in this Contract or in the justification of rates and fare structures, 's. 41-2.006(1), F.A.C.

H. Safeguard information by not using or disclosing any information concerning a user of services under this Agreement for any purpose not in conformity with the local, state and federal regulations, including but not limited to 45 CFR, Part 205.50, except upon order of a court of competent jurisdiction, written consent of the recipient, or his/her responsible parent or guardian when authorized by law.

I. Protect Civil Rights by:

1. Complying with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, as amended. The Agency/Operator gives this assurance in consideration of and for the purpose of obtaining federal grants, loans, contracts (except contracts of insurance or guaranty), property, discounts, or other federal financial assistance to programs or activities receiving or benefiting from federal financial assistance and agreeing to complete a Civil Rights Compliance Questionnaire if so required by the Coordinator. Agency/Operator shall also assure compliance with:

a. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000(d) *et seq.*, which prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving or benefiting from federal financial assistance.

b. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of disability in programs and activities receiving or benefiting from federal financial assistance.

c. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 *et seq.*, which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.

d. The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 *et seq.*, which prohibits discrimination on the basis of age in programs or activities receiving or benefiting from federal financial assistance.

e. The Omnibus Budget Reconciliation Act of 1981, P.L. 97-35, which prohibits discrimination on the basis of sex and religion in programs and activities receiving or benefiting from federal financial assistance.

f. All regulations, guidelines, and standards lawfully adopted under the above statutes.

g. The Americans with Disabilities Act of 1990, as it may be amended from time to time.

2. Agreeing that compliance with this assurance constitutes a condition of continued receipt of or benefit from federal financial assistance, and that it is binding upon the Agency/Operator, its successors, subcontractors, transferees, and assignees for the period during which such assistance is provided. Assuring that operators, subcontractors, sub-grantees, or others with whom the Coordinator arranges to provide services or benefits to participants or employees in connection with any of its programs and activities are not discriminating against those participants or employees in violation of the above statutes, regulations, guidelines, and standards. In the event of failure to comply, the Agency/Operator agrees that the Coordinator may, at its discretion, seek a court order requiring compliance with the terms of this assurance or seek other appropriate judicial or administrative relief, to include assistance being terminated and further assistance being denied.

J. Agency/Operator's obligation to indemnify, defend, and pay for the defense or at the Coordinator's option, to participate and associate with the Coordinator in the defense and trial of any claim and any related settlement negotiations, shall be triggered by the Coordinator's notice of claim for indemnification to the Agency/Operator. Agency/Operator's inability to evaluate liability or its evaluation of liability shall not excuse the Agency/Operator's duty to defend and indemnify within seven (7) days after such notice by the Coordinator is given by registered mail. Only an adjudication or judgment after the highest appeal is exhausted specifically finding the Coordinator solely negligent shall excuse performance of this provision by the Agency/Operator. Agency/Operator shall pay all costs and fees related to this obligation and its enforcement by the Coordinator. The Coordinator's failure to notify Agency/Operator of a claim shall not release Agency/Operator of the above duty to defend.

K. Comply with all standards and performance requirements of:

1. The Commission for the Transportation Disadvantaged (Attachment II)

2. The local Coordinating Board approved Transportation Disadvantaged Service Plan; and

3. Any entities that purchase service.

Failure to meet the requirements or obligations set forth in this Contract, and performance requirements established and monitored by the Coordinating Board in the approved Transportation Disadvantaged Service Plan shall be due cause for non payment of reimbursement invoices until such deficiencies have been addressed or corrected to the satisfaction of the Coordinator.

L. Provide Corrective Action. A corrective action notice is a written notice to the Agency/Operator that the Agency/Operator is in breach of certain provisions of this Contract and that correction is required. Any corrective action notice will specify a reasonable time for corrective action to be completed. The Agency/Operator agrees to implement the Corrective Action specified in the notice and provide written documentation to substantiate the implementation of the Corrective Action.

M. All contracts, subcontracts, and coordination contracts will be reviewed annually by the Coordinator and Local Coordinating Board for conformance with the requirements of this Contract.

N. Return to the Coordinator any overpayments due to unearned funds or funds disallowed pursuant to the terms of this Contract that were disbursed to the Agency/Operator by the Coordinator. The Agency/Operator shall return any overpayment within thirty (30) calendar days after either discovery by the Agency/Operator, or notification of the Agency/Operator by the Coordinator or entity purchasing transportation, whichever is earlier. In the event that the Coordinator first discovers an overpayment has been made, the Coordinator will notify the Agency/Operator by letter of such a finding. Should repayment not be made in a timely manner, the Coordinator or purchasing entity will charge interest thirty (30) calendar days after the date of notification or discovery, or the Coordinator will deduct said amount from future invoices.

O. In performing this Contract, the Agency/Operator shall not discriminate against any employee or applicant for employment because of race, age, disability, creed, color, sex or national origin. Such action shall include, but not be limited to, the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Agency/Operator shall insert the foregoing provision modified only to show the particular contractual relationship in all its contracts in connection with the development of operation of the Contract, except contracts for the standard commercial supplies or raw materials, and shall require all such contractors to insert a similar provision in subcontracts relating to the performance of this Contract, except subcontracts for standard commercial supplies or raw materials. The Agency/Operator shall post, in conspicuous places available to employees and applicants

for employment for Project work, notices setting forth the provisions of the nondiscrimination clause.

P. By execution of this Contract, the Agency/Operator represents that it has not paid and, also, agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder. Funds disbursed to the Agency/Operator under this Contract shall not be expended for the purpose of lobbying the Legislature, the judicial branch, or a state agency.

THE COORDINATOR SHALL:

A. Recognize the Agency/Operator as described in Chapter 427, F.S., and Rule 41-2, F.A.C.

B. Insure that entities with transportation disadvantaged funds will purchase transportation disadvantaged services through the coordinated system.

C. At a minimum, annually monitor the Agency/Operator for insurance, safety and reporting requirements, pursuant to Chapter 427, F.S., and Rule 41-2, F.A.C. The information contained in the Annual Operating Report must be collected, at a minimum, quarterly from the Agency/Operator.

THE AGENCY/OPERATOR AND COORDINATOR FURTHER AGREE:

A. Nothing in the Contract shall require the Coordinator to observe or enforce compliance with any provision thereof, perform any other act or do any other thing in contravention of any applicable state law. If any provision of the Contract is found by a court of law to violate any applicable state law, the purchasing entity will at once notify the Coordinator in writing in order that appropriate changes and modification may be made by the Coordinator and the Agency/Operator to the end that the Agency/Operator may proceed as soon as possible with the provision of transportation services.

B. If any part or provision of this Contract is held invalid, the remainder of this Contract shall be binding on the parties hereto.

C. Termination Conditions:

1. *Termination at Will* - This Contract may be terminated by either party upon no less than thirty (30) days notice, without cause. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery.

2. *Termination Due to Lack of Designation* - In the event that the Coordinator so designated by the Local Coordinating Board and approved by the Commission, loses its designation, this contract is terminated immediately upon notification to the Agency/Operator. Notice shall be delivered by certified mail, return receipt

requested, or in person, with proof of delivery. Notice shall be effective upon receipt.

3. Termination Due to Disapproval of Memorandum of Agreement - In the event that the Commission does not accept and approve any contracted transportation rates listed within the Memorandum of Agreement, this Contract is terminated immediately upon notification to the Agency/Operator. Notice shall be delivered by certified mail, return receipt requested, or in person, with proof of delivery. Notice shall be effective upon receipt.

4. Termination Due to Lack of Funds - In the event funds to finance this contract become unavailable, the Coordinator may terminate the contract with no less than twenty-four (24) hours written notice to the Agency/Operator. Notice shall be delivered by certified mail, return receipt requested, or in person, with proof of delivery. Notice shall be effective upon receipt. The Coordinator shall be the final authority as to the availability of funds.

5. Termination for Breach - Unless the Agency/Operator's breach is waived by the Coordinator in writing, the Coordinator may, by written notice to the Agency/Operator, terminate this Contract upon no less than twenty-four (24) hours notice. Notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Waiver by the Coordinator of breach of any provision of this Contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Contract, and shall not act as a waiver or estoppel to enforcement of any provision of this Contract. The provisions herein do not limit the Coordinator's right to remedies at law or to damages.

6. Upon receipt of a notice of termination of this Contract for any reason, the Agency/Operator shall cease service and prepare all final reports and documents required by the terms of this Contract. A final invoice shall be sent to the Coordinator within thirty (30) days after the termination of this Contract.

D. Renegotiations or Modifications of this Contract shall only be valid when they have been reduced to writing, duly approved by the Coordinator, and signed by both parties hereto.

E. Agency/Operator shall assign no portion of this Contract without the prior written consent of the Coordinator.

F. This Contract is the entire agreement between the parties.

G. Attachments I and II, are an integral part of the Contract and are hereby incorporated by reference into this Contract. All subsequent attachments are of an optional nature.

H. Notice and Contact:

The name and address of the contract manager for the Coordinator for this Contract is:

Curtis E. Allen
c/o A & A Transport, Inc.
55 N. Lake Avenue
Lake Butler, Fl, 32054-1733

The representative/position of the Agency/Operator responsible for administration of the program under this contract is:

Michelle Thornton, Asst. Executive Director
c/o The Industrial Complex of Raiford
PO Box 368
Raiford, Fl 32083

In the event that different representatives are designated by either party after execution of this Contract, notice of the name and address of the new representative will be rendered in writing to the other party and said notification attached to originals of this Contract.

This contract and its attachments contain all the terms and conditions agreed upon by the parties hereto

WITNESS WHEREOF, the parties hereto have caused these presents to be executed.

AGENCY/OPERATOR:

COMMUNITY TRANSPORTATION COORDINATOR

Industrial Complex
of Raiford

A & A Transport, Inc.

Typed name of Authorized Individual

Typed Name of Authorized Individual


Michelle Thornton

Curtis E. Allen

Signature:



Signature:



Title: Asst. Executive Director

Title:

President

ATTACHMENT I

AGENCY/OPERATOR CONTRACT SERVICE

DESCRIPTION

1. The Agency/Operator will be able to provide:

(Type of Service - ambulatory, only)

2. The Agency/Operator will be available to provide transportation

(8:00 A.M. – 4:00 P.M.) (Monday – Friday)

Days Agency/Operator will not be able to provide services: (Saturdays, Sundays, New Year's Day (2 days), Martin Luther King's Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day (2 days), Christmas Day (2 days) NOTE: All holidays falling of Saturday will be taken on Friday while all holidays falling on Sunday will be taken on the following Monday.

3. Vehicles Agency/Operator will use to transport all passengers

- 1 (one) 2003 E-350 SD 15-passenger Ford Econoline
- 1 (one) 1999 Ford Club Wagon 15-passenger van

4. Vehicle/Equipment Standards (if any)

All equipment listed on pre-trip inspection sheet (found in included System Safety Program Plan) which is included as a part of this contract.

5. Driver Requirements are included in the Driver's Manual in the System Safety Program Plan.

6. Training Requirements are included in the Drivers Manual in the System Safety Program Plan.

7. Agency/Operator Fare Structure (on page #13)

Provider will provide ambulatory transportation from home of their employees/trainees to the ICR and back to home, and for trips during work-related hours for work or training purposes.

8. Billing/Invoicing and Reimbursement procedure for Agency/Operator.

Provider shall fax daily client sheets each Friday and on the last day of the month to the coordinator. (386)496-1956.

Coordinator will bill within 7 days of the end of each month.

9. Reporting Requirements.

Pre-trip inspection sheets will be performed by drivers on each van, turned in at end of week and kept on file for inspection.

The provider shall be responsible for completing quarterly operating reports. (No blanks; fill in all applicable information), maintain info required to complete the annual operating report (reporting period of July-June), and turn in to the coordinator by August 1. Any other reporting required by attachments.

ATTACHMENT II

The Commission for the Transportation Disadvantaged

Standards and Performance Requirements

Pursuant to Rule 4 1-2.006, Florida Administrative Code, the Community Transportation Coordinator and any Transportation Operator/Agency from whom service is purchased or arranged by the Community Transportation Coordinator shall adhere to Commission approved standards. These standards shall include:

- (a) Drug and alcohol testing for safety sensitive job positions within the coordinated system regarding pre-employment, randomization, post-accident, and reasonable suspicion as required by the Federal Highway Administration and the Federal Transit Administration;
- (b) An escort of a passenger and dependent children are to be transported as locally negotiated and identified in the local Transportation Disadvantaged Service Plan;
- (c) Child restraint devices shall be determined locally as to their use, responsibility, and cost of such device in the local Transportation Disadvantaged Service Plan;
- (d) Passenger property that can be carried by the passenger and/or driver in one trip and can be safely stowed on the vehicle shall be allowed to be transported with the passenger at no additional charge. Additional requirements may be negotiated for carrying and loading rider property beyond this amount. Passenger property does not include wheelchairs, child seats, stretchers, secured oxygen, personal assistive devices, or intravenous devices;
- (e) Vehicle transfer points shall provide shelter, security, and safety of passengers;
- (f) A local toll free phone number for complaints or grievances shall be posted inside the vehicle. The local complaint process shall be outlined as a section in the local Transportation Disadvantaged Service Plan including, advising the dissatisfied person about the Commission's Ombudsman Program as a step within the process as approved by the local Coordinating Board;
- (g) Out of service area trips shall be provided when determined locally and approved by the local Coordinating Board, except in instances where local ordinances prohibit such trips;
- (h) Interior of all vehicles shall be free from dirt, grime, oil, trash, torn upholstery, damaged or broken seats, protruding metal or other objects or materials which could soil items placed in the vehicle or provide discomfort for the passenger;
- (i) Billing requirements of the Community Transportation Coordinator to subcontractors shall be determined locally by the Local Coordinating Board and provided in the local

Transportation Disadvantaged Service Plan. All bills shall be paid within fifteen (15) 26 calendar days to subcontractors, after receipt of said payment by the Community Transportation Coordinator, except in instances where the Community Transportation Coordinator is a non-governmental entity,

(j) Passenger/trip data base must be maintained or accessible by the Community Transportation Coordinator on each rider being transported within the system:

(k) Adequate seating for paratransit services shall be provided to each rider and escort, child, or personal care attendant, and no more passengers than the registered passenger seating capacity shall be scheduled or transported in a vehicle at any time. For transit services provided by transit vehicles, adequate seating or standing space will be provided to each rider and escort, child, or personal care attendant, and no more passengers than the registered passenger seating or standing capacity shall be scheduled or transported in a vehicle at any time;

(l) Drivers for paratransit services, including coordination contractors, shall be required to announce and identify themselves by name and company in a manner that is conducive to communications with the specific passenger, upon pickup of each rider, group of riders, or representative, guardian, or associate of the rider, except in situations where the driver regularly transports the rider on a recurring basis. Each driver must have photo identification that is in view of the passenger. Name patches, inscriptions or badges that affix to driver clothing are acceptable. For transit services, the driver photo identification shall be in a conspicuous location in the vehicle;

(m) The paratransit driver shall provide the passenger with boarding assistance, if necessary or requested, to the seating portion of the vehicle. The boarding assistance shall include opening the vehicle door, fastening the seat belt or utilization of wheel chair securement devices, storage of mobility assistive devices, and closing the vehicle door. In certain paratransit service categories, the driver may also be required to open and close doors to buildings, except in situations in which assistance in opening/closing building doors would not be safe for passengers remaining on the vehicle. Assisted access must be in a dignified manner. Drivers may not assist wheelchair up or down more than one step, unless it can be performed safely as determined by the passenger, guardian, and driver;

(n) All vehicles ordered or put into service after adoption of this section of the Rule, and providing service within the coordinated system, shall be equipped with two-way communications in good working order and be audible to the driver at all times to the base. All vehicles that are not equipped with two-way communications shall have two years to be in compliance after the adoption date of this section of the Rule;

(o) All vehicles ordered or put into service after the adoption of this section of the Rule, and providing service within the coordinated system, shall have working air conditioners and heaters in each vehicle. Vehicles that do not have a working air conditioner or heater will be scheduled for repair or replacement as soon as possible. All vehicles that are not

equipped with an air conditioner and/or heater shall have two years to be in compliance after the adoption date of this section of the Rule;

(r) First Aid shall be determined locally and provided in the local Transportation Disadvantaged Service Plan; and

(s) Cardiopulmonary Resuscitation shall be determined locally and provided in the local Transportation Disadvantaged Service Plan.

LIST OF OPTIONAL ADDITIONAL ATTACHMENTS

Transportation Disadvantaged Service Plan (Asst. Executive Director already has the most current TDSP)

Coordinator's and Local Coordinating Board's Grievance Procedures (Asst. Executive Director already has a copy of the "Board's Grievance Procedures")

Coordinator's Safety System Plan (Asst. Executive Director already has the most current SSPP)

Annual Operating Report Instructions/Forms (Asst. Executive Director already has the most current AOR Instructions/Forms)

Agreed to this 1st day of February 2011.



Curtis E. Allen, President
Chairman of the Board
A & A Transport, Inc.
55 North Lake Avenue
Lake Butler, Fl. 32054-1733



Industrial Complex of Raiford
P.O. Box 368 Raiford, Fl. 32083

Exhibit A

1. Amount to be retained of the allocation for Area Waiver Transportation Services in Union County to A & A Transport (designated recipient) is based on an administrative fee of 15% or \$1.36 of the \$9.06 per passenger per one-way trip.

2. Industrial Complex of Raiford (ICR) shall provide passenger manifests to A & A Transport on a weekly basis for data entry billing purposes, and A & A Transport shall prepare the billing for transportation services once monthly to the Agency for Persons with Disabilities. Weekly manifest information shall be provided on a form as designed by A & A Transport, Inc. The form shall declare passenger trip information by passenger name alphabetically, how many one-way passenger trips per day, date of travel, and origin and destination.

COMPLIANCE WITH RULE 41-2 FLORIDA ADMINISTRATIVE CODE

1. How is the Community Transportation Coordinator using school buses in the coordinated system?
A & A Transport does not have a contract with the Bradford County School Board to use their vehicles.

2. How is the Community Transportation Coordinator using public transportation services in the coordinated system?
There is no fixed route public transportation service operating in Union County.

3. Is there a goal for transferring passengers from paratransit to transit?
 Yes No Not applicable

4. What are the minimum liability insurance requirements? \$100,00/\$200,000

5. What are the minimum liability insurance requirements in the operator and coordination contracts? \$100,000/\$200,000

6. Does the minimum liability insurance requirements exceed \$1 million per incident?
 Yes No

Standards	Comments
Local toll free phone number must be posted in all vehicles.	A & A Transport posts local toll free phone number in all vehicles.
Vehicle Cleanliness	A & A Transport cleans all vehicles (interior/exterior) at least once a week.
Passenger/Trip Database	A & A Transport maintains a passenger/trip database.
Adequate seating	A & A Transport provides adequate seating for all passengers.
Driver Identification	A & A Transport requires drivers to identify themselves in a manner that is conducive to communications with specific passengers.
Passenger Assistance	A & A Transport requires drivers to provide passengers with boarding and exiting assistance.
Smoking, Eating and Drinking	Smoking is prohibited in any vehicle. Eating and drinking on board vehicles is not permitted unless medically necessary.
Two-way Communications	All vehicles are equipped with two-way communications.
Air Conditioning/Heating	All vehicles have working air conditioners and heaters.
Billing Requirements	A & A Transport complies with Section 287.0585, Florida Statutes.
Transport of Escorts and dependent children policy	A & A Transport requires children under the age of 16 to be accompanied by and escort. Escorts must be provided by the passenger and able to provide necessary assistance to the passenger. Escorts are transported at the rates described in the established rate structure.
Use, Responsibility, and cost of child restraint devices	A & A Transport requires all passengers under the age of 4 and or 50 pounds to use a child restrain device. Child restraint devices must be provided by the passenger.

Out-of-Service Area trips	A & A Transport provides out of service area trips based on riders' needs and the availability of service.
CPR/1st Aid	A & A Transport does not require drivers to be trained in CPR. A & A Transport requires that all vehicles be equipped with biohazard kits as required by State and Federal regulations.
Driver Criminal Background Screening	A & A Transport conducts motor vehicle registration checks on drivers every six months.
Passenger Property	A & A Transport allows passengers to have personal property that they can place on their lap or stow under the seat. Passengers must be able to independently carry all items brought on the vehicle.
Advance reservation requirements	A & A Transport requires trips to be scheduled by 5:00 p.m. the day before service is requested.
Pick-up Window	Passengers must be ready at least two hours prior to their appointment time. A & A Transport may request that passengers be ready more than two hours prior to their appointment time depending on the number of passengers on the schedule. A & A Transport will call passengers the night before their appointment to notify them of their estimated pick up time.

Measurable Standards/Goals	Standard/Goal	Is the Community Transportation Coordinator meeting the Standard?
Fixed Route Public Transit Ridership	Not applicable	Not applicable
On-time performance	90%	Yes
Accidents	No more than 1 accident per 100,000 miles	Unknown
Roadcalls	No more than 5 roadcalls per 100,000 miles during the evaluation period.	Unknown
Complaints	No more than 2 complaints per 1,000 trips.	Yes
Call-Hold Time	Not applicable	Not applicable

ON-SITE OBSERVATION OF THE SYSTEM

1. Date of Observation:
10/3/13
2. Please list any special guests that were present:
None
3. Location:
New River Community Health Care Center
4. Number of Passengers picked up/dropped off
4

Ambulatory:
4

Non-Ambulatory
0
5. Was the driver on time?
 Yes
 No If no, how many minutes late/early?
6. Did the driver provide any passenger assistance?
 Yes
 No
7. Was the driver wearing any identification?
 Yes
 No
8. Did the driver render an appropriate greeting?
 Yes
 No
9. Did the driver ensure the passengers were properly belted?
 Yes
 No
10. Was the vehicle neat and clean, and free from dirt, torn upholstery, damaged or broken seats, protruding metal or other objects?
 Yes
No
11. Is there a sign posted on the interior of the vehicle with both a local phone number and the Transportation Disadvantaged Helpline for comments/complaints/commendations?
 Yes
 No
12. Does the vehicle have working heat and air conditioning?
 Yes
 No

13. Does the vehicle have two-way communications in good working order?
 Yes
 No
14. If used, was the lift in good working order?
 Yes
 No
 Not Applicable
15. Was there safe and appropriate seating for all passengers?
 Yes
 No
16. Did the driver properly use the lift and secure the passenger?
 Yes
 No
 Not Applicable

PURCHASING AGENCY SURVEY

Purchasing Agency: Commission for the Transportation Disadvantaged

1) Does your agency purchase transportation from A & A Transport, Inc.?

YES

NO

2) What is your agency's primary purpose for purchasing transportation services for your clients?

Medical

Employment

Education/Training/Day Care

Nutritional

Life Sustaining/Other

3) On average, how often do your clients use A & A Transport, Inc.'s service?

7 Days/Week

1-2 Times/Week

3-5 Times/Week

1-3 Times/Month

Less than 1 Time/Month

4) Have you or your clients had any problems with A & A Transport, Inc.'s service?

Yes

No If no, skip to question 6

5) What type of problems have you or your clients had with A & A Transport, Inc.'s service?

Advance notice requirement

Cost

Service area limits

Pick up times not convenient

Vehicle condition

Lack of passenger assistance

Accessibility concerns

Complaints about drivers

Complaints about timeliness

Length of call hold time for reservations

Other _____

6) Overall, are you satisfied with the transportation services that your clients receive from A & A Transport, Inc.?

Yes

No If no, why? _____

Comments: _____

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PURCHASING AGENCY SURVEY

Purchasing Agency: MACA

1) Does your agency purchase transportation from A & A Transport, Inc.?

yes

2) What is your agency's primary purpose for purchasing transportation services for your clients?

- Medical
- Employment
- Education/Training/Day Care
- Nutritional
- Life Sustaining/Other

3) On average, how often do your clients use A & A Transport, Inc.'s service?

- 7 Days/Week
 - 1-2 Times/Week
 - 3-5 Times/Week
 - 3 Times/Month
- th

4) Have you or your clients had any problems with A & A Transport, Inc.'s service?

- Yes
- No If no, skip to question 6

5) What type of problems have you or your clients had with A & A Transport, Inc.'s service?

- Advance notice requirement
- Cost
- Service area limits
- Pick up times not convenient
- Vehicle condition
- Lack of passenger assistance
- Accessibility concerns
- Complaints about drivers
- Complaints about timeliness
- Length of call hold time for reservations

Other One complaint in past year from rider who felt receptionist asked an inappropriate question about their medical condition. Mr. Allen handled this promptly

6) Overall, are you satisfied with the transportation services that your clients receive from A & A Transport, Inc.?

- Yes
- No If no, why? _____

Comments:

Mr. Allen and A&A transport provide consistently good service to the people of Union county.

t:\ym\2013 annual evaluations\purchasing agency survey\aat.docx

LEVEL OF COST

Insert Cost page from the Annual Operations Report.

Fiscal Year 2012/2013 Annual Operations Report is not available.

LEVEL OF COMPETITION

1. Inventory of Transportation Operators in the Service Area

	Transportation Providers Available	Transportation Providers Contracted in the System.
Private Non-Profit	2	2
Private For-Profit	0	0
Government	0	0
Public Transit Agency	0	0
Total	2	2

2. How many of the operators are coordination contractors? 0

3. Does the Community Transportation Coordinator have a competitive procurement process?
 Yes
 No

4. What methods have been used in selection of the transportation operators?

<input type="checkbox"/>	Low bid
<input type="checkbox"/>	Requests for qualifications
<input type="checkbox"/>	Negotiation only

<input type="checkbox"/>	Requests for proposals
<input type="checkbox"/>	Requests for interested parties
<input type="checkbox"/>	Other



LEVEL OF COORDINATION

1. Public Information – How is public information distributed about transportation services in the community?

All plans for providing transportation disadvantaged services are coordinated.

2. Eligibility – How is passenger eligibility coordinated for local transportation services?

A & A Transport determines passenger eligibility.

3. Call Intake – To what extent is transportation coordinated to ensure that a user can reach a Reservationist on the first call?

Individuals call A & A Transport to schedule all trips.

4. Reservations – How is the duplication of a reservation prevented?

A & A Transport handles all trip reservations.

5. Trip Allocation – How is the allocation of trip requests to providers coordinated?

A & A Transport handles all trip allocations.

6. Scheduling – How is the trip assignment to vehicles coordinated?

A & A Transport schedules all trips.

7. General Service Monitoring – How is the overseeing of transportation operators coordinated?

Unknown



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October 8, 2013

TO: Union County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: 2012-2013 Annual Operations Report

RECOMMENDATION

Review the 2012/2013 Annual Operations Report.

BACKGROUND

A & A Transport is required to submit an annual operations report to the Florida Commission for the Transportation Disadvantaged by September 15 of each year. The 2012/13 Annual Operations Report for Union County was not available for inclusion in the meeting materials. If you have any questions concerning the attached report, please contact me at extension 110.

Attachment

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October 8, 2013

TO: Union County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: Statewide Medicaid Managed Care Program

RECOMMENDATION

For information only. No action is required.

BACKGROUND

Attached information concerning the Statewide Medicaid Managed Care Program as it relates to Medicaid non-emergency medical transportation.

If you have any questions concerning the attached information, please do not hesitate to contact me.

Attachment

t:\lynn\td13\union\memos\medicaidmanagedcare2.docx

Lynn Godfrey

From: Holmes, Steven [Steven.Holmes@dot.state.fl.us]
Sent: Thursday, September 26, 2013 10:47 AM
To: Holmes, Steven
Cc: CO-CTD Staff
Subject: Managed Medical Assistance Plans Awarded by Region
Attachments: MMA Plans Awarded by Region.xlsx

AHCA announced the winners of the health plans for the Managed Medical Assistance program on Monday at 3:00 p.m. The blackout period should finish at 3:00 p.m. today. At that time, or soon thereafter, AHCA may know which areas will see protests. Once that information is known AHCA should schedule the dates for the rollout in those areas where there are no protests, or areas where the number of plans awarded are less than the maximum number of plans that could have been awarded.

Attached are the Standard Plans Awarded by Region. This will give you the plans that will need to include a transportation entity in their network by AHCA Region. If you have not reached out to them you should now.

Thanks

Steve Holmes

Executive Director
Florida Commission for the Transportation Disadvantaged
850 688-2953 (c)



Join us on Facebook and Twitter

Lynn Godfrey

From: Holmes, Steven [Steven.Holmes@dot.state.fl.us]
Sent: Thursday, September 26, 2013 12:45 PM
To: Holmes, Steven
Subject: FW: Health Plan Selected for SMMC - MMA Program

Below is AHCA's Press Release from Monday. It contains both the Standard and Specialty Plans.

Steve Holmes

Executive Director
Florida Commission for the Transportation Disadvantaged
850 688-2953 (c)



Join us on Facebook and Twitter

From: "Office of Communications, Florida Agency for Health Care Administration Press Secretary "
<ahcacomunications@ahca.myflorida.com>
Date: September 23, 2013, 4:00:10 PM EDT
To: <chiefs@ahca.myflorida.com>
Subject: Health Plans Selected for the Statewide Medicaid Managed Care Managed Medical Assistance Program



PRESS RELEASE

IMMEDIATE RELEASE

September 23, 2013

From: AHCA Communication

Contact: communications@ahca.myflorida.com

850-688-12-3623

Health Plans Selected for the Statewide Medicaid Managed Care Managed Medical Assistance Program *~Florida-based plan selected in every region~*

ISSUE, Fla. –The Agency for Health Care Administration (Agency) selected the health plans it will contract with for the Managed Medical Assistance program. The Agency selected 10 general, non-specialty MMA plans via a competitive bidding process. In addition, the Agency selected five specialties to provide specialty plans, including specialty plans focused on HIV/AIDS, child welfare and foster care, severe and persistent mental illness with chronic conditions. A listing of the plans selected for each region and relevant information about the procurement can be found via the Management of Management Services' Vendor Bid System at http://www.myflorida.com/apps/vbs/vbs_main_menu. A summary chart of the pla

and in each region is below.

"We believe our evaluation and negotiation teams did an excellent job in selecting nationally accredited, top caliber plans that will be able to meet the needs of Florida's Medicaid population," said Secretary Liz Dudek. "The Agency has confidence these plans will be able to provide high quality care through robust networks, a variety of extra benefits, and increased flexibility in meeting the unique health care needs of each recipient they serve."

Key facts of note regarding the selected plans:

The Agency selected eight Florida-based plans: Better Health, LLC; First Coast Advantage, LLC; Integral Health Plan, Inc. d/b/a Integral Quality Care; Preferred Medical Plan, Inc.; Prestige Health Choice; Wellcare of Florida, Inc. d/b/a Staywell Health Plan of Florida; Freedom Health, Inc.; and Simply Healthcare Plans, Inc. d/b/a Clear Health Alliance HIV/AIDS Specialty Plan.

Five different companies were selected to provide specialty plans that will serve populations with a distinct diagnosis or chronic condition; these plans are tailored to meet the specific needs of the specialty population.

Beneficiaries who qualify to enroll in a Managed Medical Assistance plan will receive information at least 90 days ahead of when any change will take effect. Implementation is anticipated to begin in mid-2014. Additional information about the Statewide Medicaid Managed Care (SMMC) program and the opportunity to sign up to receive email updates about can be found on the SMMC website at: <http://ahca.myflorida.com/SMMC>.

Under the competitive procurement, the Agency is in a statutorily imposed "Blackout Period" until 72 hours after the award announcement and cannot accept any interpretation or additional information not included in the MMA ITN documents. As stated in s.287.057(23), F.S., "Respondents to this solicitation acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for disqualification of a response."

The Agency for Health Care Administration is committed to better health care for all Floridians. The Agency administers Florida's Medicaid program, licenses and regulates more than 45,000 health care facilities and 37 health maintenance organizations, and publishes health care data and statistics at FloridaHealthFinder.gov. Additional information about Agency initiatives is available via [Facebook \(AHCAFlorida\)](#), [Twitter \(@AHCA_FL\)](#) and [YouTube \(AHCA Florida\)](#).

RESPONDENT NAME	REGION											Total Number of Awards
	1	2	3	4	5	6	7	8	9	10	11	
General, Non-specialty Plans												
Group Florida, Inc.					X	X						
Health, LLC - PSN	X					X				X		
Coast Advantage, LLC - PSN				X								
Florida Medical Plan, Inc.	X					X			X	X	X	
Florida Health Plan, Inc. d/b/a Integral Quality Care - PSN						X		X				
Florida Medical Plan, Inc.												X
Florida Health Choice - PSN		X	X		X	X	X		X			X
Florida State Health Plan, Inc.			X	X	X	X	X	X	X	X	X	X
Florida Healthcare of Florida, Inc.				X								X
Florida Care of Florida, Inc. d/b/a Staywell Health Plan of Florida		X	X		X	X	X	X				X
General, Non-specialty Plans Awarded												
	2	2	3	3	4	7	3	3	3	3	3	6
Specialty Plans												
Florida Care of Florida, Inc. d/b/a Positive Healthcare Florida HIV/AIDS Specialty Plan											X	X
Florida MHS, Inc. d/b/a Magellan Complete Care Serious Mental Illness Specialty Plan		X		X	X	X	X		X	X	X	X
Florida Group Health, Inc. Cardiovascular Disease (CVD) Specialty Plan			X		X	X	X	X	X	X	X	X
Florida Group Health, Inc. Chronic Obstructive Pulmonary Disease (COPD) Specialty Plan			X		X	X	X	X	X	X	X	X
Florida Group Health, Inc. Congestive Heart Failure (CHF) Specialty Plan			X		X	X	X	X	X	X	X	X
Florida Group Health, Inc. Diabetes Specialty Plan			X		X	X	X	X	X	X	X	X
Florida Group Healthcare Plans, Inc. d/b/a Clear Health Alliance HIV/AIDS Specialty Plan	X	X	X		X	X	X	X	X	X	X	X
Florida State Health Plan, Inc. Child Welfare Specialty Plan	X	X	X	X	X	X	X	X	X	X	X	X
Specialty Plans Awarded												
	2	3	6	2	7	7	7	6	7	8	8	8

###

Florida Agency for Health Care Administration

This message was sent from Florida Agency for Health Care Administration to chiefs@ahca.myflorida.com. It was sent from: Florida Agency for Health Care Administration, 2727 Mahan Drive Tallahassee, FL 32308. You can modify/update your subscription via the link below.



From: Brimage, Cheryl L. (CMS/CMCHO) [<mailto:Cheryl.Brimage@cms.hhs.gov>]
Sent: Tuesday, September 24, 2013 6:38 AM

I.E.



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October 8, 2013

TO: Union County Transportation Disadvantaged Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: Operations Reports

RECOMMENDATION

No action required. This agenda item is for information only.

BACKGROUND

Attached is the Medicaid Non-Emergency Transportation Program Encounter Data Report for July 2012-August 2013. Staff did not receive the following reports from A & A Transport:

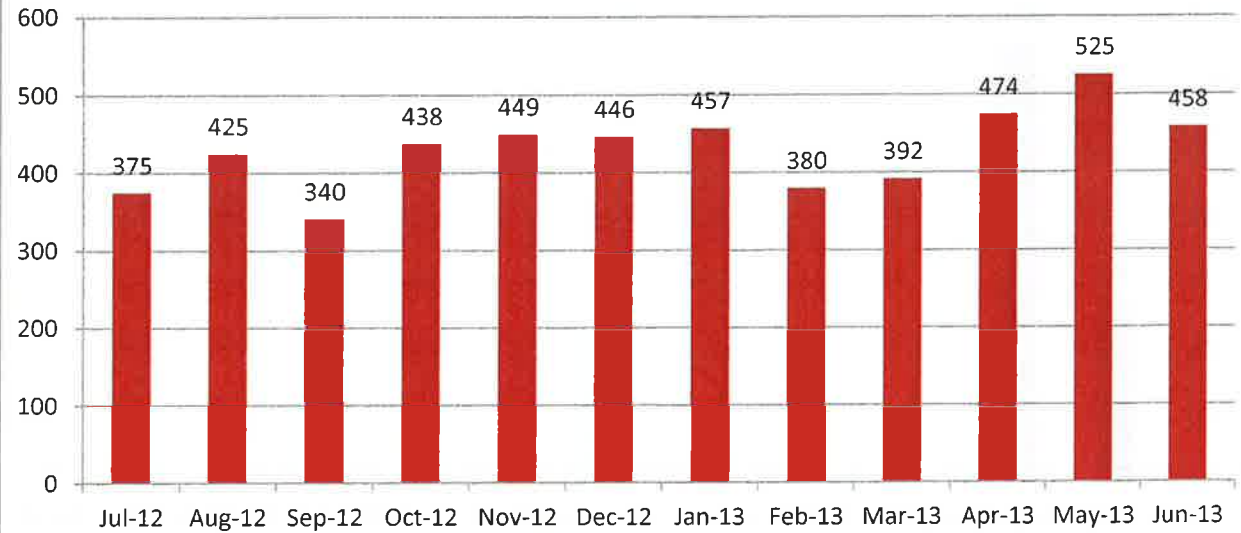
1. Complaint/Commendation Report July - September 2013.
2. Operations Report July - September 2013;
3. Fiscal Year 2013/14 Transportation Disadvantaged Trust Fund Status Report;

If you have any questions regarding the attached report, please do not hesitate to contact me.

Attachment

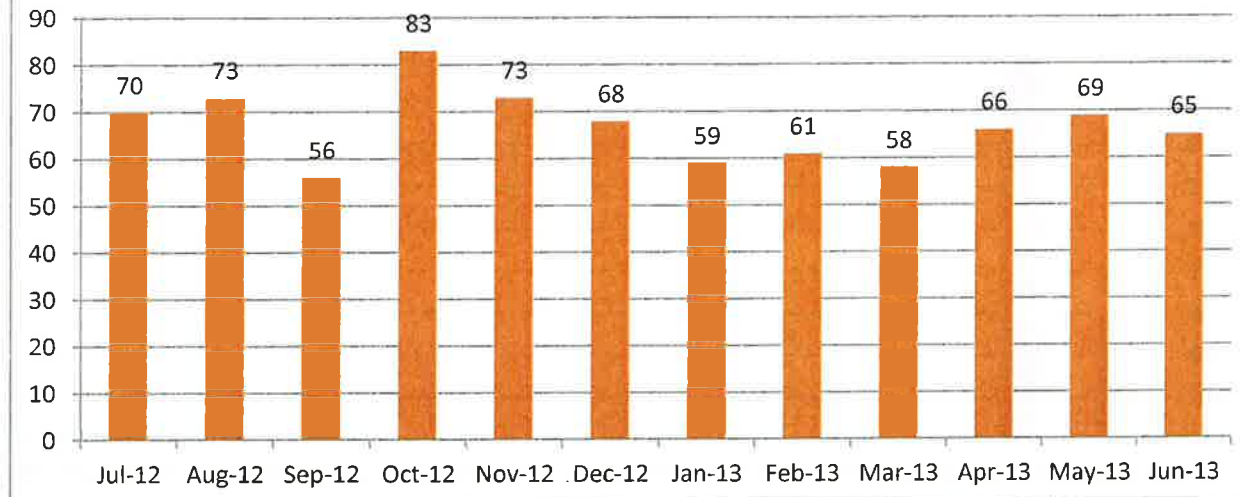
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Union County Medicaid Trips



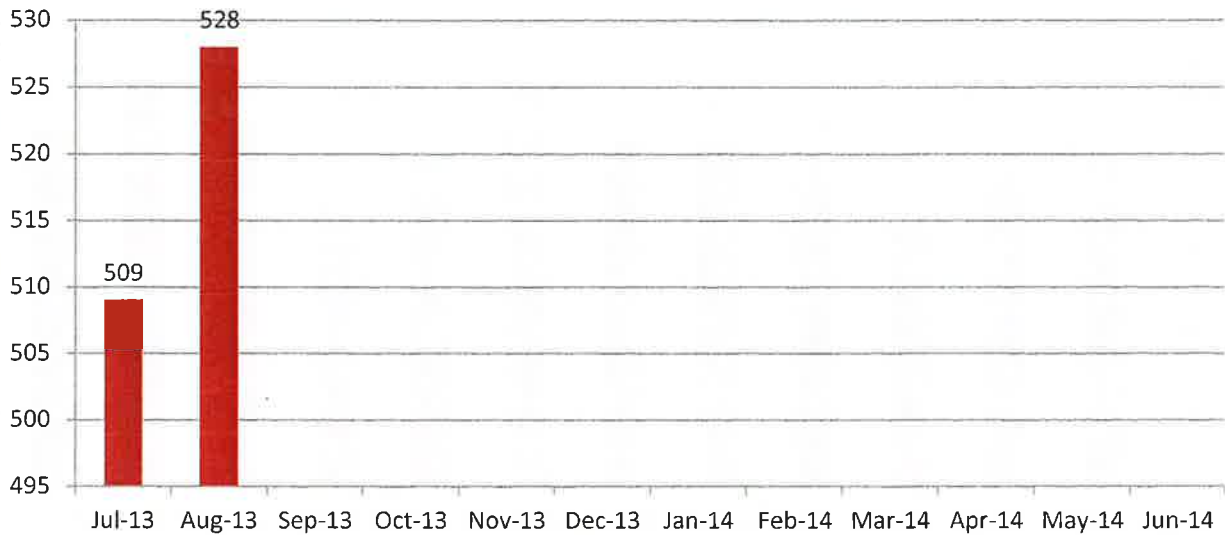
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Unduplicated Medicaid Passengers



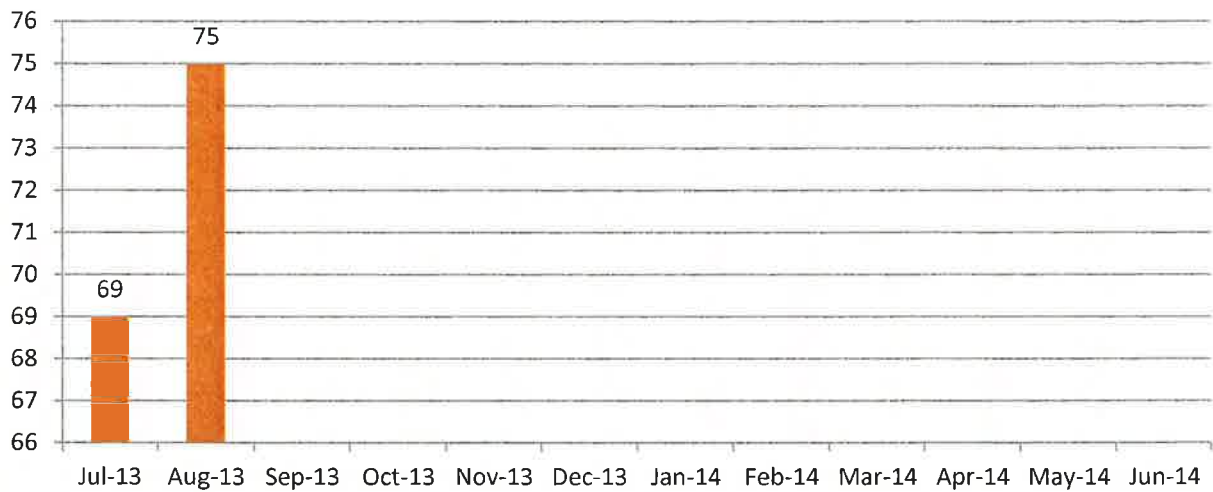
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Medicaid Trips



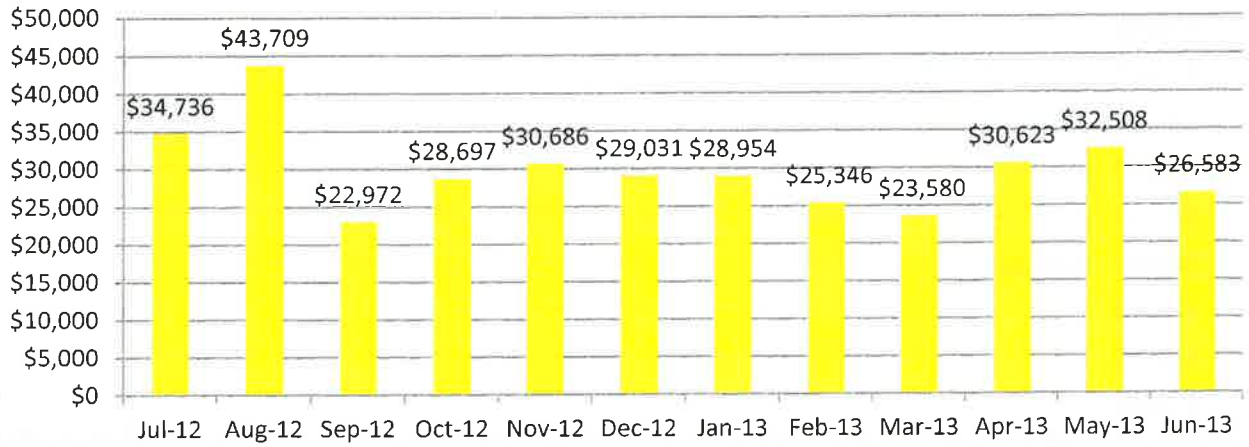
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Unduplicated Medicaid Passengers



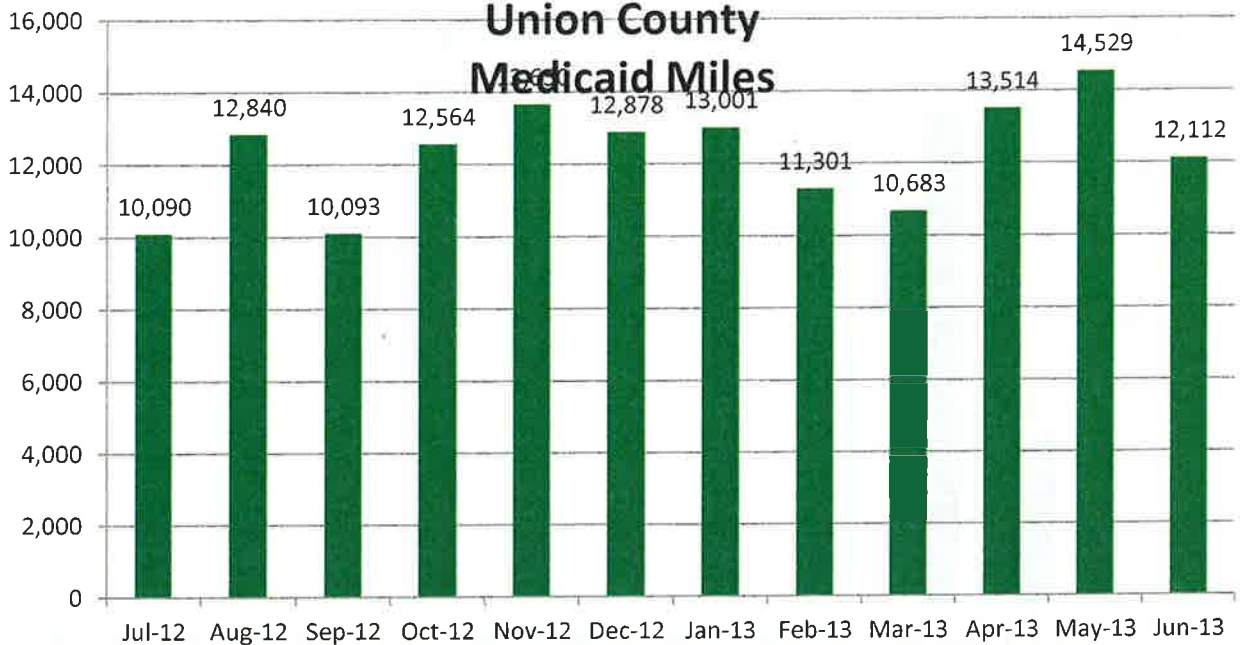
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Medicaid Trip Cost



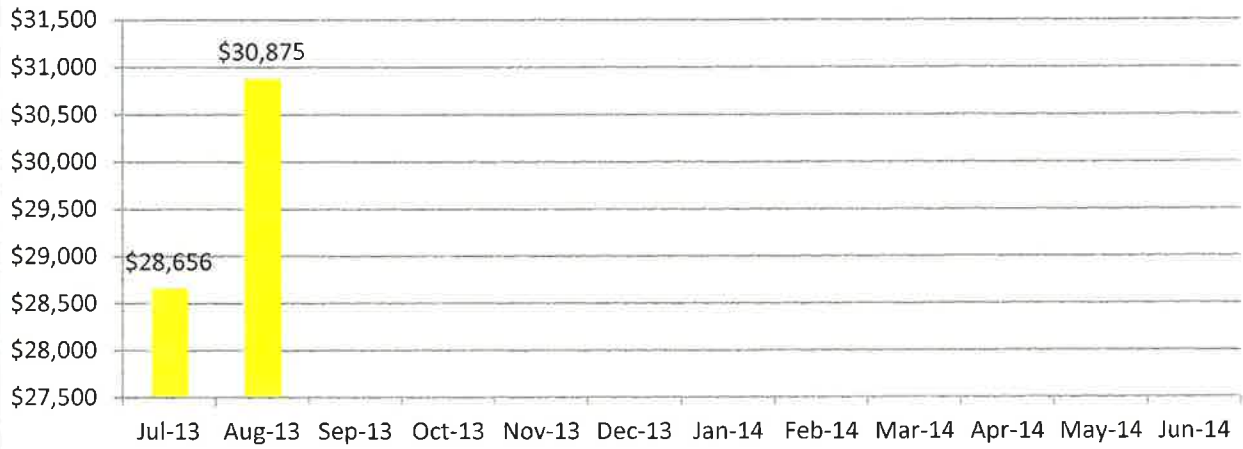
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Medicaid Miles



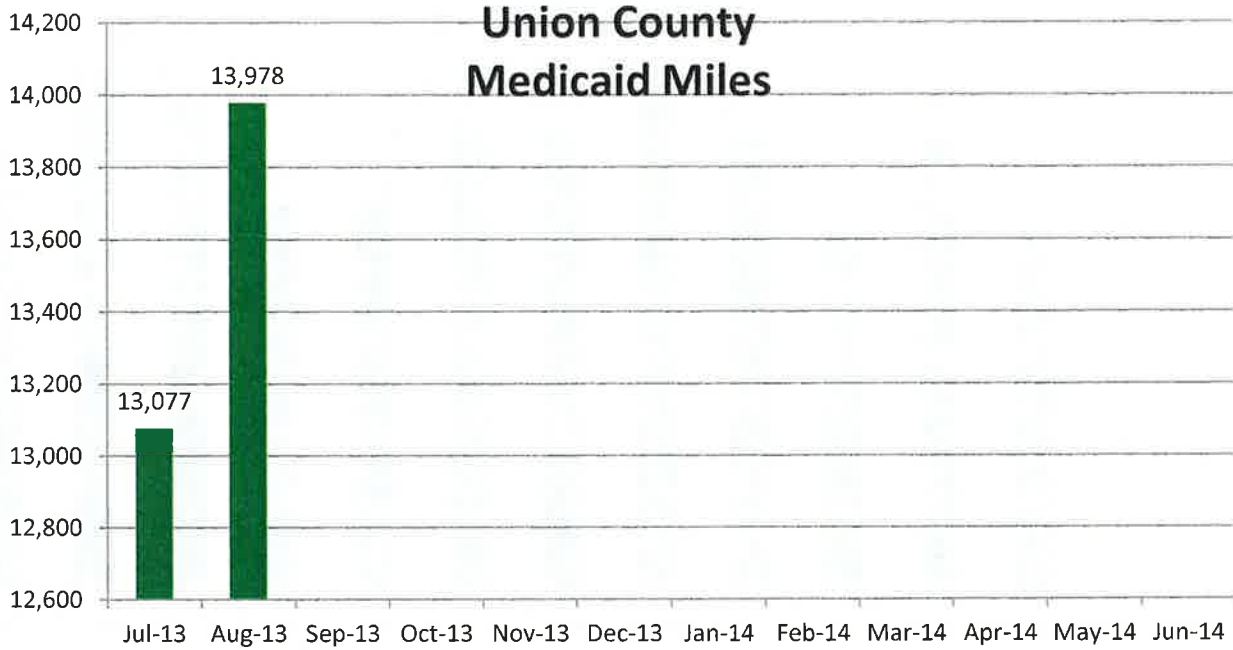
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Medicaid Trip Cost



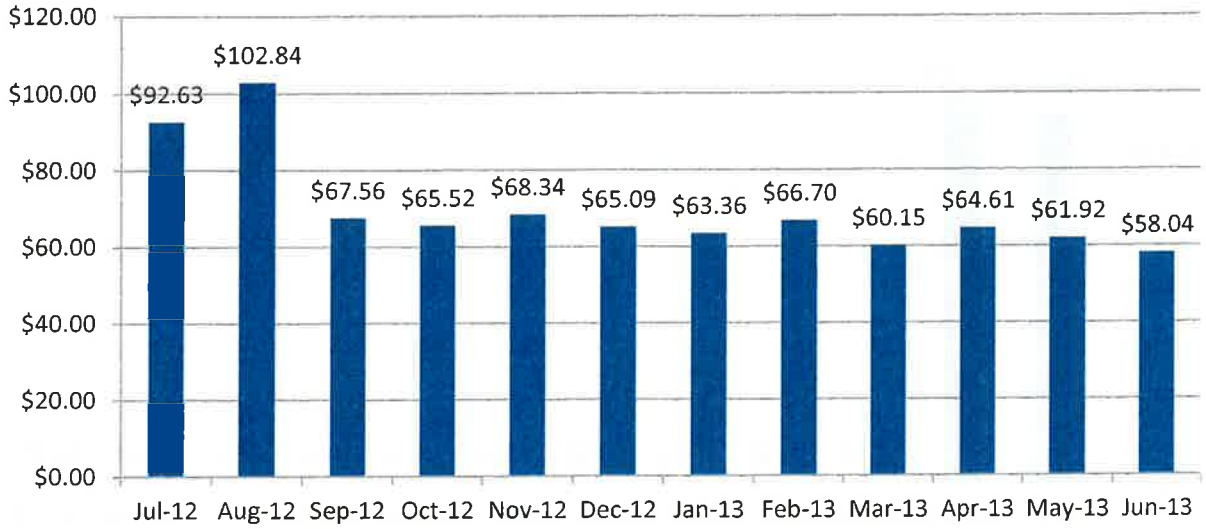
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Medicaid Miles



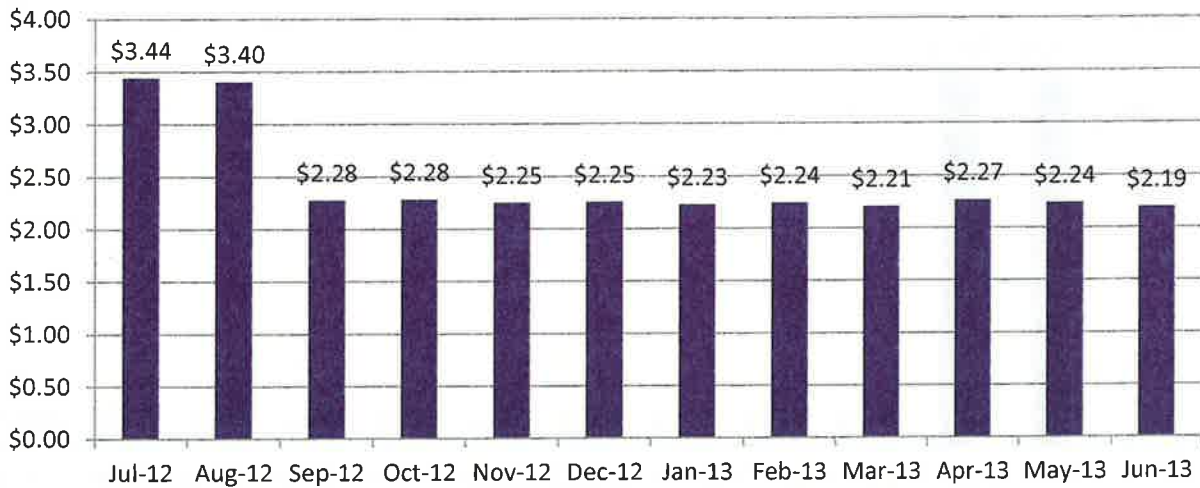
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Average Cost Per Medicaid Trip

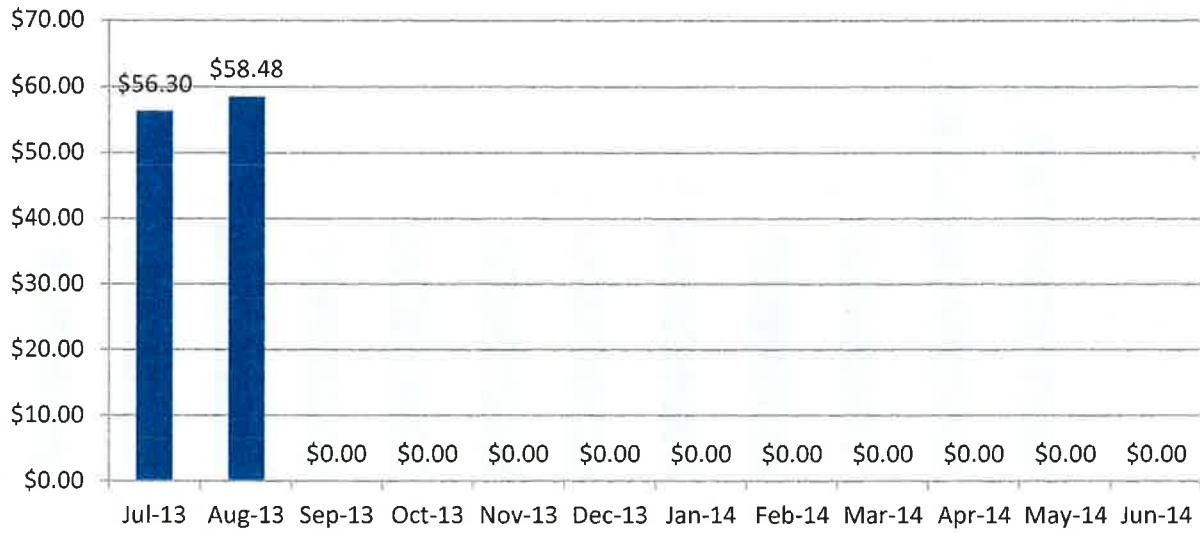


Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Average Cost Per Medicaid Mile

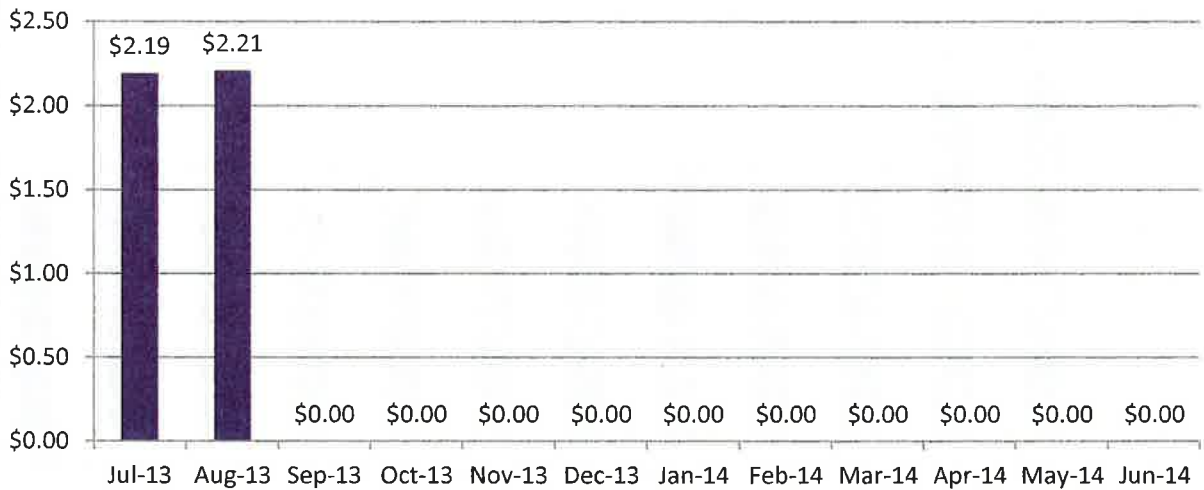


Union County Average Cost Per Medicaid Trip



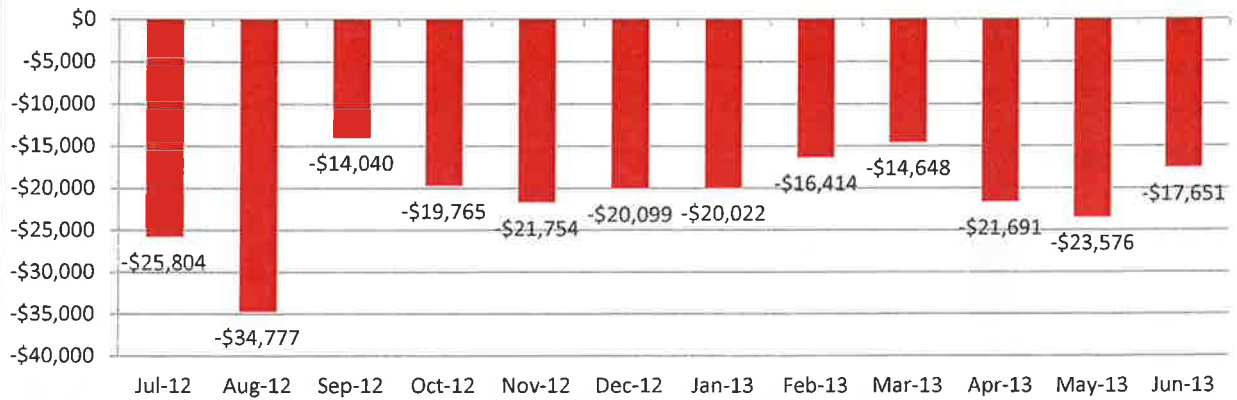
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Average Cost Per Medicaid Mile



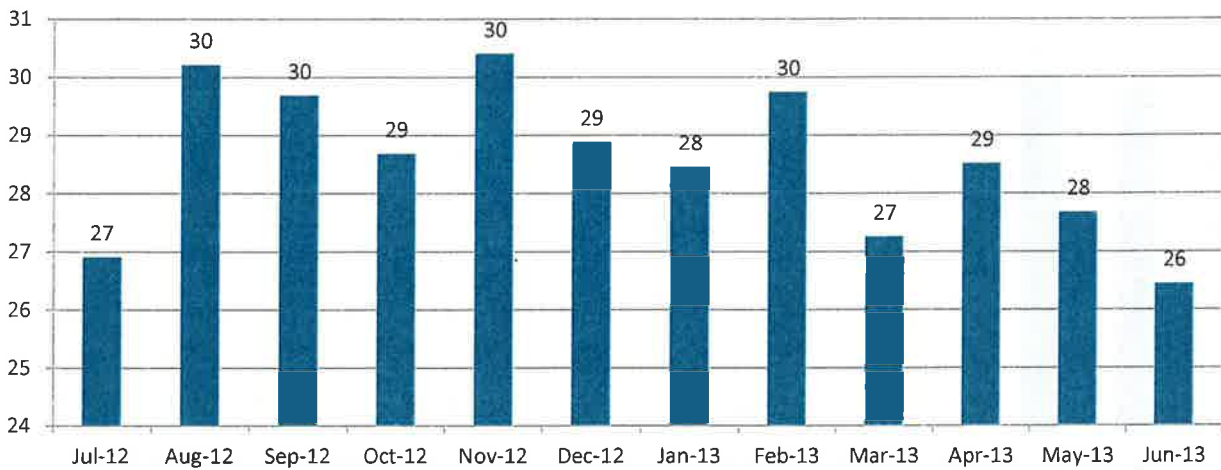
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Medicaid Allocation vs Actual Service Cost



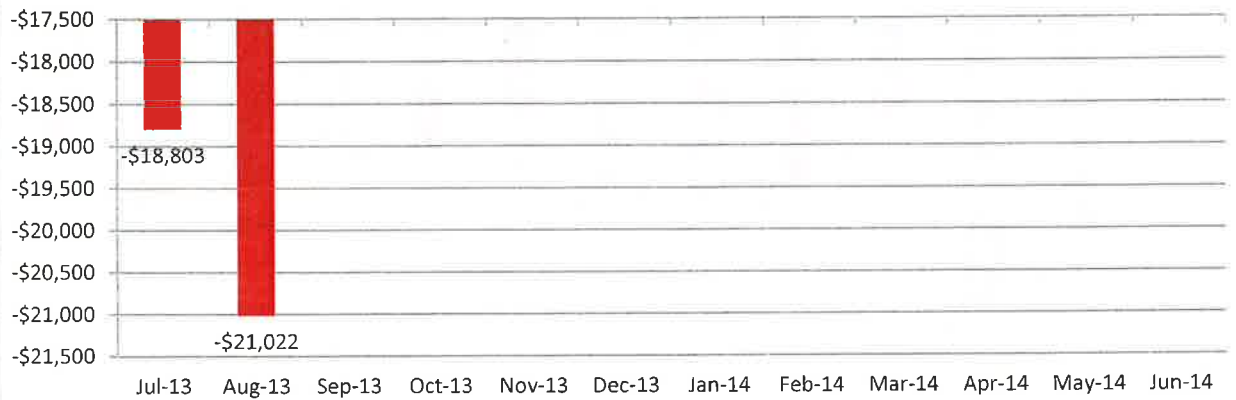
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Average Medicaid Miles Per Trip



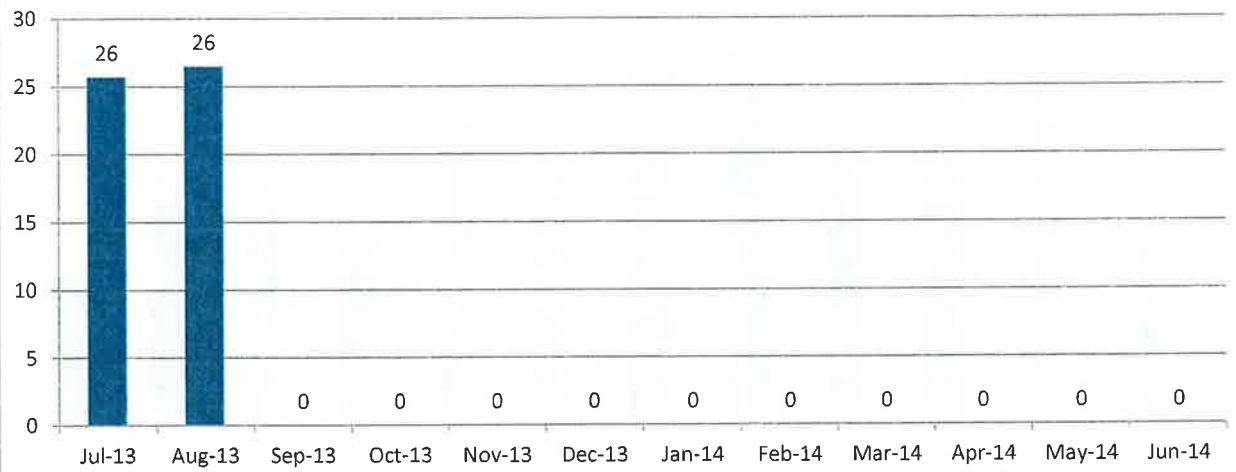
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Medicaid Allocation vs Actual Service Cost



Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

Union County Average Medicaid Miles Per Trip



Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

ATTENDANCE RECORD

**UNION COUNTY
TRANSPORTATION DISADVANTAGED
COORDINATING BOARD**

MEMBER/ORGANIZATION	NAME	10/16/2012	01/08/2013	04/16/2013	07/16/2013
Chair	Commissioner M. Wayne Smith	P	P	P	P
Florida Department of Transportation Alternate Member	Sandra Collins Janell Damato	P A	A A	P A	P A
Florida Department of Children and Families Alternate Member	Jaime Sanchez-Bianchi (Vacant)	P	A	P	P
Florida Agency for Health Care Administration Alternate Member	Alana McKay Andrew Singer	P A	P A	P A	P A
Florida Department of Education Alternate Member	Rayford Riels Barbara Harrington	A A	P A	A A	P A
Public Education Alternate Member	Mike Pittman (Vacant)	A	A	A	P
Citizen Advocate Alternate Member	Doyle Archer Vernon C. Dukes	A	A	P	A
Citizen Advcoate-User Alternate Member	(Vacant) (Vacant)				
Elderly Alternate Member	Donald Pettit (Vacant)	A	P	P	P
Veterans Alternate Member	Barbara Fischer (Vacant)	A	P	P	P
Persons with Disabilities Alternate Member	Bill McGill (Vacant)	P	P	P	P
Florida Association for Community Action Alternate Member	Matthew Pearson (Vacant)				
Florida Department of Elder Affairs Alternate Member	Cindy Roberts (Vacant)	A	P	P	P
Children at Risk Alternate Member	Kyle Bonesteel (Vacant)	Alberta Hampton	Alberta Hampton	A	A
Regional WorkfoRce Board Alternate Member	(Vacant) (Vacant)				
Local Medical Community Alternate Member	(Vacant) (Vacant)				

LEGEND KEY: P-Present A-Absent - Not Applicable (newly appointed member)

ATTENDANCE POLICY: According to Article III, Section 5 of the Coordinating Board bylaws: "The North Central Florida Regional Planning Council shall review and consider rescinding the appointment of any voting member of the Board who fails to attend three consecutive meetings."

