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

October 4, 2022

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

The Bradford County Transportation Disadvantaged Coordinating Board will hold a business meeting **Tuesday, October 11, 2022 at 10:00 a.m.** in the **Board of County Commissioners Meeting Room** located in the **Bradford County Courthouse, 945 North Temple Ave., Starke, Florida.** The meeting will also be conducted via communications media technology in the following format:

DIAL IN NUMBER: Toll free 1.888.585.9008

CONFERENCE CODE: 864 183 272

**\*\*Please note that at least two (2) Board members must be present in person in addition to at least two (2) Board members present via communications media technology to establish a quorum in order to vote on agenda items that require formal action.\*\***

Per the Centers for Disease Control and Prevention guidelines, to reduce the risk of becoming infected with the virus that causes COVID-19 and potentially spreading it to others, fully vaccinated people should wear a mask indoors in public if they are in an area of substantial or high transmission; if someone in their household is immunocompromised or at increased risk for severe disease; or if someone in their household is unvaccinated.

Attached is the meeting agenda and supporting materials. If you have any questions concerning the meeting, please do not hesitate to contact me at 1-800-226-0690 extension 110.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this public meeting is asked to advise our office at least **2 business days** before the meeting by contacting 352.955.2200 extension 110. If you are hearing or speech impaired, please contact our office using the Florida Relay Service, 1.800.955.8771 (TDD) or 1.800.955.8770 (Voice).

Attachments

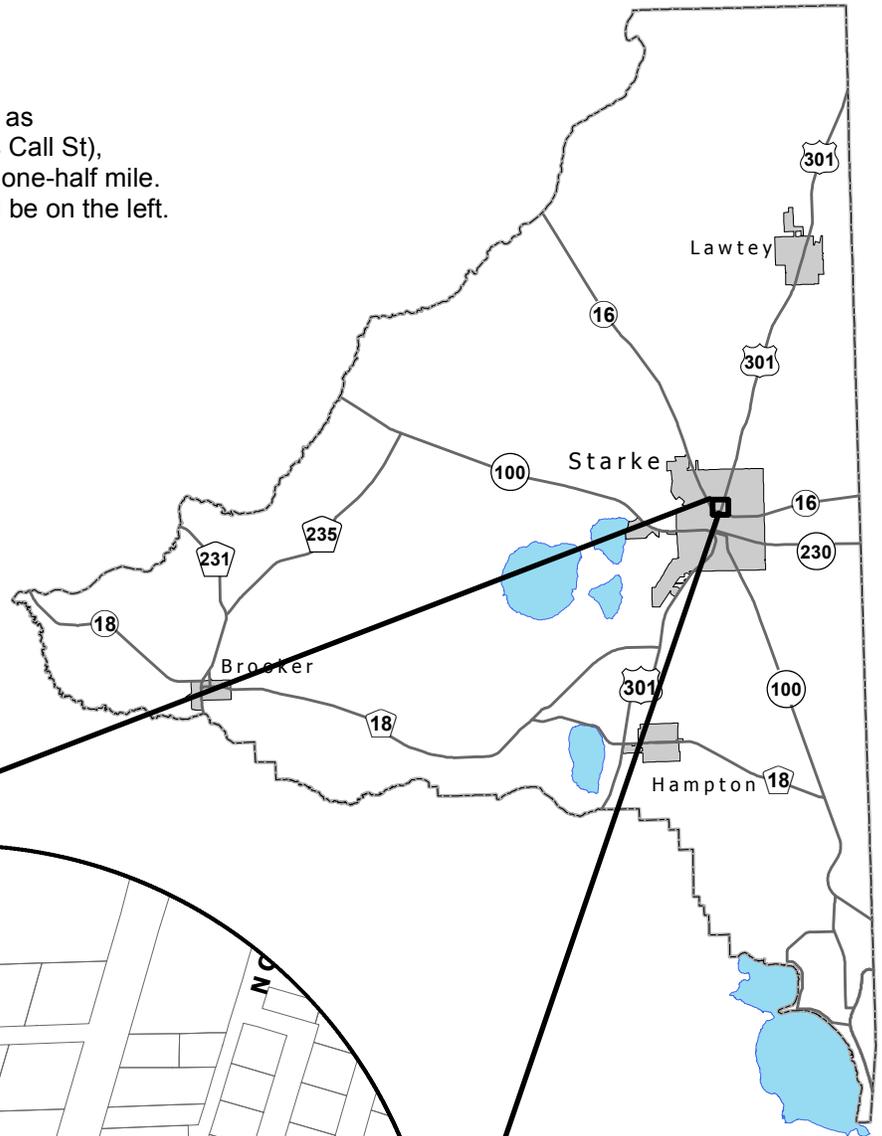
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# Bradford County Commission Chambers

945 North Temple Avenue

Starke, FL 32091

Directions: From U.S. Highway 301 (also known as Temple Ave) and State Road 230 (also known as Call St), travel North on U.S. Highway 301 approximately one-half mile. The Bradford County Commission Chambers will be on the left.



Bradford County  
Commission  
Chambers



1 inch = 417 feet





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**BRADFORD COUNTY  
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

**MEETING ANNOUNCEMENT AND AGENDA**

Board of County Commissioners Meeting Room  
Bradford County Courthouse  
945 North Temple Avenue  
Starke, Florida

Tuesday  
October 11, 2022  
10:00 a.m.

Dial in Number: Toll free 1.888.585.9008  
Conference Code: 864 183 272

**I. BUSINESS MEETING – CALL TO ORDER**

**A. Roll Call**

**B. Approval of the Meeting Agenda Page 3 ACTION REQUIRED**

**C. Approval of the July 12, 2022 Minutes Page 7 ACTION REQUIRED**

**II. NEW BUSINESS**

**A. 2021/22 Annual Performance Evaluation Page 11 ACTION REQUIRED**

The Board needs to approve Suwannee River Economic Council, Inc.'s 2021/22 annual performance evaluation

**B. Elect Vice-Chair Page 61 ACTION REQUIRED**

The Board needs to re-elect Lauren Adams as Vice-Chair or elect a new Vice-Chair

**C. 2021/22 Annual Operating Report Page 63 NO ACTION REQUIRED**

The Board needs to review the 2021/22 Bradford County Annual Operating Report

**III. OTHER BUSINESS**

**A. Comments**

#### **IV. FUTURE MEETING DATES**

- A. January 10, 2023 at 10:00 a.m.**
- B. April 11, 2023 at 10:00 a.m.**
- C. July 11, 2023 at 10:00 a.m.**
- D. October 10, 2023 at 10:00 a.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 meeting agenda, please do not hesitate to contact me at 1-800-226-0690, extension 110.

**BRADFORD COUNTY  
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

<b>MEMBER/REPRESENTING</b>	<b>ALTERNATE/REPRESENTING</b>
Commissioner Danny Riddick Local Elected Official/Chair	
Geanelly Reveron Florida Department of Transportation	Lauren Adams, Vice-Chair Florida Department of Transportation Grievance Committee Member
John Wisker Florida Department of Children and Families Grievance Committee Member	Vacant Florida Department of Children and Families
Jeffrey Aboumrad Florida Department of Education Grievance Committee Member	Vacant Florida Department of Education
Libby Murphy Florida Department of Elder Affairs Grievance Committee Member	Vacant Florida Department of Elder Affairs
Reeda Harris Florida Agency for Health Care Administration	Pamela Hagley Florida Agency for Health Care Administration
Sheryl Dick-Stanford Florida Agency for Persons with Disabilities	Sylvia Bamburg Florida Agency for Persons with Disabilities
Phyllis Marty Regional Workforce Board	Anna Mendoza Regional Workforce Board
Vacant Florida Association for Community Action Term ending June 30, 2023	Vacant Florida Association for Community Action Term ending June 30, 2023
Vacant Public Education	Vacant Public Education
Barbara Fischer Veterans Grievance Committee Member Term ending June 30, 2023	Vacant Veterans Term ending June 30, 2023
Vacant Citizen Advocate Term ending June 30, 2024	Vacant Citizen Advocate Term ending June 30, 2024
Vacant Citizen Advocate - User Term ending June 30, 2024	Vacant Citizen Advocate - User Term ending June 30, 2024
Vacant Persons with Disabilities Term ending June 30, 2024	Vacant Persons with Disabilities Term ending June 30, 2024
Vacant Elderly Term ending June 30, 2023	Vacant Elderly Term ending June 30, 2023
Vacant Medical Community Term ending June 30, 2025	Vacant Medical Community Term ending June 30, 2025
Vacant Children at Risk Term ending June 30, 2025	Vacant Children at Risk Term ending June 30, 2025
Vacant Private Transit Term ending June 30, 2025	Vacant Private Transit Term ending June 30, 2025

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



**BRADFORD COUNTY  
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

**MEETING MINUTES**

Board of County Commissioners Meeting Room  
Bradford County Courthouse  
945 North Temple Avenue  
Starke, Florida  
Dial in Number: Toll free 1.888.585.9008  
Conference Code: 864 183 272

Tuesday  
July 12, 2022  
10:00 a.m.

**VOTING MEMBERS PRESENT IN PERSON**

Commissioner Danny Riddick, Chair  
Barbara Fischer, Veterans Representative  
Libby Murphy, Florida Department of Elder Affairs Representative  
John Wisker, Florida Department of Children and Families Representative

**VOTING MEMBERS PRESENT VIA COMMUNICATIONS MEDIA TECHNOLOGY**

Jeffrey Aboumrad, Florida Department of Education Representative  
Sheryl Stanford, Florida Agency for Persons with Disabilities

**ALTERNATE MEMBERS PRESENT VIA COMMUNICATIONS MEDIA TECHNOLOGY**

Lauren Adams, Florida Department of Transportation Representative

**VOTING MEMBERS ABSENT**

Reeda Harris, Florida Agency for Health Care Administration Representative  
Phyllis Marty, Regional Workforce Board Representative

**OTHERS PRESENT**

Matthew Pearson, Suwannee River Economic Council, Inc.

**STAFF PRESENT**

Lynn Godfrey, North Central Florida Regional Planning Council

**I. BUSINESS MEETING CALL TO ORDER**

Chair Riddick called the meeting to order at 10:00.03 a.m.

**A. Roll Call**

Chair Riddick asked staff to conduct the roll call.

The roll was called by Ms. Lynn Godfrey, North Central Florida Regional Planning Council Senior Planner, and, a quorum was declared present.

**B. Approval of the Meeting Agenda**

**ACTION: Jeff Aboumrad moved to approve the meeting agenda. Barbara Fischer seconded; motion passed unanimously.**

**C. Approval of the May 3, 2022 Meeting Minutes**

**ACTION: Libby Murphy moved to approve the May 3, 2022 meeting minutes. Barbara Fischer seconded; motion passed unanimously.**

**II. NEW BUSINESS**

**A. 2018/23 Bradford County Transportation Disadvantaged Service Plan Amendments**

Ms. Godfrey stated that Suwannee River Economic Council, Inc. is requesting amendments to the Bradford County Transportation Disadvantaged Service Plan. She said staff recommends the Board approve the proposed amendments.

Mr. Matthew Pearson, Suwannee River Economic Council, Inc. Executive Director, discussed the proposed amendments.

**ACTION: Barbara Fischer moved to approve the 2018/23 Bradford County Transportation Disadvantaged Service Plan amendments. Libby Murphy seconded; motion passed unanimously.**

**B. Bylaws**

Ms. Godfrey stated that the Florida Commission for the Transportation Disadvantaged requires the Board to review and approve the Bylaws annually. She said staff is not recommending any changes to the Bylaws.

**ACTION: Libby Murphy moved to approve the Bylaws. John Wisker seconded; motion passed unanimously.**

**C. Grievance Procedures**

Ms. Godfrey stated that the Florida Commission for the Transportation Disadvantaged requires the Board to review and approve the Grievance Procedures annually. She said staff is not recommending any changes to the Grievance Procedures.

**ACTION: Barbara Fischer moved to approve the Grievance Procedures. Libby Murphy seconded; motion passed unanimously.**

**III. OTHER BUSINESS**

**A. Comments**

Mr. Pearson stated that, due to drivers contracting COVID-19 and the difficulties hiring drivers, Suwannee River Economic Council, Inc. is not providing transportation service to the mealsite. He said they are making sure there are enough drivers to provide medical trips.

**IV. FUTURE MEETING DATES**

Chair Riddick stated that the next meeting of the Board will be held Tuesday, October 11, 2022 at 10:00 a.m.

**ADJOURNMENT**

The meeting adjourned at 10:30 a.m.

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Coordinating Board Chair

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Date





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

October 4, 2022

TO: Bradford County Transportation Disadvantaged Coordinating Board  
 FROM: Lynn Godfrey, AICP, Senior Planner  
 SUBJECT: 2021/22 Annual Performance Evaluation

RECOMMENDATION

**Approve the Suwannee River Economic Council, Inc.’s 2021/22 annual performance evaluation.**

BACKGROUND

The Board is required to annually evaluate the transportation services provided by Suwannee River Economic Council, Inc. Attached is Suwannee River Economic Council, Inc.’s draft 2021/22 annual performance evaluation. If you have any questions concerning the attached evaluation, please contact me at extension 110.

Attachment

T:\Lynn\TD2022\Bradford\Memos\eval.docx



# COMMUNITY TRANSPORTATION COORDINATOR EVALUATION WORKBOOK

Florida Commission for the



## Transportation Disadvantaged

Community Transportation Coordinator: Suwannee River Economic Council, Inc.

County: Bradford

Address: P.O. Box 70, Live Oak, FL 32060

Contact: Matthew Pearson, Executive Director Phone: 386-362-4115

Review period: July 1, 2021 - June 30, 2022



# 2021/22 Community Transportation Coordinator Annual Performance Evaluation

Approved by the

Bradford County  
Transportation Disadvantaged Coordinating Board

2009 NW 67th Place  
Gainesville, FL 32653-1603  
[www.ncfrpc.org/mtpo](http://www.ncfrpc.org/mtpo)  
352.955.2000

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**Danny Riddick, Chair**

with Assistance from



North Central Florida Regional Planning Council  
2009 NW 67th Place  
Gainesville, FL 32653-1603  
[www.ncfrpc.org](http://www.ncfrpc.org)  
352.955.2200

October 11, 2022

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## I. FINDINGS AND RECOMMENDATIONS

### A. General Information

Areas of Noncompliance: None  
Recommendations: None  
Timeline for Compliance: None

### B. Chapter 427, Florida Statutes

Areas of Noncompliance: None  
Recommendations: None  
Timeline for Compliance: None

### C. Rule 41-2, Florida Administrative Code

Areas of Noncompliance: None  
Recommendations: None  
Timeline for Compliance: None

### D. On Site Observation

Areas of Noncompliance: None  
Recommendations: None  
Timeline for Compliance: None

### E. Surveys

Areas of Noncompliance: None  
Recommendations: None  
Timeline for Compliance: None

### F. Cost

Areas of Noncompliance: None  
Recommendations: None  
Timeline for Compliance: None

### G. Level of Competition

Areas of Noncompliance: None  
Recommendations: None  
Timeline for Compliance: None

### H. Level of Coordination

Areas of Noncompliance: None  
Recommendations: None  
Timeline for Compliance: None

## II. ENTRANCE INTERVIEW

1. **Operating Environment:** Rural
2. **Organization Type:** Private Non-Profit
3. **Network Type:** Sole Provider
4. **Subcontracted Operators:** None
5. **Coordination Contractors:** ARC of Bradford County
6. **Transportation Alternatives:** None
7. **Purchasing Agencies:**
  - Elder Options
  - Florida Commission for the Transportation Disadvantaged
  - Medical Transportation Management, Inc.
  - ModivCare Solutions, LLC
  - Alivi NEMT Network
8. **Transportation Disadvantaged Helpline Calls:**

Number of Calls	Closed Cases	Unsolved Cases
0	0	0

### III. GENERAL INFORMATION

1. **What was the designation date of the Community Transportation Coordinator?**

7/01/18

2. **What is the complaint process?**

Suwannee River Economic Council, Inc.'s complaint process is attached.

3. **Does the community transportation coordinator have a complaint form?**

Yes (attached)

4. **Does the form have a section for resolution of the complaint?**

Yes

5. **Is a summary of complaints given to the Transportation Disadvantaged Board on a regular basis?**

Yes

6. **When is the dissatisfied party referred to the Florida Commission for the Transportation Disadvantaged Helpline?**

If the Transportation Director is unable to resolve a complaint, the complainant will be referred to the Transportation Disadvantaged Helpline.

7. **When a complaint is forwarded from the Transportation Disadvantaged Helpline, is the complaint entered into the local complaint file/process?**

Yes

8. **Does the Community Transportation Coordinator provide written rider/beneficiary information or brochures to inform riders/beneficiaries about transportation disadvantaged services?**

Yes (attached)

9. **Does the rider/ beneficiary information or brochure list the Transportation Disadvantaged Helpline phone number?**

Yes

10. **Does the rider/ beneficiary information or brochure list the complaint procedure?**

Yes

11. **What is the eligibility process for Transportation Disadvantaged sponsored riders?**

Individuals needing transportation assistance from Florida's Transportation Disadvantaged Program must complete an eligibility application (attached).

12. **Does public information state that accessible formats are available upon request?**

Yes

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13. **Is public information available in accessible formats upon request?**

Yes

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14. **What arrangements are in place to have accessible materials produced upon request?**

- Informational materials are available in large print upon request.
  - The Florida Relay (7-1-1) service is available to residents in the State of Florida who are deaf, hard of hearing, deaf/blind or speech disabled that connects them to standard (voice) telephone users.
- 

15. **Is The Florida Relay phone number provided in informational materials?**

Yes

---

16. **Does the Community Transportation Coordinator have a contract or agreement with the Regional Workforce Board?**

No

---

17. **What innovative ideas have been implemented in the coordinated transportation system?**

Suwannee River Economic Council, Inc. was awarded Innovation and Service Development Grant funds to provide on demand transportation service within Bradford County.

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18. **Are there any areas where coordination can be improved?**

Transportation services purchased with local, state or federal funds should be purchased through Florida's Coordinated Transportation System. Currently, Florida's Managed Medical Care Program provides transportation services to its clients outside of Florida's Coordinated Transportation System.

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19. **What barriers are there to the coordinated system?**

The ability of agencies to purchase transportation outside of Florida's Coordinated Transportation System.

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20. **Are there any areas that the Community Transportation Coordinator feels the Florida Commission for the Transportation Disadvantaged should be aware of or assist with?**

No

---

21. **What funding agencies does the Florida Commission for the Transportation Disadvantaged need to work closely with in order to facilitate a better coordinated transportation system?**

Florida Agency for Health Care Administration and CareerSource Florida.

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22. **How is the Community Transportation Coordinator marketing the voluntary dollar?**

No marketing system in place.

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## Complaint Process

All complaints received either written or verbal should be forwarded to the Director of Transportation. This includes complaints that have already been resolved by the dispatcher or driver.

Complaint form (attached) will be completed and resolution of complaint documented.

Complaints are files and kept to ensure proper tracking of complaints.

Complaints will be sent quarterly by County to the NCFPRC for reporting to the Local Coordinating Boards. Complaint totals will be submitted in the Annual Operating Report.

If resolution of complaint cannot be made by the Director of Transportation, the TD Helpline information should be shared with the rider.

# SREC Transportation Complaint Form

Client Name: \_\_\_\_\_

Date: \_\_\_\_\_

Description of Incident:

Complaint Resolution:

Staff Signature: \_\_\_\_\_

Director of Transportation Signature: \_\_\_\_\_

Florida State Map  
67 Counties



**Bradford County Brochure**  
Revised 09/17/20

Accessible formats are available upon request

**Bradford County  
Programs and Services**

For information on our Aging Programs:

- Alzheimer's Disease Initiative
- Community Care for the Elderly
- Emergency Home Energy Assistance for the Elderly
- Home Care for the Elderly
- Title III-B, C-1, C-2, IIIIE

Bradford Meal Site  
Hours: M - F 8:00 a. m. - 12:00 p. m.  
1210 Andrews Circle  
Starke, Florida



Contact  
Bradford Service / Senior Center  
1210 Andrews Circle  
Starke, Florida 32091  
(800) 955-8771 TDD  
(800) 955-8770 Voice

**Suwannee River Economic Council, Inc.**

Established  
1966



Serving  
Bradford, Columbia, Dixie,  
Gilchrist, Hamilton, Lafayette, Levy, Madison,  
Putnam, Suwannee, Taylor and Union Counties

Administrative Office  
Post Office Box 70  
1171 Nobles Ferry Road, Bldg #2  
Live Oak, Florida 32064  
(386) 362-4115 Voice/TDD  
[mattpearson@suwanneec.org](mailto:mattpearson@suwanneec.org)

Affirmative Action,  
Fair Housing Agency

**SREC's Vision**  
Our customers embrace the challenge to rise above the perils of poverty, and discover within themselves the courage and strength to succeed.

Suwannee River Economic Council's mission is to embrace a community full of potential; and to educate and motivate present and future generations to discover and realize the dream of a comfortable and productive lifestyle.

Visit our website  
[www.srecinc.org](http://www.srecinc.org)

**Bradford County  
Programs and Services**

For information on:

Emergency Assistance/Self Sufficiency

- Care To Share
- Community Services Block Grant (CSBG)
- Emergency Food & Shelter Program
- Low Income Home Energy Assistance Program
- Project Share
- Salvation Army

Housing

- Weatherization

Transportation

- Transportation Disadvantage Trust Fund
- Medicaid
- Title III B

Contact  
Bradford Service / Senior Center  
1210 Andrews Circle  
Starke, Florida 32091  
(800) 955-8771 TDD  
(800) 955-8770 Voice

Bradford County – Programs, Services, Eligibility  
Aging Programs

Title III-B, C-1, C-2, III-E

- Congregate Meal Sites, Health Support, Homemaker, Home Delivered Meals, Nutrition Education, Outreach, Respite, Screening, Specialized Medical Equipment, Services and Supplies, Telephone Reassurance, and Transportation

Eligibility: 60+ years of age – C1 Program

60+ years of age – C2 Program - Home Bound

60+ years of age - III-B Program - Frail

60+ years of age – III-E Program – Frail, Live-in Caregiver

Bradford County – Programs, Services, Eligibility  
Housing/Transportation Programs

Weatherization Programs

- Minor home repairs to reduce infiltration of air and energy consumption.

Eligibility: Income guidelines; 200% of U.S. poverty guidelines based on family size; owner, renter, site built or mobile home eligible.

Transportation

- Public Transportation  
Transport elderly and disadvantaged to the doctor, medical facilities, meal sites, and shopping.

Eligibility: Income guidelines, Medicaid, disabled.

For reservations, scheduling, complaints/commendations and/or questions call (844) 496-0624.

Any complaints not resolved can be forwarded to the Director of

Transportation at (386) 362-4115, ext. 241.

For Program information or complaints/commendations call TD Helpline at (800) 983-2435.

- Medicaid Broker Service  
Transport Medicaid eligible clients to the doctor, medical facilities, meals sites and shopping.

Eligibility: Income guidelines, Medicaid Eligible

Any complaints not resolved can be forwarded to the Director of Transportation at (386) 362-4115, ext. 241.



*We Do Business in Accordance With the  
Federal Fair Housing Law  
(The Fair Housing Amendments Act of 1988)*

*It is illegal to discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin.*

Bradford County – Programs, Services, Eligibility  
Emergency Assistance/Self Sufficiency

Care To Share

- Assist with utilities.

Eligibility: Florida Power & Light customers only. Must reside in FPL service area; Household income no more than 125% of poverty guidelines and documented emergency.

Community Services Block Grant (CSBG)

- Information & Referral; Family Self-Sufficiency; Case Management; Support Services; Application Assistance to other Social Service Agencies.

Eligibility: Income guidelines 125% of U.S. poverty guidelines and a documented emergency.

Emergency Food & Shelter Program (EFSP)

- Emergency assistance for food and housing.

Eligibility: Household income no more than 125% of the federally established income guidelines and certain asset limitations.

Low Income Home Energy Assistance Program

- Assistance with utility bills and utility crisis resolution.

Eligibility: Household income of no more than 150% of the federally established income guidelines and certain asset limitations; resident of the county.

Project Share

- Assist with utility bills.

Eligibility: Clay Electric Coop. customers only. Must reside in CEC service area. Household income no more than 125% of poverty guidelines and documented emergency.

Salvation Army

- Assist with utilities, rent/ mortgage, food, medication and temporary housing.

Eligibility: Household income no more than 125% of poverty guidelines and documented emergency.

Bradford County – Programs, Services, Eligibility  
Aging Programs

Alzheimer's Disease Initiative (ADI)

- Respite/Case Management, Specialized Medical Equipment, Services and Supplies

Eligibility: Diagnosis as possible Alzheimer's or memory disorder.

Community Care for the Elderly (CCE)

- Case Management, Companion, Emergency Alert Response, Homemaker, Home Delivered Meals, Personal Care, Respite, and Specialized Medical Equipment, Services and Supplies

Eligibility: 60+ years of age, frail and elderly.

Emergency Home Energy Assistance for the Elderly (EHEAP)

- Assistance with utility bills, supply blankets, heaters, and fans.

Eligibility: 60+ years of age with household income after specified exclusions of no more than 150% of the federally established poverty income guidelines for the household size.

Home Care for the Elderly (HCE)

- Basic Subsidy, (Caregiver Allowance), Case Management, Home Delivered Meals, Homemaker, Respite, Specialized Medical Equipment, Services & Supplies and Special Subsidy.

Eligibility: 60+ years of age. Assets/Income limitations, requires 24 hour care by qualified caregiver.

**TRANSPORTATION DISADVANTAGED PROGRAM  
ELIGIBILITY CERTIFICATION APPLICATION**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Middle Initial \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ **Mail address:** \_\_\_\_\_

Zip Code \_\_\_\_\_ County \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security # \_\_\_\_\_ Male \_\_\_\_ Female \_\_\_\_

Telephone Number (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**Emergency Contact Name** \_\_\_\_\_

Relationship \_\_\_\_\_

Telephone Number (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

1. How many people reside in your household Including parents, caregivers, relatives or others involved in your living functions?  
\_\_\_\_\_

2. Does your household have an operational vehicle(s)?

Yes (a) Are you or another household member able to operate the vehicle(s)?  Yes  No  
| (b) Can you afford to operate the vehicle(s)?  Yes  No

No

3. Are you enrolled in any assistance programs:

Managed Medical Care Program (Medicaid)  
 Aging Program  
 Other \_\_\_\_\_

**Mail Completed application to: Suwannee River Economic Council, Inc.  
255 SW 9<sup>th</sup> Avenue  
Lake Butler, FL 32054  
Tel # 844-496-0624  
Or  
Give to Driver at time of trip**



4. What other means of transportation are available for you to use?  
\_\_\_\_\_
5. Do you have a physical or mental disability as outlined in the Americans With Disabilities Act of 1990?  
 Yes  
 No
6. Is your disability permanent?  
 Yes  
 No

Please check or list any special needs, services or modes of transportation you require:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Powered Wheelchair             | <input type="checkbox"/> Manual Wheelchair | <input type="checkbox"/> Powered Scooter/Cart |
| <input type="checkbox"/> Stretcher                      | <input type="checkbox"/> Walker            | <input type="checkbox"/> Leg Braces           |
| <input type="checkbox"/> Cane                           | <input type="checkbox"/> Respirator        | <input type="checkbox"/> Oxygen CO2           |
| <input type="checkbox"/> Personal Care Attendant/Escort |  | <input type="checkbox"/> Service Animal       |

Other:  
\_\_\_\_\_

**CERTIFICATION AND ACKNOWLEDGEMENT**

I understand and affirm that the information provided in this application will be used to determine if I am eligible for non-emergency transportation services sponsored by Florida's Transportation Disadvantaged Program. I understand that the information contained in this application is confidential and will be shared only with professionals involved in evaluating and determining eligibility for transportation services provided under Florida's Transportation Disadvantaged Program. I certify that, to the best of my knowledge, the information in this application is true, correct, complete and made in good faith and any material omissions, falsifications, misstatements or misrepresentations in the above information could disqualify me from receiving services under Florida's Transportation Disadvantaged Program.

**APPLICANT SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

**Suwannee River Economic Council, Inc. will notify you whether your application has been approved or denied within 15 business days. If your application is denied, you may file an appeal with Suwannee River Economic Council, Inc. within 15 working days.**

Application Processed by: \_\_\_\_\_

Signature: \_\_\_\_\_

Date : \_\_\_\_\_



## Procedures for processing TD applications

1. **New Ride**: When client calls in for a ride verify through CTS software, to see if the client is a new or existing rider of the system. If new send the rider the TD application, by driver or mail to be completed. The rider CAN receive (1) ride prior to completion of application.
2. **Transportation Application (TD)**: All TD riders must complete a transportation application form to determine eligibility and the appropriate means of service. Make sure the application is completed and signed. (If not, completed the application is denied, notify person by phone reason why). If application is denied, rider may file an appeal with Suwannee River Economic Council within 15 working days. (try to make contact with person)
3. **Verification of eligibility**: Once application is returned to office. Dispatcher will run the applicants, Name, Date of Birth and Social Security #, through the Florida Medicaid web portal at <https://sso.flmmis.com>. Determine if TD eligible or Covered Health plan through Broker. If Broker mark health plan at top of intake. Attach the Medicaid Eligibility Verification form to the TD application after printed.
4. **Contact Client** : Call rider and notify of eligibility for which services they are eligible. (TD or one of the health plans, let them know of the other transportation services available to them that we provide).
5. **Medicaid Reform Members**: Riders that are Medicaid Reform need to contact the designated provider on the back of the Medicaid Card or the number below;
  - ModivCare 1-866-779-0565- Health plans Sunshine, United Health Care, Humana
  - MTM-1-855-824-5700 – Staywell and Well Care
  - A2C-1-855-381-3778 - Prestige
6. **CTS Update**: Add client rider information in screen completing screen to include GEO and expiration date to be dated, approved one year from approval date. Complete Approval of application with your, signature and date of completion.
7. **Application processing Time**: SREC dispatcher will notify rider whether application has been approved or denied within 15 business days. If your application is denied, you may file an appeal with Suwannee River Economic Council within 15 working days.
8. **Application File Location**: After completion of the application process, file application in the appropriate County notebook in alphabetical order.
9. **Annually Update**: All TD riders are to complete an application annually by the assigned CTS expiration date on file.

I have read and understand the above procedures.

\_\_\_\_\_ Date \_\_\_\_\_

## IV COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

1. **Are the Community Transportation Coordinator subcontracts uniform?**  
Not applicable, no subcontracted operators.
2. **Is the Florida Commission for the Transportation Disadvantaged standard contract utilized?**  
Not applicable, no subcontracted operators.
3. **Do the contracts include performance standards for the transportation operators?**  
Not applicable, no subcontracted operators.
4. **Do the contracts include the proper language concerning payment to subcontractors?**  
Not applicable, no subcontracted operators.
5. **Were the following items submitted on time?**
  - a) **Annual Operating Report:** Yes
  - b) **Memorandum of Agreement:** Yes
  - c) **Transportation Disadvantaged Service Plan:** Yes
  - d) **Transportation Disadvantaged Trust Fund Grant Application:** Yes
  - e) **Other grant applications:** Yes
6. **Does the Community Transportation Coordinator monitor its subcontractors and how often is monitoring conducted?**  
Not applicable, no subcontracted operators.
7. **Is a written report issued to the operator?**  
Not applicable, no subcontracted operators.
8. **What type of monitoring does the Community Transportation Coordinator perform on its coordination contractors and how often is it conducted?**  
Vehicle and driver compliance monitoring is performed annually.
9. **Are coordination contracts reviewed annually as to the effectiveness and efficiency of the coordination contractor or the renewal of any Coordination Contracts?**  
Yes
10. **Are there any transportation alternatives?**  
No

Effective: July 1, 2015 – June 30, 2016

STATE OF FLORIDA  
COMMISSION FOR THE TRANSPORTATION DISADVANTAGED

STANDARD COORDINATION/OPERATOR CONTRACT

**THIS CONTRACT** is entered into between the COMMUNITY TRANSPORTATION COORDINATOR, Suwannee River Economic Council, Inc., designated pursuant to Chapter 427, F.S., to serve the transportation disadvantaged for the community that includes the entire area of Bradford and Union counties, and hereinafter referred to as the "Coordinator" and Bradford ARC, dba Sunshine Industries, hereinafter referred to as the "Agency/Operator". The terms and conditions of this Contract are effective July 1, 2015 and will continue through June 30, 2016.

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 provide 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

representations 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 Agreement 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 Agreement. 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 \$200,000 for any one person and \$300,000 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), FAC..
- 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. 2000d 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, subgrantees, 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 days after such notice by the Coordinator is given by registered mail. Only an adjudication or judgement 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 the:
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, 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 after 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 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 required, 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:

Matt Pearson, Executive Director  
Suwannee River Economic Council, Inc.  
P.O. Box 70  
Live Oak FL 32064

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

Sherry Ruskowski, Executive Director  
Bradford ARC dba Sunshine Industries  
P.O. Box 509  
Starke FL 32091

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

Bradford ARC dba Sunshine Industries  
Sherry Ruskowski, Executive Director

Suwannee River Economic Council  
Matt Pearson, Executive Director

Typed Name of Authorized Individual

Typed Name of Authorized Individual

Signature: Sherry Ruskowski

Signature: Matt

Title: EXECUTIVE DIRECTOR

Title: Executive Director

ATTACHMENT I  
AGENCY/OPERATOR CONTRACT

SERVICE DESCRIPTION

1. The Agency/Operator will be able to provide:  
Ambulatory, Wheelchair
  
  2. The Agency/Operator will be available to provide transportation :  
6:00 AM – 6:00 PM, Monday – Friday  
Days Agency/Operator will not be able to provide services:  
Holidays and Sundays
  
  3. Vehicles Agency/Operator will use to transport all passengers:  
Vehicle Inventory attached
  
  4. Vehicle/Equipment Standards:  
Functioning air conditions/heating, grab rails, stanchions, first aid kits, fire extinguishers, adequate communication equipment
  
  5. Driver Requirements:  
Current valid license, FDOT physical, working knowledge of Coordinator’s SSPP, pre-hire and random drug tests.
  
  6. Training  
Annual driver training is required.
-

7. Agency/Operator' fare structure

\$1.50 per mile when providing services for Coordinator.

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

Submit invoice (if any) and reports monthly.

9. Reporting Requirements

Total miles, revenue miles, trips, total drivers, total vehicles, accidents, driver hours, total transportation revenues, total expenses.

## ATTACHMENT II

### The Commission for the Transportation Disadvantaged Standards and Performance Requirements

Pursuant to Rule 41-2.006, 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 be 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;
-

- (l) 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 15 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

Coordinator's Memorandum of Agreement, including Transportation Disadvantaged Service Plan (Attachment III)

Coordinator's and Local Coordinating Board's Grievance Procedures (Attachment IV)

Coordinator's Safety System Plan (Attachment V)

Annual Operating Report Instructions/Forms (Attachment VI)

Any Entities Purchasing Transportation's Standards (Attachment VII)

Any Reporting Forms (Quarterly Reports to Local Coordinating Board or Coordinator) (Attachment VIII)

Any Billing/Invoicing Forms (Attachment IX)

Current Coordinator Policies (Attachment X)



Contract Extension

Between Agency and Provider

Hereby extends the Standard Coordination Contract between Suwannee River Economic Council, Inc. P.O. Box 70, Live Oak, Florida 32064 and

Coordinator Name Bradford ARC dba Sunshine Industries  
1351 South Water Street  
Starke, Florida 32091

Until 6/30/22. All conditions remain the same as in original contract.

---

Extension approval

  
\_\_\_\_\_  
Sherry Ruskowski, Executive Director  
Bradford ARC dba Sunshine Industries

6/17/2021  
Date

  
\_\_\_\_\_  
Matt Pearson, Executive Director  
Suwannee River Economic Council, Inc.

6/30/21  
Date

## IV COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

1. **Hours of Service:**

Transportation Disadvantaged Program: Monday through Friday, 6:00 a.m. to 6:00 p.m. excluding holidays.

2. **Call Intake Hours:**

Monday through Friday, 8:00 a.m. to 4:30 p.m.

3. **After Hours Reservations/Cancellations:**

After hours service is not provided through the Transportation Disadvantaged Program.

Trip cancellations should be made to Suwannee River Economic Council, Inc. with 24-hour advance notification. Trips must be canceled a minimum of two hours before the scheduled pick-up time.

4. **Minimum required notice for reservations:**

Transportation Disadvantaged Program: Trips must be scheduled twenty-four hours in advance for service needed Tuesday through Friday. Trips must be scheduled seventy-two hours in advance for service needed on Mondays.

5. **How far in advance can reservations be place (number of days)?**

14

6. **What type of arrangement does the Community Transportation Coordinator have with the local Regional Workforce Board?**

No agreement with the local Regional Workforce Board.

7. **Has the Community Transportation Coordinator developed any innovative transportation services for the local Regional Workforce Board?**

Suwannee River Economic Council, Inc. applied for and received Innovation and Service Development Grant funds to provide on demand service.

8. **Do the Community Transportation Coordinator and Local Coordinating Board review applications for federal, state and local Transportation Disadvantaged funding?**

Yes

9. **What are the trip priorities for the trips funded with Transportation Disadvantaged Program trips?**

Trips sponsored with Trip & Equipment Grant funds provided through Florida's Transportation Disadvantaged Program will be provided in the following ranking order based on funding availability:

Prescheduled Medical Appointments

- Dialysis appointments
- Cancer Care appointments
- Urgent Care appointments

Prescheduled Medical Appointments as defined by the American Board of Medical Specialties:

- Allergy and Immunology
- Colon & Rectal Surgery
- Dermatology
- Family Medicine
- Neurological Surgery
- Obstetrics & Gynecology
- Ophthalmology
- Orthopaedic Surgery
- Otolaryngology - Head and Neck Surgery
- Pediatrics
- Physical Medicine & Rehabilitation
- Plastic Surgery
- Psychiatry & Neurology
- Radiology
- Surgery
- Thoracic Surgery
- Urology

Other Medical Appointments

- Dental appointments
- Pharmacy

Mental Health Services provided by physicians, nurses who provide mental health services, licensed social workers, chemical dependency counselors, licensed professional counselors and licensed marriage and family counselors.

Nutritional (within Bradford County)

- Adult congregate meal programs
- Food stamp procurement
- Grocery shopping

Social Service Agency (within Bradford County)

- Public agency support services
- Senior programs

10. **How are the trip priorities carried out?**

Trip priorities are carried out in accordance with the above priority list established in the Bradford County Transportation Disadvantaged Service Plan.

## V. COMPLIANCE WITH RULE 41-2 FLORIDA ADMINISTRATIVE CODE

1. **How is the Community Transportation Coordinator using school buses in the coordinated system?**

Suwannee River Economic Council, Inc. does not have a contract with the Bradford County School Board.

2. **How is the Community Transportation Coordinator using public transportation services in the coordinated system?**

Not applicable, no other public transportation services operating in the service area.

3. **Is there a goal for transferring passengers from paratransit to transit?**

Not applicable, no fixed route public transportation systems operating in the service area.

4. **What are the minimum liability insurance requirements?**

\$200,000/\$300,000

5. **What are the minimum liability insurance requirements in the operator and coordination contracts?**

Not applicable, no subcontracted operators/coordination contractors.

6. **Do the minimum liability insurance requirements exceed \$1 million per incident?**

No

7. **Date of last System Safety Program Plan Compliance Review:**

Internal audits of Suwannee River Economic Council, Inc.'s System Safety Program Plan are conducted annually. The most recent Florida Department of Transportation vehicle monitoring conducted in December 2021. The most recent Florida Department of Transportation triennial review was conducted in November 2021.

8. **Are the contracted operators in compliance with the System Safety Program Plan?**

Not applicable, no subcontracted operators.

9. **Do the Community Transportation Coordinator and its contracted operators (if any) comply with the Federal Transit Administration Anti-Drug and Alcohol Misuse Program (49 CFR Part 40, 655)?**

Yes

10. **Date of last Anti-Drug and Alcohol Misuse Program review:**

The most recent review of the Substance Abuse Policy was conducted by the Center for Urban Transportation Research during the triennial review in November 2021.

<b>Standards</b>	<b>Comments</b>
Local toll free phone number must be posted in all vehicles.	Suwannee River Economic Council, Inc. posts local toll free phone number in all vehicles.
Vehicle Cleanliness	Suwannee River Economic Council, Inc. cleans all vehicles (interior/exterior) at least once a week.
Passenger/Trip Database	Suwannee River Economic Council, Inc. maintains a passenger database.
Adequate seating	Suwannee River Economic Council, Inc. provides adequate seating for all passengers.
Driver Identification	Suwannee River Economic Council, Inc. requires drivers to identify themselves in a manner that is conducive to communications with specific passengers.
Passenger Assistance	Suwannee River Economic Council, Inc. 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	Suwannee River Economic Council, Inc. complies with Section 287.0585, Florida Statutes.
Transport of Escorts and dependent children policy	Suwannee River Economic Council, Inc. 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	Suwannee River Economic Council, Inc. requires all passengers under the age of 4 and or 50 pounds to use a child restraint device. Child restraint devices must be provided by the passenger.

Out-of-Service Area trips	Suwannee River Economic Council, Inc. may require medical provider verification for any out of county transportation.
CPR/1st Aid	Suwannee River Economic Council, Inc. does not require drivers to be trained in CPR. Suwannee River Economic Council, Inc. requires that all vehicles be equipped with biohazard kits as required by State and Federal regulations.
Driver Criminal Background Screening	Suwannee River Economic Council, Inc. conducts motor vehicle registration checks on drivers every six months.
Passenger Property	Suwannee River Economic Council, Inc. 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	Suwannee River Economic Council, Inc. requires trips to be scheduled by 4:00 p.m. the day before service is requested.
Pick-up Window	Passengers shall be picked up 30 minutes before or 30 minutes after their scheduled pick-up time.

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

County: Bradford  
 CTC: Suwannee River Economic Council, Inc.  
 Contact: Matt Pearson  
 PO Box 70  
 Live Oak, FL 32064  
 386-362-4115

Demographics	Number
Total County Population	0
Unduplicated Head Count	674



Email: mattpearson@suwanneec.net

<b>Trips By Type of Service</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>Vehicle Data</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Fixed Route (FR)	0	0	0	Vehicle Miles	186,739	135,519	244,836
Deviated FR	0	0	0	Roadcalls	3	3	0
Complementary ADA	0	0	0	Accidents	0	0	1
Paratransit	20,104	18,905	19,473	Vehicles	13	15	17
TNC	0	0	0	Drivers	27	14	24
Taxi	0	0	0				
School Board (School Bus)	0	0	0				
Volunteers	0	0	0				
<b>TOTAL TRIPS</b>	<b>20,104</b>	<b>18,905</b>	<b>19,473</b>				

<b>Passenger Trips By Trip Purpose</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Medical	9,462	9,325	9,077
Employment	8	28	11
Ed/Train/DayCare	8,946	9,271	9,738
Nutritional	1,559	4	0
Life-Sustaining/Other	129	277	647
<b>TOTAL TRIPS</b>	<b>20,104</b>	<b>18,905</b>	<b>19,473</b>

<b>Passenger Trips By Revenue Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
CTD	6,788	3,979	3,682
AHCA	3,150	4,431	4,675
APD	9,042	9,561	10,161
DOEA	1,052	0	0
DOE	0	0	0
Other	72	934	955
<b>TOTAL TRIPS</b>	<b>20,104</b>	<b>18,905</b>	<b>19,473</b>

<b>Trips by Provider Type</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
CTC	11,062	9,344	9,312
Transportation Operator	0	0	0
Coordination Contractor	9,042	9,561	10,161
<b>TOTAL TRIPS</b>	<b>20,104</b>	<b>18,905</b>	<b>19,473</b>

<b>Financial and General Data</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Expenses	\$637,525	\$701,007	\$614,261
Revenues	\$771,133	\$937,375	\$798,047
Commendations	0	0	0
Complaints	1	0	0
Passenger No-Shows	443	570	479
Unmet Trip Requests	75	0	0

<b>Performance Measures</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Accidents per 100,000 Miles	0	0	0.41
Miles between Roadcalls	62,246	45,173	0
Avg. Trips per Passenger	23.96	34.75	28.89
Cost per Trip	\$31.71	\$37.08	\$31.54
Cost per Paratransit Trip	\$31.71	\$37.08	\$31.54
Cost per Total Mile	\$3.41	\$5.17	\$2.51
Cost per Paratransit Mile	\$3.41	\$5.17	\$2.51



## Bus Transit System Annual Safety and Security Certification

*Certifying Compliance with Rule 14-90, FAC to the  
Florida Department of Transportation (FDOT)*

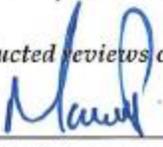
Certification Date (Current): 2021

Certification Year: (Previous): 2020

Name and Address of Bus Transit System: Suwannee River Economic Council, Inc.  
1171 Nobles Ferry Rd.  
Live Oak FL 32064

*The Bus Transit System (Agency) named above hereby certifies the following:*

- 1. The Agency has adopted a System Safety Program Plan (SSPP) and a Security Program Plan (SPP) pursuant to the standards set forth in Rule Chapter 14-90, Florida Administrative Code.*
- 2. The Agency is in compliance with its adopted SSPP and SPP.*
- 3. The Agency has performed annual safety inspections on all operational vehicles in accordance with Rule Chapter 14-90, Florida Administrative Code.*
- 4. The Agency has conducted reviews of SSPP and SPP and the plans are up to date.*

Blue Ink Signature:  Date: January 4, 2021  
(Individual Responsible for Assurance of Compliance)

Name: Matt Pearson Title: Executive Director

Name and address of entity(ies) which has (have) performed bus safety inspections and security assessments:

Name: See Attached

Address: See Attached

Name of Qualified Mechanic who Performed Annual Inspections: See Attached

## VI ON-SITE OBSERVATION OF THE SYSTEM

1. **Date of Observation:**  
An on-site observation of the system was not conducted due to COVID-19 safety concerns.
2. **Location:**  
\_\_\_\_\_
3. **Number of Passengers picked up/dropped off:**  
**Ambulatory:** \_\_\_\_\_  
**Non-Ambulatory:** \_\_\_\_\_
4. **Was the driver on time?**  
\_\_\_\_\_
5. **Did the driver provide passenger assistance?**  
\_\_\_\_\_
6. **Was the driver wearing identification?**  
\_\_\_\_\_
7. **Did the driver ensure the passengers were properly secured?**  
\_\_\_\_\_
8. **Was the interior of the vehicle free of 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?**  
\_\_\_\_\_
9. **Is there a sign posted on the interior of the vehicle with both a local phone number and the Transportation Disadvantaged Program Helpline for comments/complaints/commodations?**  
\_\_\_\_\_
10. **Did the vehicle have working heat and air conditioning?**  
\_\_\_\_\_
11. **Did the vehicle have two-way communications in good working order?**  
\_\_\_\_\_
12. **If used, was the lift in good working order?**  
\_\_\_\_\_
13. **Was there safe and appropriate seating for all passengers?**  
\_\_\_\_\_
14. **Did the driver properly use the lift and secure the passenger?**  
\_\_\_\_\_

## VII PASSENGER SURVEYS

**How often do your ride?**

Daily 7 days/week	1-2 Times/Week	3-5 Times/Week	Other
0	4	2	0

**Have you been denied transportation services?**

Yes 0

No 6

**What is your trip purpose?**

Medical	Education/Training	Employment	Other
6	0	0	0

**Do you have concerns with your service?**

Yes 0

No 6

**What types of concerns do you have?**

Late Trips	Driver Behavior	Availability	Vehicle Condition	Customer Service	Cost
0	0	0	0	0	0

## VII PURCHASING AGENCY SURVEYS

### PURCHASING AGENCY SURVEY

**Purchasing Agency:** Florida Commission for the Transportation Disadvantaged  
**Representative of Purchasing Agency:** Dan Zeruto, Project Manager - Area 3

**1) Does your agency purchase transportation services from Suwannee River Economic Council, Inc.?**

- Yes  
 No

**2) What is the primary purpose for purchasing transportation service for your clients?**

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

**3) On average, how often do your clients use Suwannee River Economic Council, Inc.'s transportation services?**

- 7 Days/Week  
 1-2 Times/Week  
 3-5 Times/Week  
 1-3 Times/Month  
 Less than 1 Time/Month

**4) Have you had any problems with Suwannee River Economic Council, Inc.'s service?**

- Yes  
 No     If no, skip to question 6

**5) If you have had problems with Suwannee River Economic Council, Inc.'s service, please identify the types of problems:**

- 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 wait for reservations  
 Other \_\_\_\_\_

**6) Overall, are you satisfied with the transportation services provided by Suwannee River Economic Council, Inc.?**

- Yes  
 No     If no, why? \_\_\_\_\_

## VIII COST



### CTC Expense Sources

County: Bradford

CTC Status: Submitted

CTC Organization: Suwannee River Economic Council, Inc.

Fiscal Year: 07/01/2021 - 06/30/2022

CTD Status: Under Review

Expense Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Labor	\$ 214,018	\$ 37,027	\$ 251,045	\$ 216,883	\$ 33,649	\$ 250,532
Fringe Benefits	\$ 129,036	\$ 7,206	\$ 136,242	\$ 127,286	\$ 0	\$ 127,286
Services	\$ 16,717	\$ 1,100	\$ 17,817	\$ 16,985	\$ 940	\$ 17,925
Materials & Supplies Consumed	\$ 49,314	\$ 26,397	\$ 75,711	\$ 36,643	\$ 13,443	\$ 50,086
Utilities	\$ 13,926	\$ 181	\$ 14,107	\$ 13,941	\$ 48,655	\$ 62,596
Casualty & Liability	\$ 39,648	\$ 42,886	\$ 82,534	\$ 37,864	\$ 44,886	\$ 82,750
Taxes	\$ 552	\$ 7,204	\$ 7,756	\$ 686	\$ 480	\$ 1,166
Miscellaneous	\$ 1,494	\$ 0	\$ 1,494	\$ 863	\$ 0	\$ 863
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 13,491	\$ 0	\$ 13,491	\$ 12,532	\$ 0	\$ 12,532
Capital Purchases	\$ 200	\$ 0	\$ 200	\$ 75,958	\$ 0	\$ 75,958
Contributed Services	\$ 13,864	\$ 0	\$ 13,864	\$ 19,313	\$ 0	\$ 19,313
Allocated Indirect Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Purchased Transportation Services</b>						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
<b>Total - Expense Sources</b>	<b>\$ 492,260</b>	<b>\$ 122,001</b>	<b>\$ 614,261</b>	<b>\$ 558,954</b>	<b>\$ 142,053</b>	<b>\$ 701,007</b>

## IX 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
<b>Total</b>	<b>2</b>	<b>2</b>

2. **How many of the operators are coordination contractors?** \_\_\_\_\_ 1 \_\_\_\_\_

3. **Does the Community Transportation Coordinator have a competitive procurement process?**

Yes \_\_\_\_\_

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

	Low bid
	Requests for qualifications
	Negotiation only

√	Requests for proposals
	Requests for interested parties

**X LEVEL OF COORDINATION**

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

Suwannee River Economic Council, Inc. provides information about the transportation program on the agency's website, and distributes brochures in the community.

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

Suwannee River Economic Council, Inc. determines all passenger eligibility except for passengers sponsored by Florida's Managed Medical Care Program.

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

Individuals call Suwannee River Economic Council, Inc. to schedule all trips except trips provided through Florida's Managed Medical Care Program.

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

Suwannee River Economic Council, Inc. handles all trip reservations except trip reservations for Florida's Managed Medical Care Program.

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

Not applicable. No subcontracted operators.

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

Suwannee River Economic Council, Inc. schedules all trips except for trips sponsored by Florida's Managed Medical Care Program.

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

Not applicable. No subcontracted operators.



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October 4, 2022

TO: Bradford County Transportation Disadvantaged Coordinating Board  
 FROM: Lynn Godfrey, AICP, Senior Planner  
 SUBJECT: Elect Vice-Chair

RECOMMENDATION

**Re-elect Lauren Adams as Vice Chair or elect a new Vice-Chair.**

BACKGROUND

Chapter I. F. of the Board’s Bylaws requires the Board to hold an organizational meeting each year for the purpose of electing a Vice-Chair. The Vice-Chair shall serve a term of one year starting with the next meeting. In the event of the Chair’s absence, the Vice-Chair shall assume the duties of the Chairperson and conduct the meeting.

If you have any questions concerning this matter, please contact me at extension 110.





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

October 4, 2022

TO: Bradford County Transportation Disadvantaged Coordinating Board  
FROM: Lynn Godfrey, AICP, Senior Planner  
SUBJECT: 2021/2022 Annual Operating Report

RECOMMENDATION

**Review Suwannee River Economic Council, Inc's 2021/2022 Annual Operating Report.**

BACKGROUND

Suwannee River Economic Council, Inc. is required to submit an annual operating report to the Florida Commission for the Transportation Disadvantaged by September 15 of each year. Attached is Suwannee River Economic Council, Inc.'s 2021/2022 Annual Operating Report.

If you have any questions concerning the attached report, please contact me at extension 110.

Attachment

T:\Lynn\TD2022\Bradford\Memos\aoor.docx





# CTC Organization

**County:** Bradford

**Fiscal Year:** 7/1/2021 - 6/30/2022

**CTC Status:** Submitted

**CTD Status:** Under Review

**Date Initiated:** 7/18/2022

**CTC Organization Name:** Suwannee River Economic Council, Inc.

**Address:** PO Box 70

**City:** Live Oak

**State:** FL

**Zip Code:** 32064

**Organization Type:** Private Non Profit

**Network Type:** Partial Brokerage

**Operating Environment:** Rural

**Transportation Operators:** No

**Number of Transportation Operators:** 0

**Coordination Contractors:** Yes

**Number of Coordination Contractors:** 1

**Provide Out of County Trips:** Yes

**Local Coordinating Board (LCB) Chairperson:** Danny Riddick

**CTC Contact:** Matt Pearson

**CTC Contact Title:** Executive Director

**CTC Contact Email:** mattpearson@suwanneec.net

**Phone:** (386) 362-4115

## CTC Certification

I, Matt Pearson, as the authorized Community Transportation Coordinator (CTC) Representative, hereby certify, under the penalties of perjury as stated in Chapter 837.06, F.S., that the information contained in this report is true, accurate, and in accordance with the accompanying instructions.

CTC Representative (signature): \_\_\_\_\_

## LCB Certification

I, Danny Riddick, as the Local Coordinating Board Chairperson, hereby, certify in accordance with Rule 41-2.007(6), F.A.C. that the Local Coordinating Board has reviewed this report and the Planning Agency has received a copy.

LCB Chairperson (signature): \_\_\_\_\_



## Organization – Coordination Contractor

**County:** Bradford

**CTC Status:** Submitted

**CTC Organization:** Suwannee River Economic Council, Inc.

**Fiscal Year:** 7/1/2021 - 6/30/2022

**Upload Date:** 9/8/2022

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**Coordination Contractor Name:** The Arc of Bradford County  
**Address:** 1351 S. Water Street  
**City:** Starke  
**State:** FL  
**Zip Code:** 32091  
**Organization Type:** Private Non Profit  
**Operating Environment:** Rural  
**Provide Out of County Trips:** Yes  
**Who Do You Serve:** Bradford, Union and Clay Counties  
**Contact Person:** Sherry Ruszkowski  
**Contact Title:** Executive Director  
**Contact Email:** sherry@arcbradford.org  
**Phone:** (904) 964-7699

### Coordination Contractor Certification

By submission of this form, I, Sherry Ruszkowski, as the authorized representative of The Arc of Bradford County, hereby certify, under the penalties of perjury as stated in Chapter 837.06, F.S., that the information contained in this report is true, accurate, and in accordance with the accompanying instructions.

CTC Representative (signature): \_\_\_\_\_



# CTC Trips

County: Bradford

CTC Status: Submitted

CTC Organization: Suwannee River Economic Council, Inc.

Fiscal Year: 07/01/2021 - 06/30/2022

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Service Type - One Way</b>						
Fixed Route/Fixed Schedule						
Daily Pass Trips	0	N/A	0	0	N/A	0
Weekly Pass Trips	0	N/A	0	0	N/A	0
Monthly Pass Trips	0	N/A	0	0	N/A	0
Deviated Fixed Route Service	0	N/A	0	0	N/A	0
Complementary ADA Service	0	N/A	0	0	N/A	0
Paratransit						
Ambulatory	7,629	7,961	15,590	7,327	7,641	14,968
Non-Ambulatory	1,683	2,200	3,883	2,017	1,920	3,937
Stretcher	0	0	0	0	0	0
Transportation Network Companies	0	N/A	0	0	N/A	0
Taxi	0	N/A	0	0	N/A	0
School Board (School Bus)	0	N/A	0	0	N/A	0
Volunteers	0	N/A	0	0	N/A	0
<b>Total - Service Type</b>	<b>9,312</b>	<b>10,161</b>	<b>19,473</b>	<b>9,344</b>	<b>9,561</b>	<b>18,905</b>
<b>Contracted Transportation Operator</b>						
How many of the total trips were provided by Contracted Transportation Operators? (If the CTC provides transportation services, do not include the CTC)	0	N/A	0	0	N/A	0
<b>Total - Contracted Transportation Operator Trips</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Revenue Source - One Way</b>						
Agency for Health Care Administration (AHCA)	4,675	0	4,675	4,431	0	4,431
Agency for Persons with Disabilities (APD)	0	10,161	10,161	0	9,561	9,561
Comm for the Transportation Disadvantaged (CTD)	3,682	N/A	3,682	3,979	N/A	3,979
Dept of Economic Opportunity (DEO)	0	0	0	0	0	0
Dept of Children and Families (DCF)	0	0	0	0	0	0
Dept of Education (DOE)	0	0	0	0	0	0
Dept of Elder Affairs (DOEA)	0	0	0	0	0	0
Dept of Health (DOH)	0	0	0	0	0	0
Dept of Juvenile Justice (DJJ)	0	0	0	0	0	0
Dept of Transportation (DOT)	955	0	955	934	0	934
Local Government	0	0	0	0	0	0
Local Non-Government	0	0	0	0	0	0
Other Federal & State Programs	0	0	0	0	0	0
<b>Total - Revenue Source</b>	<b>9,312</b>	<b>10,161</b>	<b>19,473</b>	<b>9,344</b>	<b>9,561</b>	<b>18,905</b>



**Transportation  
Disadvantaged**

## CTC Trips (cont'd)

**County:** Bradford

**CTC Status:** Submitted

**CTC Organization:** Suwannee River  
Economic Council,  
Inc.

**Fiscal Year:** 07/01/2021 - 06/30/2022

**CTD Status:** Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Passenger Type - One Way</b>						
Older Adults	6,221	0	6,221	0	0	0
Children At Risk	29	0	29	118	0	118
Persons With Disabilities	1,683	10,161	11,844	2,017	9,561	11,578
Low Income	1,379	0	1,379	7,209	0	7,209
Other	0	0	0	0	0	0
<b>Total - Passenger Type</b>	<b>9,312</b>	<b>10,161</b>	<b>19,473</b>	<b>9,344</b>	<b>9,561</b>	<b>18,905</b>
<b>Trip Purpose - One Way</b>						
Medical	8,654	423	9,077	9,034	291	9,325
Employment	11	0	11	28	0	28
Education/Training/Daycare	0	9,738	9,738	1	9,270	9,271
Nutritional	0	0	0	4	0	4
Life-Sustaining/Other	647	0	647	277	0	277
<b>Total - Trip Purpose</b>	<b>9,312</b>	<b>10,161</b>	<b>19,473</b>	<b>9,344</b>	<b>9,561</b>	<b>18,905</b>
<b>Unduplicated Passenger Head Count (UDPHC)</b>						
UDPHC	638	36	674	507	37	544
<b>Total - UDPHC</b>	<b>638</b>	<b>36</b>	<b>674</b>	<b>507</b>	<b>37</b>	<b>544</b>
<b>Unmet &amp; No Shows</b>						
Unmet Trip Requests	0	N/A	0	0	N/A	0
No Shows	479	N/A	479	570	N/A	570
<b>Customer Feedback</b>						
Complaints	0	N/A	0	0	N/A	0
Commendations	0	N/A	0	0	N/A	0



**Transportation Disadvantaged**

# Coordination Contractor Trips

**County:** Bradford

**CTC Status:** Submitted

**CTC Organization:** Suwannee River Economic Council, Inc.

**Fiscal Year:** 07/01/2021 - 06/30/2022

**Upload Date:** 9/8/2022

**Coordination Contractor:** The Arc of Bradford County

	Selected Reporting Period	Previous Reporting Period
	Coordination Contractors	Coordination Contractors
<b>Service Type - One Way</b>		
Fixed Route/Fixed Schedule		
Daily Pass Trips	N/A	N/A
Weekly Pass Trips	N/A	N/A
Monthly Pass Trips	N/A	N/A
Deviated Fixed Route Service	N/A	N/A
Complementary ADA Service	N/A	N/A
Paratransit		
Ambulatory	7,961	0
Non-Ambulatory	2,200	0
Stretcher	0	0
Transportation Network Companies	N/A	N/A
Taxi	N/A	N/A
School Board (School Bus)	N/A	N/A
Volunteers	N/A	N/A
<b>Total - Service Type</b>	<b>10,161</b>	<b>0</b>
<b>Contracted Transportation Operator</b>		
How many of the total trips were provided by Contracted Transportation Operators? (If the CTC provides transportation services, do not include the CTC)	N/A	N/A
<b>Total - Contracted Transportation Operator Trips</b>	<b>0</b>	<b>0</b>
<b>Revenue Source - One Way</b>		
Agency for Health Care Administration (AHCA)	0	0
Agency for Persons with Disabilities (APD)	10,161	0
Comm for the Transportation Disadvantaged (CTD)	N/A	N/A
Dept of Economic Opportunity (DEO)	0	0
Dept of Children and Families (DCF)	0	0
Dept of Education (DOE)	0	0
Dept of Elder Affairs (DOEA)	0	0
Dept of Health (DOH)	0	0
Dept of Juvenile Justice (DJJ)	0	0
Dept of Transportation (DOT)	0	0
Local Government	0	0
Local Non-Government	0	0
Other Federal & State Programs	0	0
<b>Total - Revenue Source</b>	<b>10,161</b>	<b>0</b>



**Transportation  
Disadvantaged**

## Coordination Contractor Trips (cont'd)

**County:** Bradford

**CTC Status:** Submitted

**CTC Organization:** Suwannee River  
Economic Council,  
Inc.

**Fiscal Year:** 07/01/2021 - 06/30/2022

**Upload Date:** 9/8/2022

**Coordination Contractor:** The Arc of Bradford  
County

	Selected Reporting Period	Previous Reporting Period
	Coordination Contractors	Coordination Contractors
<b>Passenger Type - One Way</b>		
Older Adults	0	0
Children At Risk	0	0
Persons With Disabilities	10,161	0
Low Income	0	0
Other	0	0
<b>Total - Passenger Type</b>	<b>10,161</b>	<b>0</b>
<b>Trip Purpose - One Way</b>		
Medical	423	0
Employment	0	0
Education/Training/Daycare	9,738	0
Nutritional	0	0
Life-Sustaining/Other	0	0
<b>Total - Trip Purpose</b>	<b>10,161</b>	<b>0</b>
<b>Unduplicated Passenger Head Count (UDPHC)</b>		
UDPHC	36	0
<b>Total - UDPHC</b>	<b>36</b>	<b>0</b>
<b>Unmet &amp; No Shows</b>		
Unmet Trip Requests	N/A	N/A
No Shows	N/A	N/A
<b>Customer Feedback</b>		
Complaints	N/A	N/A
Commendations	N/A	N/A



**Transportation  
Disadvantaged**

# CTC Vehicles & Drivers

**County:** Bradford

**CTC Status:** Submitted

**CTC Organization:** Suwannee River  
Economic Council,  
Inc.

**Fiscal Year:** 07/01/2021 - 06/30/2022

**CTD Status:** Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Vehicle Miles</b>						
Deviated Fixed Route Miles	0	N/A	0	0	N/A	0
Complementary ADA Service Miles	0	N/A	0	0	N/A	0
Paratransit Miles	181,750	63,086	244,836	73,918	61,601	135,519
Transportation Network Companies (TNC) Miles	0	N/A	0	0	N/A	0
Taxi Miles	0	N/A	0	0	N/A	0
School Board (School Bus) Miles	0	N/A	0	0	N/A	0
Volunteers Miles	0	N/A	0	0	N/A	0
<b>Total - Vehicle Miles</b>	<b>181,750</b>	<b>63,086</b>	<b>244,836</b>	<b>73,918</b>	<b>61,601</b>	<b>135,519</b>
<b>Roadcalls &amp; Accidents</b>						
Roadcalls	0	0	0	3	0	3
Chargeable Accidents	1	0	1	0	0	0
<b>Vehicle Inventory</b>						
Total Number of Vehicles	8	9	17	7	8	15
Number of Wheelchair Accessible Vehicles	8	6	14	7	7	14
<b>Drivers</b>						
Number of Full Time & Part Time Drivers	8	16	24	0	14	14
Number of Volunteer Drivers	0	0	0	0	0	0



**Transportation  
Disadvantaged**

## Coordination Contractor Vehicles & Drivers

**County:** Bradford

**CTC Status:** Submitted

**CTC Organization:** Suwannee River  
Economic Council,  
Inc.

**Fiscal Year:** 07/01/2021 - 06/30/2022

**Upload Date:** 9/8/2022

**Coordination Contractor:** The Arc of Bradford  
County

	Selected Reporting Period	Previous Reporting Period
	Coordination Contractors	Coordination Contractors
<b>Vehicle Miles</b>		
Deviated Fixed Route Miles	N/A	N/A
Complementary ADA Service Miles	N/A	N/A
Paratransit Miles	63,086	0
Transportation Network Companies (TNC) Miles	N/A	N/A
Taxi Miles	N/A	N/A
School Board (School Bus) Miles	N/A	N/A
Volunteers Miles	N/A	N/A
<b>Total - Vehicle Miles</b>	<b>63,086</b>	<b>0</b>
<b>Roadcalls &amp; Accidents</b>		
Roadcalls	0	0
Chargeable Accidents	0	0
<b>Vehicle Inventory</b>		
Total Number of Vehicles	9	0
Number of Wheelchair Accessible Vehicles	6	0
<b>Drivers</b>		
Number of Full Time & Part Time Drivers	16	0
Number of Volunteer Drivers	0	0



# CTC Revenue Sources

County: Bradford

CTC Status: Submitted

CTC Organization: Suwannee River Economic Council, Inc.

Fiscal Year: 07/01/2021 - 06/30/2022

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Revenue Sources</b>						
Agency for Health Care Administration (AHCA)	\$ 129,459	\$ 0	\$ 129,459	\$ 123,813	\$ 0	\$ 123,813
Agency for Persons with Disabilities (APD)	\$ 0	\$ 124,111	\$ 124,111	\$ 0	\$ 118,106	\$ 118,106
Dept of Economic Opportunity (DEO)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Children and Families (DCF)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Education (DOE)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Elder Affairs (DOEA)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Health (DOH)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Juvenile Justice (DJJ)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Commission for the Transportation Disadvantaged (CTD)</b>						
Non-Sponsored Trip Program	\$ 124,777	N/A	\$ 124,777	\$ 173,817	N/A	\$ 173,817
Non-Sponsored Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Rural Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
TD Other	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
<b>Department of Transportation (DOT)</b>						
49 USC 5307	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5310	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5311	\$ 405,136	\$ 0	\$ 405,136	\$ 426,588	\$ 0	\$ 426,588
49 USC 5311 (f)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Block Grant	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Service Development	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commuter Assistance Program	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other DOT	\$ 0	\$ 0	\$ 0	\$ 75,738	\$ 0	\$ 75,738
<b>Local Government</b>						
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
County Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
County In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Local Non-Government</b>						
Farebox	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Donations/Contributions	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
In-Kind Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Non-Government	\$ 14,564	\$ 0	\$ 14,564	\$ 19,313	\$ 0	\$ 19,313
<b>Other Federal &amp; State Programs</b>						
Other Federal Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other State Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total - Revenue Sources</b>	<b>\$ 673,936</b>	<b>\$ 124,111</b>	<b>\$ 798,047</b>	<b>\$ 819,269</b>	<b>\$ 118,106</b>	<b>\$ 937,375</b>



**Transportation  
Disadvantaged**

## Coordination Contractor Revenue Sources

**County:** Bradford

**CTC Status:** Submitted

**CTC Organization:** Suwannee River  
Economic Council,  
Inc.

**Fiscal Year:** 07/01/2021 - 06/30/2022

**Upload Date:** 9/8/2022

**Coordination Contractor:** The Arc of Bradford  
County

	Selected Reporting Period	Previous Reporting Period
	Coordination Contractors	Coordination Contractors
<b>Revenue Sources</b>		
Agency for Health Care Administration (AHCA)	\$ 0	\$ 0
Agency for Persons with Disabilities (APD)	\$ 124,111	\$ 0
Dept of Economic Opportunity (DEO)	\$ 0	\$ 0
Dept of Children and Families (DCF)	\$ 0	\$ 0
Dept of Education (DOE)	\$ 0	\$ 0
Dept of Elder Affairs (DOEA)	\$ 0	\$ 0
Dept of Health (DOH)	\$ 0	\$ 0
Dept of Juvenile Justice (DJJ)	\$ 0	\$ 0
<b>Commission for the Transportation Disadvantaged (CTD)</b>		
Non-Sponsored Trip Program	N/A	N/A
Non-Sponsored Capital Equipment	N/A	N/A
Rural Capital Equipment	N/A	N/A
TD Other	N/A	N/A
<b>Department of Transportation (DOT)</b>		
49 USC 5307	\$ 0	\$ 0
49 USC 5310	\$ 0	\$ 0
49 USC 5311	\$ 0	\$ 0
49 USC 5311 (f)	\$ 0	\$ 0
Block Grant	\$ 0	\$ 0
Service Development	\$ 0	\$ 0
Commuter Assistance Program	\$ 0	\$ 0
Other DOT	\$ 0	\$ 0
<b>Local Government</b>		
School Board (School Bus)	N/A	N/A
County Cash	\$ 0	\$ 0
County In-Kind	\$ 0	\$ 0
City Cash	\$ 0	\$ 0
City In-Kind	\$ 0	\$ 0
Other Cash	\$ 0	\$ 0
Other In-Kind	\$ 0	\$ 0
<b>Local Non-Government</b>		
Farebox	\$ 0	\$ 0
Donations/Contributions	\$ 0	\$ 0
In-Kind Services	\$ 0	\$ 0
Other Non-Government	\$ 0	\$ 0
<b>Other Federal &amp; State Programs</b>		
Other Federal Programs	\$ 0	\$ 0
Other State Programs	\$ 0	\$ 0
<b>Total - Revenue Sources</b>	<b>\$ 124,111</b>	<b>\$ 0</b>



**Transportation  
Disadvantaged**

## CTC Expense Sources

**County:** Bradford

**CTC Status:** Submitted

**CTC Organization:** Suwannee River  
Economic Council,  
Inc.

**Fiscal Year:** 07/01/2021 - 06/30/2022

**CTD Status:** Under Review

Expense Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Labor	\$ 214,018	\$ 37,027	\$ 251,045	\$ 216,883	\$ 33,649	\$ 250,532
Fringe Benefits	\$ 129,036	\$ 7,206	\$ 136,242	\$ 127,286	\$ 0	\$ 127,286
Services	\$ 16,717	\$ 1,100	\$ 17,817	\$ 16,985	\$ 940	\$ 17,925
Materials & Supplies Consumed	\$ 49,314	\$ 26,397	\$ 75,711	\$ 36,643	\$ 13,443	\$ 50,086
Utilities	\$ 13,926	\$ 181	\$ 14,107	\$ 13,941	\$ 48,655	\$ 62,596
Casualty & Liability	\$ 39,648	\$ 42,886	\$ 82,534	\$ 37,864	\$ 44,886	\$ 82,750
Taxes	\$ 552	\$ 7,204	\$ 7,756	\$ 686	\$ 480	\$ 1,166
Miscellaneous	\$ 1,494	\$ 0	\$ 1,494	\$ 863	\$ 0	\$ 863
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 13,491	\$ 0	\$ 13,491	\$ 12,532	\$ 0	\$ 12,532
Capital Purchases	\$ 200	\$ 0	\$ 200	\$ 75,958	\$ 0	\$ 75,958
Contributed Services	\$ 13,864	\$ 0	\$ 13,864	\$ 19,313	\$ 0	\$ 19,313
Allocated Indirect Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Purchased Transportation Services</b>						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
<b>Total - Expense Sources</b>	<b>\$ 492,260</b>	<b>\$ 122,001</b>	<b>\$ 614,261</b>	<b>\$ 558,954</b>	<b>\$ 142,053</b>	<b>\$ 701,007</b>



**Transportation  
Disadvantaged**

## Coordination Contractor Expense Sources

**County:** Bradford

**CTC Status:** Submitted

**CTC Organization:** Suwannee River  
Economic Council,  
Inc.

**Fiscal Year:** 07/01/2021 - 06/30/2022

**Upload Date:** 9/8/2022

**Coordination Contractor:** The Arc of Bradford  
County

Expense Sources	Selected Reporting Period	Previous Reporting Period
	Coordination Contractors	Coordination Contractors
Labor	\$ 37,027	\$ 0
Fringe Benefits	\$ 7,206	\$ 0
Services	\$ 1,100	\$ 0
Materials & Supplies Consumed	\$ 26,397	\$ 0
Utilities	\$ 181	\$ 0
Casualty & Liability	\$ 42,886	\$ 0
Taxes	\$ 7,204	\$ 0
Miscellaneous	\$ 0	\$ 0
Interest	\$ 0	\$ 0
Leases & Rentals	\$ 0	\$ 0
Capital Purchases	\$ 0	\$ 0
Contributed Services	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 0	\$ 0
<b>Purchased Transportation Services</b>		
Bus Pass	N/A	N/A
School Board (School Bus)	N/A	N/A
Transportation Network Companies (TNC)	N/A	N/A
Taxi	N/A	N/A
Contracted Operator	N/A	N/A
<b>Total - Expense Sources</b>	<b>\$ 122,001</b>	<b>\$ 0</b>

County: Bradford  
 CTC: Suwannee River Economic Council, Inc.  
 Contact: Matt Pearson  
 PO Box 70  
 Live Oak, FL 32064  
 386-362-4115  
 Email: mattpearson@suwanneeec.net

Demographics	Number
Total County Population	0
Unduplicated Head Count	674



Trips By Type of Service	2020	2021	2022
Fixed Route (FR)	0	0	0
Deviated FR	0	0	0
Complementary ADA	0	0	0
Paratransit	20,104	18,905	19,473
TNC	0	0	0
Taxi	0	0	0
School Board (School Bus)	0	0	0
Volunteers	0	0	0
<b>TOTAL TRIPS</b>	<b>20,104</b>	<b>18,905</b>	<b>19,473</b>

Vehicle Data	2020	2021	2022
Vehicle Miles	186,739	135,519	244,836
Roadcalls	3	3	0
Accidents	0	0	1
Vehicles	13	15	17
Drivers	27	14	24

Passenger Trips By Trip Purpose	2020	2021	2022
Medical	9,462	9,325	9,077
Employment	8	28	11
Ed/Train/DayCare	8,946	9,271	9,738
Nutritional	1,559	4	0
Life-Sustaining/Other	129	277	647
<b>TOTAL TRIPS</b>	<b>20,104</b>	<b>18,905</b>	<b>19,473</b>

Financial and General Data	2020	2021	2022
Expenses	\$637,525	\$701,007	\$614,261
Revenues	\$771,133	\$937,375	\$798,047
Commendations	0	0	0
Complaints	1	0	0
Passenger No-Shows	443	570	479
Unmet Trip Requests	75	0	0

Passenger Trips By Revenue Source	2020	2021	2022
CTD	6,788	3,979	3,682
AHCA	3,150	4,431	4,675
APD	9,042	9,561	10,161
DOEA	1,052	0	0
DOE	0	0	0
Other	72	934	955
<b>TOTAL TRIPS</b>	<b>20,104</b>	<b>18,905</b>	<b>19,473</b>

Performance Measures	2020	2021	2022
Accidents per 100,000 Miles	0	0	0.41
Miles between Roadcalls	62,246	45,173	0
Avg. Trips per Passenger	23.96	34.75	28.89
Cost per Trip	\$31.71	\$37.08	\$31.54
Cost per Paratransit Trip	\$31.71	\$37.08	\$31.54
Cost per Total Mile	\$3.41	\$5.17	\$2.51
Cost per Paratransit Mile	\$3.41	\$5.17	\$2.51

Trips by Provider Type	2020	2021	2022
CTC	11,062	9,344	9,312
Transportation Operator	0	0	0
Coordination Contractor	9,042	9,561	10,161
<b>TOTAL TRIPS</b>	<b>20,104</b>	<b>18,905</b>	<b>19,473</b>



**ATTENDANCE RECORD  
BRADFORD COUNTY  
TRANSPORTATION DISADVANTAGED  
COORDINATING BOARD**

<b>MEMBER/ORGANIZATION</b>		<b>10/12/21</b>	<b>3/8/22</b>	<b>5/3/22</b>	<b>7/12/22</b>
Chair	Commissioner Danny Riddick	P	P	A	P
Florida Department of Transportation Alternate Member	Geanelly Reveron Lauren Adams	P	P	A P	P P
Florida Department of Children and Families Alternate Member	John Wisker (Vacant)	P	P	P	P
Agency for Health Care Administration Alternate Member	Reeda Harris Pamela Hagley	P A	P A	P A	A A
Florida Department of Education Alternate Member	Jeffrey Aboumrad (Vacant)	P	P	P	P
Florida Department of Elder Affairs Alternate Member	Libby Murphy (Vacant)	P	P	P	P
Florida Agency for Persons with Disabilities Alternate Member	Sheryl Dick-Stanford Sylvia Bamburg	P A	P A	P A	P A
Public Education Alternate Member	(Vacant) (Vacant)				
Citizen Advocate Alternate Member	(Vacant) (Vacant)				
Citizen Advocate-User Alternate Member	(Vacant) (Vacant)				
Elderly Alternate Member	(Vacant) (Vacant)				
Veterans Alternate Member	Barbara Fischer (Vacant)	P	P	A	P
Persons with Disabilities Alternate Member	(Vacant) (Vacant)				
Florida Association for Community Action Alternate Member	(Vacant) (Vacant)				
Children at Risk Alternate Member	(Vacant) (Vacant)				
Private Transit Alternate Member	(Vacant) (Vacant)				
Local Medical Community Alternate Member	Iana Patterson (Vacant)				
Regional Workforce Board Alternate Member	Phyllis Marty Anna Mendoza	A P	A P	P P	A A

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."

