

# COMMISSION FOR THE TRANSPORTATION DISADVANTAGED

## Commission Business Meeting



**Agenda**  
**April 8, 2016**  
**9:00 AM until Completion**  
**County Commission Chambers**  
**Indian River County Administration Complex**  
**1801 27<sup>th</sup> Street, Building A**  
**Vero Beach, Florida 32960**

*Marion Hart, Chairman*  
*Mike Willingham, Vice-Chairman*  
*David Darm, Commissioner*  
*Bryan Vaughan, Commissioner*  
*Dane Grey, Commissioner*  
*Dr. Phillip Stevens, Commissioner*  
*Dr. Robin Tellez, Commissioner*

**Dial-In Number: 888-670-3525**  
**Conference Code: 7993168355**

<b>Item #</b>	<b>Agenda Item</b>	<b>Speaker(s)</b>
I	Call to Order	Chairman Hart
II	Pledge of Allegiance	Chairman Hart
III	Introduction of Commissioners and Advisors (Tab 1)	Commissioners and Advisors
IV	Commissioner and Advisor Reports	Commissioners and Advisors
V	Public Comments (Comments limited to the current agenda items)	Public
VI	Welcome and Indian River County Community Transportation Presentation (Tab 2)	Commissioner Bob Solari, Indian River County Joseph A. Baird, Indian River County Administrator Karen Deigl, President/CEO, Senior Resource Association
	<b>Action Items</b>	
VII	Approval of Minutes (Tab 3) <ul style="list-style-type: none"><li>January 21, 2016</li></ul>	Chairman Hart

VIII	Community Transportation Coordinator Designations: (Tab 4)	
	<ul style="list-style-type: none"> <li>• Columbia, Hamilton, Suwannee Counties</li> <li>• Dixie County</li> <li>• Gilchrist County</li> <li>• Union County</li> <li>•</li> <li>• Baker County</li> <li>• Clay County</li> <li>• Putnam County</li> <li>• St. Johns County</li> <li>•</li> <li>• Wakulla County</li> </ul>	<p>Lynn Godfrey, North Central Florida Regional Planning Council</p> <p>Margo Moehring, Northeast Florida Regional Council</p> <p>Colleen Roland, Capital Region Transportation Planning Agency</p>
	<ul style="list-style-type: none"> <li>• Brevard County</li> </ul>	<p>Jim Liesenfelt, Space Coast Area Transit</p>
	<ul style="list-style-type: none"> <li>• Pasco County</li> </ul>	<p>Phil Pumphrey, Pasco County Metropolitan Planning Organization</p>
	<ul style="list-style-type: none"> <li>• Hillsborough County</li> </ul>	<p>Michelle Ogilvie, Hillsborough County Metropolitan Planning Organization</p>
	<ul style="list-style-type: none"> <li>• Charlotte County</li> </ul>	<p>Wendy Scott, Charlotte County/ Punta Gorda Metropolitan Planning Organization</p>
	<ul style="list-style-type: none"> <li>• Miami-Dade County</li> </ul>	<p>Elizabeth Rockwell, Miami-Dade Metropolitan Planning Organization</p>
IX	FY 2016-17 Grant Allocations (Tab 5)	Steve Holmes
X	Mobility Enhancement Grant (Tab 6)	Steve Holmes

XI **Executive Director Report**  
(Tab 7)

Steve Holmes

- 2016-17 CTD Budget
- 2016-17 Proviso Overview
  - Allocation Study
  - Performance Measures
- National Task Force on Workforce Development and Employability for People with Disabilities

XII Public Comments

Public

XIII Commissioner and Advisor Comments

Commissioners and Advisors

XIV Adjournment

Chairman Hart

Next Meeting: September 9, 2016 – Sebring, FL

When operating under Florida's Government in the Sunshine Law, the Florida Supreme Court recognizes the importance of public participation in open meetings. The Commission provides that right of access at each public meeting and adheres to Chapter 286.011, Florida Statutes. A comment card for each speaker is required, and this limits public comment to five (5) minutes per speaker.

In accordance with the Americans with Disabilities Act (ADA), and Chapter 286.26, Florida Statutes, persons in need of special accommodation to participate in the meeting (including an agenda) shall contact our office, at least 48 hours before the meeting by email at [emily.enfinger@dot.state.fl.us](mailto:emily.enfinger@dot.state.fl.us) or by the following listed below:

Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS-49  
Tallahassee, FL 32399-0450  
(850) 410-5703 or (800) 983-2435  
(850) 410-5708 (TDD/TTY).

This meeting is subject to change upon the chairman's request.



## Governor Rick Scott Appoints Five to Commission for the Transportation Disadvantaged

*On March 23, 2016, in [Recent Appointments](#), by Staff*

**TALLAHASSEE, Fla.** – Today, Governor Rick Scott announced three appointments and two reappointments to the Commission for the Transportation Disadvantaged.

Rebecca “Becki” Forsell, 66, of Tampa, is the executive director of Yes! of America United Inc. She succeeds Bryan Vaughn and is appointed for a term beginning May 1, 2016, and ending August 13, 2017.

Dr. Phillip Stevens, 51, of Lithia, is a division vice president for Jacobs Engineering. He fills a vacant seat and is appointed for a term beginning March 23, 2016, and ending August 13, 2018.

Dr. Robin D. Tellez, 59, of Miami, is the corporate director of culture and inclusion for Baptist Health South Florida. She succeeds Charlotte Temple and is appointed for a term beginning March 23, 2016, and ending August 13, 2017.

Marion Hart, 71, of Tallahassee, is a retired administrator with the Florida Department of Transportation. He is appointed as chair for a term beginning March 23, 2016, and ending August 13, 2019.

David “Mike” Willingham, 64, of Lake Placid, is the executive director of the Sebring Airport Authority. He is reappointed for a term beginning March 23, 2016, and ending August 13, 2017.

###

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**  
VII Approval of Minutes

**BACKGROUND INFORMATION:**  
The Commission met on January 21, 2016.

**ATTACHMENTS:**

- Minutes of the January 21, 2016 Commission Meeting.

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**  
Recommend Commission approval of the January 21, 2016 minutes.



\_\_\_\_\_  
Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**

# MEETING SUMMARY

## Commission for the Transportation Disadvantaged **Commission Business Meeting**

Dept. of Transportation Auditorium  
605 Suwannee Street  
Tallahassee, Florida 32399

January 21, 2016  
2:00 pm

<b><i>Commissioners Present</i></b>	<b><i>Commissioners Absent</i></b>
Chairman David Darm	Charlotte Temple
Marion Hart	Bryan Vaughan
Vice-Chairman Willingham via phone	
Dane Grey via phone	

<b><i>Advisors Present</i></b>	<b><i>Advisors Absent</i></b>
Diane Harris, DCF	Dennis Latte, VA
Ed Coven, DOT	Kent Carroll, APD
Derica Smith, AHCA	
James Finch, DEO	

### **Others Present**

Steve Holmes, Karen Somerset, Tom Barnhart, Sheri Powers, Dan Zeruto, Elmer Melendez, Emily Enfinger, Mike Wade, Tomas Boiton, Eric Rupard, Rick Gonzalez, Liz Stutts, Erin Schepers, Kwenton Eastberg, Sarah Glenz, Diane Slaybaugh, Melody Cox, Tom Phillips, Leanna Thomas, Shawn Mitchell, Larry Sessions, Rodney Wetzel

### **Call to Order**

Chairman Darm called the meeting to order.

Steve Holmes called the roll. A quorum was present.

### **Pledge of Allegiance**

Chairman Darm led the Pledge of Allegiance.

### **Welcome from the Chair**

Chairman Darm welcomed and thanked everyone for coming and participating in Transportation Disadvantaged Day at the Capitol. Chairman Darm recognized Larry Sessions from Suwanee Valley and thanked him for his hard work.

### **Introduction of Commissioners/Advisors/Public**

Commissioners and Advisors introduced themselves.

### **Commissioner/Advisor Reports**

There were none.

### **Public Comments**

There were none.

### **Approval of Minutes**

Chairman Darm asked if there was a motion to approve the December 18, 2015, minutes.

**ACTION TAKEN: Commissioner Hart moved and Commissioner Grey seconded to approve the December 18, 2015, minutes. The motion carried unanimously.**

### **Community Transportation Coordinator (CTC) Designations**

**Polk County:** Diane Slaybaugh, Polk TPO, spoke on behalf of Polk County. She recommended that the Lakeland Area Mass Transit District (LAMTD d/b/a/ Citrus Connection) be designated as the CTC for Polk County. She introduced the Assistant County Manager, Lee Ann Thomas, and the Executive Director of the Citrus Connection, Tom Phillips. Ms. Thomas expressed Polk County's support for Citrus Connection and thanked the Commission for their consideration. Mr. Phillips briefed the Commission on their experience in Polk County and thanked the Commission for their consideration.

Chairman Darm asked if there was a motion to approve the recommendation of LAMTD d/b/a Citrus Connection as the CTC for Polk County.

**ACTION TAKEN: Commissioner Hart moved and Vice-Chairman Willingham seconded to approve the recommendation of LAMTD d/b/a Citrus Connection as the CTC for Polk County. The motion carried unanimously.**

**Taylor County:** Melody Cox, Taylor County Board of County Commissioners, spoke on behalf of Taylor County. She explained that Request for Letters of Interest to be the CTC for Taylor County was released by the BOCC followed by a Request for Proposals. One response was received and evaluated. Taylor County BOCC approved a resolution recommending Big Bend Transit to be designated the CTC for Taylor County.

Chairman Darm asked if there was a motion to approve the recommendation for Big Bend Transit as the CTC for Taylor County.

**ACTION TAKEN:** Vice-Chairman Willingham moved and Commissioner Hart seconded to approve the recommendation of Big Bend Transit as the CTC for Taylor County. The motion carried unanimously.

**Executive Director Report**

Steve Holmes discussed the 2016-17 Draft Trip and Equipment Grant Allocations. Mr. Holmes stated that the allocations were based on trips reported in the AOR for the period July 1, 2014 – June 30, 2015 which is part of the funding formula outlined in Rule 41-2, FAC.

**Public Comments**

- Tomas Boiton, Citizens for Improved Transit: Mr. Boiton briefed the Commission on a project he is working on in Palm Beach County utilizing Uber Services that may expand access to transportation for citizens when regular services are not available. He explained his transportation experience and the services he provides. He is in favor of HB905 which allows Uber to participate throughout the State of Florida.
- Becki Forsell: Ms. Forsell is an advocate for TD. She explained she has been in town all week and has met with Senators and Representatives about the unmet transportation need, especially individuals with disabilities seeking education and employment. She said the need for transportation remains critical. She requested that the Commission work with her to help demonstrate the need for continued as well as additional funding. Chairman Darm and Mr. Holmes thanked Ms. Forsell.

**Commissioner/Advisor Comments**

There were none.

**Adjournment**

Chairman Darm asked if there was a motion to adjourn the meeting.

**ACTION TAKEN:** Commissioner Hart moved and Vice-Chairman Willingham seconded to adjourn the meeting. The motion carried unanimously.

***Minutes compiled by Emily Enfinger.***

***Note: This meeting has been summarized to reduce paperwork in accordance with policies of State government. If an accessible format or more information than is provided herein is needed, please contact the Commission for Transportation Disadvantaged at (850) 410-5700 or 1-800-983-2435 for assistance. A copying or printing fee may be charged to the requesting party.***



**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Columbia, Hamilton, and Suwannee Counties

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). North Central Florida Regional Planning Council is the DOPA for Columbia, Hamilton, and Suwannee Counties. Suwannee Valley Transit Authority is currently the CTC providing TD services to the citizens of the multi-county service area of Columbia, Hamilton, and Suwannee Counties.

Pursuant to Chapter 287, Florida Statutes, Suwannee Valley Transit Authority, as a governmental entity, is able and willing to continue to provide transportation services. At their March 24, 2016, Board Meeting, the Planning Agency signed a resolution requesting the CTC approve Suwannee Valley Transit Authority as the designated CTC for Columbia, Hamilton, and Suwannee Counties.

**ATTACHMENTS:**

- North Central Florida Regional Planning Council Recommendation Letter
- North Central Florida Regional Planning Council Resolution 2016-03
- Suwannee Valley Transit Authority Board Resolution 2016-002

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve North Central Florida Regional Planning Council's recommendation and designate Suwannee Valley Transit Authority as the CTC for Columbia, Hamilton, and Suwannee Counties, for the period beginning July 1, 2016 to June 30, 2021.



Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



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March 24, 2016

Mr. David Darm, Chair  
Florida Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS-49  
Tallahassee, Florida 32399-0450

Re: Designation of Columbia Hamilton Suwannee Community Transportation Coordinator

Dear Chair Darm:

This letter is in regard to the designation of the Community Transportation Coordinator for the Columbia, Hamilton and Suwannee multi-county service area. Suwannee Valley Transit Authority is currently the designated Community Transportation Coordinator for the Columbia, Hamilton and Suwannee multi-county service areas. Suwannee Valley Transit Authority's Memorandum of Agreement will expire June 30, 2016.

Section 287.057(3) (e), Florida Statutes, allows the Florida Commission for the Transportation Disadvantaged to designate a governmental entity, such as the Suwannee Valley Transit Authority, as the Community Transportation Coordinator without using a competitive selection process. Pursuant to Chapter 287, Florida Statutes, the North Central Florida Regional Planning Council did not issue a competitive request for proposals for the designation of the Community Transportation Coordinator for the Columbia, Hamilton and Suwannee multi-county service area.

At its March 24, 2016 meeting, the Council adopted the enclosed resolution recommending that the Florida Commission for the Transportation Disadvantaged designate Suwannee Valley Transit Authority as the Community Transportation Coordinator for the Columbia, Hamilton and Suwannee multi-county service area for a five-year period effective July 1, 2016.

Also, enclosed is a resolution indicating Suwannee Valley Transit Authority's willingness to be designated the Community Transportation Coordinator for the Columbia, Hamilton and Suwannee multi-county service areas and information provided by Suwannee Valley Transit Authority demonstrating their ability to serve as the Community Transportation Coordinator.

If you have any questions or need any additional information, please do not hesitate to contact Lynn Godfrey, AICP, Senior Planner, at extension 110.

Sincerely, 

Daniel Riddick  
Chair

Enclosures

xc: Larry Sessions, Suwannee Valley Transit Authority Administrator  
Columbia, Hamilton and Suwannee Transportation Disadvantaged Coordinating Board

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

RESOLUTION 2016-03

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
RECOMMENDING THE DESIGNATION OF THE COMMUNITY TRANSPORTATION COORDINATOR  
FOR COLUMBIA, HAMILTON AND SUWANNEE COUNTIES; PROVIDING AN EFFECTIVE DATE

WHEREAS, the North Central Florida Regional Planning Council, serving as the Designated Official Planning Agency for the Transportation Disadvantaged Program in Columbia, Hamilton and Suwannee Counties, has the authority to recommend the designation of the Community Transportation Coordinator, as authorized by Section 427.015(2) Florida Statutes and Rule 41-2.010(6), Florida Administrative Code;

NOW THEREFORE, BE IT RESOLVED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL:

1. That the North Central Florida Regional Planning Council has the authority to recommend Suwannee Valley Transit Authority to be designated the Community Transportation Coordinator for Columbia, Hamilton and Suwannee Counties;
2. That Suwannee Valley Transit Authority is willing to provide the services necessary to serve the transportation disadvantaged populations;
3. That Suwannee Valley Transit Authority has the appropriate personnel, financial capacity, vehicle and equipment resources, experience and qualifications to serve the transportation disadvantaged populations;
4. That Suwannee Valley Transit Authority has demonstrated the ability to coordinate a multitude of funding sources and service provisions;
5. That Suwannee Valley Transit Authority has identified specific means by which it will comply with the provisions of the Americans with Disabilities Act and applicable local regulations governing handicapped accessibility requirements;
6. That Suwannee Valley Transit Authority has demonstrated plans to provide the most cost effective and quality transportation services;
7. That Suwannee Valley Transit Authority has demonstrated plans to coordinate with the public school system, private sector operators and other governmental agencies to maximize the effectiveness of the coordinated transportation system;
8. That Suwannee Valley Transit Authority has demonstrated its plans to comply with federal, state and local safety requirements as specified in Section 341.0161, Florida Statutes; and
9. That Suwannee Valley Transit Authority has demonstrated plans to comply with state, federal and local laws relating to drug and alcohol testing.

APPROVED AND ADOPTED by the North Central Florida Regional Planning Council, this  
24th day of March 2016.

ATTEST

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

SEAL

  
\_\_\_\_\_  
Scott R. Koons, Executive Director

  
\_\_\_\_\_  
Daniel Riddick, Chair

# RESOLUTION

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## 2016 – 002 Community Transportation Coordinator Designation

THIS RESOLUTION of the Suwannee Valley Transit Authority authorizes the agency to be designated as the Community Transportation Coordinator for Columbia, Hamilton, and Suwannee Counties by the Florida Commission for the Transportation Disadvantaged for 2016 through 2020.

WHEREAS Suwannee Valley Transit Authority is able and willing to be designated as the Community Transportation Coordinator for Columbia, Hamilton, and Suwannee Counties by the Florida Commission for the Transportation Disadvantaged;

***NOW, THEREFORE, BE IT RESOLVED BY THE TRANSIT AUTHORITY BOARD:***

- 1. The above recitals are true and correct, and are incorporated herein as if fully set forth in the body of this Resolution;*
- 2. This Resolution applies to the designation of Suwannee Valley Transit Authority as the Community Transportation Coordinator for Columbia, Hamilton, and Suwannee Counties;*
- 3. The Suwannee Valley Transit Authority Board does hereby approve the designation of Suwannee Valley Transit Authority by the Florida Commission for the Transportation Disadvantaged as the Community Transportation Coordinator for Columbia, Hamilton, and Suwannee Counties for 2016 through 2020.*

*The foregoing Resolution was DULY PASSED, ADOPTED AND became EFFECTIVE at a duly called and convened public meeting of the Suwannee Valley Transit Authority held on the 4<sup>th</sup> of March, 2016.*

By: 

~~Beth Burnham, Board Chairman~~

Kerrett Phillips *vice Chairman*

ATTEST:  (seal)

**Eric Musgrove, Board Secretary**

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Dixie County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). The North Central Florida Regional Planning Council (NCFRPC) is the DOPA for Dixie County. Suwannee River Economic Council, Inc. is currently the appointed CTC for Dixie County.

Pursuant to Chapter 287, Florida Statutes, the NCFRPC issued a Request for Proposals (RFP). NCFRPC advertised the Request for Proposals in both a local newspaper and the Florida Administrative Weekly. Only Suwannee River Economic Council, Inc. responded to the RFP.

On September 24, 2016, the NCFRPC approved the Committee's recommendation for Suwannee River Economic Council to continue as the Community Transportation Coordinator for Dixie County (Resolution #2016-04).

**ATTACHMENTS:**

- Recommendation letter from the North Central Florida Regional Planning Council
- North Central Florida RPC Resolution #2016-04

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve North Central Florida Regional Planning Council's recommendation and designate Suwannee River Economic Council, Inc., as the Community Transportation Coordinator for Dixie County for the period beginning July 1, 2016 to June 30, 2021.



Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



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March 24, 2016

Mr. David Darm, Chair  
Florida Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS-49  
Tallahassee, Florida 32399-0450

RE: Designation of Dixie County Community Transportation Coordinator

Dear Chair Darm:

This letter is in regard to the designation of the Community Transportation Coordinator for Dixie County. The North Central Florida Regional Planning Council issued a request for proposals for Dixie County Community Transportation Coordinator designation on January 7, 2016. The Council received one proposal from Suwannee River Economic Council, Inc. in response to the request for proposals.

The Council authorized the Executive Director to appoint a Technical Review Committee to review and score proposals for the Dixie County Community Transportation Coordinator. The Technical Review Committee reviewed Suwannee River Economic Council, Inc.'s proposal and determined that it is responsive to the request for proposals.

At its March 24, 2016 meeting, the Council approved the enclosed resolution recommending that the Florida Commission for the Transportation Disadvantaged designate Suwannee River Economic Council, Inc. as the Dixie County Community Transportation Coordinator for a five-year period effective July 1, 2016. Please find enclosed a copy of Suwannee River Economic Council, Inc.'s proposal.

If you have any questions concerning this matter, please do not hesitate to contact Lynn Godfrey, AICP, Senior Planner, at extension 110.

Sincerely,

Daniel Riddick, Chair

Enclosures

xc: Matthew Pearson, Executive Director, Suwannee River Economic Council, Inc.,  
Dixie County Transportation Disadvantaged Coordinating Board

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

RESOLUTION NO. 2016-04

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL RECOMMENDING SUWANNEE RIVER ECONOMIC COUNCIL, INC. AS THE COMMUNITY TRANSPORTATION COORDINATOR FOR DIXIE COUNTY

WHEREAS, the North Central Florida Regional Planning Council has the authority to recommend the Community Transportation Coordinator for Dixie County;

WHEREAS, the North Central Florida Regional Planning Council issued a request for proposals for the Dixie County Community Transportation Coordinator on January 7, 2016;

WHEREAS, the North Central Florida Regional Planning Council received one proposal in response to the request for proposals; and

WHEREAS, Suwannee River Economic Council, Inc.'s proposal is responsive to the request for proposals.

NOW, THEREFORE, BE IT RESOLVED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL THAT:

In accordance with Chapter 427, Florida Statutes, the North Central Florida Regional Planning Council recommends to the Florida Commission for the Transportation Disadvantaged that Suwannee River Economic Council, Inc. be designated the Community Transportation Coordinator for Dixie County for a five-year period effective July 1, 2016.

APPROVED AND ADOPTED by the North Central Florida Regional Planning Council this 24th day of March 2016.

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

ATTEST:



\_\_\_\_\_  
Scott R. Koons, Executive Director



\_\_\_\_\_  
Daniel Riddick, Chair

(SEAL REQUIRED)

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Gilchrist County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). The North Central Florida Regional Planning Council (NCFRPC) is the DOPA for Gilchrist County. Suwannee River Economic Council, Inc. is currently the appointed CTC for Gilchrist County.

Pursuant to Chapter 287, Florida Statutes, the NCFRPC issued a Request for Proposals (RFP). NCFRPC advertised the Request for Proposals in both a local newspaper and the Florida Administrative Weekly. Only Suwannee River Economic Council, Inc. responded to the RFP.

On September 24, 2016, the NCFRPC approved the Committee's recommendation for Suwannee River Economic Council to continue as the Community Transportation Coordinator for Gilchrist County (Resolution #2016-05).

**ATTACHMENTS:**

- Recommendation letter from the North Central Florida Regional Planning Council
- North Central Florida RPC Resolution #2016-05

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve North Central Florida Regional Planning Council's recommendation and designate Suwannee River Economic Council, Inc., as the Community Transportation Coordinator for Gilchrist County for the period beginning July 1, 2016 to June 30, 2021.



Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



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March 24, 2016

Mr. David Darm, Chair  
Florida Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS-49  
Tallahassee, Florida 32399-0450

RE: Designation of Gilchrist County Community Transportation Coordinator

Dear Chair Darm:

This letter is in regard to the designation of the Community Transportation Coordinator for Gilchrist County. The North Central Florida Regional Planning Council issued a request for proposals for Gilchrist County Community Transportation Coordinator designation on January 7, 2016. The Council received one proposal from Suwannee River Economic Council, Inc. in response to the request for proposals.

The Council authorized the Executive Director to appoint a Technical Review Committee to review and score proposals for the Gilchrist County Community Transportation Coordinator. The Technical Review Committee reviewed Suwannee River Economic Council, Inc.'s proposal and determined that it is responsive to the request for proposals.

At its March 24, 2016 meeting, the Council approved the enclosed resolution recommending that the Florida Commission for the Transportation Disadvantaged designate Suwannee River Economic Council, Inc. as the Gilchrist County Community Transportation Coordinator for a five-year period effective July 1, 2016. Please find enclosed a copy of Suwannee River Economic Council, Inc.'s proposal.

If you have any questions concerning this matter, please do not hesitate to contact Lynn Godfrey, AICP, Senior Planner, at extension 110.

Sincerely,

Daniel Riddick  
Chair

Enclosures

xc: Matthew Pearson, Executive Director, Suwannee River Economic Council, Inc.  
Gilchrist County Transportation Disadvantaged Coordinating Board

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RESOLUTION NO. 2016-05

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL RECOMMENDING SUWANNEE RIVER ECONOMIC COUNCIL, INC. AS THE COMMUNITY TRANSPORTATION COORDINATOR FOR GILCHRIST COUNTY

WHEREAS, the North Central Florida Regional Planning Council has the authority to recommend the Community Transportation Coordinator for Gilchrist County;

WHEREAS, the North Central Florida Regional Planning Council issued a request for proposals for Gilchrist County Community Transportation Coordinator on January 7, 2016;

WHEREAS, the North Central Florida Regional Planning Council received one proposal in response to the request for proposals; and

WHEREAS, Suwannee River Economic Council, Inc.'s proposal is responsive to the request for proposals.

NOW, THEREFORE, BE IT RESOLVED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL THAT:

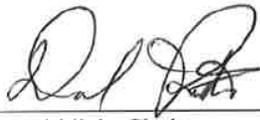
In accordance with Chapter 427, Florida Statutes, the North Central Florida Regional Planning Council recommends to the Florida Commission for the Transportation Disadvantaged that Suwannee River Economic Council, Inc. be designated the Community Transportation Coordinator for Gilchrist County for a five-year period effective July 1, 2016.

APPROVED AND ADOPTED by the North Central Florida Regional Planning Council this 24th day of March 2016.

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

ATTEST:

  
\_\_\_\_\_  
Scott R. Koons, Executive Director

  
\_\_\_\_\_  
Daniel Riddick, Chair

(SEAL REQUIRED)

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Union County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). The North Central Florida Regional Planning Council (NCFRPC) is the DOPA for Union County. Suwannee River Economic Council, Inc. is currently the appointed Emergency CTC for Union County.

Pursuant to Chapter 287, Florida Statutes, the NCFRPC issued a Request for Proposals (RFP). NCFRPC advertised the Request for Proposals in both a local newspaper and the Florida Administrative Weekly. Only Suwannee River Economic Council, Inc. responded to the RFP.

On September 24, 2016, the NCFRPC approved the Committee's recommendation for Suwannee River Economic Council to continue as the Community Transportation Coordinator for Union County (Resolution #2016-06).

**ATTACHMENTS:**

- Recommendation letter from the North Central Florida Regional Planning Council
- North Central Florida RPC Resolution #2016-06

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve North Central Florida Regional Planning Council's recommendation and designate Suwannee River Economic Council, Inc., as the Community Transportation Coordinator for Union County for the period beginning July 1, 2016 to June 30, 2021.



Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



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March 24, 2016

Mr. David Darm, Chair  
Florida Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS-49  
Tallahassee, Florida 32399-0450

RE: Designation of Union County Community Transportation Coordinator

Dear Chair Darm:

This letter is in regard to the designation of the Community Transportation Coordinator for Union County. The North Central Florida Regional Planning Council issued a request for proposals for Union County Community Transportation Coordinator designation on January 7, 2016. The Council received one proposal from Suwannee River Economic Council, Inc. in response to the request for proposals.

The Council authorized the Executive Director to appoint a Technical Review Committee to review and score proposals for the Union County Community Transportation Coordinator. The Technical Review Committee reviewed Suwannee River Economic Council, Inc.'s proposal and determined that it is responsive to the request for proposals.

At its March 24, 2016 meeting, the Council approved the enclosed resolution recommending that the Florida Commission for the Transportation Disadvantaged designate Suwannee River Economic Council, Inc. as the Union County Community Transportation Coordinator for a five-year period effective July 1, 2016. Please find enclosed a copy of Suwannee River Economic Council, Inc.'s proposal.

If you have any questions concerning this matter, please do not hesitate to contact Lynn Godfrey, AICP, Senior Planner, at extension 110.

Sincerely,

Daniel Riddick  
Chair

Enclosures

xc: Matthew Pearson, Executive Director, Suwannee River Economic Council, Inc.  
Union County Transportation Disadvantaged Coordinating Board

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RESOLUTION NO. 2016-06

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL RECOMMENDING SUWANNEE RIVER ECONOMIC COUNCIL, INC. AS THE COMMUNITY TRANSPORTATION COORDINATOR FOR UNION COUNTY

WHEREAS, the North Central Florida Regional Planning Council has the authority to recommend the Community Transportation Coordinator for Union County;

WHEREAS, the North Central Florida Regional Planning Council issued a request for proposals for Union County Community Transportation Coordinator on January 7, 2016;

WHEREAS, the North Central Florida Regional Planning Council received one proposal in response to the request for proposals; and

WHEREAS, Suwannee River Economic Council, Inc.'s proposal is responsive to the request for proposals.

NOW, THEREFORE, BE IT RESOLVED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL THAT:

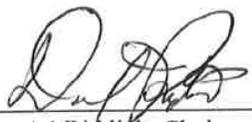
In accordance with Chapter 427, Florida Statutes, the North Central Florida Regional Planning Council recommends to the Florida Commission for the Transportation Disadvantaged that Suwannee River Economic Council, Inc. be designated the Community Transportation Coordinator for Union County for a five-year period effective July 1, 2016.

APPROVED AND ADOPTED by the North Central Florida Regional Planning Council this 24th day of March 2016.

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

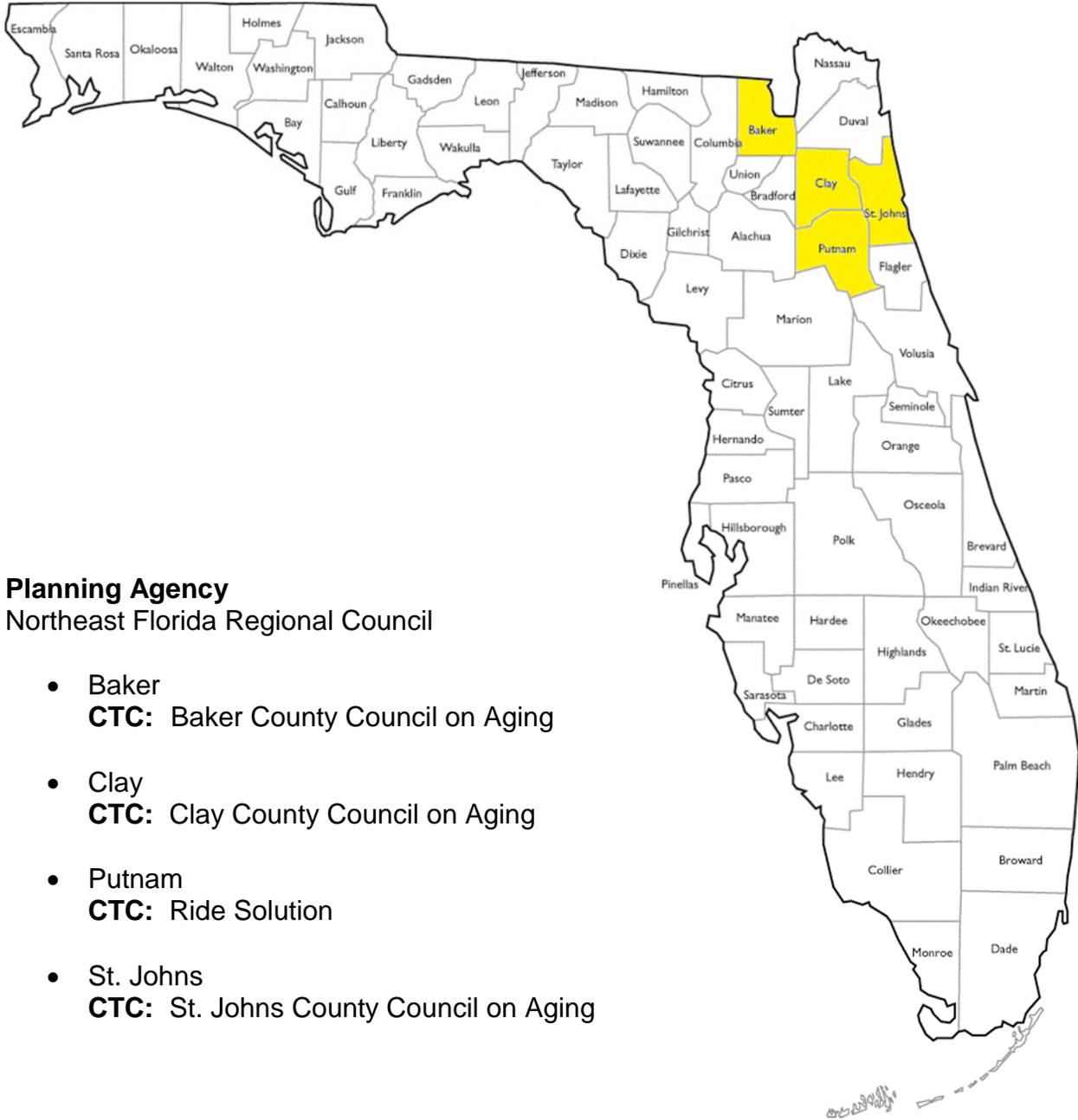
ATTEST:

  
\_\_\_\_\_  
Scott R. Koons, Executive Director

  
\_\_\_\_\_  
Daniel Riddick, Chair

(SEAL REQUIRED)

## Community Transportation Coordinator Designation



### Planning Agency

Northeast Florida Regional Council

- Baker  
**CTC:** Baker County Council on Aging
- Clay  
**CTC:** Clay County Council on Aging
- Putnam  
**CTC:** Ride Solution
- St. Johns  
**CTC:** St. Johns County Council on Aging

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Baker County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). The Northeast Florida Regional Planning Council (NEFRC) is the DOPA for Baker County. Baker County Council on Aging is currently the appointed CTC for Baker County.

Pursuant to Chapter 287, Florida Statutes, the NEFRC issued a Request for Qualifications (RFQ). It was advertised both in a local newspaper and the Florida Administrative Weekly. Only Baker County Council on Aging responded to the RFQ.

On April 7, 2016, the NEFRC will approve the Committee's recommendation for Baker County Council on Aging to continue as the Community Transportation Coordinator for Baker County (Resolution #2016-04).

The NEFRC staff will be available to answer any questions the Commission may have regarding this recommendation and the process used to develop the recommendation.

**ATTACHMENTS:**

- Recommendation letter from the NEFRC
- NEFRC Resolution #2016-04

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve Northeast Florida Regional Council's recommendation and designate Baker County Council on Aging, as the Community Transportation Coordinator for Baker County for the period beginning July 1, 2016 to June 30, 2021.



Steve Holmes

Executive Director

Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



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March 11, 2016

Commissioner David Darm  
Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS 49  
Tallahassee, FL 32399-0450

Re: Recommendation for Baker County Transportation Coordinator

The Northeast Florida Regional Council Board of Directors respectfully recommends that the Florida Commission for the Transportation Disadvantaged endorse the Baker County Council on Aging as the Community Transportation Coordinator for Baker County for the contract to begin July 1, 2016.

Dear Commissioner Darm:

The current contract for the Baker County Community Transportation Coordinator (CTC) for the Transportation Disadvantaged program expires on June 30, 2016. In order to facilitate the competitive process for recommending the CTC, the Northeast Florida Regional Council (NEFRC), as the Designated Official Planning Agency (DOPA) for the Baker County Transportation Disadvantaged program, published a Request for Letters of Interest and Qualifications (RFQ) in the Florida Administrative Weekly and the local newspaper for general circulation in Baker County. Only the Baker County Council on Aging responded to the RFQ.

A Selection Committee of NEFRC staff reviewed the response, found it responsive and found the Baker County Council on Aging to be qualified. Because there was only one response to the RFQ, no further action was deemed necessary to complete the competitive bid process. Based on discussion with the Local Coordinating Board (LCB) on February 18, 2016, both NEFRC and the LCB recognize the dedication, commitment and excellent service provided by the Council on Aging (COA), and their tireless efforts to improve transportation disadvantaged services in the County.

The Selection Committee will bring its recommendation that the Baker County Council on Aging be designated the Community Transportation Coordinator for Baker County for the service contract beginning July 1, 2016 and ending June 30, 2021 to the NEFRC Board of Directors on April 7, 2016, and their approval is anticipated. As such, we ask the Commission to consider this item at its meeting on April 8, 2016.

Sincerely,

Brian D. Teeple, AICP  
Chief Executive Officer

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# Resolution

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*Northeast Florida Regional Council*

**2016-04**

## **Recommendation of the Baker County Community Transportation Coordinator**

**WHEREAS**, the Northeast Florida Regional Council (NEFRC) is the Designated Official Planning Agency (DOPA) for the Transportation Disadvantaged Program in Baker County, and as part of its statutory duty must recommend the Community Transportation Coordinator (CTC) for Baker County to the Commission for Transportation Disadvantaged (CTD); and

**WHEREAS**, the DOPA is required to conduct a competitive procurement process for the Community Transportation Coordinator every five years; and

**WHEREAS**, the contract between the current CTC and the CTD expires on June 30, 2016; and

**WHEREAS**, pursuant to the NEFRC Purchasing Guide, in instances where the services to be provided are particularly complex or where highly technical skills are required NEFRC may use a Request for Qualifications (RFQ). Where only one timely, responsive and qualified respondent is identified in the RFQ process, NEFRC may enter into sole-source contract negotiations with that respondent without the need for an Request for Proposal; and

**WHEREAS**, NEFRC issued an RFQ for CTC services, and the Baker County Council on Aging (COA) was the sole responder to the RFQ; and

**WHEREAS**, a Selection Committee of NEFRC staff found the Baker County COA to be qualified, and recommends that they be given another five year contract by the Florida Commission for the Transportation Disadvantaged; and

**WHEREAS**, the Baker County Local Coordinating Board was informed of this recommendation and indicated its enthusiastic support of Baker County COA as the CTC; and

**NOW, THEREFORE, BE IT RESOLVED** that the Northeast Florida Regional Council recommends to the Florida Commission for the Transportation Disadvantaged that the Baker County Council on Aging be re-designated as the Community Transportation Coordinator for Baker County for a five-year period effective July 1, 2016.

*Unanimously adopted by the Northeast Florida Regional Council in a regular meeting assembled in the City of Jacksonville, the seventh day of April, 2016.*

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**Vernon Myers**  
President

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**Brian D. Teeple**  
CEO

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Clay County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). The Northeast Florida Regional Planning Council (NEFRC) is the DOPA for Clay County. Clay County Council on Aging, Inc. is currently the appointed CTC for Clay County.

Pursuant to Chapter 287, Florida Statutes, the NEFRC issued a Request for Qualifications (RFQ). It was advertised both in a local newspaper and the Florida Administrative Weekly. Only the Clay County Council on Aging responded to the RFQ.

On April 7, 2016, the NEFRC will approve the Committee's recommendation for Clay County Council on Aging, Inc. to continue as the Community Transportation Coordinator for Clay County (Resolution #2016-05).

The NEFRC staff will be available to answer any questions the Commission may have regarding this recommendation and the process used to develop the recommendation.

**ATTACHMENTS:**

- Recommendation letter from the NEFRC
- NEFRC Resolution #2016-05

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve Northeast Florida Regional Council's recommendation and designate Clay County Council on Aging, Inc., as the Community Transportation Coordinator for Clay County for the period beginning July 1, 2016 to June 30, 2021.



Steve Holmes

Executive Director

Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



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March 11, 2016

Commissioner David Darm  
Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS 49  
Tallahassee, FL 32399-0450

Re: Recommendation for Clay County Transportation Coordinator

The Northeast Florida Regional Council Board of Directors respectfully recommends that the Florida Commission for the Transportation Disadvantaged endorse the Clay County Council on Aging as the Community Transportation Coordinator for Clay County for the contract to begin July 1, 2016.

Dear Commissioner Darm:

The current contract for the Clay County Community Transportation Coordinator (CTC) for the Transportation Disadvantaged program expires on June 30, 2016. In order to facilitate the competitive process for recommending the CTC, the Northeast Florida Regional Council (NEFRC), as the Designated Official Planning Agency (DOPA) for the Clay County Transportation Disadvantaged program, published a Request for Letters of Interest and Qualifications (RFQ) in the Florida Administrative Weekly and the local newspaper for general circulation in Clay County. Only the Clay County Council on Aging responded to the RFQ.

A Selection Committee of NEFRC staff reviewed the response, found it responsive and found the Clay County Council on Aging to be qualified. Because there was only one response to the RFQ, no further action was deemed necessary to complete the competitive bid process. Based on discussion with the Local Coordinating Board (LCB) on February 22, 2016, both NEFRC and the LCB recognize the dedication, commitment and excellent service provided by the Council on Aging (COA), and their tireless efforts to improve transportation disadvantaged services in the County.

The Selection Committee will bring its recommendation that the Clay County Council on Aging be designated the Community Transportation Coordinator for Clay County for the service contract beginning July 1, 2016 and ending June 30, 2021 to the NEFRC Board of Directors on April 7, 2016, and their approval is anticipated. As such, we ask the Commission to consider this item at its meeting on April 8, 2016.

Sincerely,

Brian D. Teeple, AICP  
Chief Executive Officer

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# Resolution

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*Northeast Florida Regional Council*

**2016-05**

## **Recommendation of the Clay County Community Transportation Coordinator**

**WHEREAS**, the Northeast Florida Regional Council (NEFRC) is the Designated Official Planning Agency (DOPA) for the Transportation Disadvantaged Program in Clay County, and as part of its statutory duty must recommend the Community Transportation Coordinator (CTC) for Clay County to the Commission for Transportation Disadvantaged (CTD); and

**WHEREAS**, the DOPA is required to conduct a competitive procurement process for the Community Transportation Coordinator every five years; and

**WHEREAS**, the contract between the current CTC and the CTD expires on June 30, 2016; and

**WHEREAS**, pursuant to the NEFRC Purchasing Guide, in instances where the services to be provided are particularly complex or where highly technical skills are required NEFRC may use a Request for Qualifications (RFQ). Where only one timely, responsive and qualified respondent is identified in the RFQ process, NEFRC may enter into sole-source contract negotiations with that respondent without the need for an Request for Proposal; and

**WHEREAS**, NEFRC issued an RFQ for CTC services, and the Clay County Council on Aging (COA) was the sole responder to the RFQ; and

**WHEREAS**, a Selection Committee of NEFRC staff found the Clay County COA to be qualified, and recommends that they be given another five year contract by the Florida Commission for the Transportation Disadvantaged; and

**WHEREAS**, the Clay County Local Coordinating Board was informed of this recommendation and indicated its enthusiastic support of Clay County COA as the CTC; and

**NOW, THEREFORE, BE IT RESOLVED** that the Northeast Florida Regional Council recommends to the Florida Commission for the Transportation Disadvantaged that the Clay County Council on Aging be re-designated as the Community Transportation Coordinator for Clay County for a five-year period effective July 1, 2016.

*Unanimously adopted by the Northeast Florida Regional Council in a regular meeting assembled in the City of Jacksonville, the seventh day of April, 2016.*

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**Vernon Myers**  
President

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**Brian D. Teeple**  
CEO

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Putnam County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). The Northeast Florida Regional Planning Council (NEFRC) is the DOPA for Putnam County. Ride Solution, Inc. is currently the appointed CTC for Putnam County.

Pursuant to Chapter 287, Florida Statutes, the NEFRC issued a Request for Qualifications (RFQ). It was advertised both in a local newspaper and the Florida Administrative Weekly. Only Ride Solution, Inc. responded to the RFQ.

On April 7, 2016, the NEFRC will approve the Committee's recommendation for Ride Solution, Inc. to continue as the Community Transportation Coordinator for Putnam County (Resolution #2016-06).

NEFRC staff will be available to answer any questions the Commission may have regarding this recommendation and the process used to develop the recommendation.

**ATTACHMENTS:**

- Recommendation letter from the NEFRC
- NEFRC Resolution #2016-06

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve Northeast Florida Regional Council's recommendation and designate Ride Solution, Inc., as the Community Transportation Coordinator for Putnam County for the period beginning July 1, 2016 to June 30, 2021.



Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



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March 11, 2016

Commissioner David Darm  
Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS 49  
Tallahassee, FL 32399-0450

Re: Recommendation for Putnam County Transportation Coordinator

The Northeast Florida Regional Council Board of Directors respectfully recommends that the Florida Commission for the Transportation Disadvantaged endorse Ride Solution, Inc. as the Community Transportation Coordinator for Putnam County for the contract to begin July 1, 2016.

Dear Commissioner Darm:

The current contract for the Putnam County Community Transportation Coordinator (CTC) for the Transportation Disadvantaged program expires on June 30, 2016. In order to facilitate the competitive process for recommending the CTC, the Northeast Florida Regional Council (NEFRC), as the Designated Official Planning Agency (DOPA) for the Putnam County Transportation Disadvantaged program, published a Request for Letters of Interest and Qualifications (RFQ) in the Florida Administrative Weekly and the local newspaper for general circulation in Putnam County. Only Ride Solution, Inc. responded to the RFQ.

A Selection Committee of NEFRC staff reviewed the response, found it responsive and found Ride Solution, Inc. to be qualified. Because there was only one response to the RFQ, no further action was deemed necessary to complete the competitive bid process. Based on discussion with the Local Coordinating Board (LCB) on February 22, 2016, both NEFRC and the LCB recognize the dedication, commitment and excellent service provided by Ride Solution, Inc. and their tireless efforts to improve transportation disadvantaged services in the County.

The Selection Committee will bring its recommendation that Ride Solution, Inc. be designated the Community Transportation Coordinator for Putnam County for the service contract beginning July 1, 2016 and ending June 30, 2020 to the NEFRC Board of Directors on April 7, 2016, and their approval is anticipated. As such, we ask the Commission to consider this item at its meeting on April 8, 2016.

Sincerely,

Brian D. Teeple, AICP  
Chief Executive Officer

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# Resolution

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*Northeast Florida Regional Council*

**2016-06**

## **Recommendation of the Putnam County Community Transportation Coordinator**

**WHEREAS**, the Northeast Florida Regional Council (NEFRC) is the Designated Official Planning Agency (DOPA) for the Transportation Disadvantaged Program in Putnam County, and as part of its statutory duty must recommend the Community Transportation Coordinator (CTC) for Putnam County to the Commission for Transportation Disadvantaged (CTD); and

**WHEREAS**, the DOPA is required to conduct a competitive procurement process for the Community Transportation Coordinator every five years; and

**WHEREAS**, the contract between the current CTC and the CTD expires on June 30, 2016; and

**WHEREAS**, pursuant to the NEFRC Purchasing Guide, in instances where the services to be provided are particularly complex or where highly technical skills are required NEFRC may use a Request for Qualifications (RFQ). Where only one timely, responsive and qualified respondent is identified in the RFQ process, NEFRC may enter into sole-source contract negotiations with that respondent without the need for an Request for Proposal; and

**WHEREAS**, NEFRC issued an RFQ for CTC services, and Ride Solutions was the sole responder to the RFQ; and

**WHEREAS**, a Selection Committee of NEFRC staff found Ride Solutions to be qualified, and recommends that they be given another five year contract by the Florida Commission for the Transportation Disadvantaged; and

**WHEREAS**, the Putnam County Local Coordinating Board was informed of this recommendation and indicated its enthusiastic support of Ride Solutions as the CTC; and

**NOW, THEREFORE, BE IT RESOLVED** that the Northeast Florida Regional Council recommends to the Florida Commission for the Transportation Disadvantaged that Ride Solutions be re-designated as the Community Transportation Coordinator for Putnam County for a five-year period effective July 1, 2016.

*Unanimously adopted by the Northeast Florida Regional Council in a regular meeting assembled in the City of Jacksonville, the seventh day of April, 2016.*

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**Vernon Myers**

President

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**Brian D. Teeple**

CEO

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – St. Johns County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). The Northeast Florida Regional Planning Council (NEFRC) is the DOPA for St. Johns County. St. Johns County Council on Aging is currently the appointed CTC for St. Johns County.

Pursuant to Chapter 287, Florida Statutes, the NEFRC issued a Request for Qualifications (RFQ). It was advertised both in a local newspaper and the Florida Administrative Weekly. Only St. Johns County Council on Aging responded to the RFQ.

On April 7, 2016, the NEFRC will approve the Committee's recommendation for St. Johns County Council on Aging to continue as the Community Transportation Coordinator for St. Johns County (Resolution #2016-07).

The NEFRC staff will be available to answer any questions the Commission may have regarding this recommendation and the process used to develop the recommendation.

**ATTACHMENTS:**

- Recommendation letter from the NEFRC
- NEFRC Resolution #2016-07

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve Northeast Florida Regional Council's recommendation and designate St. Johns County Council on Aging, as the Community Transportation Coordinator for St. Johns County for the period beginning July 1, 2016 to June 30, 2021.



Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



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March 11, 2016

Commissioner David Darm  
Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS 49  
Tallahassee, FL 32399-0450

Re: Recommendation for St. Johns County Transportation Coordinator

The Northeast Florida Regional Council Board of Directors respectfully recommends that the Florida Commission for the Transportation Disadvantaged endorse the St. Johns County Council on Aging as the Community Transportation Coordinator for St. Johns County for the contract to begin July 1, 2016.

Dear Commissioner Darm:

The current contract for the St. Johns County Community Transportation Coordinator (CTC) for the Transportation Disadvantaged program expires on June 30, 2016. In order to facilitate the competitive process for recommending the CTC, the Northeast Florida Regional Council (NEFRC), as the Designated Official Planning Agency (DOPA) for the St. Johns County Transportation Disadvantaged program, published a Request for Letters of Interest and Qualifications (RFQ) in the Florida Administrative Weekly and the local newspaper for general circulation in St. Johns County. Only the St. Johns County Council on Aging responded to the RFQ.

A Selection Committee of NEFRC staff reviewed the response, found it responsive and found the St. Johns County Council on Aging to be qualified. Because there was only one response to the RFQ, no further action was deemed necessary to complete the competitive bid process. Based on discussion with the Local Coordinating Board (LCB) on March 3, 2016, both NEFRC and the LCB recognize the dedication, commitment and excellent service provided by the Council on Aging (COA), and their tireless efforts to improve transportation disadvantaged services in the County.

The Selection Committee will bring its recommendation that the St. Johns County Council on Aging be designated the Community Transportation Coordinator for St. Johns County for the service contract beginning July 1, 2016 and ending June 30, 2021 to the NEFRC Board of Directors on April 7, 2016, and their approval is anticipated. As such, we ask the Commission to consider this item at its meeting on April 8, 2016.

Sincerely,

Brian D. Teeple, AICP  
Chief Executive Officer

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# Resolution

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*Northeast Florida Regional Council*

**2016-07**

## **Recommendation of the St. Johns County Community Transportation Coordinator**

**WHEREAS**, the Northeast Florida Regional Council (NEFRC) is the Designated Official Planning Agency (DOPA) for the Transportation Disadvantaged Program in St. Johns County, and as part of its statutory duty must recommend the Community Transportation Coordinator (CTC) for St. Johns County to the Commission for Transportation Disadvantaged (CTD); and

**WHEREAS**, the DOPA is required to conduct a competitive procurement process for the Community Transportation Coordinator every five years; and

**WHEREAS**, the contract between the current CTC and the CTD expires on June 30, 2016; and

**WHEREAS**, pursuant to the NEFRC Purchasing Guide, in instances where the services to be provided are particularly complex or where highly technical skills are required NEFRC may use a Request for Qualifications (RFQ). Where only one timely, responsive and qualified respondent is identified in the RFQ process, NEFRC may enter into sole-source contract negotiations with that respondent without the need for an Request for Proposal; and

**WHEREAS**, NEFRC issued an RFQ for CTC services, and the St. Johns County Council on Aging (COA) was the sole responder to the RFQ; and

**WHEREAS**, a Selection Committee of NEFRC staff found the St. Johns County COA to be qualified, and recommends that they be given another five year contract by the Florida Commission for the Transportation Disadvantaged; and

**WHEREAS**, the St. Johns County Local Coordinating Board was informed of this recommendation and indicated its enthusiastic support of St. Johns County COA as the CTC; and

**NOW, THEREFORE, BE IT RESOLVED** that the Northeast Florida Regional Council recommends to the Florida Commission for the Transportation Disadvantaged that the St. Johns County Council on Aging be re-designated as the Community Transportation Coordinator for St. Johns County for a five-year period effective July 1, 2016.

*Unanimously adopted by the Northeast Florida Regional Council in a regular meeting assembled in the City of Jacksonville, the seventh day of April, 2016.*

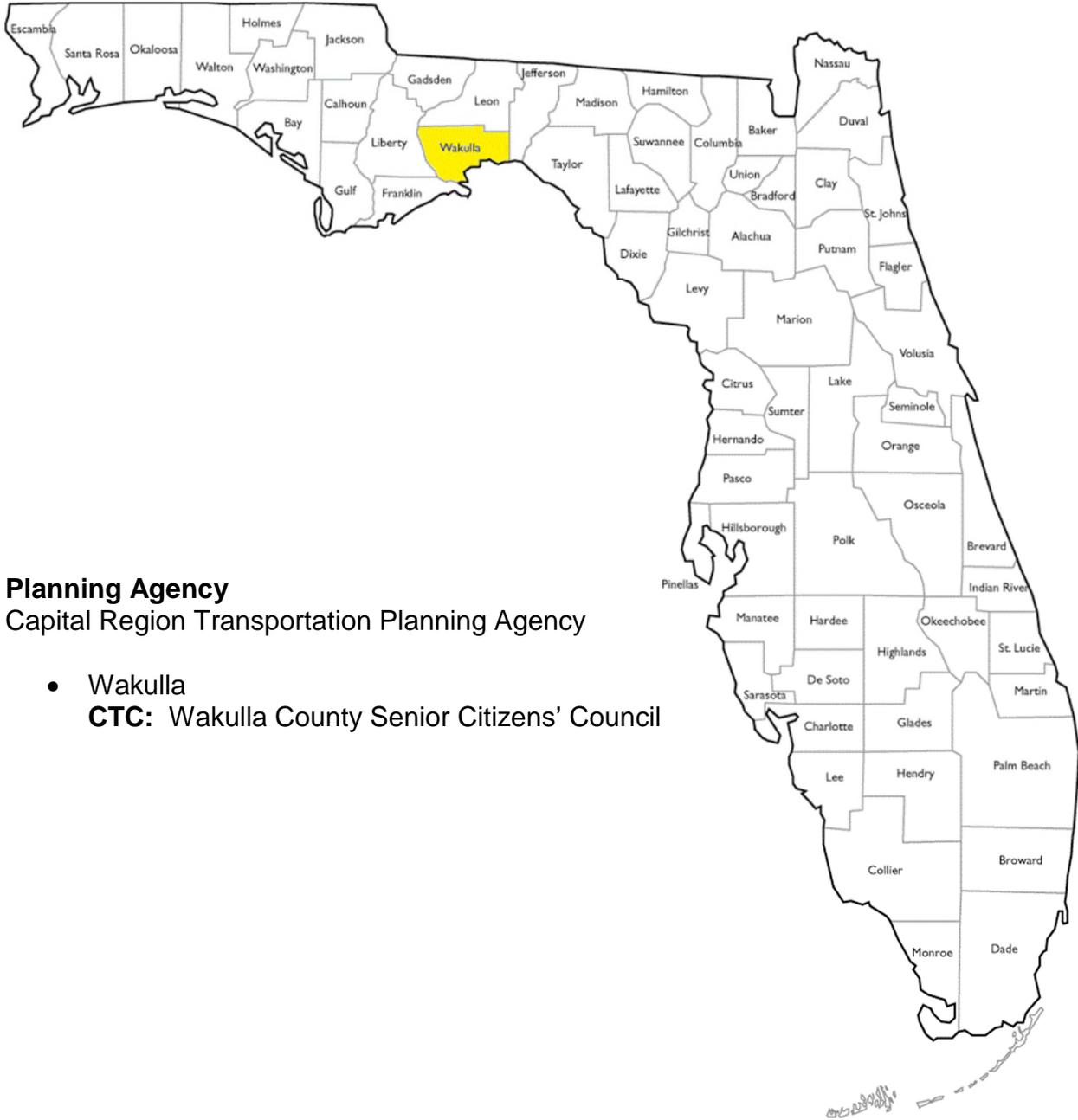
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**Vernon Myers**  
President

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**Brian D. Teeple**  
CEO

## Community Transportation Coordinator Designation



### Planning Agency

Capital Region Transportation Planning Agency

- Wakulla  
**CTC:** Wakulla County Senior Citizens' Council

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Wakulla County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). The Capital Region Transportation Planning Agency (TPO) is the DOPA for Wakulla County. Wakulla County Senior Services Council, Inc. is currently the designated CTC for Wakulla County and is providing non-sponsored transportation services to the citizens of Wakulla County.

The planning agency began the procurement process on January of 2016 when the committee was formed. A Request for Proposal (RFP) was issued on February 11, 2016. Deadline for proposals was 3:00 pm ET, March 15, 2016. Wakulla Senior Services was the only respondent for this RFP. Response was reviewed by staff and found to be fully responsive to all aspects of the RFP. Therefore, the committee did not meet.

At its March 21, 2016 meeting, the CRTPA approved the recommendation that Wakulla Senior Services Council, Inc., continue as the designated CTC for Wakulla County. This designation shall be effective July 1, 2016, through June 30, 2021.

**ATTACHMENTS:**

- March 23, 2016, Recommendation Letter from Interim Executive Director, CRTPA
- CRTPA resolution 2016-03-2E

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve the CRTPA's recommendation and designate Wakulla Senior Services as the Community Transportation Coordinator for Wakulla County for the period beginning July 1, 2016 to June 30, 2021.



Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



300 S. ADAMS STREET, BOX A-19  
TALLAHASSEE, FL 32301  
850.891.6800

March 23, 2016

Mr. Steven Holmes, Executive Director  
Florida Commission for the Transportation Disadvantaged  
605 Suwannee Street MS 49  
Tallahassee, FL 32301

Delivered In Person

**RE: Wakulla County Community Transportation Coordinator Recommendation**

Dear Mr. Holmes:

At their regular meeting of March 21, 2016 the Capital Region Transportation Planning Agency (CRTPA) voted unanimously to adopt a resolution (attached) recommending Wakulla Senior Services as the Community Transportation Coordinator (CTC).

The process began in January of 2016, when a committee was formed. A Request for Proposal (RFP) was published in the local newspaper and CRTPA website on February 11, 2016. A copy of the Affidavit of Publication and a copy of the Legal Notice is attached as part of this package. A duly advertised mandatory pre-bid conference was held on February 16, 2016 at the offices of the CRTPA. At that time, only one interested party was in attendance, which was executive staff from the Wakulla Senior Services Center.

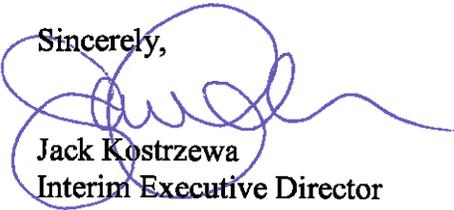
One proposal, from Wakulla Senior Services, was received. It was opened at 3:05 PM on March 15, 2016. It was reviewed by staff and found to be fully responsive to all aspects of the RFP. Therefore, the committee did not meet, as a review of competing proposals was unnecessary.

As indicated previously, the CRTPA approved the recommendation, and adopted the enclosed resolution. Meeting minutes are not yet available. When they become available we will forward them to your office. Please place this item on your April agenda.

The officials and staff are pleased to recommend Wakulla Senior Services, and feel certain that they will continue to provide its outstanding service to the residents of Wakulla County. Staff feels strongly that no where else in the state is there a CTC that embraces their mission so wholly, fully integrating its many demands with community needs.

Should you require additional information, please contact Colleen Roland at (850) 891-6812.

Sincerely,



Jack Kostrzewa  
Interim Executive Director



**CRTPA RESOLUTION 2016-03-2E**

A RESOLUTION of the Capital Region Transportation Planning Agency hereby referred to as the "CRTPA" which recommends to the Florida Commission for the Transportation Disadvantaged that Wakulla Senior Services be retained as the Community Transportation Coordinator for Fiscal Years 2016-2021

WHEREAS, The CRTPA is required by Chapter 427.11 Florida Statute to recommend the Community Transportation Coordinator to the Florida Commission for the Transportation Disadvantaged;

WHEREAS, The CRTPA has duly advertised Requests for Proposals in accordance with Florida Law;

WHEREAS, Wakulla Senior Services submitted the singular complete proposal; and

WHEREAS, Wakulla Senior Services has a distinguished itself in its performance of the delivery transportation to the citizens of Wakulla County for more than 25 years,

NOW, THEREFORE, BE IT RESOLVED BY THE CRTPA THAT:

The Florida Commission for the Transportation Disadvantaged continues to contract the services of the Community Transportation Coordinator with Wakulla Senior Services.

DULY PASSED AND ADOPTED THIS 21st DAY OF MARCH 2016.

Capital Region Transportation Planning Agency

By: \_\_\_\_\_

Betsy Barfield, Chair

Attest: \_\_\_\_\_

Jack Kostrzewa  
CRTRA Interim Executive Director



**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Brevard County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). Space Coast Transportation Planning Organization is the DOPA for Brevard County. Brevard County Board of County Commissioners (Space Coast Area Transit) is currently the CTC providing TD services to the citizens of Brevard County.

Pursuant to Chapter 287, Florida Statutes, Space Coast Area Transit, as a governmental entity, is able and willing to continue to provide transportation services. At their February 11, 2016, Board Meeting, the Planning Agency signed a resolution requesting the CTC approve Space Coast Area Transit as the designated CTC for Brevard County.

**ATTACHMENTS:**

- February 12, 2016 Space Coast Area Transit Recommendation Letter
- February 9, 2016 Brevard County BOCC dba Space Coast Area Transit Interest Letter
- Space Coast Transportation Planning Organization Resolution 16-10

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve Space Coast Transportation Planning Organization's recommendation and designate Space Coast Area Transit as the CTC for Brevard County, for the period beginning July 1, 2016 to June 30, 2021.



\_\_\_\_\_  
Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**

February 12, 2016

Mr. Bill Hearndon  
Area #4 Project Manager  
TD Commission  
605 Suwannee St, MS-49  
Tallahassee, FL 32399-0450

Re: Brevard County Community Transportation Coordinator

Dear Mr. Hearndon:

Per our conversation earlier this month, Brevard County Board of County Commissioner, d/b/a Space Coast Area Transit, would like to continue as the Community Transportation Coordinator (CTC) within the County.

The Board of County Commissioner's at the February 9, 2016 Board meeting authorized the Chairman to submit a letter authorizing Space Coast Area Transit to continue as the CTC in Brevard.

The Space Coast Transportation Planning Organization passed a Resolution (16-10) at their February 11, 2016 regular board meeting supporting the continued designation of the Brevard County Board of County Commissioners as the CTC in Brevard.

I am enclosing a copy the Letter from the Board of County Commissioners and the Space Coast Transportation Planning Organization Resolution 16-10.

As always it is a pleasure to work with you and the Commission. If you have any questions, do not hesitate to contact me at (321) 635-7815 ext. 601 or e-mail at [jim.liesenfelt@brevardcounty.us](mailto:jim.liesenfelt@brevardcounty.us)

Sincerely,



James P. Liesenfelt  
Transit Services Director

Enclosure





**BOARD OF COUNTY COMMISSIONERS**

February 9, 2016

Jerry Allender, Chairman  
Space Coast TPO  
2725 Judge Fran Jamieson Way  
Viera, FL 32940

Dear Chairman Allender,

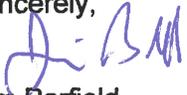
The Brevard County Board of County Commissioners (Brevard BOCC) doing business as Space Coast Area Transit has expressed the desire to continue as the Community Transportation Coordinator (CTC) for Brevard County.

Pursuant to Chapter 287, Florida Statutes, Brevard BOCC is able and willing to continue to provide transportation services and act as the CTC in Brevard County. As the designated public transportation provider in Brevard County, the Brevard BOCC has been able to coordinate and capitalize on opportunities to improve Transportation Disadvantaged service in the following manner:

- Coordinating Transportation Disadvantaged service demand with its fixed service to provide greater transportation options at lower costs.
- Provide service and funding to programs that serve the transportation needs of Developmentally Disabled and Senior citizens.
- Utilize Federal Capital funds to purchase vehicles through its vanpool program to provide low cost lease of equipment to Human Service Agencies providing Transportation Disadvantaged service.
- Coordinating with the Florida DOT and transit agencies in Florida DOT District 5, to provide and oversee Federal funding for Elderly and Disabled and Rural, Job Access & Reverse Commute and New Freedom programs.
- Provided over 35 years of safe, efficient and effective Transportation Disadvantaged service.
- Coordinating Planning efforts for various Florida DOT, Federal Transit Administration and Florida Commission for the Transportation Disadvantaged programs.

Therefore, it is recommended that Brevard County Board of Commissioners, as the most appropriate organization, continue as the Community Transportation Coordinator for Brevard County, Florida.

Sincerely,

  
Jim Barfield  
Chairman  
Brevard County Commission



## RESOLUTION 16-10

RESOLUTION recommending Brevard County Board of County Commissioners continue as the Community Transportation Coordinator for Brevard County.

WHEREAS, the Space Coast Transportation Planning Organization is the designated and constituted body responsible for the urban transportation planning process for the Palm Bay-Melbourne and Titusville Urban Areas; and

WHEREAS, the Space Coast Transportation Planning Organization serves as the Designated Official Planning Agency for the Commission for the Transportation Disadvantaged in Brevard County, Florida; and

WHEREAS, the Space Coast Transportation Planning Organization is responsible to recommend a Community Transportation Coordinator in Brevard County; and

WHEREAS, the Brevard County Board of County Commissioners expressed the desire to continue as the Community Transportation Coordinator.

**NOW THEREFORE BE IT RESOLVED** by the Space Coast Planning Organization that:

1. The Space Coast Transportation Planning Organization supports the continued designation of the Brevard County Board of County Commissioners as the Community Transportation Coordinator in Brevard County, Florida.

**DONE, ORDERED AND ADOPTED THIS 11<sup>th</sup> DAY OF FEBRUARY 2016.**

SPACE COAST TRANSPORTATION  
PLANNING ORGANIZATION

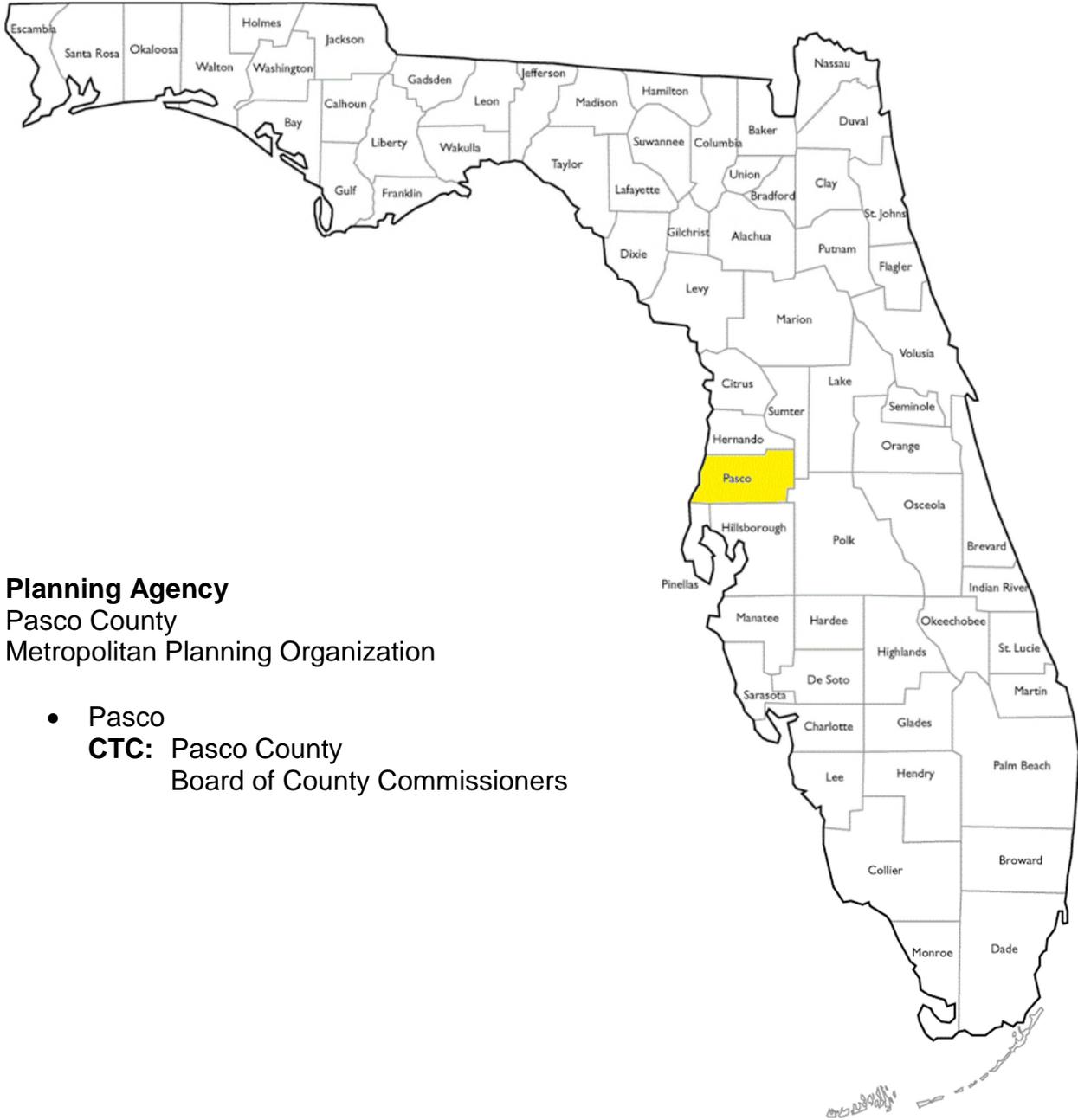
  
\_\_\_\_\_  
JERRY ALLENDER, CHAIRMAN

ATTEST:

  
\_\_\_\_\_  
T. PATRICK O'NEILL, SECRETARY



## Community Transportation Coordinator Designation



### Planning Agency

Pasco County

Metropolitan Planning Organization

- Pasco  
**CTC:** Pasco County  
Board of County Commissioners

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Pasco County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC) for a designated service area. The Pasco County Metropolitan Planning Organization (MPO) is the DOPA for the Pasco County service area. The Pasco County Board of County Commissioners (BOCC) is currently the CTC for Pasco County providing non-sponsored transportation services to its citizens. The current CTC designation is scheduled to expire June 30, 2016.

Pursuant to Chapter 287, Florida Statutes, services or commodities provided by governmental entities are not subject to competitive solicitation. In an effort to have a new CTC designation effective July 1, 2016, the Pasco County MPO adopted Resolution #16-103 at its March 10, 2016, meeting recommending Pasco County BOCC to be the CTC for Pasco County. Pasco County BOCC is scheduled to meet on March 29, 2016, to adopt its resolution stating its interest to remain the CTC (see draft attached).

**ATTACHMENTS:**

- Recommendation letter from Pasco County MPO
- Pasco County MPO Resolution #16-103
- Draft letter and resolution from Pasco County BOCC

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve the Pasco County MPO's recommendation to designate Pasco County BOCC as the CTC for Pasco County contingent upon Pasco County BOCC's adoption of the draft resolution. This designation will be for the period of July 1, 2016, to June 30, 2021.



Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



## PASCO COUNTY METROPOLITAN PLANNING ORGANIZATION

8731 CITIZENS DRIVE • NEW PORT RICHEY • FLORIDA 34654  
TELEPHONE: (727) 847-8140 WEBSITE: [www.pascompo.net](http://www.pascompo.net)

*"Bringing Opportunities Home"*

March 4, 2016

Ms. Sheri Powers  
Project Administration Manager  
Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS-49  
Tallahassee, FL 32399-0450

RE: Community Transportation Coordinator Transportation Disadvantaged

Dear Ms. Powers:

The Pasco County Board of County Commissioners (BCC) has served as the Community Transportation Coordinator (CTC) since 1990. During this time, the BCC assigned the responsibility of administering and managing transportation disadvantaged services to Pasco County Public Transportation (PCPT). Over this period, they have provided transportation to Pasco County citizens in an effective and cost efficient manner.

As you are aware, the Memorandum of an Agreement between the Commission for the Transportation Disadvantaged and the BCC expires on June 30, 2016.

The Pasco County Metropolitan Planning Organization, at their March 10, 2016 meeting, recommended that the Pasco County BCC continue to serve as the CTC conveyed through the attached resolution (Resolution No. ~~16-03~~). PCPT will remain responsible for the delivery of these services.

Sincerely,

A handwritten signature in black ink, appearing to read "Lance Smith", is written over a horizontal line.

Lance Smith, Chairman  
Metropolitan Planning Organization

JHE/MR/wpdata/mpo/powers\_ctcltr/37

Enclosures

**A RESOLUTION BY THE PASCO COUNTY, FLORIDA, METROPOLITAN PLANNING ORGANIZATION RECOMMENDING THAT THE PASCO COUNTY BOARD OF COUNTY COMMISSIONERS CONTINUE TO SERVE AS THE COMMUNITY TRANSPORTATION COORDINATOR**

**WHEREAS**, the Pasco County Board of County Commissioners (BCC) is the designated body responsible for overseeing and coordinating transportation efforts in the county for the transportation disadvantaged ; and

**WHEREAS**, the BCC, the current Community Transportation Coordinator (CTC) accomplishes this effort through the guidance of the Pasco County Transportation Disadvantaged Local Coordination Board (TDLCB); and

**WHEREAS**, the BCC, has a Memorandum of Agreement (MOA) with the State Commission for the Transportation Disadvantaged (CTD) to serve as the CTC; and

**WHEREAS**, the Memorandum of Agreement (MOA) with expire on June 30, 2016; and

**WHEREAS**, Chapter 427, Florida Statutes, and Rule No. 41-2, Florida Administrative Code (FAC), require that the Metropolitan Planning Organization (MPO) recommend a CTC to the State CTD; and

**WHEREAS**, the MPO has continually recommended retaining the BCC as the current CTC, which has demonstrated a continued commitment to improvement; and

**WHEREAS**, in accordance with Rule No. 41-2 FAC, the MPO finds that it is the best interest of the transportation disadvantaged to select the BCC as the CTC.

**NOW, THEREFORE, BE IT RESOLVED** that the Pasco County Metropolitan Planning Organization Board recommends to the State CTD that the BCC continue to serve as the CTC for Pasco County. This resolution shall take effect immediately upon its approval.

**DONE AND RESOLVED** this 10<sup>th</sup> day of March, 2016.



*[Handwritten signature]*

PAULA S. O'NEIL, CLERK AND COMPTROLLER

*Tammy G. Lissner Secy*

METROPOLITAN PLANNING ORGANIZATION OF PASCO COUNTY, FLORIDA

*[Handwritten signature]*

LANCE SMITH, CHAIRMAN

APPROVED AS TO LEGAL FORM AND SUFFICIENCY  
Office of the Pasco County Attorney

*[Handwritten signature]*

ATTORNEY



March 29, 2016

Mr. Steven Holmes, Executive Director  
Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS-49  
Tallahassee, Florida 32399-0450

Dear Mr. Holmes:

The Pasco County Board of County Commissioners has served as the Community Transportation Coordinator (CTC) since October 1990. During this time, the Board assigned the responsibility of administering and managing transportation disadvantaged service to Pasco County Public Transportation (PCPT). Over this period, PCPT has provided transportation services to Pasco County citizens in an effective and cost efficient manner.

Based on this information, the Board recommends to the Florida Commission for the Transportation Disadvantaged that the Board continue as the CTC for Pasco County. PCPT will remain responsible for the delivery of services.

Should you have any questions, please contact Phil Pumphrey at 727 834-3200.

Sincerely,

Kathryn Starkey  
Board Chairman

**PUBLIC TRANSPORTATION DEPARTMENT**

727.834.3200 | 8620 Galen Wilson Blvd. | Port Richey, FL 34668

**A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF PASCO COUNTY, FLORIDA, AUTHORIZING CONTINUATION OF ITS ROLE AS THE COMMUNITY TRANSPORTATION COORDINATOR AND FOR THE PASCO COUNTY PUBLIC TRANSPORTATION DEPARTMENT TO CONTINUE SERVING AS THE COMMUNITY TRANSPORTATION COORDINATOR REPRESENTATIVE FOR PASCO COUNTY, UNDER THE PROGRAMS OF THE FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED.**

---

**WHEREAS**, the Board of County Commissioners of Pasco County, Florida (BCC) has entered into a Memorandum of Agreement with the Florida Commission for the Transportation Disadvantaged (FCTD) to serve as the Community Transportation Coordinator (CTC) for Pasco County as authorized by Chapter 427, Florida Statutes, and Rule No. 41-2, Florida Administrative Code; and;

**WHEREAS**, the Memorandum of Agreement expires on June 30, 2016;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Pasco County, Florida that:

1. The BCC desires to continue serving as the CTC for Pasco County.
2. The Pasco County Public Transportation Department is authorized to continue serving as the CTC representative for the BCC under any new, extended, or revised Memorandum of Agreement with the FCTD.
3. The Honorable Kathryn Starkey, Chairman, is authorized to execute any new, extended or revised Memorandum of Agreement or contracts with the FCTD, on behalf of the BCC after approval by the BCC.
4. The Pasco County Administrator, or designee, is authorized to sign any and all assurances, certifications and other documents that may be required in connection with any new, extended or revised Memorandum of Agreement.

**DONE AND RESOLVED** this \_\_\_\_ day of \_\_\_\_\_, 2016.

(SEAL)

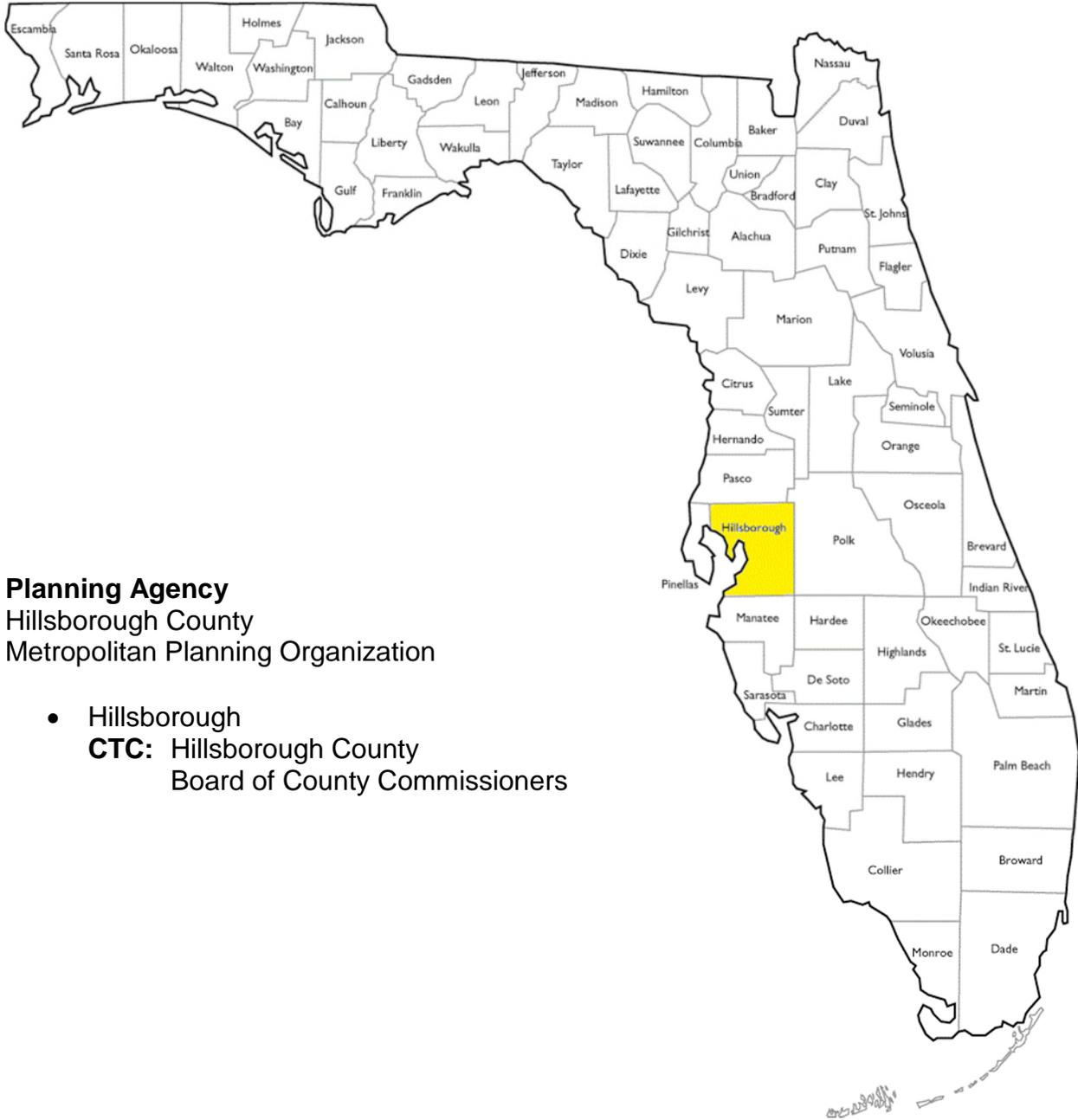
BOARD OF COUNTY COMMISSIONERS OF PASCO COUNTY, FLORIDA

ATTEST:

By: \_\_\_\_\_  
PAULA S. O'NEIL, Ph.D., CLERK & COMPTROLLER

By: \_\_\_\_\_  
KATHRYN STARKEY, CHAIRMAN

## Community Transportation Coordinator Designation



### Planning Agency

Hillsborough County

Metropolitan Planning Organization

- Hillsborough  
**CTC:** Hillsborough County  
Board of County Commissioners

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Hillsborough County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). The Hillsborough Metropolitan Planning Organization (MPO) is the DOPA for Hillsborough County. The Hillsborough County Board of County Commissioners (BOCC) is currently the designated CTC for Hillsborough County and is providing non-sponsored transportation services to the citizens of Hillsborough County.

Pursuant to Chapter 287, Florida Statutes, services or commodities provided by governmental agencies are not subject to competitive solicitation. Hillsborough County BOCC expressed their desire to remain the CTC and has the ability to continue providing services. The Planning Agency has determined that the Hillsborough Co BOCC is the best candidate for the designation of CTC based on the requirements of Chapter 427, F.S., Rule 41-2, FAC, good performance reviews, and an overall good customer satisfaction rating. In addition, consideration should be given to the fact that Hillsborough County BOCC has provided approximately \$2.4 million over the last few years in supplemental funding for the transportation disadvantaged program. This supplemental funding has provided additional opportunities for transportation to those who are disadvantaged. Therefore, the Hillsborough County MPO, along with the Hillsborough County Local Coordinating Board, recommends Hillsborough County BOCC be re-designated as the CTC effective July 1, 2016.

**ATTACHMENTS:**

- March 22, 2016, Recommendation letter from Hillsborough MPO
- Hillsborough MPO Resolution #2016-1
- March 1, 2016 Hillsborough BOCC Letter of Interest to Continue

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve the Hillsborough County MPO's recommendation and designate Hillsborough County BOCC as the Community Transportation Coordinator for Hillsborough County for the period beginning July 1, 2016 to June 30, 2021.

  
\_\_\_\_\_  
Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



# Hillsborough MPO

## Metropolitan Planning for Transportation

Commissioner Lesley "Les" Miller, Jr.  
Hillsborough County  
MPO Chairman

Councilman Harry Cohen  
City of Tampa  
MPO Vice Chairman

Paul Anderson  
Tampa Port Authority

Commissioner Kevin Beckner  
Hillsborough County

Wallace Bowers  
HART

Mayor Frank Chillura  
Temple Terrace

Trent Green  
The Planning Commission

Commissioner Ken Hagan  
Hillsborough County

Joe Lopano  
Hillsborough Co. Aviation Authority

Mayor Rick A. Lott  
City of Plant City

Councilman Guido Maniscalco  
City of Tampa

Councilwoman Lisa Montelione  
City of Tampa

Commissioner Sandra Murman  
Hillsborough County

Cindy Stuart  
Hillsborough County School Board

Joseph Waggoner  
Expressway Authority

Commissioner Stacy R. White  
Hillsborough County

Beth Alden, AICP  
Executive Director

March 22, 2016

Mr. Steve Holmes  
Environmental Management Engineer  
Executive Director  
605 Suwannee Street, MS-49  
Tallahassee, FL 32399-0450

Re: Hillsborough County Recommended Designation Community  
Transportation Coordinator

Dear Mr. Holmes:

The Hillsborough County Metropolitan Planning Organization (MPO) and the Transportation Disadvantaged Coordinating Board (TDCB) are pleased to submit the recommendation that the Hillsborough County Board of County Commissioners be designated as the Community Transportation Coordinator (CTC), and the Sunshine Line as the operator, for an additional 5 years.

The Hillsborough County Metropolitan Planning Organization at its March 1, 2016 meeting concurred with the recommendation of the Transportation Disadvantaged Coordinating Board that the designation of the Board of County Commissioners as CTC, and the Sunshine Line as operator, is in the best interest of the transportation disadvantaged in Hillsborough County.

The resolution and findings of fact, reviewed and approved by the Hillsborough County Metropolitan Planning Organization Board, are attached for your review.

Please do not hesitate to call Michele Ogilvie at (813) 272-5940 if you have any questions on the recommended Community Transportation Coordinator designation.

Sincerely,

  
Beth Alden, AICP  
Executive Director



Plan Hillsborough  
[planhillsborough.org](http://planhillsborough.org)  
[planner@plancom.org](mailto:planner@plancom.org)  
813 - 272 - 5940  
601 E Kennedy Blvd  
18<sup>th</sup> floor  
Tampa, FL, 33602

MPO RESOLUTION 2016-1

A RESOLUTION OF THE HILLSBOROUGH COUNTY  
METROPOLITAN PLANNING ORGANIZATION  
COMMUNITY TRANSPORTATION COORDINATOR DESIGNATION

**WHEREAS**, Chapter 427, Part I, Florida Statutes (the Statute), establishes the Florida Commission for the Transportation Disadvantaged (Florida CTD) with the assigned responsibility to accomplish the coordination of transportation services provided to the transportation disadvantaged; and

**WHEREAS**, the Statute establishes a Community Transportation Coordinator (CTC) to oversee contracts; collect operating data; and approve and coordinate the utilization of school bus and public transportation services in accordance with the transportation disadvantaged service plan, and Hillsborough County has served as CTC since 1990, providing services as the "Sunshine Line"; and

**WHEREAS**, the Statute further establishes a Transportation Disadvantaged Coordinating Board (TDCB) to develop local service needs and to provide information, advice, and direction to the CTC on the coordination of services to be provided to the transportation disadvantaged; and

**WHEREAS**, in cooperation with the TDCB, the CTC reviews applications for local, federal, and state transportation disadvantaged funds, and develops cost-effective coordination strategies; develops, negotiates, implements, and monitors a memorandum of agreement including a service plan, for submittal to the commission; establishes eligibility guidelines and priorities with regard to the recipients of nonsponsored transportation disadvantaged services that are purchased with Transportation Disadvantaged Trust Fund moneys; and

**WHEREAS**, the Statute establishes the role of the Metropolitan Planning Organization as the agency that recommends to the Florida CTD the designation of CTC, to ensure that coordinated transportation services are provided to the transportation disadvantaged population, and the TDCB provides the MPO with an annual evaluation of the CTC's performance in general and relative to Florida CTD and local standards; and

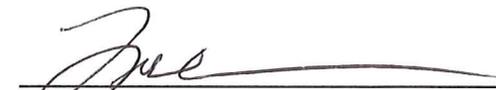
**WHEREAS**, the TDCB has reviewed the CTC's performance and determined that it is in the best interest of the transportation disadvantaged of Hillsborough County to renew the designation of the Hillsborough County Board of County Commissioners as CTC, allowing the Sunshine Line to continue to provide services.

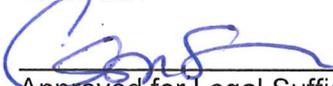
**NOW, THEREFORE, BE IT RESOLVED** that the Hillsborough County Metropolitan Planning Organization duly assembled in regular session this 1st day of March, 2016, finds that it is in the best interest of the transportation disadvantaged of Hillsborough County to renew the designation of the Hillsborough County Board of County Commissioners as the Community Transportation Coordinator.

3/3/16

Date

  
Linda M. Ferraro, MPO Secretary

  
Commissioner Lesley "Les" Miller, Jr.  
Chairman

  
Approved for Legal Sufficiency  
Cameron Clark, MPO Attorney



**County Administrator  
Michael S. Merrill**

**Board of County  
Commissioners**

Kevin Beckner  
Victor D. Crist  
Ken Hagan  
Al Higginbotham  
Lesley "Les" Miller, Jr.  
Sandra L. Murman  
Stacy R. White

**County Administrator  
Michael S. Merrill**

**County Administrator  
Executive Team**

Lucia E. Garsys  
Carl S. Harness  
Gregory S. Horwedel  
Ramin Kouzehkanani  
Liana Lopez  
Bonnie M. Wise

**Internal Auditor  
Peggy Caskey**

**County Attorney  
Chip Fletcher**

---

**Office of the County  
Administrator**

PO Box 1110  
Tampa, FL 33601-1110  
Phone: (813) 276-2843  
Fax: (813) 272-5248

[March 1, 2016

Beth Alden  
Executive Director  
Metropolitan Planning Organization  
PO Box 1110  
Tampa, FL. 33601

Dear Ms. Alden:

As you are aware, Hillsborough County is currently the Community Transportation Coordinator (CTC) for Hillsborough County and has been the CTC since 1990. The current Memorandum of Agreement with the Florida Commission for Transportation Disadvantaged (CTD) will expire June 30, 2016.

In accordance with the Florida Commission for the Transportation Disadvantaged's request, this letter confirms Hillsborough County's desire to continue in the role of Community Transportation Coordinator. This letter of intent is subject to the County negotiating an acceptable Memorandum of Agreement or extension of the current agreement with the Florida Commission for the Transportation Disadvantaged.

Should you have any questions or need additional information please contact Scott Clark, Director, Sunshine Line, 276-8140.

Sincerely,

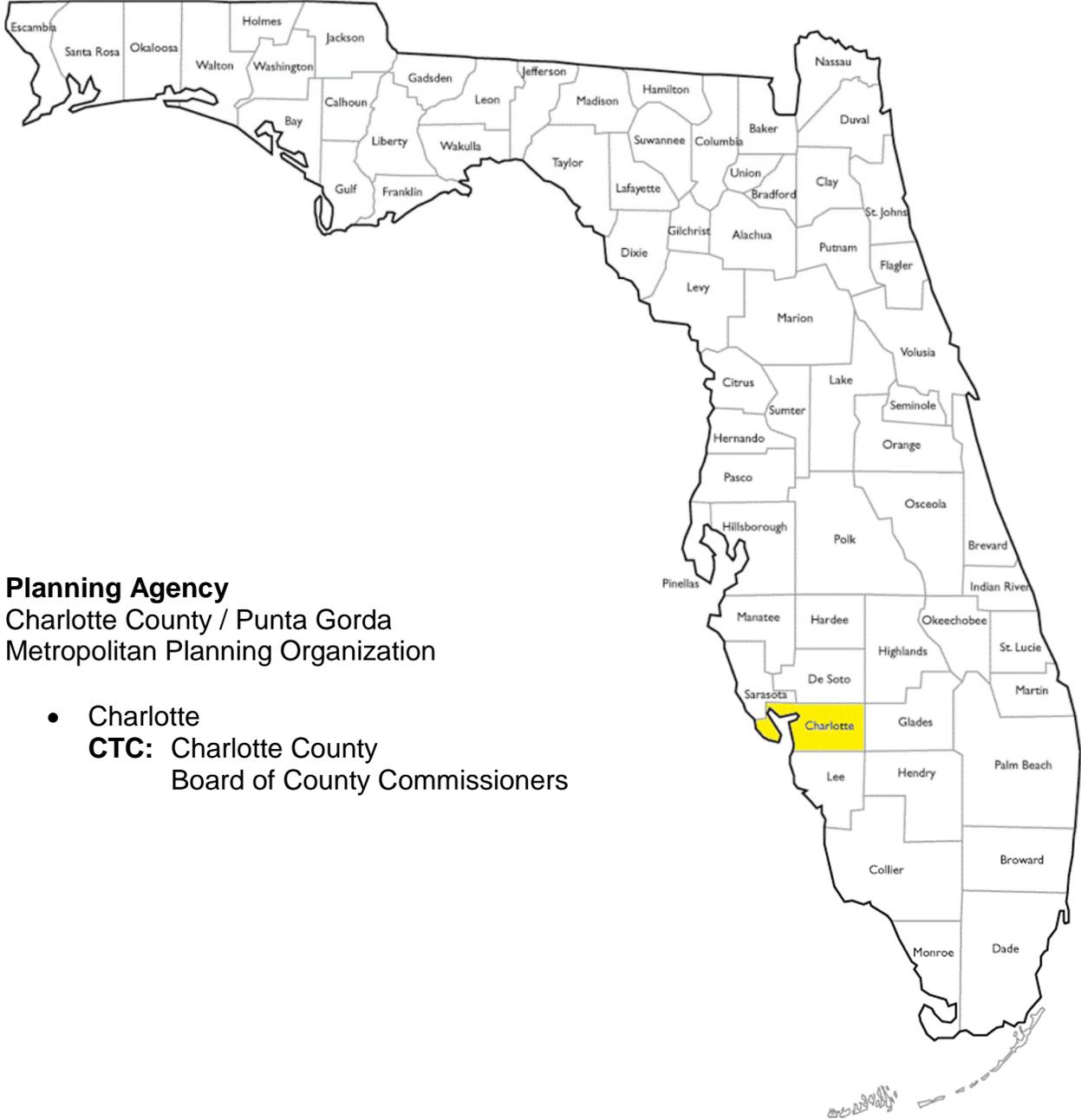
A handwritten signature in blue ink that reads "M. Merrill".

Michael S. Merrill  
County Administrator

cc: Michele Ogilvie, Executive Planner, MPO  
Carl Harness, Chief Human Services Administrator  
Scott Clark, Director, Sunshine Line

]

# Community Transportation Coordinator Designation



## Planning Agency

Charlotte County / Punta Gorda  
Metropolitan Planning Organization

- Charlotte  
**CTC:** Charlotte County  
Board of County Commissioners

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Charlotte County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC) for a designated service area. The Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO) is the DOPA for the Charlotte County service area. The Charlotte County Board of County Commissioners (BOCC)/Charlotte County Transit is currently the CTC for Charlotte County providing non-sponsored transportation services to its citizens. The current CTC designation is scheduled to expire June 30, 2016.

Pursuant to Chapter 287, Florida Statutes, services or commodities provided by governmental entities are not subject to competitive solicitation. Resolution #2015-121 adopted by the Charlotte County BOCC expresses the BOCC's interest in being the CTC and requests that the Charlotte County-Punta Gorda MPO recommend to the Commission that Charlotte County BOCC/Charlotte County Transit be designated as the CTC.

At its December 7, 2015, meeting, the Charlotte County-Punta Gorda MPO adopted its Resolution #2015-05 recommending Charlotte County BOCC/Charlotte County Transit be the CTC for Charlotte County for a five year period effective July 1, 2016.

**ATTACHMENTS:**

- Recommendation letter from Charlotte County-Punta Gorda MPO
- Charlotte County-Punta Gorda MPO Resolution 2015-05
- Charlotte County BOCC Resolution #2015-121

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve the Charlotte County-Punta Gorda MPO's recommendation to designate Charlotte County BOCC/Charlotte County Transit as the CTC for Charlotte County for the period of July 1, 2016, to June 30, 2021.



\_\_\_\_\_  
Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**



**Charlotte County-Punta Gorda  
METROPOLITAN PLANNING ORGANIZATION**

**East Port Environmental Campus**

25550 Harbor View Road, Suite 4, Port Charlotte, FL 33980-2503 (PH) (941) 883-3535 (F)883-3534

E-Mail: [office@ccmpo.com](mailto:office@ccmpo.com)

Website: [www.ccmpo.com](http://www.ccmpo.com)

**Commissioner Christopher G. Constance**  
Chairman

**Robert M. Herrington**  
Director

February 3, 2016

Mr. Steve Holmes, Executive Director  
Commission for the Transportation Disadvantaged  
605 Suwannee Street  
Tallahassee, FL 32399-0450

**Re: Charlotte County-Punta Gorda Metropolitan Planning Organization  
Community Transportation Coordinator Recommendation**

**Dear Mr. Holmes:**

Please be advised that at its December 7, 2015 meeting, the Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO) Board voted to recommend that the Florida Commission for the Transportation Disadvantaged approve the designation of the Charlotte County Board of County Commissioners (BCC) as represented through its Transit Division, as the Community Transportation Coordinator (CTC) for Charlotte County for the five year period commencing on July 1, 2016.

Enclosed please find the following documentation regarding the MPO's recommendation for Community Transportation Coordinator (CTC) for the Charlotte County designated service area:

- MPO Resolution Number 2015-05;
- Two signed copies of the Memorandum of Agreement (MOA);
- Charlotte County BCC Resolution Number 2015-121 expressing the willingness to continue as the CTC received from Charlotte County Government
- Charlotte County BCC Resolution Number 2016-010 authorizing the County Administrator or his/her designee to execute transit agreements and letter authorizing Gordon Burger to sign

As evidenced in the Charlotte County Local Coordinating Board's most recent CTC Evaluation, the Charlotte County Transit Division continues to be the best candidate for the Charlotte County CTC.

Please let me know how we at the MPO may continue to assist in this selection process.

Sincerely,

Robert M. Herrington  
MPO Director

RMH/wws  
MPO/16-141

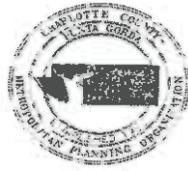
enclosures

**RECEIVED**

FEB 11 2016

Commission for the  
Transportation Disadvantaged

cc: Members, Charlotte County-Punta Gorda Metropolitan Planning Organization (without enclosures)  
Members, Charlotte County Local Coordinating Board (without enclosures)  
Rick Kolar, Senior Division Manager/Fleet and Transit, Charlotte County Budget and  
Administrative Services Department (without enclosures)  
Gordon Burger, Director, Charlotte County Budget and Administrative Services Department  
(without enclosures)



**RESOLUTION  
NUMBER 2015-05**

**A RESOLUTION OF THE CHARLOTTE COUNTY-PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION (MPO) RECOMMENDING THAT THE CHARLOTTE COUNTY BOARD OF COUNTY COMMISSIONERS THROUGH THE CHARLOTTE COUNTY TRANSIT DIVISION CONTINUE TO SERVE AS COMMUNITY TRANSPORTATION COORDINATOR FOR CHARLOTTE COUNTY**

**RECITALS**

**WHEREAS**, the Charlotte County Transit Division has successfully performed the duties of Community Transportation Coordinator (CTC) during the last contract period as evidenced by the Charlotte County Transportation Disadvantaged Local Coordinating Board's evaluation of the CTC; and

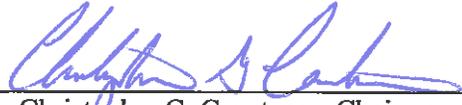
**WHEREAS**, the MPO Board has reviewed and approved the recommendation of the renewal of the Charlotte County Board of County Commissioners through the Charlotte County Transit Division as the Community Transportation Coordinator.

**NOW THEREFORE, BE IT RESOLVED**, by the Charlotte County-Punta Gorda Metropolitan Planning Organization that:

1. The MPO Board hereby endorses the renewal of the Charlotte County Transit Division as Charlotte County's Community Transportation Coordinator for another five-year term commencing July 1, 2016.
2. A copy of this Resolution shall be forwarded to the Florida Commission for the Transportation Disadvantaged.

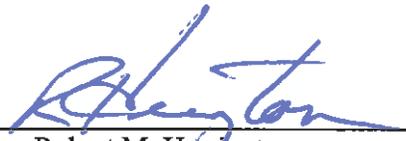
PASSED AND DULY ADOPTED this 7<sup>th</sup> day of December 2015.

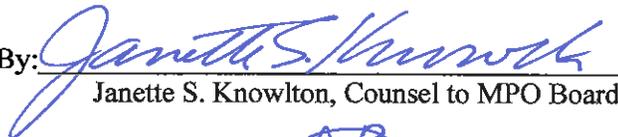
**CHARLOTTE COUNTY-PUNTA GORDA  
METROPOLITAN PLANNING ORGANIZATION**

By:   
Christopher G. Constance, Chairman

ATTEST:

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:

By:   
Robert M. Herrington  
Designated Clerk of the MPO Board

By:   
Janette S. Knowlton, Counsel to MPO Board

LR15-3525   
Cody Vaughan-Birch

CHS  
BCC  
#14

CHARLOTTE COUNTY CLERK OF CIRCUIT COURT  
OR BOOK 4029 PAGE 831 PAGE 1 OF 2  
IIISTR # 2396109 Doc Type: GOV  
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Cashier By: NLAHE

**RESOLUTION  
NUMBER 2015-121**

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY, FLORIDA PROVIDING THAT THE CHARLOTTE COUNTY TRANSIT, A DIVISION OF CHARLOTTE COUNTY, CONTINUE IN THE STATUS OF COMMUNITY TRANSPORTATION COORDINATOR FOR CHARLOTTE COUNTY.

CERTIFIED TRUE COPY OF THE ORIGINAL OF THE ORIGINAL  
BARBARA L. SCOTT  
CLERK OF THE CIRCUIT COURT  
CHARLOTTE COUNTY, FLORIDA  
BY: *M. Berardo*  
DEPUTY CLERK

RECITALS

**WHEREAS**, Section 427.015(2), Florida Statutes, provides that each Metropolitan Planning Organization or designated official planning agency shall recommend to the Commission on the Transportation Disadvantaged a single community transportation coordinator; and

**WHEREAS**, Section 287.057(13), Florida Statutes, provides that contracts for service such as the Memorandum of Agreement between the Community Transportation Coordinator and the Commission for the Transportation Disadvantaged may be renewed for a period that may not exceed five (5) years as provided in the original contract; and

**WHEREAS**, Rule 41-2.010(2), Florida Administrative Code, provides that the selection of Community Transportation Coordinators may be negotiated without competitive acquisition, upon the recommendation of the Metropolitan Planning Organization or designated official planning Agency that it is in the best interest of the transportation disadvantaged; and

**WHEREAS**, the designation of the Charlotte County Transit Division serving as the Community Transportation Coordinator continues to be in the best interest of the transportation disadvantaged.

2  
MIN

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Charlotte County that:

1. The Charlotte County Board of County Commissioners recommends to the Charlotte County-Punta Gorda Metropolitan Planning Organization that the Transit Division continues to serve as Community Transportation Coordinator for an additional five (5) year term.

2. This resolution shall be effective upon approval of the Charlotte County Board of County Commissioners.

PASSED AND DULY ADOPTED this 10<sup>th</sup> day of November, 2015.

BOARD OF COUNTY COMMISSIONERS  
OF CHARLOTTE COUNTY, FLORIDA

By: William G. Truex  
William G. Truex, Chair

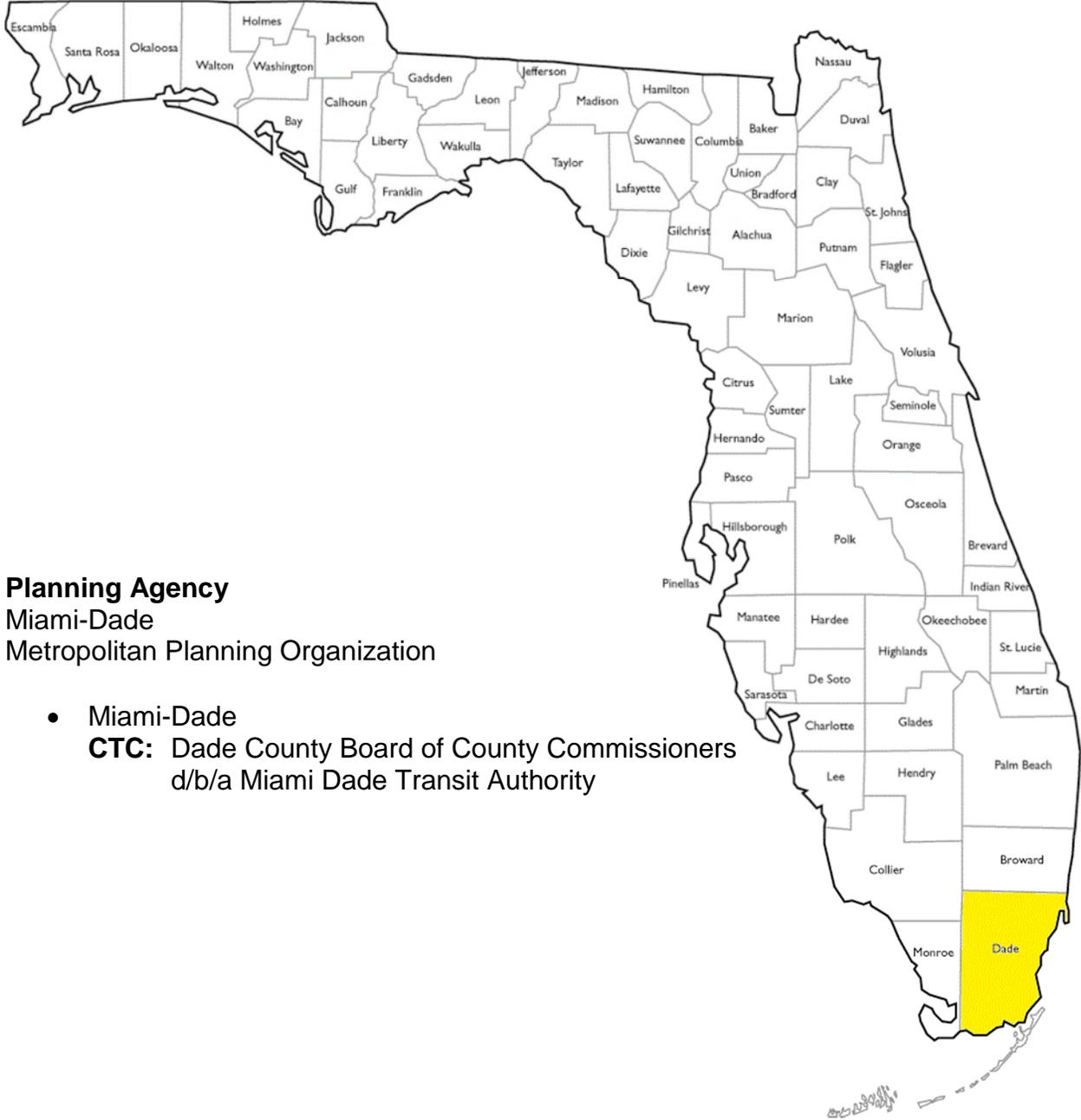
ATTEST:  
Barbara T. Scott, Clerk of Circuit  
Court and Ex-officio Clerk to the  
Board of County Commissioners

By: Barbara T. Scott  
Deputy Clerk

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:

By: Janette S. Knowlton  
Janette S. Knowlton, County Attorney  
LR15-3666 - JMS

# Community Transportation Coordinator Designation



## Planning Agency

Miami-Dade

Metropolitan Planning Organization

- Miami-Dade  
**CTC:** Dade County Board of County Commissioners  
d/b/a Miami Dade Transit Authority

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

VIII Community Transportation Coordinator Designation – Miami-Dade County

**BACKGROUND INFORMATION:**

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). Miami-Dade Metropolitan Planning Organization is the DOPA for Miami-Dade County. Miami-Dade County Board of County Commissioners d/b/a Miami-Dade Transit Authority is currently the CTC providing TD services to the citizens of Miami-Dade County.

Effective February 2, 2016, Miami-Dade Transit is now officially named the Miami-Dade Department of Transportation and Public Works.

Pursuant to Chapter 287, Florida Statutes, the Miami-Dade Department of Transportation and Public Works, as a governmental entity, is able and willing to continue to provide transportation services. At their January 21, 2016, Board Meeting, the Planning Agency signed a resolution requesting the CTC approve the Miami-Dade Department of Transportation and Public Works as the designated CTC for Miami-Dade County.

**ATTACHMENTS:**

- February 11, 2016 Miami-Dade Metropolitan Planning Organization Recommendation Letter
- Miami-Dade Metropolitan Planning Organization Resolution 05-16
- December 1, 2015 Miami-Dade Transit Letter of Intent

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Approve Miami-Dade Metropolitan Planning Organization's recommendation and designate the Miami-Dade Department of Transportation and Public Works as the CTC for Miami-Dade County, for the period beginning July 1, 2016 to June 30, 2021.



Steve Holmes

Executive Director

Date: March 30, 2016

**ACTION TAKEN AT MEETING:**

**Chairman**  
Jean Monestime

**Vice Chairman**  
Francis Suarez

**Members**

Bruno A. Barreiro  
Esteban Bovo, Jr.  
Daniella Levine Cava  
Jose "Pepe" Diaz  
Audrey M. Edmonson  
Maurice Ferré  
Oliver G. Gilbert, III  
Perla T. Hantman  
Carlos Hernandez  
Sally A. Heyman  
Philip Levine  
Barbara J. Jordan  
Smith Joseph  
Dennis C. Moss  
Jeff Porter  
Rebeca Sosa  
Sen. Javier D. Souto  
Xavier L. Suarez  
Juan C. Zapata

**Non-Voting Members**  
FDOT District VI  
Gus Pego, P.E., Secretary  
Harold Desdunes, P.E.

**Miami-Dade MPO**  
**Executive Director**  
Aileen Bouclé, AICP

**Miami-Dade MPO**  
111 NW 1st Street, Suite 920  
Miami, Florida 33128  
305-375-4507  
mpo@miamidademipo.org  
www.miamidademipo.org

February 11, 2016

**Mr. Steven Holmes**  
**Executive Director**  
Florida Commission for the Transportation Disadvantaged  
605 Suwannee Street, Mail Station 49  
Tallahassee, FL 32399-0450

Dear Mr. Holmes,

Enclosed please find Resolution #05-16 adopted by the Miami-Dade Metropolitan Planning Organization (MPO) Governing Board on Thursday, January 21, 2016 designating Miami-Dade Transit (MDT) as Miami-Dade County's Community Transportation Coordinator (CTC) for the next five years, beginning July 1, 2016. In addition, a copy of MDT's Transportation Disadvantaged Program's accomplishments is enclosed for the Florida Commission for the Transportation Disadvantaged's (CTD) review.

Please also note that effective February 2, 2016 MDT is now officially named the Miami-Dade Department of Transportation and Public Works (DTPW).

Elizabeth Rockwell, MPO Transportation Disadvantaged Grant Program Manager, will attend the April 8, 2016 CTD meeting in Vero Beach to present this item for the Commissioners' consideration and approval.

Should you have any questions, please do not hesitate to contact me at (305) 375-4507.

Sincerely,

  
Aileen Bouclé, AICP  
MPO Executive Director

Enclosures

c: Honorable Jean Monestime, Chairman, Miami-Dade MPO Governing Board  
Alice N. Bravo, P.E., Director, Miami-Dade DTPW

**MPO RESOLUTION #05-16**

**RESOLUTION DESIGNATING THE MIAMI-DADE TRANSIT (MDT) AS MIAMI-DADE COUNTY'S COMMUNITY TRANSPORTATION COORDINATOR (CTC) FOR THE NEXT FIVE YEARS**

**WHEREAS**, the Florida Commission for the Transportation Disadvantaged (CTD) has established the Miami-Dade County Local Coordinating Board (LCB) to develop local service needs and to provide information, advice and direction to the community transportation coordinator on the coordination of services to be provided to the transportation disadvantaged; and

**WHEREAS**, the Miami-Dade MPO Governing Board is the Designated Official Planning Agency (DOPA) by the CTD; and

**WHEREAS**, Chapter 427, Florida Statutes states that every five years each Designated official Planning Agency (Miami-Dade MPO), upon consultation with the Local Coordinating Board (LCB), shall recommend to the Florida Commission for the Transportation Disadvantaged (CTD) a CTC; and

**WHEREAS**, the LCB passed Resolution #1-15 recommending the Miami-Dade MPO designate MDT, on behalf of the Miami-Dade County Board of County Commissioners (BCC), as the CTC from July 1, 2016 to June 30, 2021,

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE METROPOLITAN PLANNING ORGANIZATION FOR THE MIAMI URBANIZED AREA**, this Board hereby designates the Miami-Dade Transit (MDT) as Miami-Dade County's Community Transportation Coordinator (CTC) for the next five years.

The adoption of the foregoing resolution was moved by Board Member Esteban Bovo, Jr. The motion was seconded by Board Member Rebeca Sosa, and upon being put to a vote, the vote was as follows:

**Chairman Jean Monestime-Aye**  
**Vice Chairman Francis Suarez-Aye**

Board Member Bruno A. Barreiro	-Aye	Board Member Smith Joseph	-Absent
Board Member Esteban Bovo Jr	-Aye	Board Member Philip Levine	-Absent
Board Member Jose "Pepe" Diaz	-Absent	Board Member Daniella Levine Cava	-Aye
Board Member Audrey M. Edmonson	-Aye	Board Member Dennis C. Moss	-Aye
Board Member Maurice Ferre	-Aye	Board Member Jeff Porter	-Aye
Board Member Oliver G. Gilbert, III	- Absent	Board Member Rebeca Sosa	-Aye
Board Member Perla Tabares Hantman	-Aye	Board Member Javier D. Souto	-Absent
Board Member Carlos Hernandez	-Absent	Board Member Xavier L. Suarez	-Aye
Board Member Sally A. Heyman	-Aye	Board Member Juan C. Zapata	-Aye
Board Member Barbara J. Jordan	-Aye		

The Chairperson thereupon declared the resolution duly passed and approved this 21<sup>st</sup> day of January, 2016.

**METROPOLITAN PLANNING ORGANIZATION**

By Zainab Salim  
 Zainab Salim, Clerk  
 Miami-Dade MPO



# Memorandum



**Date:** December 1, 2015

**To:** Jesus Guerra, Interim Executive Director  
Metropolitan Planning Organization

**From:** <sup>MS</sup> Alice N. Bravo, P.E., Director  
Miami-Dade Transit

**Subject:** Letter of Intent to Designate Miami-Dade Transit as Miami-Dade County's  
Community Transportation Coordinator

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By Resolution #39-11, adopted on October 20, 2011, the Miami-Dade Metropolitan Planning Organization (MPO) Governing Board designated Miami-Dade Transit (MDT) or the successor department, on behalf of the Miami-Dade County Board of County Commissioners (BCC), as the Community Transportation Coordinator (CTC) for Miami-Dade County. MDT has been designated and successfully served as the county's CTC since 1990.

This memorandum is to express MDT's interest, to the Florida Commission for the Transportation Disadvantaged (CTD) and the Miami-Dade MPO, to continue as Miami-Dade County's CTC for a five year period beginning July 1, 2016 until June 30, 2021. MDT is committed to the coordinated delivery of transportation disadvantaged services in Miami-Dade County and committed to maintaining service standards as outlined by the CTD under Chapter 427, Florida Statutes.

Enclosed is a report regarding MDT's responsibilities and accomplishments as the CTC. MDT looks forward with great pride to continue serving its transportation disadvantaged community as the Miami-Dade County CTC.

Attachment

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

IX. FY 2016-17 TD Grant Allocations – Trip and Equipment Grants and Planning Grants

**BACKGROUND INFORMATION:**

Chapter 427 establishes the Transportation Disadvantaged Trust Fund. Rule 41-2 provides the methodology that is used to distribute the Trip and Equipment Grant and the Planning Grant funds.

In addition to the regular grant fund distribution, the Legislature included the following proviso:

“From the funds in Specific Appropriation 1856, \$2,300,000 of nonrecurring funds shall be allocated to community transportation coordinators who are not direct recipients of funding under the Urbanized Area Formula Program as defined by 49 U.S.C. section 5307. Funds are to be used to provide transportation services for persons with disabilities, older adults, and people with low income so they may access health care, employment, education and other life-sustaining activities. Funds allocated for this purpose shall be distributed among community transportation coordinators based upon the Transportation Disadvantaged Trip and Equipment allocation methodology established by the commission.”

Executive Director Steve Holmes will provide an overview of the Trip and Equipment Grant and the Planning Grant allocation charts.

**ATTACHMENTS:**

- Draft FY 2016-17 Trip and Equipment Grant Allocations Percentage of Change
- Draft FY 2016-17 Trip and Equipment Grant Allocations
- Draft FY 2016-17 Planning Grant Allocations

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Recommend the Commission approve Trip and Equipment Grant and the Planning Grant Allocations for FY 2016-17.



Steve Holmes  
Executive Director  
Date: March 30, 2016

**ACTION TAKEN AT MEETING:**

FY2016-17 Transportation Disadvantaged Grant Allocations

County	2015-16 T&E Total	2016-17 T&E Total	2016-17 Total Funds	% Change 2015-16/ 2016-17
Alachua	\$669,366	\$717,282	\$824,821	23.2%
Baker	\$208,520	\$230,796	\$261,574	25.4%
Bay	\$493,626	\$497,895	\$575,667	16.6%
Bradford	\$133,160	\$137,505	\$156,808	17.8%
Brevard	\$1,620,904	\$1,832,805	\$1,832,805	13.1%
Broward	\$4,163,033	\$4,227,140	\$4,227,140	1.5%
Calhoun	\$197,235	\$207,203	\$227,838	15.5%
Charlotte	\$398,355	\$409,648	\$409,648	2.8%
Citrus	\$441,822	\$487,253	\$487,253	10.3%
Clay	\$416,615	\$470,824	\$565,139	35.7%
Collier	\$868,619	\$916,071	\$916,071	5.5%
Columbia	\$363,934	\$341,229	\$378,431	4.0%
DeSoto	\$257,245	\$241,698	\$263,778	2.5%
Dixie	\$210,482	\$212,931	\$233,206	10.8%
Duval	\$1,660,870	\$1,774,367	\$1,774,367	6.8%
Escambia	\$730,779	\$741,184	\$741,184	1.4%
Flagler	\$308,583	\$330,865	\$393,550	27.5%
Franklin	\$190,845	\$191,285	\$210,661	10.4%
Gadsden	\$363,135	\$402,297	\$458,730	26.3%
Gilchrist	\$120,472	\$121,738	\$133,695	11.0%
Glades	\$214,024	\$218,282	\$239,747	12.0%
Gulf	\$192,364	\$202,192	\$227,110	18.1%
Hamilton	\$171,343	\$157,179	\$171,485	0.1%
Hardee	\$267,871	\$265,303	\$293,689	9.6%
Hendry	\$381,883	\$367,446	\$404,756	6.0%
Hernando	\$442,485	\$370,809	\$439,639	-0.6%
Highlands	\$495,320	\$505,047	\$577,560	16.6%
Hillsborough	\$2,138,438	\$2,126,248	\$2,559,506	19.7%
Holmes	\$208,021	\$217,789	\$245,795	18.2%
Indian River	\$340,588	\$356,269	\$408,975	20.1%
Jackson	\$442,746	\$471,831	\$523,529	18.2%
Jefferson	\$191,659	\$195,866	\$217,407	13.4%
Lafayette	\$157,839	\$160,445	\$175,164	11.0%
Lake	\$746,348	\$813,395	\$813,395	9.0%
Lee	\$830,438	\$867,577	\$1,014,726	22.2%
Leon	\$570,736	\$609,133	\$609,133	6.7%
Levy	\$405,287	\$419,163	\$474,013	17.0%
Liberty	\$270,473	\$282,504	\$316,055	16.9%
Madison	\$231,593	\$245,909	\$274,531	18.5%
Manatee	\$652,795	\$713,102	\$713,102	9.2%
Marion	\$913,573	\$906,991	\$1,037,789	13.6%
Martin	\$315,305	\$358,793	\$421,587	33.7%
Miami-Dade	\$9,740,650	\$6,536,354	\$6,536,354	-32.9%
Monroe	\$414,239	\$411,155	\$473,560	14.3%
Nassau	\$320,258	\$327,681	\$372,035	16.2%
Okaloosa	\$516,607	\$565,589	\$565,589	9.5%
Okeechobee	\$279,621	\$253,403	\$280,719	0.4%
Orange	\$2,288,806	\$2,701,480	\$2,701,480	18.0%
Osceola	\$1,096,602	\$1,183,840	\$1,183,840	8.0%
Palm Beach	\$3,036,664	\$3,268,938	\$3,268,938	7.6%
Pasco	\$722,480	\$758,991	\$758,991	5.1%
Pinellas	\$2,566,733	\$3,179,289	\$3,179,289	23.9%
Polk	\$1,321,387	\$1,378,393	\$1,378,393	4.3%
Putnam	\$411,912	\$453,371	\$530,060	28.7%
Saint Johns	\$486,110	\$565,079	\$704,516	44.9%
Saint Lucie	\$551,586	\$607,316	\$607,316	10.1%
Santa Rosa	\$440,458	\$439,034	\$492,396	11.8%
Sarasota	\$769,557	\$1,156,549	\$1,156,549	50.3%
Seminole	\$756,870	\$852,424	\$852,424	12.6%
Sumter	\$312,488	\$324,248	\$381,286	22.0%
Suwannee	\$263,581	\$266,374	\$296,936	12.7%
Taylor	\$312,211	\$328,569	\$363,065	16.3%
Union	\$104,781	\$104,680	\$116,936	11.6%
Volusia	\$1,162,882	\$1,322,503	\$1,322,503	13.7%
Wakulla	\$207,240	\$218,519	\$244,555	18.0%
Walton	\$413,593	\$433,285	\$488,147	18.0%
Washington	\$238,365	\$247,522	\$276,496	16.0%
<b>TOTALS</b>	<b>\$53,134,410</b>	<b>\$53,207,875</b>	<b>\$55,763,430</b>	<b>4.9%</b>

FY2016-17 Transportation Disadvantaged Trip and Equipment Grant Allocations

County	5307 Recipient	Community Transportation Coordinator	Trip & Equipment Grant			Voluntary Dollar			Proviso Funding			2016-17 Total Funds
			2016-17 Allocation	Local Match (10%)	Total Funds	Funding	Local Match (10%)	Total Funds	Funding	Local Match (10%)	Total Funds	
Alachua	RTS	MV Transportation	\$645,455	\$71,717	\$717,172	\$99	\$11	\$110	\$96,785	\$10,754	\$107,539	\$824,821
Baker		Baker County Council on Aging	\$207,703	\$23,078	\$230,781	\$13	\$1	\$14	\$27,701	\$3,078	\$30,778	\$261,574
Bay	Bay County TPO	Bay BoCC	\$448,087	\$49,787	\$497,874	\$19	\$2	\$21	\$69,995	\$7,777	\$77,772	\$575,667
Bradford		Suwannee River Economic Council	\$123,750	\$13,750	\$137,500	\$4	\$0	\$4	\$17,372	\$1,930	\$19,303	\$156,808
Brevard	Space Coast Area Transit	Space Coast Area Transit	\$1,649,325	\$183,258	\$1,832,584	\$199	\$22	\$221	\$0	\$0	\$0	\$1,832,805
Broward	Broward County Transit	Broward County Transit	\$3,803,488	\$422,610	\$4,226,098	\$938	\$104	\$1,042	\$0	\$0	\$0	\$4,227,140
Calhoun		Calhoun County Senior Citizens Assoc	\$186,480	\$20,720	\$207,200	\$2	\$0	\$2	\$18,572	\$2,064	\$20,636	\$227,838
Charlotte	Charlotte BoCC	Charlotte BoCC	\$368,643	\$40,960	\$409,604	\$40	\$4	\$44	\$0	\$0	\$0	\$409,648
Citrus	Citrus County Transit	Citrus County Transit	\$438,503	\$48,723	\$487,226	\$25	\$3	\$28	\$0	\$0	\$0	\$487,253
Clay		Clay County Council on Aging	\$423,658	\$47,073	\$470,731	\$84	\$9	\$93	\$84,883	\$9,431	\$94,315	\$565,139
Collier	Collier County Transit	Collier County Transit	\$824,391	\$91,599	\$915,990	\$73	\$8	\$81	\$0	\$0	\$0	\$916,071
Columbia		Suwannee Valley Transit	\$307,093	\$34,121	\$341,215	\$13	\$1	\$14	\$33,481	\$3,720	\$37,201	\$378,431
DeSoto		MV Transportation	\$217,447	\$24,161	\$241,608	\$82	\$9	\$91	\$19,872	\$2,208	\$22,080	\$263,778
Dixie		Suwannee River Economic Council	\$191,638	\$21,293	\$212,931	\$0	\$0	\$0	\$18,247	\$2,027	\$20,275	\$233,206
Duval	Jacksonville Transportation Authority	Jacksonville Transportation Authority	\$1,596,367	\$177,374	\$1,773,742	\$563	\$63	\$625	\$0	\$0	\$0	\$1,774,367
Escambia	Escambia BoCC	Escambia BoCC	\$666,815	\$74,091	\$740,906	\$251	\$28	\$279	\$0	\$0	\$0	\$741,184
Flagler		Flagler BoCC	\$297,747	\$33,083	\$330,830	\$31	\$3	\$35	\$56,417	\$6,269	\$62,685	\$393,550
Franklin		Gulf ARC & Transportation	\$172,155	\$19,128	\$191,284	\$1	\$0	\$1	\$17,439	\$1,938	\$19,377	\$210,661
Gadsden		Big Bend Transit	\$362,045	\$40,227	\$402,272	\$22	\$2	\$24	\$50,790	\$5,643	\$56,433	\$458,730
Gilchrist		Suwannee River Economic Council	\$109,563	\$12,174	\$121,736	\$1	\$0	\$1	\$10,761	\$1,196	\$11,957	\$133,695
Glades		Good Wheels	\$196,454	\$21,828	\$218,282	\$0	\$0	\$0	\$19,319	\$2,147	\$21,465	\$239,747
Gulf		Gulf ARC & Transportation	\$181,973	\$20,219	\$202,192	\$0	\$0	\$0	\$22,426	\$2,492	\$24,917	\$227,110
Hamilton		Suwannee Valley Transit	\$141,461	\$15,718	\$157,179	\$0	\$0	\$0	\$12,875	\$1,431	\$14,306	\$171,485
Hardee		MV Transportation	\$238,768	\$26,530	\$265,298	\$5	\$1	\$6	\$25,547	\$2,839	\$28,386	\$293,689
Hendry		Good Wheels	\$330,679	\$36,742	\$367,421	\$23	\$3	\$26	\$33,579	\$3,731	\$37,310	\$404,756
Hernando	Hernando BoCC	Mid-Florida Community Services	\$333,687	\$37,076	\$370,763	\$41	\$5	\$46	\$61,947	\$6,883	\$68,830	\$439,639
Highlands		MV Transportation	\$454,538	\$50,504	\$505,042	\$4	\$0	\$4	\$65,262	\$7,251	\$72,513	\$577,560
Hillsborough	HART	Hillsborough BoCC	\$1,913,361	\$212,596	\$2,125,956	\$263	\$29	\$292	\$389,932	\$43,326	\$433,258	\$2,559,506
Holmes		Tri-County Community Council	\$196,010	\$21,779	\$217,789	\$0	\$0	\$0	\$25,206	\$2,801	\$28,006	\$245,795
Indian River	Indian River BoCC *	Senior Resource Association	\$320,605	\$35,623	\$356,228	\$37	\$4	\$41	\$47,435	\$5,271	\$52,706	\$408,975
Jackson		Jtrans	\$424,614	\$47,179	\$471,794	\$34	\$4	\$38	\$46,527	\$5,170	\$51,697	\$523,529
Jefferson		Big Bend Transit	\$176,278	\$19,586	\$195,864	\$1	\$0	\$1	\$19,387	\$2,154	\$21,541	\$217,407
Lafayette		Suwannee River Economic Council	\$144,401	\$16,045	\$160,445	\$0	\$0	\$0	\$13,247	\$1,472	\$14,719	\$175,164
Lake	Lake BoCC	Lake BoCC	\$731,924	\$81,325	\$813,249	\$131	\$15	\$146	\$0	\$0	\$0	\$813,395
Lee	LeeTran	Good Wheels	\$780,132	\$86,681	\$866,813	\$687	\$76	\$764	\$132,435	\$14,715	\$147,150	\$1,014,726
Leon	City of Tallahassee	City of Tallahassee	\$548,095	\$60,899	\$608,994	\$125	\$14	\$139	\$0	\$0	\$0	\$609,133
Levy		Levy BoCC	\$377,234	\$41,915	\$419,149	\$13	\$1	\$14	\$49,365	\$5,485	\$54,849	\$474,013
Liberty		Liberty BoCC	\$254,253	\$28,250	\$282,504	\$0	\$0	\$0	\$30,196	\$3,355	\$33,551	\$316,055
Madison		Big Bend Transit	\$221,318	\$24,591	\$245,909	\$0	\$0	\$0	\$25,759	\$2,862	\$28,622	\$274,531
Manatee	Manatee BoCC	Manatee BoCC	\$641,686	\$71,298	\$712,985	\$105	\$12	\$117	\$0	\$0	\$0	\$713,102
Marion	SunTran	Marion Senior Services	\$816,142	\$90,682	\$906,824	\$150	\$17	\$167	\$117,718	\$13,080	\$130,798	\$1,037,789
Martin	Martin BoCC	MTM	\$322,839	\$35,871	\$358,710	\$75	\$8	\$83	\$56,515	\$6,279	\$62,794	\$421,587
Miami-Dade	Miami-Dade Transit	Miami-Dade Transit	\$5,880,968	\$653,441	\$6,534,409	\$1,751	\$195	\$1,945	\$0	\$0	\$0	\$6,536,354
Monroe		Guidance/Care Center	\$370,001	\$41,111	\$411,112	\$39	\$4	\$43	\$56,164	\$6,240	\$62,404	\$473,560
Nassau		Nassau County Council on Aging	\$294,880	\$32,764	\$327,644	\$33	\$4	\$37	\$39,919	\$4,435	\$44,355	\$372,035
Okaloosa	Okaloosa BoCC	Okaloosa BoCC	\$508,984	\$56,554	\$565,538	\$46	\$5	\$51	\$0	\$0	\$0	\$565,589
Okeechobee		MV Transportation	\$228,062	\$25,340	\$253,402	\$1	\$0	\$1	\$24,584	\$2,732	\$27,316	\$280,719
Orange	LYNX	LYNX	\$2,430,586	\$270,065	\$2,700,651	\$746	\$83	\$829	\$0	\$0	\$0	\$2,701,480
Osceola	LYNX	LYNX	\$1,065,436	\$118,382	\$1,183,818	\$20	\$2	\$22	\$0	\$0	\$0	\$1,183,840
Palm Beach	PalmTran	PalmTran	\$2,940,922	\$326,769	\$3,267,691	\$1,122	\$125	\$1,247	\$0	\$0	\$0	\$3,268,938
Pasco	Pasco BoCC	Pasco BoCC	\$682,933	\$75,881	\$758,815	\$158	\$18	\$176	\$0	\$0	\$0	\$758,991
Pinellas	Pinellas Suncoast Transit Authority	Pinellas Suncoast Transit Authority	\$2,860,807	\$317,867	\$3,178,674	\$554	\$62	\$615	\$0	\$0	\$0	\$3,179,289
Polk	Lakeland Area Mass Transit District	Lakeland Area Mass Transit District	\$1,240,365	\$137,818	\$1,378,183	\$189	\$21	\$210	\$0	\$0	\$0	\$1,378,393
Putnam		Putnam ARC	\$408,024	\$45,336	\$453,360	\$10	\$1	\$11	\$69,020	\$7,669	\$76,689	\$530,060
Saint Johns	St. Johns BoCC *	St. John's Council on Aging	\$508,428	\$56,492	\$564,920	\$143	\$16	\$159	\$125,493	\$13,944	\$139,437	\$704,516
Saint Lucie	St. Lucie BoCC	St. Lucie BoCC	\$546,475	\$60,719	\$607,194	\$109	\$12	\$121	\$0	\$0	\$0	\$607,316
Santa Rosa		Tri-County Community Council	\$395,107	\$43,901	\$439,008	\$24	\$3	\$27	\$48,026	\$5,336	\$53,362	\$492,396
Sarasota	Sarasota BoCC	Sarasota BoCC	\$1,040,583	\$115,620	\$1,156,203	\$311	\$35	\$346	\$0	\$0	\$0	\$1,156,549
Seminole	LYNX	LYNX	\$767,011	\$85,223	\$852,235	\$170	\$19	\$189	\$0	\$0	\$0	\$852,424
Sumter		Sumter BoCC	\$291,815	\$32,424	\$324,239	\$9	\$1	\$10	\$51,334	\$5,704	\$57,038	\$381,286
Suwannee		Suwannee Valley Transit	\$239,734	\$26,637	\$266,371	\$3	\$0	\$3	\$27,506	\$3,056	\$30,562	\$296,936
Taylor		Big Bend Transit	\$295,709	\$32,857	\$328,566	\$3	\$0	\$3	\$31,046	\$3,450	\$34,496	\$363,065
Union		Suwannee River Economic Council	\$94,211	\$10,468	\$104,678	\$1	\$0	\$1	\$11,030	\$1,226	\$12,256	\$116,936
Volusia	Volusia BoCC	Volusia BoCC	\$1,190,144	\$132,238	\$1,322,382	\$109	\$12	\$121	\$0	\$0	\$0	\$1,322,503
Wakulla		Wakulla County Senior Citizens' Council	\$196,662	\$21,851	\$218,513	\$5	\$1	\$6	\$23,433	\$2,604	\$26,036	\$244,555
Walton		Tri-County Community Council	\$389,950	\$43,328	\$433,278	\$6	\$1	\$7	\$49,376	\$5,486	\$54,862	\$488,147
Washington		Tri-County Community Council	\$222,770	\$24,752	\$247,522	\$0	\$0	\$0	\$26,076	\$2,897	\$28,973	\$276,496
<b>TOTALS</b>	<b>31</b>	<b>67</b>	<b>\$47,877,371</b>	<b>\$5,319,708</b>	<b>\$53,197,079</b>	<b>\$9,716</b>	<b>\$1,080</b>	<b>\$10,796</b>	<b>\$2,300,000</b>	<b>\$255,556</b>	<b>\$2,555,556</b>	<b>\$55,763,430</b>

\* BoCC contracts with CTC to provide services. BoCC is the direct recipient of 5307 funding.

**Commission for the Transportation Disadvantaged  
Planning Grant Allocations  
FY 2016-2017**

<b>County</b>	<b>Planning Funds</b>
Alachua	\$24,133
Baker	\$19,309
Bay	\$22,505
Bradford	\$19,301
Brevard	\$30,455
Broward	\$58,063
Calhoun	\$19,045
Charlotte	\$22,283
Citrus	\$21,671
Clay	\$22,942
Collier	\$26,077
Columbia	\$20,167
DeSoto	\$19,476
Dixie	\$19,074
Duval	\$37,625
Escambia	\$25,275
Flagler	\$20,894
Franklin	\$18,988
Gadsden	\$19,713
Gilchrist	\$19,097
Glades	\$19,026
Gulf	\$19,075
Hamilton	\$19,035
Hardee	\$19,317
Hendry	\$19,549
Hernando	\$22,439
Highlands	\$20,806
Hillsborough	\$46,431
Holmes	\$19,153
Indian River	\$21,784
Jackson	\$19,766
Jefferson	\$19,035
Lafayette	\$18,925
Lake	\$25,380
Lee	\$33,034

<b>County</b>	<b>Planning Funds</b>
Leon	\$24,714
Levy	\$19,572
Liberty	\$18,915
Madison	\$19,129
Manatee	\$26,139
Marion	\$25,874
Martin	\$21,966
Miami-Dade	\$74,760
Monroe	\$20,362
Nassau	\$20,351
Okaloosa	\$22,873
Okeechobee	\$19,563
Orange	\$45,099
Osceola	\$25,265
Palm Beach	\$48,144
Pasco	\$28,949
Pinellas	\$38,474
Polk	\$32,090
Putnam	\$20,257
Saint Johns	\$23,324
Saint Lucie	\$24,862
Santa Rosa	\$22,177
Sarasota	\$27,090
Seminole	\$28,049
Sumter	\$21,145
Suwannee	\$19,665
Taylor	\$19,214
Union	\$19,059
Volusia	\$29,416
Wakulla	\$19,400
Walton	\$20,034
Washington	\$19,254
<b>TOTALS</b>	<b>\$1,674,029</b>

Rev. 03/28/2016

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
Commission Business Meeting

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

X. Mobility Enhancement Grant

**BACKGROUND INFORMATION:**

The Legislature authorized the Commission to competitively award \$1,750,000 of non-recurring funds to Community Transportation Coordinators (CTCs) to support projects that:

- 1) enhance the access of older adults, persons with disabilities, and low income individuals to healthcare, shopping, education, employment, etc.;
- 2) assist in the development, improvement, and use of transportation systems in non-urbanized areas;
- 3) promote the efficient coordination of services;
- 4) support inter-city bus transportation; or
- 5) encourage private transportation provider participation.

The Mobility Enhancement Grant is a competitive grant. All CTCs are eligible to apply for the grant. The grant reimburses a CTC 90% of the cost of each passenger trip to eligible non-sponsored transportation disadvantaged persons and it requires a 10% local cash match generated from local resources.

The Mobility Enhancement Grant requires an application that requires the CTC to--

- identify a need(s),
- identify a specific project(s) that meets the need(s),
- describe how a project(s) will meet the need(s) with new or enhancements to existing services;
- propose a budget(s), which includes
  - matching funds (no state or federal government revenues are acceptable as local match),
  - a methodology used to determine the requested budget (rates for services may be different than rates generated by the Commission's Rate Calculation Model); and,
- define performance measures to measure project effectiveness.

**Timeline**

- The Commission will release the Mobility Enhancement Grant on April 11, 2016.
- Applications are due to the Commission before 5:00 p.m. May 16, 2016. Due to the short turnaround time, LCB review is not mandatory.
- Commission will approve the projects at the Commission Business Meeting on or around June 8, 2016.
- Proposed projects must begin providing services on or soon after July 1, 2016.
- Projects will be completed on June 30, 2017.

**ATTACHMENTS:**

- Draft FY 2016-17 Program Manual for the Mobility Enhancement Grant

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Recommend the Commission approve the FY 2016-17 Program Manual for the Mobility Enhancement Grant.



Steve Holmes

Executive Director

Date: March 30, 2016

Florida Commission for the



# **Transportation Disadvantaged**

FISCAL YEAR 2016-17

PROGRAM MANUAL

FOR THE

MOBILITY ENHANCEMENT GRANT

Issued By:

FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED

605 Suwannee Street, Mail Station 49

Tallahassee, Florida 32399-0450

850-410-5700

Fax 850-410-5752

[www.dot.state.fl.us/ctd](http://www.dot.state.fl.us/ctd)

# INTRODUCTION

The Transportation Disadvantaged Trust Fund is administered by the Florida Commission for the Transportation Disadvantaged (Commission), pursuant to Section 427.0159, Florida Statutes. The purpose of the Transportation Disadvantaged Trust Fund is to provide a dedicated funding source for the operational and planning expenses of the Commission in carrying out its legislative responsibilities.

The 2016 Florida Legislature authorized \$1,750,000 of non-recurring funds to be competitively awarded by the Commission to Community Transportation Coordinators (CTCs) to support projects that:

- 1) enhance the access of older adults, persons with disabilities, and low income individuals to healthcare, shopping, education, employment, public services, and recreation;
- 2) assist in the development, improvement, and use of transportation systems in non-urbanized areas;
- 3) promote the efficient coordination of services;
- 4) support inter-city bus transportation; or
- 5) encourage private transportation provider participation.

Unlike the Trip/Equipment Grant Program, this grant requires an application that identifies a specific project(s) with a proposed budget(s). The application shall identify a need and describe how the project will meet that need with new or enhancements to existing services. The application shall include details as to how the project will be implemented and defines benchmarks to measure project effectiveness. The deadline to submit applications to the Commission is May 16, 2016.

Projects should focus on improving access to or creating new opportunities for mobility services. Proposed projects must begin providing services on or about July 1, 2016; with continued service through June 30, 2017.

Following the deadline, a Commission subcommittee will review the applications and recommend projects to be awarded. The Commission will review and approve the projects recommended by the subcommittee; grant agreements will be executed soon after their approval.

This manual is divided into two parts: Program Requirements and the Grant Application Instructions and Forms.

# **PART I**

## **MOBILITY ENHANCEMENT GRANT PROGRAM REQUIREMENTS**

This part of the manual contains requirements of the grant program.

### **1. ELIGIBILITY INFORMATION**

#### **A. Eligible Recipients**

A Community Transportation Coordinator (CTC) who has an executed Memorandum of Agreement (MOA) and Transportation Disadvantaged Service Plan (TDSP). Recipient of these funds will be referred to as the Grantee.

#### **B. Allowable Expenditures**

The grant funds allocated from the Transportation Disadvantaged Trust Fund are for the specific purpose of reimbursing the CTC for a portion of each passenger trip provided to eligible non-sponsored transportation disadvantaged individuals, or for equipment to be utilized in the designated service area.

The Grantee shall not use grant funds to supplant or replace funding of transportation disadvantaged services that are currently funded by any federal, state, or local governmental agency. The grant funds shall not be used as a system subsidy to cover other operating costs or deficits.

(1) **Non-sponsored trips:** A non-sponsored trip is a one-way trip for an eligible individual who meets the definition of transportation disadvantaged and is not sponsored by any other federal, state or local government program.

(2) **Capital Equipment:** Capital equipment is any equipment used to improve or expand transportation services to the transportation disadvantaged and is utilized within the Grantee's coordinated system. Projects that are eligible for the Commission's Shirley Conroy Rural Area Program Grant or the Trip & Equipment Grant may be considered if needs are beyond the 25% limitations set forth within the Trip & Equipment Grant.

## **2. GRANT APPROVAL**

All grants are subject to approval by the Commission. Costs incurred prior to grant agreement execution cannot be charged to the project, nor will the Commission give retroactive grant agreement execution.

## **3. GRANT FUNDING**

This grant program provides ninety-percent (90%) funding and requires a ten-percent (10%) local cash match generated from local sources. No state or federal government revenues are acceptable as local match. All match funding must be documented, reasonable, necessary, and related to this project.

Examples of cash generated from local sources include local appropriations, dedicated tax revenues, private donations, net income generated from advertising and concessions, contract revenues, and farebox revenues.

## **4. INVOICING**

The Grantee must invoice the Commission on a monthly basis. The Grantee will make every effort to submit invoices within 30 days after the month of service provision. Service rates may be different than rates generated by the Commission Rate Calculation Model. Rates for services will be finalized prior to grant execution.

Invoices related to this grant agreement shall be completed on the invoice form(s) provided by the Commission and submitted electronically to [FLCTDInvoice@dot.state.fl.us](mailto:FLCTDInvoice@dot.state.fl.us) unless otherwise notified by the Commission.

The Grantee must provide supporting documentation for reimbursement identifying the specific service designated as eligible for the grant. The Grantee shall provide sufficient detailed documentation for each cost or claim for reimbursement to allow an audit trail to ensure that the services rendered or costs incurred were for actual services provided. The documentation must be sufficiently detailed to comply with the laws and policies of the Department of Financial Services.

# **PART II GRANT APPLICATION INSTRUCTIONS AND FORMS**

## **GENERAL INSTRUCTIONS**

Applications are due May 16, 2016. Final award decisions are scheduled to be approved at the Commission's business meeting in June 2016.

Presented in this part are specific instructions on the preparation of the grant application forms. To be considered complete, the application should contain Exhibits A, B, C and D as described in this manual.

- A. Although specific instructions on the preparation of the grant application are provided, additional assistance may be obtained by contacting the Commission for the Transportation Disadvantaged, (850) 410-5700.
- B. Applicants must submit **one(1) original and eight (8) copies** of each proposal. All applications must be legible.

The application prepared by each CTC must be securely stapled and submitted to:

**Commission for the Transportation Disadvantaged  
605 Suwannee Street, Mail Station 49  
Tallahassee, Florida 32399-0450**

Note: Binders are unnecessary and will be discarded in the processing of the grant.

## **EXHIBIT A INSTRUCTIONS – Application Form**

Except for the following notes, the applicant information form is self-explanatory. If questions arise, please contact the Commission.

LEGAL NAME OF APPLICANT: The full legal name of the applicant's organization, not an individual. Applicant name and address must be registered in MyFloridaMarketplace.

FEDERAL IDENTIFICATION NUMBER: The number used by all employers within the United States to identify their payroll and federal income tax. This must include the three digit sequence number that is registered with MyFloridaMarketPlace. If unsure of the sequence number, contact your Commission Area Manager.

REMITTANCE ADDRESS: This should be the applicant's mailing address where all correspondence is sent, and will be the address on the grant agreement and the address to which grant reimbursement checks will be sent. Changes of address must be registered in MyFloridaMarketPlace. If the physical location of the applicant is different from the mailing address, the applicant must notify the Commission of the applicant's physical location of operations.

PHONE NUMBER AND E-MAIL ADDRESS: To facilitate faster communications, the applicant should also include telephone and fax numbers and any e-mail addresses used by the applicant's grant contact person.

## **EXHIBIT B INSTRUCTIONS – Scope**

This is a competitive grant application. It is the responsibility of the applicant to ensure that each section provides sufficient information for the review committee to consider and award project funds accordingly. The completed Exhibit B should be no more than three pages long and answer the following questions:

### **PROJECT DESCRIPTION**

Describe current transportation services that are available. Identify need and provide details on how services will be expanded or enhanced to meet the need and improve transportation access. Include any capital equipment that may need to be purchased to accomplish this project. Such capital equipment should be above and beyond what is normally acquired utilizing the Commission's Trip & Equipment Grant or Shirley Conroy Rural Area Program Grant.

A few project examples could include: expanded days or hours of operation; enhancement or development of new routes, including deviated and feeder services; inter-city or inter-county transportation services; utilization of transportation partners for vouchers or other innovative transportation services.

### **PROJECT TIMEFRAME**

This grant period will be for one year, effective no earlier than July 1, 2016, and ending June 30, 2017. Provide a schedule for completion of the project, identifying any preparation actions and pertinent milestones including when transportation services will actually begin.

### **PROJECT PERFORMANCE MEASURES**

Provide performance measures that will be used to monitor the impact of the project in meeting the need as identified. Project performance will be monitored on a monthly basis. Project progress reviews will occur during November and March. Projects will be allowed to continue upon successful completion of progress reviews.

Examples could include: the number of clients served, the number of trips provided, or cost analysis.

### **PROJECT FUNDING**

Provide the amount of funding requested to complete this project. In addition, identify the source of matching funds to be used for the project. Include the methodology used to determine the amount requested and the units by which services will be provided. Rates for services may be different than rates generated by the Commission Rate Calculation Model.

Examples could include trips, miles, or vouchers.

## **EXHIBIT C INSTRUCTIONS – AUTHORIZING RESOLUTION**

A resolution by the applicant's Board of Directors/County Commission authorizing an individual and/or position to sign this application and subsequent agreements, invoices, assurances, etc., must be completed. Exhibit C is a sample resolution for your consideration. It is not required that you use the sample resolution, as long as the same basic information is provided. The resolution must include original signatures and must be attested to and sealed (corporate or notary seal) by a corporate officer. Remember that the resolution can be good for an extended period of time or for multiple agreements if worded in such a fashion.

## **EXHIBIT D INSTRUCTIONS – STANDARD ASSURANCES**

The standard assurances form shall be signed and dated by the person or position identified in the authorizing resolution.

## **APPLICATION FORMS**

- EXHIBIT A      Grant Application (Application Form)
- EXHIBIT B      Grant Application (Scope)
- EXHIBIT C      Grant Application (Sample Authorizing Resolution)
- EXHIBIT D      Grant Application (Standard Assurances)

## EXHIBIT A

### Commission for the Transportation Disadvantaged Grant Application Form for the Mobility Enhancement Grant

1. DATE SUBMITTED: \_\_\_\_\_
2. LEGAL NAME OF APPLICANT: \_\_\_\_\_
3. FEDERAL IDENTIFICATION NUMBER: \_\_\_\_\_
4. REMITTANCE ADDRESS: \_\_\_\_\_
5. CITY AND STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_
6. CONTACT PERSON FOR THIS GRANT: \_\_\_\_\_
7. PHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_
8. E-MAIL ADDRESS: \_\_\_\_\_
9. PROJECT LOCATION [County(ies)]: \_\_\_\_\_
10. PROPOSED START DATE: \_\_\_\_\_ ENDING DATE: June 30, 2017
11. ESTIMATED PROJECT FUNDING REQUESTED:  
Grant Funds \$ \_\_\_\_\_ 90%  
Local Match \$ \_\_\_\_\_ 10%  
**TOTAL \$ \_\_\_\_\_ 100%**

12. I hereby certify that this document has been duly authorized by the governing body of the applicant, and the applicant intends to complete the project, and to comply with any attached assurances if the assistance is awarded.

\_\_\_\_\_  
TYPED NAME OF AUTHORIZED REPRESENTATIVE AND TITLE

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
DATE

## **EXHIBIT B**

### **SCOPE**

**Project Description:**

**Project Timeframe:**

**Project Performance Measures:**

**Project Funding:**

# EXHIBIT C

## AUTHORIZING RESOLUTION

A RESOLUTION of the \_\_\_\_\_ (Applicant), hereinafter BOARD, hereby authorizes the filing of a Mobility Enhancement Grant Application with the Florida Commission for the Transportation Disadvantaged.

WHEREAS, this BOARD has the authority to file this Grant Application and to undertake a transportation disadvantaged service project as authorized by Section 427.0159, Florida Statutes, and Rule 41-2, Florida Administrative Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:

1. The BOARD has the authority to file this grant application.
2. The BOARD authorizes \_\_\_\_\_ to file and execute the application on behalf of the \_\_\_\_\_ with the Florida Commission for the Transportation Disadvantaged.
- 3, The BOARD'S Registered Agent in Florida is \_\_\_\_\_.
4. The BOARD authorizes \_\_\_\_\_ to sign any and all agreements or contracts which are required in connection with the application.
5. The BOARD authorizes \_\_\_\_\_ to sign any and all assurances, warranties, certifications and any other documents which may be required in connection with the application or subsequent agreements.

DULY PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_

BOARD OF \_\_\_\_\_

\_\_\_\_\_  
Typed name of Chairperson

\_\_\_\_\_  
Signature of Chairperson

ATTEST:

Signature

## EXHIBIT D

### STANDARD ASSURANCES

The recipient hereby assures and certifies that:

- (1) The recipient will comply with the federal, state, and local statutes, regulations, executive orders, and administrative requirements which relate to discrimination on the basis of race, color, creed, religion, sex, age, and handicap with respect to employment, service provision, and procurement.
- (2) Public and private for-profit, transit and paratransit operators have been or will be afforded a fair and timely opportunity by the local recipient to participate to the maximum extent feasible in the planning and provision of the proposed transportation planning services.
- (3) The recipient has the requisite fiscal, managerial, and legal capacity to carry out the Transportation Disadvantaged Program and to receive and disburse State funds.
- (4) The recipient intends to accomplish all tasks as identified in this grant application.
- (5) The recipient is aware that the Mobility Enhancement Grant is a reimbursement grant. Reimbursement of funds will be approved for payment upon receipt of a properly completed invoice with supporting documentation.
- (6) The recipient is aware that the approved project must be complete by June 30, 2017, which means services must be provided by that date or reimbursement will not be approved.
- (7) Mobility Enhancement Grant funds will not be used to supplant or replace existing federal, state, or local government funds.
- (8) Vehicles shall meet or exceed the applicable criteria set forth in the Florida Department of Transportation's Guidelines for Acquiring Vehicles on file with the Commission on July 1, 2016, or criteria set forth by any other federal, state, or local government agency.
- (9) Capital equipment purchased through this grant shall comply with the recipient's competitive procurement requirements or Chapter 287 and Chapter 427, Florida Statutes.

This certification is valid for no longer than the agreement period for which the grant application is filed.

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

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

Title: \_\_\_\_\_

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** April 8, 2016

**AGENDA ITEM:**

XI. Executive Director Report

Steve Holmes will provide the Executive Director Report and discuss the following:

- FY 2016-17 CTD Budget
- FY 2016-17 CTD Internal Budget
  
- FY 2016-17 Proviso Overview
  - Allocation Study
  - Performance Measures
  
- National Task Force on Workforce Development and Employability for People with Disabilities

**ATTACHMENTS:**

- FY 2016-17 Approved CTD Legislative Budget
- FY 2016-17 CTD Internal Budget
- Allocation Methodology Study
- Legislatively-Directed Performance Measures Report
- National Task Force on Workforce Development and Employability for People with Disabilities information

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

For information purposes only.



Steve Holmes

Executive Director

Date: March 30, 2016

**ACTION TAKEN AT MEETING:**

SECTION 5 - NATURAL RESOURCES/ENVIRONMENT/GROWTH MANAGEMENT/TRANSPORTATION

1845	SPECIAL CATEGORIES		
	GRANTS AND AIDS - DEEPWATER HORIZON -		
	STATE OPERATIONS		
	FROM GRANTS AND DONATIONS TRUST		
	FUND . . . . .		514,022
	FROM MARINE RESOURCES CONSERVATION		
	TRUST FUND . . . . .		36,000
1846	SPECIAL CATEGORIES		
	RED TIDE RESEARCH		
	FROM GENERAL REVENUE FUND . . . . .	640,993	
1847	SPECIAL CATEGORIES		
	CONTRACT AND GRANT REIMBURSED ACTIVITIES		
	FROM FEDERAL GRANTS TRUST FUND . . . . .		8,007,199
	FROM GRANTS AND DONATIONS TRUST		
	FUND . . . . .		501,941
	FROM MARINE RESOURCES CONSERVATION		
	TRUST FUND . . . . .		3,045,616
	FROM STATE GAME TRUST FUND . . . . .		250,000
1847A	FIXED CAPITAL OUTLAY		
	ROOF REPLACEMENT AND REPAIRS - STATEWIDE		
	FROM GENERAL REVENUE FUND . . . . .	281,500	
1847B	FIXED CAPITAL OUTLAY		
	FLORIDA CONSERVATION AND TECHNOLOGY CENTER		
	- CENTER FOR CONSERVATION		
	FROM GENERAL REVENUE FUND . . . . .	1,000,000	
1847C	GRANTS AND AIDS TO LOCAL GOVERNMENTS AND		
	NONSTATE ENTITIES - FIXED CAPITAL OUTLAY		
	LOWRY PARK ZOO MANATEE HOSPITAL		
	FROM GENERAL REVENUE FUND . . . . .	1,000,000	
1847D	GRANTS AND AIDS TO LOCAL GOVERNMENTS AND		
	NONSTATE ENTITIES - FIXED CAPITAL OUTLAY		
	SOUTH FLORIDA MUSEUM AND BISHOP		
	PLANETARIUM - PARKER MANATEE AQUARIUM		
	FROM GENERAL REVENUE FUND . . . . .	250,000	
TOTAL:	FISH AND WILDLIFE RESEARCH INSTITUTE		
	FROM GENERAL REVENUE FUND . . . . .	4,438,836	
	FROM TRUST FUNDS . . . . .		57,324,807
	TOTAL POSITIONS . . . . .	339.00	
	TOTAL ALL FUNDS . . . . .		61,763,643
TOTAL:	FISH AND WILDLIFE CONSERVATION COMMISSION		
	FROM GENERAL REVENUE FUND . . . . .	34,714,903	
	FROM TRUST FUNDS . . . . .		344,875,527
	TOTAL POSITIONS . . . . .	2,118.50	
	TOTAL ALL FUNDS . . . . .		379,590,430
	TOTAL APPROVED SALARY RATE . . . . .	98,489,711	

TRANSPORTATION, DEPARTMENT CF

Funds in Specific Appropriations 1857 through 1870, 1871 through 1875, 1888 through 1896, 1899 through 1908, and 1947 through 1958 are provided from the named funds to the Department of Transportation to fund the five-year Work Program developed pursuant to provisions of section 339.135, Florida Statutes. Those appropriations used by the department for grants and aids may be advanced in part or in total.

TRANSPORTATION SYSTEMS DEVELOPMENT

PROGRAM: TRANSPORTATION SYSTEMS DEVELOPMENT

	APPROVED SALARY RATE	107,821,143	
1848	SALARIES AND BENEFITS	POSITIONS	1,783.00
	FROM STATE TRANSPORTATION		
	(PRIMARY) TRUST FUND . . . . .		142,982,752
	FROM TRANSPORTATION DISADVANTAGED		
	TRUST FUND . . . . .		907,626

SECTION 5 - NATURAL RESOURCES/ENVIRONMENT/GROWTH MANAGEMENT/TRANSPORTATION

1849	OTHER PERSONAL SERVICES	
	FROM STATE TRANSPORTATION	
	(PRIMARY) TRUST FUND . . . . .	176,347
	FROM TRANSPORTATION DISADVANTAGED	
	TRUST FUND . . . . .	6,600
1850	EXPENSES	
	FROM STATE TRANSPORTATION	
	(PRIMARY) TRUST FUND . . . . .	4,253,116
	FROM TRANSPORTATION DISADVANTAGED	
	TRUST FUND . . . . .	201,325
1851	OPERATING CAPITAL OUTLAY	
	FROM STATE TRANSPORTATION	
	(PRIMARY) TRUST FUND . . . . .	1,234,349
1852	SPECIAL CATEGORIES	
	CONSULTANT FEES	
	FROM STATE TRANSPORTATION	
	(PRIMARY) TRUST FUND . . . . .	7,750,977
1853	SPECIAL CATEGORIES	
	CONTRACTED SERVICES	
	FROM STATE TRANSPORTATION	
	(PRIMARY) TRUST FUND . . . . .	4,021,992
	FROM TRANSPORTATION DISADVANTAGED	
	TRUST FUND . . . . .	407,925
1854	SPECIAL CATEGORIES	
	HUMAN RESOURCES DEVELOPMENT	
	FROM STATE TRANSPORTATION	
	(PRIMARY) TRUST FUND . . . . .	934,630
1855	SPECIAL CATEGORIES	
	LEASE OR LEASE-PURCHASE OF EQUIPMENT	
	FROM STATE TRANSPORTATION	
	(PRIMARY) TRUST FUND . . . . .	192,111
	FROM TRANSPORTATION DISADVANTAGED	
	TRUST FUND . . . . .	3,830
1856	SPECIAL CATEGORIES	
	GRANTS AND AIDS - TRANSPORTATION	
	DISADVANTAGED	
	FROM TRANSPORTATION DISADVANTAGED	
	TRUST FUND . . . . .	55,211,227

From the funds in Specific Appropriation 1856, \$200,000 of nonrecurring funds is provided to the Florida Commission for the Transportation Disadvantaged to contract with an independent consultant to explore Florida's historic funding of transportation disadvantaged services, the formulas used for distribution of state funds, and the allocation of funding specifically as it relates to urban and rural counties throughout the state. The study will also explore funding formulas and practices of similar services provided in other states.

From the funds in Specific Appropriation 1856, \$2,300,000 of nonrecurring funds shall be allocated to community transportation coordinators who are not direct recipients of funding under the Urbanized Area Formula Program as defined by 49 U.S.C. section 5307. Funds are to be used to provide transportation services for persons with disabilities, older adults, and people with low income so they may access health care, employment, education and other life-sustaining activities. Funds allocated for this purpose shall be distributed among community transportation coordinators based upon the Transportation Disadvantaged Trip and Equipment allocation methodology established by the commission.

From the funds in Specific Appropriation 1856, \$1,750,000 of nonrecurring funds are provided to award competitive grants to community transportation coordinators to support transportation projects that: (1) enhance the access of older adults, persons with disabilities, and persons with low income to health care, shopping, education, employment, public services, and recreation; (2) assist in the development, improvement, and use of transportation systems in nonurbanized areas; (3) promote the efficient coordination of services; (4) support intercity bus transportation; and (5) encourage private transportation provider participation.

SECTION 5 - NATURAL RESOURCES/ENVIRONMENT/GROWTH MANAGEMENT/TRANSPORTATION

The remaining funds in Specific Appropriation 1856 are provided for funding services to transportation disadvantaged individuals. A community transportation coordinator that receives any of these funds shall develop and implement performance measures which, at a minimum, shall address timing of advanced scheduling requests; on-time passenger pickup; improved routing to minimize passenger wait times; error rates for passenger pick-up and drop-off; and collection and public posting of passenger satisfaction survey ratings. By September 30, 2016, each such community transportation coordinator must provide information to the Florida Department of Transportation which details the adopted performance measures and the methods used for evaluating performance. The Florida Department of Transportation shall provide a report to the chairs of the legislative appropriations committees by December 15, 2016, specifying which entities submitted, or failed to submit, the required information as well as an evaluation of the efficacy of the performance measures and recommendations as to best practices that could be implemented on a statewide basis.

1857	FIXED CAPITAL OUTLAY TRANSPORTATION PLANNING CONSULTANTS FROM STATE TRANSPORTATION (PRIMARY) TRUST FUND . . . . .	65,756,310
1858	FIXED CAPITAL OUTLAY AVIATION DEVELOPMENT/GRANTS FROM GENERAL REVENUE FUND . . . . . 700,000 FROM STATE TRANSPORTATION (PRIMARY) TRUST FUND . . . . .	249,897,532

A portion of the funds in Specific Appropriation 1858 from the State Transportation Trust Fund shall be allocated as follows:

Treasure Coast International Airport Expansion.....	1,827,500
Treasure Coast International Airport Intermodal Logistics Design.....	172,500

The nonrecurring general revenue funds in Specific Appropriation 1858 shall be used for the Treasure Coast International Airport Expansion.

1859	FIXED CAPITAL OUTLAY PUBLIC TRANSIT DEVELOPMENT/GRANTS FROM STATE TRANSPORTATION (PRIMARY) TRUST FUND . . . . .	404,382,492
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From the funds in Specific Appropriation 1859, \$1,000,000 is provided for LYNX transit operations to maintain service levels and mitigate community impacts from the I-4 Ultimate construction.

From the funds in Specific Appropriation 1859, \$100,000 is provided for the research and development of a proposed fixed-guideway transit opportunity which would connect the South County and Brandon areas of unincorporated Hillsborough County to downtown Tampa.

From the funds in Specific Appropriation 1859, \$190,000 is provided for the City of Hiialeah Gardens Senior Center Transportation program.

The remaining funds in Specific Appropriation 1859 are provided for funding transit services for individuals. A community transportation coordinator that receives any of these funds shall develop and implement performance measures which, at a minimum, shall address timing of advanced scheduling requests; on-time passenger pickup; improved routing to minimize passenger wait times; error rates for passenger pick-up and drop-off; and collection and public posting of passenger satisfaction survey ratings. By September 30, 2016, each such community transportation coordinator must provide information to the Florida Department of Transportation which details the adopted performance measures and the methods used for evaluating performance. The Florida Department of Transportation shall provide a report to the chairs of the legislative appropriations committees by December 15, 2016, specifying which entities submitted, or failed to submit, the required information as well as an evaluation of the efficacy of the performance measures and recommendations as to best practices that could be implemented on a statewide basis.

**Internal Budget  
 Transportation Disadvantaged  
 Budget Appropriation FY16-17**

<b>Budget Category</b>	<b>Appropriation</b>	<b>Breakdown</b>
Salaries & Benefits	\$907,626	
Other Personal Services	\$6,600	
Expenses	\$201,325	
Contracted Services	\$407,925	
<i>Quality Assurance</i>		\$220,000
<i>Annual Training</i>		\$30,000
<i>5 Year State Plan</i>		\$30,000
<i>IT Support</i>		\$83,200
<i>AOR Website Security Enhancement</i>		\$20,475
<i>Web Hosting - AOR</i>		\$8,200
<i>Web Maintenance - AOR</i>		\$6,050
<i>Legal Support</i>		\$10,000
Total Contracted Services		<u>\$407,925</u>
Equipment Lease	\$3,830	
Grants & Aids	\$55,211,227	
<i>Trip &amp; Equipment</i>		\$47,887,087
<i>Planning</i>		\$1,674,029
<i>Capital Equipment</i>		\$1,400,000
<i>Direct Allocations - Rural Counties</i>		\$2,300,000
<i>Mobility Enhancement</i>		\$1,750,000
<i>Allocation Study</i>		\$200,000
Total Grants & Aids		<u>\$55,211,116 *</u>
Total Budget Appropriation	\$56,738,533	

\* Voluntary Dollar revenues were \$111 below revenue projections

## Allocation Methodology Study

Proviso: "From the funds in Specific Appropriation 1856, \$200,000 of nonrecurring funds is provided to the Florida Commission for the Transportation Disadvantaged to contract with an independent consultant to explore Florida's historic funding of transportation disadvantaged services, the formulas used for distribution of state funds, and the allocation of funding specifically as it relates to urban and rural counties throughout the state. The study will also explore funding formulas and practices of similar services provided in other states."

### Specified Tasks

1. Contract with an independent consultant.
2. Explore Florida's historic funding of transportation disadvantaged services.
3. Explore the formulas used for distribution of state funds.
4. Explore the allocation of funding specifically as it relates to urban and rural counties.
5. Explore funding formulas and practices of similar services provided in other states.

Task 1: Contract with an independent consultant.

- Procure services from a University in Florida or from the State Term contract list.

Task 2: Explore Florida's historic funding of transportation disadvantaged services.

- Review the Commission's history of the Transportation Disadvantaged Trust Fund.
- By using past Legislative Appropriations Bills, develop a 15 year history of state funding by category to the Transportation Disadvantaged Program. For example, Grants and Aids, Contracted Services, Expenses, Salaries, OPS, etc.
- Create trend lines for the operational service categories, such as Grants and Aids, Contracted Services, and Expenses.

Task 3: Explore the formulas used for distribution of state funds.

- Review and document past Transportation Disadvantaged funding formulas, if any, used by the Commission to distribute state funds to Community Transportation Coordinators.
- Review and document the current Transportation Disadvantaged funding formula established in Rule 41-2.

Task 4: Explore the allocation of funding specifically as it relates to urban and rural counties.

- Determine which counties are urban and rural.
- Total the state transportation disadvantaged funds distributed to rural and urban counties.
- Determine the factors impacting the trends in state funds for rural and urban counties.

Task 5: Explore funding formulas and practices of similar services provided in other states.

- Determine the funding formulas and practices of any states that have similar statewide transportation disadvantaged services through a dedicated statewide funding source. Use the 2014 State Human Services Transportation Coordinating Councils document.
- Determine the funding formulas and practices of any regions or large counties that provide similar transportation disadvantaged services through a dedicated funding source.
- Review appropriate Federal and/or State formulas for distributing similar federal transportation services such as previous 5311, 5310, etc.

#### Implied Tasks

Task 6: Vendor delivers options to allocate state funds to Community Transportation Coordinators.

- Provide three funding formula options to distribute state transportation disadvantaged funds to Community Transportation Coordinators.
- Provide pros and cons for each option.

Task 7: Vendor delivers a draft report by November 15, 2016 and a final report by January 15, 2017.

## Legislatively-Directed Performance Measures Report

Proviso: “The remaining funds in Specific Appropriation 1856 are provided for funding services to transportation disadvantaged individuals. A community transportation coordinator that receives any of these funds shall develop and implement performance measures which, at a minimum, shall address timing of advanced scheduling requests; on-time passenger pickup; improved routing to minimize passenger wait times; error rates for passenger pick-up and drop-off; and collection and public posting of passenger satisfaction survey ratings. By September 30, 2016, each such community transportation coordinator must provide information to the Florida Department of Transportation which details the adopted performance measures and the methods used for evaluating performance. The Florida Department of Transportation shall provide a report to the chairs of the legislative appropriations committees by December 15, 2016, specifying which entities submitted, or failed to submit, the required information as well as an evaluation of the efficacy of the performance measures and recommendations as to best practices that could be implemented on a statewide basis.”

The legislature provided directions to Community Transportation Coordinators through proviso tied to both the Commission’s and Florida Department of Transportation Transit’s funding.

Community Transportation Coordinators are to

- develop and implement specific performance measures, and
- provide those measures to the Florida Department of Transportation by September 30, 2016

The Florida Department of Transportation is directed to write a report detailing the

- performance measures,
- methods used to evaluate the measures,
- entities which submitted or failed to submit the information,
- efficacy of the measures,
- recommendations as to best practices, and
- submit the report to the legislature by December 15, 2016.

The Commission is assisting the Florida Department of Transportation with developing a tool to provide Community Transportation Coordinators so they can submit the required information timely.

## **National Task Force on Workforce Development and Employability for People with Disabilities**

The Council on State Governments (CSG), in partnership with the National Conference of State Legislatures (NCSL) and the National Governor's Association (NGA), has created a **National Task Force on Workforce Development and Employability for People with Disabilities**. The National Task Force is co-chaired by Governor Jack Markell from Delaware and Senator Beau McCoy from Nebraska. The National Task Force will **identify barriers to employment** at the state level for people with disabilities and **provide policy recommendations** to address these barriers and increase the percentage of workforce participation for this population.

The work of the National Task Force will conclude with the development, publication, and national promotion of **National Policy Framework on Workforce Development and Employability for People with Disabilities** as well as four *CSG Capitol Research* briefs on Career Readiness & Employability, Retention & Reentry, Entrepreneurship & Tax Incentives, and Technology, Transportation & Other Employment Supports. The policy framework will be used to plan a variety of CSG national and regional deliverables in 2016 and 2017, including national and regional meeting programming, CSG national policy academy events and in-state technical trainings.

To accomplish this work, the National Task Force will oversee the work of four subcommittees: Career Readiness & Employability, Retention & Reentry, Entrepreneurship & Tax Incentives, and Technology, Transportation & Other Employment Supports.

The CSG asked the Commission to serve on the **Technology, Transportation & Other Employment Supports subcommittee** along representatives from nine other states and four non-voting external advisors representing the private-sector, key stakeholders and/or academia.

The subcommittee will identify key issues and develop policy recommendations for the review of the National Task Force to be included in a policy framework. The policy areas include technology, including assistive technology and emerging technology; transportation; and employment supports, such as health care, personal assistance services, and housing.

The National Task Force and subcommittees will convene March 19-20 in Chicago, and April 30-May 1 in Washington D.C. The National Task Force will convene in May by conference call to approve the policy options and case studies that will be advanced in the national policy framework. The official launch of the policy framework will occur in December 2016 at the 2016 CSG National Conference in Williamsburg, VA.

In 2012-13, Governor Markell initiated a similar CSG effort culminating in a Blueprint for Governors named *A Better Bottom Line: Employing People with Disabilities*.