



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

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

March 3, 2021

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

The Alachua County Transportation Disadvantaged Coordinating Board will meet Wednesday, March 10, 2021 at 10:00 a.m. in the John R. "Jack" Durrance Auditorium located in the Alachua County Administration Building 12 S.E. 1st Street, City of Gainesville.

The Centers for Disease Control and Prevention social/physical distancing guidelines will be followed in the meeting room. Wearing of face coverings will be required. Meeting participants must stay at least six feet (about two arms' length) from other persons. Due to social distancing requirements, there will be limitations on the number of persons permitted to enter the meeting room and/or building. To keep the meeting room attendance to a maximum of ten persons, the meeting will also be conducted via communications media technology in the following format:

DIAL IN NUMBER: **Toll free 1.888.585.9008**

CONFERENCE CODE: **864 183 272**

Board members may participate (and vote), via communications media technology, however, seven Board members must be present to establish a physical quorum to vote on agenda items that require formal action.

According to the Centers for Disease Control and Prevention, individuals at the greatest risk for severe illness from COVID-19 are those aged 65 or older. There are also other factors that can increase your risk for severe illness such as having underlying medical conditions. We encourage Board members who may have an increased risk of severe illness from COVID-19 to participate via communications media technology.

We will contact Board members prior to the meeting to ensure a physical quorum will be present and to ensure the meeting room attendance will be below 10.

Attached are the meeting agenda and supporting materials. Please do not hesitate to contact me if you have any questions concerning the meeting.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise our office at least **2 business days** before the meeting by contacting 352.955.2200 extension 110. If you are hearing or speech impaired, please contact our office using the Florida Relay Service, 1.800. 955.8771 (TDD) or 1.800. 955.8770 (Voice).

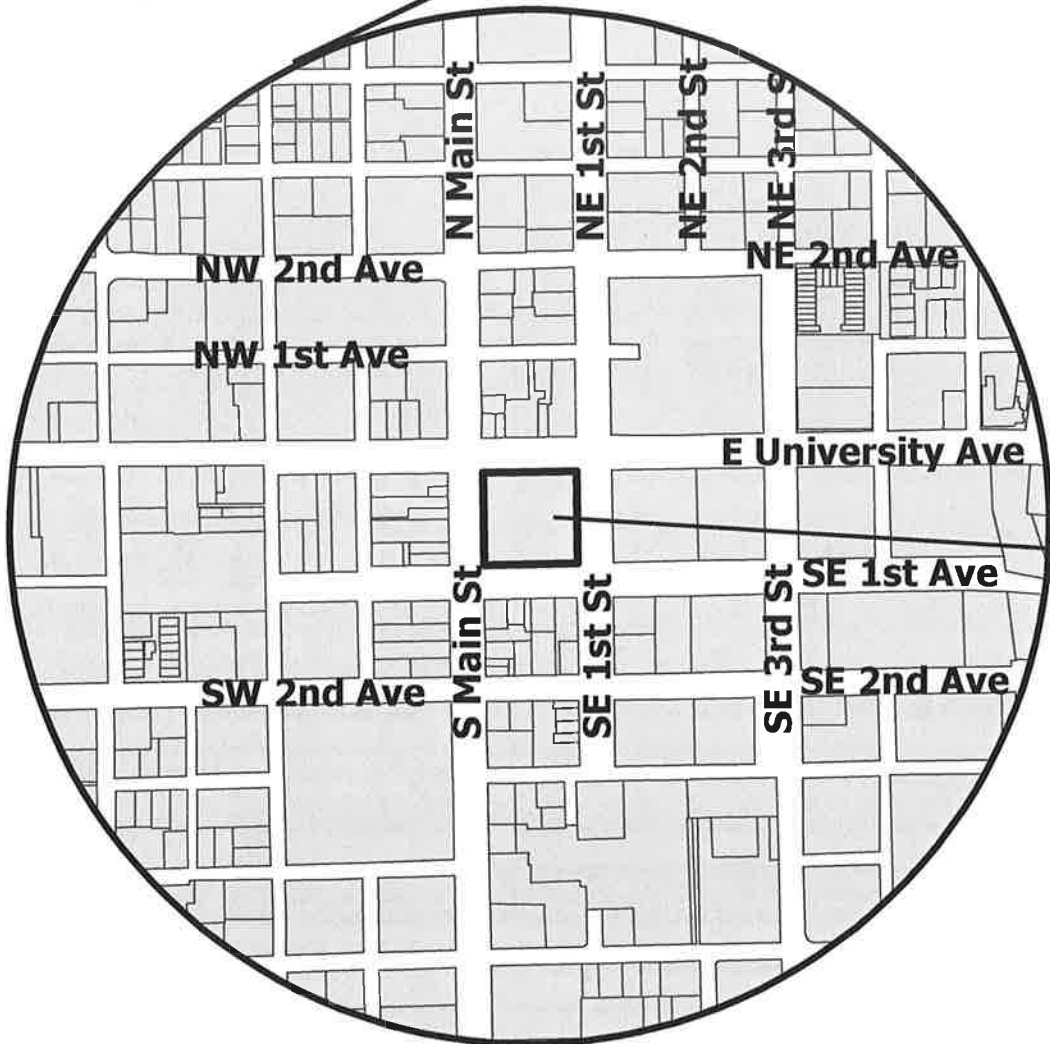
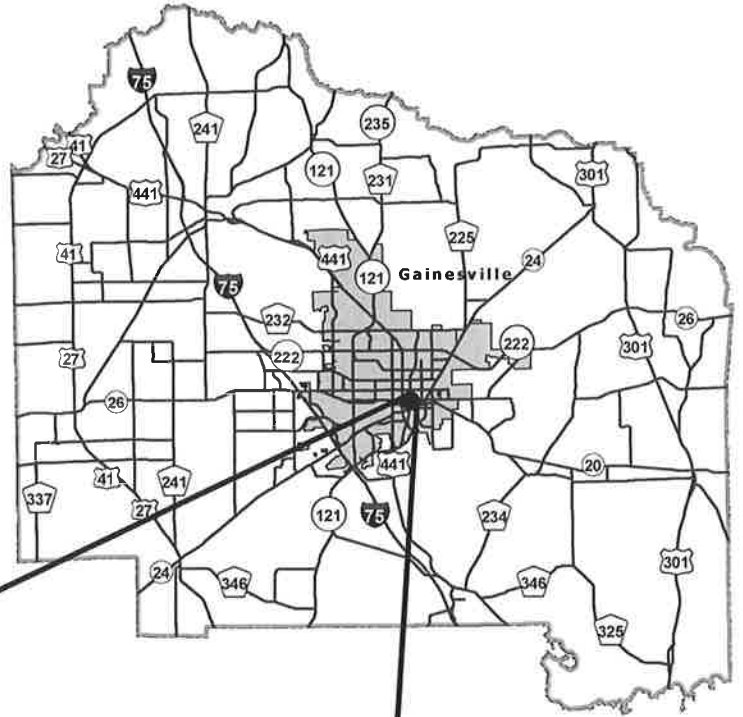
Attachments

T:\Lynn\TD2021\Alachua\Memos\march.doc

Alachua County Administration Building

12 Southeast 1st Street
Gainesville, FL 32601

Directions: From the intersection (exit 387) of Interstate 75 and State Road 26 (also known as University Avenue) turn, East onto State Road 26 (also known as University Avenue), travel approximately 5.5 miles, turn right (South) onto SE 1st St and the Alachua County Administration Building will be on the right, on the Western side of SE 1st St.



1 inch = 500 feet

Alachua County
Administration
Building





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

2009 NW 87th Place, Gainesville, FL 32653-1803 • 352.955.2200

**ALACHUA COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING ANNOUNCEMENT AND AGENDA

John R. “Jack” Durrance Auditorium
Alachua County Admin. Bldg.
12 S.E. 1st Street
Gainesville, Florida

Wednesday
March 10, 2021
10:00 a.m.

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

I. BUSINESS MEETING – CALL TO ORDER

A. Introductions

B. Approval of the Meeting Agenda

ACTION REQUIRED

C. Approval of the September 9, 2020 Minutes

Page 7

ACTION REQUIRED

II. NEW BUSINESS

A. Introduction to Florida’s Coordinated Transportation System

Page 13

NO ACTION REQUIRED

Staff will discuss Florida’s Coordinated Transportation System and Section 112.3143, Florida Statutes concerning voting conflicts of interest

B. 2019/20 Annual Performance Evaluation

Page 51

ACTION REQUIRED

The Board needs to approve MV Contract Transportation, Inc.’s 2019/20 annual performance evaluation

C. 2019/20 Annual Operating Report

Page 89

NO ACTION REQUIRED

The Board needs to review the 2019/20 Annual Operating Report

D. 2018/23 Alachua County Transportation Disadvantaged Service Plan Amendments

Page 99

ACTION REQUIRED

The Board needs to review and approve amendments to the 2018/23 Alachua County Transportation Disadvantaged Service Plan

**E. MV Contract Transportation, Inc.
Operations Reports**

Page 141 NO ACTION REQUIRED

MV Contract Transportation, Inc. staff will present service operation highlights

IV. OTHER BUSINESS

A. Comments

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

V. FUTURE MEETING DATES

- A. May 12, 2021 at 10:00 a.m.**
- B. September 11, 2021 at 10:00 a.m.**
- C. November 10, 2021 at 10:00 a.m.**
- D. February 9, 2022 at 10:00 a.m.**

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

If you have any questions concerning the enclosed materials, please do not hesitate to contact me at extension 110.

**ALACHUA COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEMBER/REPRESENTING	ALTERNATE/REPRESENTING
Commissioner Charles Chestnut, IV Local Elected Official/Chair Grievance Committee Member	
Janell Damato Florida Department of Transportation	Christina Nalsen Florida Department of Transportation
John Wisker Florida Department of Children and Families	Louella Teague Florida Department of Children and Families
Jeffrey Aboumrad Florida Department of Education	Vacant Florida Department of Education
Jeff Lee - Vice- Chair Florida Department of Elder Affairs Grievance Committee Member	Nick Hauzer Florida Department of Elder Affairs
Dewece Ogden Florida Agency for Health Care Administration	Pamela Hagley Florida Agency for Health Care Administration
Sheryl Dick-Stanford Florida Agency for Persons with Disabilities	Sylvia Bamburg Florida Agency for Persons with Disabilities
Vacant Regional Workforce Board	Vacant Regional Workforce Board
Tiffany McKenzie Central Florida Community Action Agency (Term ending June 30, 2023)	Charles J. Harris Central Florida Community Action Agency (Term ending June 30, 2023)
Vacant Public Education	Vacant Public Education
Albert H. Linden, Jr. Veterans (Term ending June 30, 2023)	Vacant Veterans (Term ending June 30, 2023)
James East Citizen Advocate Grievance Committee Member (Term ending June 30, 2021)	Vacant Citizen Advocate (Term ending June 30, 2021)
Vacant Citizen Advocate - User (Term ending June 30, 2021)	Vacant Citizen Advocate - User (Term ending June 30, 2021)
Vacant Persons with Disabilities (Term ending June 30, 2021)	Vacant Persons with Disabilities (Term ending June 30, 2021)
Marie Small Elderly (Term ending June 30, 2023)	Vacant Elderly (Term ending June 30, 2023)
Vacant Medical Community (Term ending June 30, 2022)	Vacant Medical Community (Term ending June 30, 2022)
Cinton Alford Children at Risk (Term ending June 30, 2022)	Morris Sherman Children at Risk (Term ending June 30, 2022)
Jesus Gomez Mass Transit	Mildred Crawford Mass Transit
Vacant Private Transportation Industry (Term ending June 30, 2022)	Vacant Private Transportation Industry (Term ending June 30, 2022)

Note: Unless specified, members and alternates serve at the pleasure of the Metropolitan Transportation Planning Organization.

**ALACHUA COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

VIRTUAL MEETING MINUTES

Virtual Meeting		Wednesday
Dial in Number:	Toll free 1.888.585.9008	September 9, 2020
Conference Code:	864 183 272	10:00 a.m.

VOTING MEMBERS PRESENT

Commissioner Charles Chestnut, IV, Chair
Jeff Aboumrad, Florida Department of Education Representative
Helen “Rence” Cooke, Florida Agency for Persons with Disabilities Representative
Millie Crawford representing Jesus Gomez, Mass Transit Representative
James East, Citizen Advocate Representative
Jeff Lee, Florida Department of Elder Affairs Representative, Vice-Chair
Albert H. Linden, Jr., Veterans Representative
Tiffany McKenzie, Central Florida Community Action Agency Representative
Christina Nalsen representing Janell Damato, Florida Department of Transportation Representative
Deweece Ogden, Florida Agency for Health Care Administration Representative
Marie Small, Elderly Representative
John Wisker, Florida Department of Children and Families Representative

VOTING MEMBERS ABSENT

Cinton Alford, Children at Risk Representative

OTHERS PRESENT

Edward Griffin, General Manager, MV Contract Transportation, Inc.
Judy Hamilton
Bruce Granai, Safety & Training Manager, MV Contract Transportation, Inc.
Marsha Rivera, Accounting Manager, MV Contract Transportation, Inc.

STAFF PRESENT

Lynn Godfrey, Metropolitan Transportation Planning Organization

I. BUSINESS MEETING CALL TO ORDER

Chair Chestnut called the business meeting to order at 10:03 a.m.

A. Roll Call

Chair Chestnut asked staff to take a roll call attendance.

The roll call was taken by Ms. Lynn Godfrey, Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Senior Planner, and, a quorum was declared present.

B. Approval of the Meeting Agenda

ACTION: Jeff Lee moved to approve the meeting agenda. James East seconded; motion passed unanimously.

C. Approval of the June 3, 2020 Minutes

ACTION: Albert Linden moved to approve the June 3, 2020 meeting minutes. Tiffany McKenzie seconded; motion passed unanimously.

II. NEW BUSINESS

A. 2018/23 Alachua County Transportation Disadvantaged Service Plan Amendment

Ms. Lynn Godfrey, Metropolitan Transportation Planning Organization Senior Planner, stated that MV Contract Transportation, Inc. is requesting an amendment to the 2018/23 Alachua County Transportation Disadvantaged Service Plan. She stated that the proposed amendment was included in the meeting materials for the Board's review.

Mr. Edward Griffin, MV Contract Transportation, Inc. General Manager, stated that the number of trips has increased approximately 65 percent since March 2020 due to the COVID-19 virus. He explained that, as a result of this decrease, MV Contract Transportation Inc.'s operating revenue has decreased.

Mr. Griffin discussed cost cutting measures that MV Contract Transportation, Inc. has taken. He recommended changing their operating hours to 6:00 a.m. to 6:00 p.m. Monday through Friday and 6:00 a.m. to 6:00 p.m. on Saturday. He said this change, if approved, will go into effect until the end of the year.

ACTION: James East moved to approve the proposed amendment to the 2018/23 Alachua County Transportation Disadvantaged Service Plan. Albert Linden seconded; motion passed unanimously.

B. Bylaws

Ms. Godfrey stated that the Florida Commission for the Transportation Disadvantaged requires the Board to review and approve the Bylaws annually. She said staff is recommending the addition of G. Meetings (12) Public Comment to the Bylaws.

**ACTION: Jeff Lee moved to approve the Bylaws as amended.
Albert Linden seconded; motion passed unanimously.**

C. Grievance Procedures

Ms. Godfrey stated that the Florida Commission for the Transportation Disadvantaged requires the Board to review and approve the Grievance Procedures annually. She said staff is recommending the addition of G. Meetings (8) Public Comment to the Grievance Procedures.

ACTION: James East moved to approve the Grievance Procedures as amended. Tiffany McKenzie seconded; motion passed unanimously.

D. Elect Vice-Chair

ACTION: James East moved to re-elect Jeff Lee as Vice-Chair. Albert Linden seconded; motion passed unanimously.

E. Trip and Equipment Grant Allocation Methodology

Ms. Godfrey stated that the Florida Commission for the Transportation Disadvantaged is conducting a study to explore changes to the Trip and Equipment Grant allocation methodology within Rule Chapter 41-2.014 Florida Administrative Code. She said the draft final report published by the Florida Commission for the Transportation Disadvantaged is included in the meeting materials.

Mr. Griffin stated that the proposed changes to the funding formula will most likely reduce the amount of Trip and Equipment Grant funds allocated to Alachua County. He said MV Contract Transportation, Inc. submitted comments concerning the proposed changes to the funding formula.

F. MV Contract Transportation, Inc. Operations Reports

Mr. Edward Griffin, MV Contract Transportation, Inc. General Manager, discussed the following MV Contract Transportation, Inc. activities:

- Brittany Porter - Katherine McClory Award recipient
- Bruce Granai – Safety and Training Manager
- COVID-19 pandemic

- 2020 hurricane season
- COVID -19 pandemic evacuation response
- Safety Board
- August and September 2020 safety focus
- Rural Area Capital Assistance Grant award
- Innovation and Service Development Grant award
- Florida Commission for the Transportation Disadvantaged Biannual Audit
- June, July and August 2020 preventable accidents
- Operating statistics

III. OTHER BUSINESS

A. Members

James East asked if the cleaner used to sanitize the vehicles is odorless and tasteless. He also asked if the vehicles awarded through the Rural Area Capital Assistance Grant Program are large vehicles or minivans.

Mr. Griffin stated that the cleaner used is both odorless and tasteless. He said the vehicles purchased with grant funds will be larger 15 passenger vehicles.

Mr. East commended MV Contract Transportation, Inc. for their efforts during the COVID-19 pandemic.

B. Citizens

Ms. Judy Hamilton said it is unfortunate that MV Contract Transportation, Inc. must reduce their service hours due to the COVID-19 pandemic. She said she understands the difficulties MV Contract Transportation, Inc. is facing.

Millie Crawford clarified that the reduction of service hours will not affect the ADA service.

IV. FUTURE MEETING DATES

Chair Chestnut stated that the next Board meeting will be held November 4, 2020 at 10:00 a.m. He thanked everyone for calling into the meeting.

ADJOURNMENT

The meeting adjourned at 10:51 a.m.

Chair

Date



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

2009 NW 87th Place, Gainesville, FL 32653-1603 • 352.955.2200

March 3, 2021

TO: Alachua County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: Introduction to Florida’s Coordinated Transportation System

RECOMMENDATION

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

BACKGROUND

The Florida Commission for the Transportation Disadvantaged requires Board members to comply with the requirements of Section 112.3143, Florida Statutes and Section 286, Florida Statutes.

Attached are the following documents for the Board’s information:

- An Introduction to Florida’s Coordinated Transportation System;
- Section 112.3143, Florida Statutes concerning voting conflicts of interest; and
- Section 286, Florida Statutes concerning Florida Sunshine Law.

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

Attachments

T:\Lynn\TD2021\Alachua\Memos\training.docx



TD 101 – A Comprehensive Overview of the Transportation Disadvantaged Program

Commission for the Transportation Disadvantaged

September 17, 2019



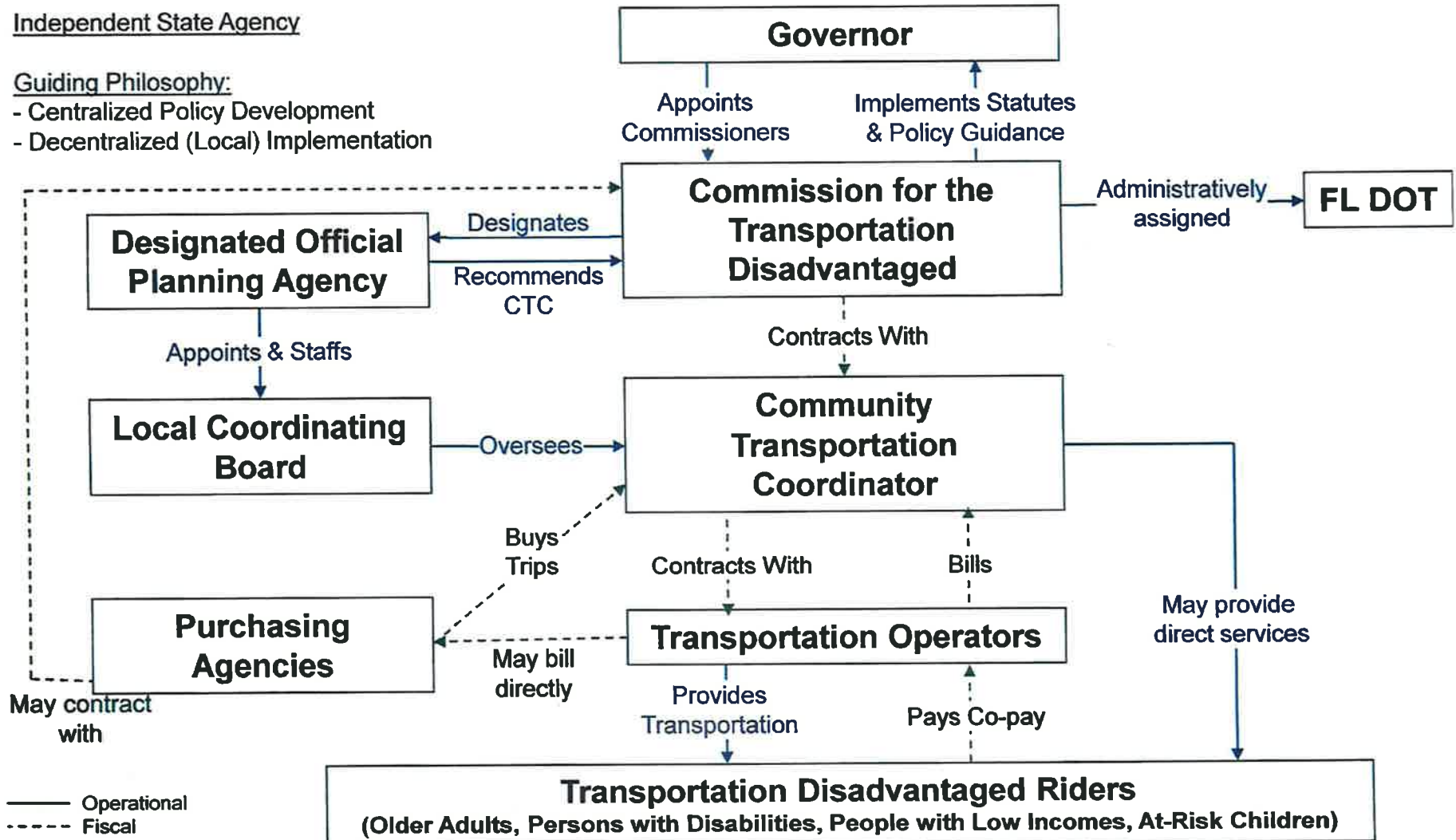
Florida's Coordinated Transportation System Organizational Structure

Transportation Disadvantaged Riders

Independent State Agency

Guiding Philosophy:

- Centralized Policy Development
- Decentralized (Local) Implementation





Who Do We Serve?

- Older Adults
- Persons with Disabilities
- People with Low Income
- At-Risk Children



Florida Commission for the



**Transportation
Disadvantaged**

They Could Need A Ride To...



- Medical Services
- Work
- School
- Grocery Store



Commission for the Transportation Disadvantaged

Purpose (427.013 F.S.):

Accomplish the **coordination** of transportation services provided to the transportation disadvantaged.

Coordination Defined: Arrangement for the provision of transportation services to the transportation disadvantaged in a manner that is cost-effective, efficient, and reduces fragmentation and duplication of services

Goal (427.013 F.S.):

To assure the cost-effective provision of transportation by qualified CTCs or transportation operators.



Commission for the Transportation Disadvantaged

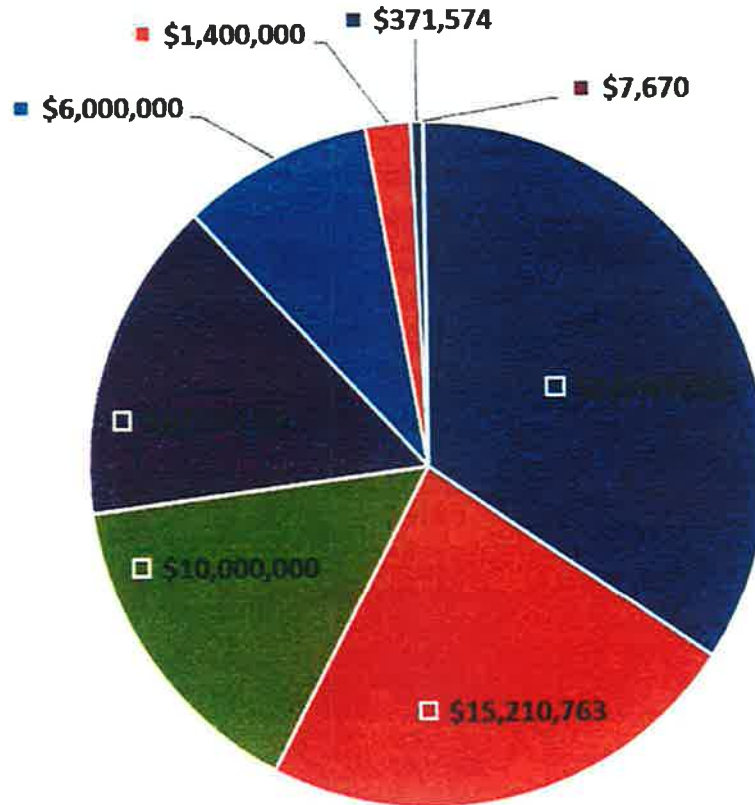
Duties

- Develops policies and procedures for the coordination of transportation services for the Transportation Disadvantaged.
- Designates the planning agency in areas outside the purview of an MPO.
- Approves the appointment of CTCs.
- Contract with CTCs.



Commission Revenues FY 2019-20

Total Revenues \$65,635,032



- HSMV - Registration Fees (\$1.50)
- Senate Bill - State Transportation Trust
- FDOT Trust Fund
- HSMV - Parking Permit (\$5.00)
- FDOT Public Block Grant (15%)
- Senate Bill - State Transportation Trust
- FDOT Trust Fund - Capital Equipment
- HSMV- Voluntary



Designated Official Planning Agency

The Planning Agency assists the Commission at the local level in accomplishing the coordination of transportation services to the transportation disadvantaged.



Designated Official Planning Agency

Planning Agencies are:

- Metropolitan Planning Organizations;
- County/City Governments;
- Regional Planning Councils; or
- Local Planning Organizations who are performing planning activities in designated service areas.

A Planning Agency may be responsible for multiple services areas.



Designated Official Planning Agency

Duties

- Appoints members to the Local Coordinating Board
- Provides staff to the Local Coordinating Board
 - Quarterly Meetings (Meeting Schedule, Agendas, Minutes, By-Laws, Grievance Procedures, Training)
 - Annual Public Hearing



Designated Official Planning Agency

Duties (Continued)

- Recommends to the Commission a Community Transportation Coordinator (CTC)
 - Competitive Procurement Process
(Local Procurement Process or Chapter 287, F.S.)
 - Memorandum of Agreement between the Commission and CTC
 - CTC designation is for five years
- Evaluates the CTC (Planner & LCB) annually



Designated Official Planning Agency

Duties (Continued)

- Reviews annually the Annual Operating Report prepared by the CTC and submits it to the Local Coordinating Board for approval.
- In coordination with the CTC and the Local Coordinating Board, develops a Transportation Disadvantaged Service Plan (TDSP)



Local Coordinating Board

Purpose

- Identify local service needs
- Provide information, advice and direction to the CTC on the coordination of services to be provided through the Coordinated Transportation System
- Serve as an advisory body to the Commission regarding a particular service area



Local Coordinating Board

Coordinating Board Structure

- Members are appointed by the Planning Agency
 - 1 elected official to serve as Chairperson
 - 1 Vice-Chairperson (elected annually by LCB Members)
 - Additional member groups which compose the LCB
 - FDOT, DCF, DOEA and AHCA
 - Public Education Community
 - Florida Division of Vocational Rehabilitation or Division of Blind Services for DOE, when applicable
 - Veterans Service Office
 - Florida Association for Community Action representative of county's disadvantaged population



Local Coordinating Board

Coordinating Board Structure (Continued)

- Additional member groups which compose the LCB (Continued)
 - Elderly (person over 60)
 - Disabled
 - 2 citizen advocate representatives, 1 of whom must use the coordinated transportation system
 - Representative for children at risk
 - Chairperson/designee of local Public Transit System's Board, except in cases where they are also the CTC
 - Private for profit, when available (local private non profit may replace unless CTC)
 - Regional Workforce Development Board
 - Medical community



Local Coordinating Board

Duties

- Assists CTC in establishing eligibility guidelines and trip priorities
- Evaluates CTC annually
- Reviews and approve Transportation Disadvantaged Service Plan (TDSP) and Memorandum of Agreement (MOA)
- Appoints Grievance Committee to process and investigate complaints



Local Coordinating Board

Duties (Continued)

- Meets at least quarterly
- Reviews and recommends other funding applications
- Reviews strategies of service provision to the area
- Evaluates multicounty or regional transportation opportunities



Community Transportation Coordinator

Duties

- Plans, administers, monitors, coordinates, arranges and delivers coordinated Transportation Disadvantaged services originating in their designated service area
 - Operates centralized call center
 - Determines transportation eligibility
 - Schedules trips
 - Performs gatekeeping duties
 - Invoices purchasing agencies



Community Transportation Coordinator

Duties (Continued)

- Develops a Transportation Disadvantaged Service Plan with Local Coordinating Board.
- Prepares and submits Annual Operating Report
- Recommends eligibility guidelines and trip prioritization to the Local Coordinating Board for non-sponsored trips.



Community Transportation Coordinator

Selecting a Community Transportation Coordinator

- Interested organization responds to Planning Agency's request for a Community Transportation Coordinator.
- Planning Agency submits recommendation to the Commission for approval.
- Designation is for 5 years.



Community Transportation Coordinator

CTC Agreements with Commission

- Memorandum of Agreement (MOA)
- Trip & Equipment Grant
- Shirley Conroy Grant (Rural Capital Equipment)
- Innovation & Service Development Grant



Community Transportation Coordinator

Service Network Types

- Sole Source—provides all services
- Partially Brokered—contracts some services and provides some services
- Fully Brokered—contracts all services



Purchasing Agency

Purchasing Agency: An agency that purchases transportation services for the transportation disadvantaged.

- Agency for Health Care Administration
- Agency for Persons with Disabilities
- Department of Economic Opportunity
- Department of Children and Families
- Department of Education
- Department of Elder Affairs
- Department of Health
- Department of Juvenile Justice
- Florida Department of Transportation



Purchasing Agency

Duties

- Uses the coordinated transportation system for provision of services to its clients.
- Pays the rates established in the service plan or negotiated statewide contract
- Negotiates with the Commission before procuring transportation disadvantaged services.
- Identifies the specific amount of money they will allocate in their legislative budget request to provide transportation disadvantaged services.



Purchasing Agency

Duties (Continued)

- Provides the Commission an accounting of all funds spent as well as the number of trips purchased with agency funds.
- Assists communities in developing coordinated transportation systems designed to serve the transportation disadvantaged.
- Ensures that its rules, procedures, guidelines, and directives are conducive to the coordination of transportation funds & services for the transportation disadvantaged.



Rider

Eligibility for Transportation Disadvantaged Trust Fund

- Commission establishes guidelines for Transportation Disadvantaged eligibility
- Local Coordinating Board develops local eligibility policy, based on Chapter 427, Florida Statutes, and Commission Guidelines.



CTD Eligibility Criteria

Adopted May 22, 1997

At a minimum:

- No other funding available
- No other means of transportation is available
- Cannot utilize public transit
- Physical or mental disability
- Age
- Income status is a specified percent of the poverty level
- No self-declarations allowed
- Ability to pay

Section 112.3143, Florida Statutes

Voting Conflicts of Interest

1

Section 112.3143, Florida Statutes

- Public officer includes any person serving on an advisory body.
- Board members are considered public officers.
- Board members may not vote on any matter that would be to their special private gain or loss.



2

Section 112.3143, Florida Statutes

- Board members shall make every reasonable effort to disclose the nature of their interest as a public record in a memorandum filed with staff.
- The memorandum shall be incorporated in the meeting minutes.



3

Section 112.3143, Florida Statutes

- Board members shall, prior to a vote being taken, publicly state the nature of their interest in the matter from which they are abstaining from voting.
- Within 15 days after the vote occurs, Board members shall disclose the nature of their interest as a public record in a memorandum filed with staff.



4

Section 112.3143, Florida Statutes

- No Board member shall participate in any matter which would be to the Board member's special private gain or loss without first disclosing the nature of their interest in the matter.
- In the event that disclosure has not been made prior to the meeting or that any conflict is unknown prior to the meeting, the disclosure shall be made orally at the meeting when it becomes known that a conflict exists.
- A written memorandum disclosing the nature of the conflict shall be filed within 15 days after the oral disclosure.



FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
MAILING ADDRESS	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY COUNTY	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, _____, hereby disclose that on _____, 20 ____ :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

Section 286, Florida Statutes

Florida Sunshine Law

1

Section 286, Florida Statutes

- Board meetings must be open to the public.
- Reasonable notice of Board meetings must be given.
- Minutes of Board meetings must be taken.



2

Section 286, Florida Statutes

- Applies to any board or commission of any state agency or authority or of any agency or authority of any county, municipal corporation or political subdivision.
- A meeting is considered any gathering of two or more Board members to discuss any matter which will come before the Board for action.





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

2008 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

March 3, 2021

TO: Alachua County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: 2019/20 Annual Performance Evaluation

RECOMMENDATION

Approve the MV Contract Transportation, Inc.'s 2019/20 annual performance evaluation.

BACKGROUND

The Board is required to annually evaluate the transportation services provided by MV Contract Transportation, Inc. Attached is MV Contract Transportation, Inc.'s draft 2019/20 annual performance evaluation. If you have any questions concerning the attached evaluation, please contact me at extension 110.

Attachment

T:\Lynn\TD2021\Alachua\Memos\eval.doc

COMMUNITY TRANSPORTATION COORDINATOR EVALUATION WORKBOOK

Florida Commission for the



Transportation Disadvantaged

Community Transportation Coordinator: MV Contract Transportation, Inc.

County: Alachua

Address: 3713 SW 42nd Ave., Gainesville, FL 32608

Contact: Edward Griffin, General Manager Phone: 352-375-2784

Review period: July 1, 2019 - June 30, 2020

2019/20 Community Transportation Coordinator Annual Performance Evaluation

Approved by the

Alachua County
Transportation Disadvantaged Coordinating Board

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

Charles Chestnut, IV, Chair

with Assistance from



Metropolitan Transportation Planning Organization
For the Gainesville Urbanized Area
2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org
352.955.2200

March 10, 2021

THIS PAGE LEFT BLANK INTENTIONALLY

TABLE OF CONTENTS

Findings and Recommendations	1
Entrance Interview	2
General Information	3
Compliance With Chapter 427, Florida Statutes	13
Compliance With Rule 41-2, Florida Administrative Code	16
On-Site Observation of the System	22
Surveys	23
Cost	27
Level of Competition	28
Level of Coordination	29

I. FINDINGS AND RECOMMENDATIONS

- A. General Information**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- B. Chapter 427, Florida Statutes**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- C. Rule 41-2, Florida Administrative Code**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- D. On Site Observation**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- E. Surveys**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- F. Cost**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- G. Level of Competition**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- H. Level of Coordination**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

II. ENTRANCE INTERVIEW

1. **Operating Environment:** Urban/Rural
2. **Organization Type:** Private for Profit
3. **Network Type:** Sole Provider
4. **Subcontracted Operators:** None
5. **Coordination Contractors:** None
6. **Transportation Alternatives:** None
7. **Purchasing Agencies:**
 - Alachua County
 - City of Gainesville
 - Elder Options
 - Florida Commission for the Transportation Disadvantaged
8. **Transportation Disadvantaged Helpline Calls:**

Number of Calls	Resolved Cases	Unresolved Cases
0	0	0

III. GENERAL INFORMATION

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

7/01/18

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

MV Contract Transportation, Inc.'s complaint process is attached.

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

Yes (attached)

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

Yes

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

Yes

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

The Helpline number is posted in all vehicles and noted on the Rider Guide. If a solution is not reached to satisfy the complainant, the complainant is referred to the Helpline.

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

Yes

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

Yes (attached)

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

Yes

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

Yes

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

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

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

Yes

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

Yes

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

It has been MV Contract Transportation, Inc.'s experience that the visually impaired individuals they serve are able to access information through technology that allows them to receive information in text formats through e-mails and telephone texts. In the event that someone is not able to access information through those formats will be provided information in voice format or other formats at their request. On the University of Florida, Santa Fe College and City of Gainesville Regional Transit System websites there is information regarding the services provided by MV Contract Transportation, Inc.'s role as Community Transportation Coordinator. All of these sites are ADA compliant allowing access to the visually impaired. The Center for Independent Living also has this information posted at their facility as well as distributing the Rider's Guide to visitors. At public events MV Contract Transportation, Inc. distributes the Rider's Guide and makes presentations upon request. The phone number for MV Contract Transportation, Inc.'s office is posted on all vehicles, with a specific option for providing information about the coordinated system.

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

Yes

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

No

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

MV Contract Transportation, Inc., was awarded Innovation and Service Development Grant funds from the Florida Commission for the Transportation Disadvantaged in 2019. MV Contract Transportation, Inc. was awarded grant funds to provide two shuttle routes (High Springs/Alachua and Archer/Newberry) to Santa Fe College Northwest Campus.

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

MV Contract Transportation, Inc. has been the designated Community Transportation Coordinator for Alachua County since 2003. MV Contract Transportation, Inc. was designated the Community Transportation Coordinator through the competitive procurement process. MV Contract Transportation, Inc. coordinates transportation for the Federal Transit Administration U.S.C. Section 5310 and 5311 Grant programs, Florida's Transportation Disadvantaged Program, City of Gainesville ADA service, Elder Options of Alachua County, Alachua County Social Services and Alachua County Emergency Management.

The purpose of coordinated transportation is to ensure uniformity of standards and insurance, strict oversight at the local and State level for contract compliance and performance measures and provide for a cost effective solution through economies of scale and multiloading of passengers. We are strictly monitored by the agencies we serve, and through F.S. 14-90, the Florida Department of Transportation (FDOT) conducts annual reviews of our system for vehicle, driver and administrative compliance with strict standards. We are also evaluated annually by a Local Coordinating Board (LCB) comprised of elected officials, agency representatives and passenger advocates and audited annually for fiscal compliance by the Florida Commission for the Transportation Disadvantaged.

Prior to the implementation of Florida's Managed Medical Care (Medicaid) Program, Community Transportation Coordinators received a set monthly allocation of funds to provide Medicaid Program transportation within their designated service area. Medicaid recipients received the same level of service and system oversight as all other agencies participating in Florida's Coordinated Transportation System. When Medicaid Reform became law, most Medicaid recipients were mandated to enroll with a Managed Care Organization (MCO) that was assigned to their specific county of residence. The Managed Care Organizations were then mandated to arrange transportation for their respective members. Since Community Transportation Coordinators coordinate service at the County level, the Managed Care Organizations elected to contract with "transportation brokers" that would take trip requests for the entire service area region (several counties) served by the Managed Care Organizations. The transportation brokers would then contract with individual companies to directly provide the service in each county.

Unfortunately for many Community Transportation Coordinators, including MV Contract Transportation, Inc., the transportation brokers elected not to contract with them, or have given them only a very small percentage of the available trips. A primary reason is because of the strict requirements that Community Transportation Coordinators are held to that other providers are not for the delivery of service, which inevitably increases the cost of service. At issue with this transition of responsibility is the fact that the transportation brokers, and subsequently their contracted providers, are not held to the same standards that Community Transportation Coordinators providing public transportation are held. The bottom line is that the safety and welfare of Alachua County residents served by these Managed Care Organizations is in jeopardy, and we, as well as the clinics and facilities that serve these clients, should be very concerned. We have witnessed several instances of providers demonstrating unsafe acts, including forcing wheelchair passengers into ambulatory vehicles, and drivers untrained on how to operate wheelchair lifts or secure passengers in wheelchairs.

We have also seen firsthand where we have released employees because of safety violations, unacceptable background checks and drug test violations and they are working for our competitors the next day. There cannot be two markedly different standards to which providers are held. Many of these passengers are transported in our system through other funding sources (ADA, 5310, 5310 and TD). How can the standards be imposed for these funding sources yet not followed for Medicaid transportation? In our opinion this is a direct violation of F.S. Chapter 427.

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

The only body that can correct the inequities caused by Medicaid Reform is the Florida Legislature. As a member of the Florida Association of Coordinated Transportation Systems (FACTS) we intend to approach the legislature at the next session to educate them on this serious issue and return Medicaid transportation to the coordinated systems in each county. The result of the bifurcation is a loss of productivity, which ultimately results in higher rates for those agencies remaining in the coordinated system. In addition, the loss of these trips means that they cannot be counted in the Annual Operating Report, which results in less Transportation Disadvantaged Trust Fund allocations for the system.

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

The Florida Commission for the Transportation Disadvantaged has taken no proactive action in assisting Community Transportation Coordinators in rural and small urban areas with moving Medicaid transportation back into the coordinated model. When addressing the Senate Transportation Committee and concerns were raised, they stood silent. For over 25 years the Florida Transportation Disadvantaged Program has been viewed as a "national model", but with the inaction by the Florida Commission for the Transportation Disadvantaged to address and correct this issue that view has changed.

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

As we have illustrated in our response to the previous questions, federal and state funds that are used for transportation of Medicaid recipients are by law required to flow through the Community Transportation Coordinator in each county. The Florida Commission for the Transportation Disadvantaged needs to press this issue with the Legislature. In addition, we have several clients that have opted to be transported under the Transportation Disadvantaged Program, 5310, 5311 or ADA, all of which have copayments, rather than be transported by providers used by brokers for Medicaid transportation. This is a direct dumping of fiscal responsibility by this agency.

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

We have included the information regarding the Voluntary Dollar on our Rider's Guide. In addition, we have marketed this with informational flyers to all of our employees, their friends and family so they are aware of this beneficial program.



We Provide Freedom™

Alachua County Community Transportation Coordinator Complaint Policy

The purpose of this policy is to effectively handle all customer service complaints received by Alachua County residents. All office staff shall abide by this policy to ensure the complaints are resolved in a timely manner.

- (1) The Customer Service Department/Reservations/Dispatch will serve as the first point of contact for customer service complaints. The complaint will be recorded and forwarded to Operations Manager for investigation. If the Operations Manager is not available, the General Manager will respond to the complaint.
- (2) The Operations Manager then has ten (10) days to investigate the complaint, determine the validity, find the appropriate resolution and/or issue any disciplinary action.
- (3) Within ten (10) days the Operations Manager will respond to the customer complaint by phone or via email explaining the investigation and finding.
- (4) All Safety Related Complaints will be investigated immediately including dispatching on duty Road Supervisors to the location. Safety Manager will lead all safety related complaints and follow up with General Manager. General Manager will review and determine validity/ and or disciplinary action/ including retraining if necessary.

MV TRANSPORTATION, INC.
3713 SW 42nd Ave | Suite 3 | Gainesville, FL 32608
P 352.375.2784
www.mvtransit.com

Thank you for using our service. We will make every effort to ensure your transportation is delivered in a SAFE, timely and courteous manner.



Florida's Transportation Disadvantaged Voluntary Dollar Program

If you know of someone who needs transportation to get to work or school, or who has no way to get to the doctor's office or clinic, there is a way to help. The Commission for the Transportation Disadvantaged program offers transportation for citizens throughout the state. The Commission, in conjunction with Department of Highway Safety and Motor Vehicles and the county Tax Collectors launched a program to secure additional trips for Floridians.

In a campaign called "Put Your Dollar to Work" the Commission for the Transportation Disadvantaged is asking that Floridians help friends and neighbors who need transportation services by voluntarily contributing a dollar to the trust fund for the Transportation Disadvantaged.

This opportunity is available because of a law passed by the 1994 Florida Legislature which allows for citizens who register their vehicles or renew their registrations to voluntarily contribute additional funds (in increments of a dollar) to be used to offer more rides to people who use coordinated transportation.

Funding for the program comes from revenues collected from the vehicle registrations. For every registration or renewal \$1.50 is ear marked for the Transportation Disadvantaged (TD) Trust Fund. If you wish to make a voluntary contribution, there is a place on the vehicle registration form to indicate that your additional money is to go to the TD Trust Fund.

Since the voluntary program went into effect people throughout Florida have been "Putting Their Dollars to Work". The funds collected in each county go toward additional trips in that county.

Please remember to mark TD Trust Fund for your voluntary contribution and add your dollars to those of your family and friends who are "Putting Their Dollars to Work".

Alachua County Community Transportation System



Rider's Guide

Last Update effective January 1, 2019
Accessible formats are available upon request



**Service Coordinated
and provided by
MV Transportation**



**3713 SW 42nd Avenue, Suite 3
Gainesville, FL 32608
Phone: 352-375-2784
Fax: 352-378-6117
Florida Relay Services: 711
CTD Helpline: 800-983-2435**

- ADA eligible riders may travel anywhere within ¾ of a mile from an (RTS) fixed route and within Gainesville City Limits.
- ADA riders may travel with a companion. A request should be made at the time of the reservation. All companions must pay the same fare as the ADA rider. Companions must be picked up and dropped off at the same location as the ADA rider.
- If a Personal Care Attendant (PCA) has been approved by the Center for Independent Living, no fare is charged for the PCA traveling with the rider.
- During some state and federal holidays when the Regional Transit System (RTS) is not operating, ADA trips will not be provided.

Transportation Disadvantaged Program

Any person interested in riding under the Transportation Disadvantaged Program must complete an application. An approved application must be on file before service can be provided. Contact MV for the application at (352) 375-2784 option 2 to request an application.

- TD Fare is \$2.00 per one-way trip for Dialysis appointments only and \$3.00 per one way trip for all other purposes. TD trips may be limited due to funding availability.
- Please call the day before or up to 14 days in advance your appointment between 8 am and 5 pm to schedule your rides.
- One (1) companion may travel with you, and must pay the same fare as the registered rider.
- You will need to re-apply yearly for this service.
- If a nursing home Personal Care Attendant (PCA) is traveling with a passenger, no fare is charged for the attendant traveling with the rider.
- Trips for the following purposes will be provided: Vital Care (Dialysis, Cancer Care & Physical Therapy for Mobility), other medical, Employment & grocery shopping.

Other limited funding programs

- **5311 Grant Fund** provides funding for the purpose of supporting public transportation in rural areas of Alachua County. This service is open to all residents that need transportation from or to rural areas.
- **5310 Grant Fund** provides funding for the purpose of supporting public transportation for seniors and the disabled for trips originating or ending in the small urban area. This service is open to seniors or ADA certified individuals that need transportation from or to the small urban area.

ADA, 5310 and 5311 sponsored ride reservations can be made Monday through Saturday from 8 am to 5:00 pm and on Sunday 9:00 am to 5:00 pm. TD trip reservations will be taken Monday through Friday from 8:00 am to 5:00 pm only. No TD trip reservations will be taken on Saturday or Sunday. **If phone system is down, call 352-443-2933 for reservations and 352-443-2976 for dispatch.**

Making your Reservation:

Be prepared to give reservations the following information:

- Your name.
- Pick-up address, to include apartment number, building name, city name or other identifying information and, if possible, your zip code.
- Date and time of your appointment.
- Telephone number at your destination if possible.
- Return time.
- If you will be accompanied by a companion, escort, child or personal care attendant (PCA).
- If you will be accompanied by a companion/service animal.

What to expect on the day of your ride:

- Please be ready **one hour** before your appointment time if you live within the city limits of Gainesville.
- If you live outside the city limits of Gainesville, be ready **one and a half hours** before your appointment time.

SECTION 4: To Cancel Your Ride

If you are unable to keep your ride reservation, please contact us as soon as possible, but at least two hours before the pickup window opens; otherwise, it is considered a "no-show".

SECTION 5: Standing Order Requests

A "standing order request" is for customers who travel to the same place at the same time on the same day (s) of the week. If you have a regular appointment that you need to go to, you may want to ask reservations staff to submit a "subscription request" for service. Depending on the funding source of your trip, this request may be granted. Please remember, however, that you cannot change your "standing order request" more than once per month, or this privilege will be revoked. If you have a "standing order request" and will not be



We Provide Freedom™

Dear Transportation Disadvantaged Program Applicant:

Florida's Transportation Disadvantaged (TD) Program was established with the passage of Chapter 427, Florida Statutes. The purpose of this program is to assist individuals who are unable to transport themselves or to purchase transportation due to a physical or mental disability, income status, or age. MV Transportation, the designated Community Transportation Coordinator for Alachua County, is responsible for determining whether individuals are eligible for TD Program assistance.

As a certified ADA passenger, you may want to take advantage of this program to travel throughout Alachua County outside of the City of Gainesville RTS fixed-route bus area. Effective July 1, 2012 the following new criteria will be used to determine whether you qualify for TD Program services:

Unable to transport themselves: Individual is not sponsored by any agency for their transportation and is unable to use the fixed route bus system due to a physical or mental disability defined by the ADA (*Medical Verification Form required*); or

Unable to purchase transportation: Individual applicant income meets maximum of 150% of the current Federal Poverty Guidelines (*Proof of Income required*).

Unable to obtain transportation: Individual does not have an operational vehicle in the household; or the ability to operate a vehicle; or the ability to find transportation from other sources.

Please complete the enclosed application and return it to MV. MV will notify you whether your application has been approved or denied within 10 business days. If you have any questions or need assistance completing the application, please contact our office at (352) 375-2784.

Sincerely,

Edward I. Griffin, General Manager

MV TRANSPORTATION, INC.
3713 SW 42nd Ave | Suite 3 | Gainesville, FL 32608
P 352.375.2784



3713 SW 42nd Avenue-Suite #3
 Gainesville, FL 32608
 352-375-2784 Phone
 352-378-6117 Fax

APPLICATION FOR TRANSPORTATION DISADVANTAGED TRUST FUND SERVICES

MV Transportation is the Community Transportation Coordinator (CTC) for Alachua County. The information contained in this application will only be used by MV to determine your eligibility for Transportation Disadvantaged Trust Fund (TD) services. TD eligibility is determined by a documented disability that prevents you from using or accessing fixed-route bus services, an income based test and documentation that you cannot purchase or secure transportation through other means. Income tests are based on Federal Poverty Levels and a tiered system. Guidelines are available upon request. Eligibility for this program must be renewed annually. For those recertifying with a permanent disability, a certification from the Center for Independent Living (CIL) can be used in lieu of a doctor statement.

Date: ____/____/____ Medicaid#: _____ Social Security#: ____/____/____

Last Name: _____ First Name: _____ MI: _____

Home Address: _____ Apt: _____

City: _____ State: _____ Zip Code: _____

Home Phone: (____) _____ Work: _____ TDD: _____

Date of Birth: ____/____/____ Age: _____ Male: _____ Female: _____

Emergency Contact: _____ Phone: (____) _____

1. Do you receive food stamps? ____ YES ____ NO
2. Do you receive Medicaid? ____ YES ____ NO
3. How many family members are in your household? _____
4. What is your annual income? _____ (Provide pay stubs, tax forms or other documentation to support claim)
5. What is your total family household income? _____
6. Do you live in an ACLF: nursing home, retirement home or boarding home: ____ YES ____ NO
 - a. Does the facility have a vehicle? ____ YES ____ NO
 - b. Have you ever been transported by this facility? ____ YES ____ NO
7. Do you have relatives or friends residing in the same City or County where you live? ____ YES ____ NO
 - a. Would this person transport you if you asked? ____ YES ____ NO
 - b. Have you been transported before to activities/ appts. by friends or family? ____ YES ____ NO
 - c. Do you know someone who would transport you if you paid for gas? ____ Yes ____ NO
8. Do you own an operable vehicle? ____ YES ____ NO
 - a. Can this vehicle be used to transport you? ____ YES ____ NO
 If No, please explain: _____

The Standard of Excellence Since 1976

9. Do you use the fixed route bus system? YES NO (If YES) how many times per week? Per month?
10. Have you ever used the fixed route bus system? YES NO
11. Would you use the fixed route bus system if you were given a bus pass or ticket? YES NO
12. Why did you stop using the fixed route bus system?
13. Is this condition temporary? YES NO If Yes, expected duration of your disability? Weeks
14. How does your disability prevent you from using the fixed route bus system?
15. Are there any other transportation needs of which we should be aware including cultural competency? YES NO
Please explain:

The following information will be used to ensure that an appropriate vehicle is used to provide transportation.

1. Do you use any of the following mobility aids? (Check all that apply)
- a. Manual Wheelchair
 - b. Power Wheelchair
 - c. Power Scooter
 - d. Cane
 - e. Crutches
 - f. Walker
 - g. Service Animal What kind?
2. Please answer the following questions:
- a. Can you travel without assistance a distance of: 200ft ¼ Mile ¾
 - b. Can you climb a 12 inch step? YES NO (Do you need assistance?) YES NO
 - c. Can you wait outside without support for ten minutes? YES NO
 - d. Can you give an address and telephone number upon request? YES NO
 - e. Can you recognize a destination or landmark? YES NO
 - f. Can you understand and follow directions? YES NO
 - g. Can you handle unexpected situations or changes in your routine? YES NO
 - h. Can you safely and effectively travel through crowded or complex facilities? YES NO

I hereby certify that the information submitted above is true and correct. Purposely providing inaccurate information is a violation of State law and may result in legal action.

Date: / /

Signature: Print Name:

Process Date: / / Preparer (Print Name): Initials:

Phone: () -

Mail or Fax to: MV Transportation
3713 SW 42nd Avenue-Suite #3
Gainesville, FL 32608
Phone (352) 375-2784 Fax (352) 378-6117

The Standard of Excellence Since 1976

IV COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

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

IV COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

1. **Hours of Service:**

Monday through Friday, 6:00 a.m. to 6:00 p.m. Saturdays 6:00 a.m. - 6:00 p.m. Excluding holidays.

2. **Call Intake Hours:**

Monday through Saturday from 8:00 a.m. to 5:00 p.m. excluding holidays.

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

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

Trip cancellations must be made to MV Contract Transportation, Inc. at least two hours before the opening of the pick-up window.

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

Trips must be scheduled through MV Contract Transportation, Inc. by 5:00 p.m. the day before transportation is needed. MV Contract Transportation, Inc. may accommodate same day service requests for all sponsored trips on a space available basis and when scheduling permits.

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

14 days

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

No agreement with the local Regional Workforce Board.

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

MV Contract Transportation, Inc. applied for and was awarded Innovation and Service Development Grant funds to provide two shuttle routes (High Springs/Alachua and Archer/Newberry) to Santa Fe College Northwest Campus.

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

Yes

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

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

- 1) Vital Care - Medical (Dialysis, Cancer Care and Physical Therapy for Mobility)
- 2) Other Medical
- 3) Employment
- 4) Grocery shopping
- 5) Educational
- 6) Social service agency trips
- 7) Shopping
- 8) Recreation and other

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

MV Contract Transportation, Inc. shall notify Transportation Disadvantaged Program eligible individuals and other interested persons/agencies of the implementation of the Transportation Disadvantaged Program trip priorities based on Transportation Disadvantaged Trust Fund availability. MV Contract Transportation, Inc. shall notify eligible individuals of the types of trips that are available for sponsorship under the Transportation Disadvantaged Program.

V. COMPLIANCE WITH RULE 41-2 FLORIDA ADMINISTRATIVE CODE

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

MV Contract Transportation, Inc. does not have an agreement with the Alachua County School Board.

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

MV Contract Transportation, Inc. has an agreement with the City of Gainesville Regional Transit System.

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

Yes

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

\$500,000/\$500,000

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

Not applicable, no subcontracted operators/coordination contractors.

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

No

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

5/11/2020

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

Not applicable, no subcontracted operators.

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

Yes

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

5/11/2020

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

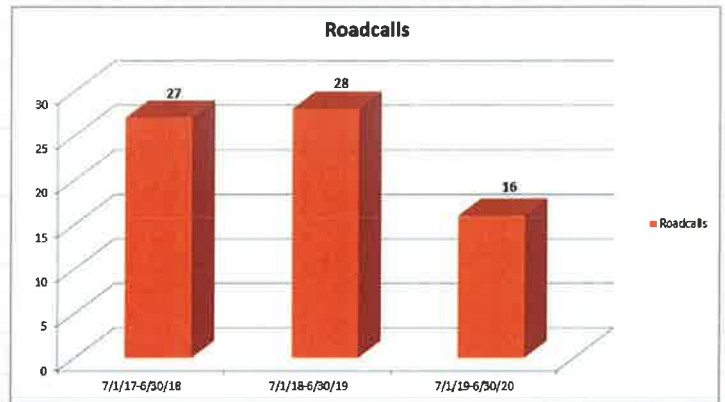
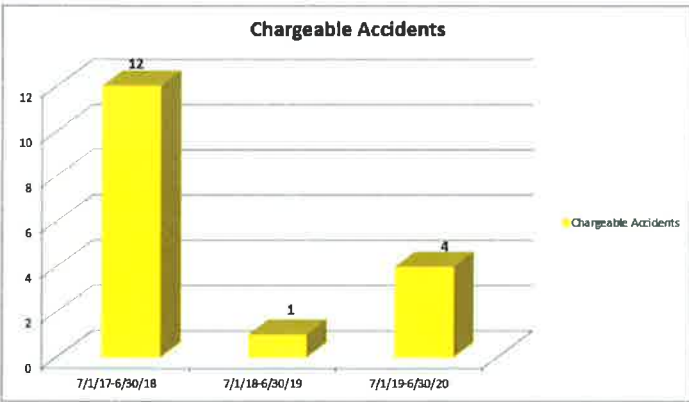
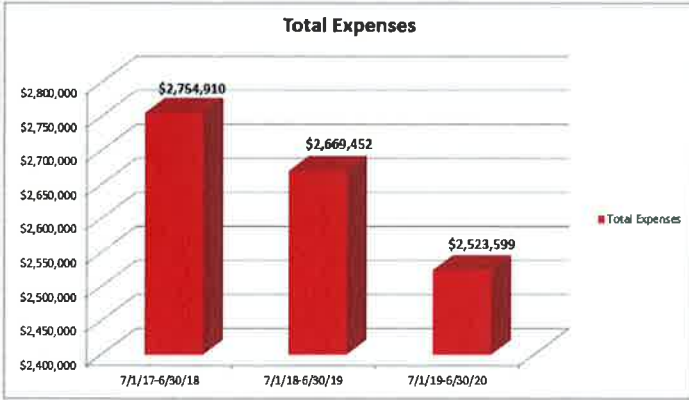
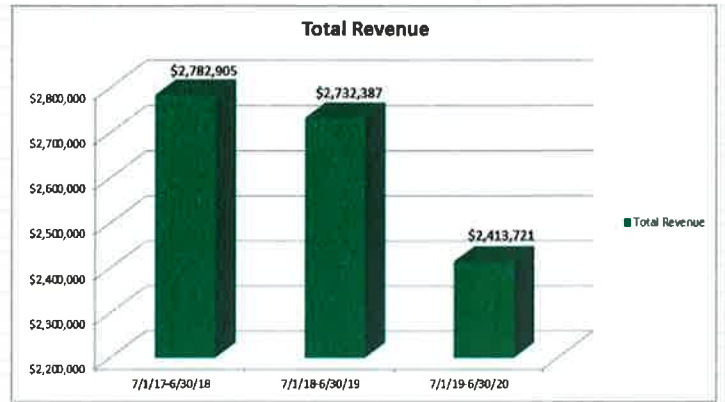
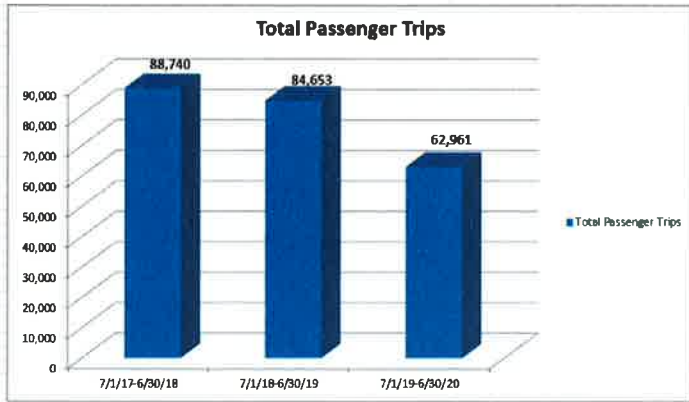
Out-of-Service Area trips	MV Contract Transportation, Inc. may require medical provider verification for any out of county transportation.
CPR/1st Aid	MV Contract Transportation, Inc. does not require drivers to be trained in CPR. MV Contract Transportation, Inc. requires that all vehicles be equipped with biohazard kits as required by State and Federal regulations.
Driver Criminal Background Screening	MV Contract Transportation, Inc. conducts motor vehicle registration checks on drivers every six months.
Passenger Property	MV Contract Transportation, Inc. allows passengers to have personal property that they can place on their lap or stow under the seat. Passengers must be able to independently carry all items brought on the vehicle.
Advance reservation requirements	MV Contract Transportation, Inc. requires trips to be scheduled by 4:00 p.m. the day before service is requested.
Pick-up Window	Passengers shall be picked up 30 minutes before or 30 minutes after their scheduled pick-up time.

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

**PERFORMANCE TRENDS
ALACHUA COUNTY**

MEASURE	7/1/17-6/30/18	7/1/18-6/30/19	7/1/19-6/30/20	Percent Change (2018/19 - 2019/20)
Total Passenger Trips	88,740	84,653	62,961	-34%
Bus Passes	2,696	2,672	0	#DIV/0!
Total Vehicle Miles	1,129,073	1,079,368	829,367	-30%
Total Revenue	\$2,782,905	\$2,732,387	\$2,413,721	-13%
Total Expenses	\$2,754,910	\$2,669,452	\$2,523,599	-6%
Cost/Passenger Trip	\$31.04	\$31.53	\$40.08	21%
Cost/Vehicle Mile	\$2.44	\$2.47	\$3.04	19%
Total Vehicles	32	37	38	3%
Chargeable Accidents	12	1	4	75%
Chargeable Accidents/100,000 Miles	1.06	0.09	0.48	81%
Average Vehicle Miles Between Roadcalls	41,818	38,549	51,835	26%
Roadcalls	27	28	16	-75%
Passenger No Shows	5,761	4,235	4,349	3%
Number of Unmet Trip Requests	28	73	7	-943%

Source: Annual Operations Reports





Bus Transit System Annual Safety and Security Certification

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

Certification Date (Current): 2020

Certification Year (Previous): 2019

**Name and Address of Bus Transit System: MV Contract Transportation, Alachua County
Community Transportation Coordinator (CTC), 3713 SW 42nd Ave., Suite 3, Gainesville, FL
32608**

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

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

Blue Ink Signature:  **Date:** 01-03-2020
(Individual Responsible for Assurance of Compliance)

Name: Edward Griffin **Title:** General Manager

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

Name: MV Contract Transportation

Address: 3713 SW 42nd Ave. Suite 3, Gainesville, FL 32608

Name of Qualified Mechanic who Performed Annual Inspections:
Allen Brooks, Maintenance Manager, ASE Certified Technician

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
CERTIFICATE OF COMPLIANCE

75F-336-100
TRANSIT
12010

for a
SECTION 5311-SUBRECIPIENT
(Certifying compliance with 49-CFR-Parts 40, 655)
To
Florida Department of Transportation

DATE: 1/6/2020

Section 5311-Subrecipient-Information: → FDOT-District-Office-Information: ¶
→ AGENCY-NAME: MV-Transportation, Inc. Div. 65 → NAME: Doreen-Joyner-Howard, AICP → ¶
→ ADDRESS: 3713-SW-42 Ave. Gainesville, FL → → ADDRESS: 2198 Edison Avenue, Jacksonville, FL → ¶
→ PHONE: 510-290-0380 → → PHONE: 904-360-5650 → → ¶

I, Cristina Pereira → (Name) → Sr. Director of HR and Drug & Alcohol Compliance → (Title) ¶

hereby certify that MV-Transportation, Inc. #65 Gainesville → (Name of Subrecipient) ¶
and its applicable ¶
contractor(s) (listing attached hereto) for City of Gainesville Regional Transit System → (Name of Subrecipient) ¶

has (have) established and implemented an anti-drug and alcohol misuse prevention program in accordance with the provisions of 49-CFR-Parts 40 and 655 as amended. I further certify that the employee training conducted under this part meets the requirements of 49-CFR-Parts 40 and 655 as amended. ¶

→ → →  → (Signature) ¶

VI ON-SITE OBSERVATION OF THE SYSTEM

1. **Date of Observation:**
An on-site observation was not conducted due to COVID-19 safety concerns.
2. **Location:**

3. **Number of Passengers picked up/dropped off:**
Ambulatory: _____
Non-Ambulatory: _____
4. **Was the driver on time?**

5. **Did the driver provide passenger assistance?**

6. **Was the driver wearing identification?**

7. **Did the driver ensure the passengers were properly secured?**

8. **Was the interior of the vehicle free of dirt, grime, oil, trash, torn upholstery, damaged or broken seats, protruding metal or other objects or materials which could soil items placed in the vehicle or provide discomfort for the passenger?**

9. **Is there a sign posted on the interior of the vehicle with both a local phone number and the Transportation Disadvantaged Program Helpline for comments/complaints/commendations?**

10. **Did the vehicle have working heat and air conditioning?**

11. **Did the vehicle have two-way communications in good working order?**

12. **If used, was the lift in good working order?**

13. **Was there safe and appropriate seating for all passengers?**

14. **Did the driver properly use the lift and secure the passenger?**

VII SURVEYS

How often do your ride?

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

Have you been denied transportation services?

Yes 0

No 12

What is your trip purpose?

Medical	Education/Training	Employment	Other
7	4	0	1

Do you have concerns with your service?

Yes 0

No 12

What types of concerns do you have?

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

PURCHASING AGENCY SURVEY

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

1) Does your agency purchase transportation from MV Contract Transportation, Inc.?

- Yes
 No

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

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

3) On average, how often do your clients use MV Contract Transportation, Inc.'s transportation services?

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

4) Have you had any problems with MV Contract Transportation, Inc.?

- Yes
 No If no, skip to question 6

5) If you have had problems with MV Contract Transportation, Inc., please identify the types of problems:

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

6) Overall, are you satisfied with the transportation services provided by MV Contract Transportation, Inc.?

- Yes
 No If no, why? _____

PURCHASING AGENCY SURVEY

Purchasing Agency: City of Gainesville Regional Transit System
Representative of Purchasing Agency: Mildred Crawford, ADA Coordinator
County: Alachua

1) Does your agency purchase transportation from MV Contract Transportation, Inc.?

- Yes
- No

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

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

3) On average, how often do your clients use MV Contract Transportation, Inc.'s transportation services?

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

4) Have you had any problems with MV Contract Transportation, Inc.?

- Yes
- No If no, skip to question 6

5) If you have had problems with MV Contract Transportation, Inc., please identify the types of problems:

- Advance notice requirement
- Cost
- Service area limits
- Pick up times not convenient
- Vehicle condition
- Lack of passenger assistance
- Accessibility concerns
- Complaints about drivers
- Complaints about timeliness
- Length of wait for reservations
- Other: Covid 19 has made driver shortages worse which has effected OTP.

6) Overall, are you satisfied with the transportation services provided by MV Contract Transportation, Inc.?

- Yes
- No If no, why? _____

PURCHASING AGENCY SURVEY

Purchasing Agency: Alachua County Community Support Services

Representative of Purchasing Agency: Claudia Tuck, Director

County: Alachua

1) Does your agency purchase transportation from MV Contract Transportation, Inc.?

- Yes
- No

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

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

3) On average, how often do your clients use MV Contract Transportation, Inc.'s transportation services?

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

4) Have you had any problems with MV Contract Transportation, Inc.?

- Yes
- No If no, skip to question 6

5) If you have had problems with MV Contract Transportation, Inc., please identify the types of problems:

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

6) Overall, are you satisfied with the transportation services provided by MV Contract Transportation, Inc.?

- Yes
- No If no, why? _____

VIII Cost



CTC Expense Sources

County: Alachua
Fiscal Year: 07/01/2019 - 06/30/2020

CTC Status: Approved
CTD Status: Approved

CTC Organization: MV Transportation, Inc.

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Expense Sources						
Labor	\$ 1,325,834	\$ 0	\$ 1,325,834	\$ 1,397,010	\$ 0	\$ 1,397,010
Fringe Benefits	\$ 42,768	\$ 0	\$ 42,768	\$ 36,981	\$ 0	\$ 36,981
Services	\$ 106,734	\$ 0	\$ 106,734	\$ 115,766	\$ 0	\$ 115,766
Materials & Supplies Consumed	\$ 389,167	\$ 0	\$ 389,167	\$ 504,673	\$ 0	\$ 504,673
Utilities	\$ 52,037	\$ 0	\$ 52,037	\$ 55,219	\$ 0	\$ 55,219
Casualty & Liability	\$ 221,474	\$ 0	\$ 221,474	\$ 227,953	\$ 0	\$ 227,953
Taxes	\$ 3,906	\$ 0	\$ 3,906	\$ 2,214	\$ 0	\$ 2,214
Miscellaneous	\$ 18,345	\$ 0	\$ 18,345	\$ 16,383	\$ 0	\$ 16,383
Interest	\$ 18,316	\$ 0	\$ 18,316	\$ 21,575	\$ 0	\$ 21,575
Leases & Rentals	\$ 112,262	\$ 0	\$ 112,262	\$ 103,020	\$ 0	\$ 103,020
Capital Purchases	\$ 119,105	\$ 0	\$ 119,105	\$ 13,620	\$ 0	\$ 13,620
Contributed Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 113,651	\$ 0	\$ 113,651	\$ 127,788	\$ 0	\$ 127,788
Purchased Transportation Services						
Bus Pass	\$ 0	N/A	\$ 0	\$ 47,250	N/A	\$ 47,250
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Total - Expense Sources	\$ 2,523,599	\$ 0	\$ 2,523,599	\$ 2,669,452	\$ 0	\$ 2,669,452

IX LEVEL OF COMPETITION

1. Inventory of Transportation Operators in the Service Area

	Transportation Providers Available	Transportation Providers Contracted in the System.
Private Non-Profit	1	0
Private For-Profit	8	1
Government	1	1
Public Transit Agency	0	0
Total	10	2

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

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

Yes

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

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

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

X LEVEL OF COORDINATION

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

On the University of Florida, Santa Fe College and City of Gainesville Regional Transit System websites there is information regarding the services provided by MV Contract Transportation, Inc. in our role as Community Transportation Coordinator. The Center for Independent Living (CIL) also has this information posted at their facility as well as distributing the Rider's Guide to visitors. At public events MV Contract Transportation, Inc. distributes the Rider's Guide and makes presentations upon request. The phone number for our office is posted on all vehicles, with a specific option for providing information about the coordinated system.

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

MV Contract Transportation, Inc. determines passenger eligibility except Florida Managed Medical Care Program and Florida Agency for Persons with Disabilities transportation. If a client lives within the city limits of Gainesville, then the Center for Independent Living will determine eligibility for ADA services. MV Contract Transportation, Inc. coordinates with the Center for Independent Living to identify clients that are in need of Transportation Disadvantaged Program services, and conducts eligibility for that service at our office. MV Contract Transportation, Inc. also coordinates with other agencies to identify passengers that are in need of services that are not sponsored by any other agency.

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

Individuals call MV Contract Transportation, Inc. to schedule all trips except Florida Managed Medical Care Program and Florida Agency for Persons with Disabilities transportation. The main phone number for MV Contract Transportation, Inc. has prompt options that allow the caller to select the specific department or activity (reservations/ dispatch) that they desire.

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

MV Contract Transportation, Inc. handles all trip reservations except Florida Managed Medical Care Program and Florida Agency for Persons with Disabilities transportation. With the Mobility Management software (Trapeze) that MV Contract Transportation, Inc. employs, duplicate reservation requests are flagged, thus not allowing the reservation to be made.

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

MV Contract Transportation, Inc. handles all trip allocations except Florida Managed Medical Care Program and Florida Agency for Persons with Disabilities transportation. MV Contract Transportation, Inc. schedules all trips on their own vehicles.

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

MV Contract Transportation, Inc. schedules all trips except Florida Managed Medical Care Program and Florida Agency for Persons with Disabilities transportation. MV Contract Transportation, Inc.'s scheduling department uses the Mobility Management software (Trapeze) to batch trips to provide for efficient manifests and allocation of trips to ensure highest productivity and on time performance. The manifests are reviewed and optimized by the scheduler in final production. Dispatchers modify manifests throughout the day. Cancellations, no shows and update information is provided to drivers in real time through mobile data terminals.

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

Not applicable. MV Contract Transportation, Inc. does not have contracts with other operators in the coordinated transportation system. MV Contract Transportation, Inc. has several processes, including Drive Cam and on-site observations and review of data to monitor their own performance.



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

2008 NW 87th Place, Gainesville, FL 32653-1603 • 352.955.2200

March 3, 2021

TO: Alachua County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: 2019/2020 Annual Operating Report

RECOMMENDATION

Review MV Contract Transportation, Inc's 2019/2020 Annual Operating Report.

BACKGROUND

MV Contract Transportation, Inc. is required to submit an annual operating report to the Florida Commission for the Transportation Disadvantaged by September 15 of each year. Attached is MV Contract Transportation, Inc.'s 2019/2020 Annual Operating Report.

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

Attachment

T:\Lynn\TD2021\Alachua\Memos\aoor.doc



CTC Organization

County: Alachua
Fiscal Year: 7/1/2019 - 6/30/2020

CTC Status: Approved
CTD Status: Approved

Date Initiated: 9/9/2020

CTC Organization Name: MV Transportation, Inc.
Address: 3713 SW 42nd Ave Ste 3
City: Gainesville
State: FL
Zip Code: 32608
Organization Type: Private For Profit
Network Type: Sole Source
Operating Environment: Urban
Transportation Operators: No
Number of Transportation Operators: 0
Coordination Contractors: No
Number of Coordination Contractors: 0
Provide Out of County Trips: No
Local Coordinating Board (LCB) Chairperson: Charles Chestnut, IV
CTC Contact: Edward I. Griffin
CTC Contact Title: General Manager
CTC Contact Email: marsha.rivera@mvtransit.com
Phone: (352) 375-2784

CTC Certification

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

CTC Representative (signature): _____

LCB Certification

I, Charles Chestnut, IV, as the Local Coordinating Board Chairperson, hereby, certify in accordance with Rule 41-2.007(7) F.S. that the Local Coordinating Board has reviewed this report and the Planning Agency has received a copy.

LCB Chairperson (signature): _____



CTC Trips

County: Alachua
 Fiscal Year: 07/01/2019 - 06/30/2020

CTC Status: Approved
 CTD Status: Approved

CTC Organization: MV Transportation, Inc.

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Service Type - One Way						
Fixed Route/Fixed Schedule						
Daily Pass Trips	0	N/A	0	0	N/A	0
Weekly Pass Trips	0	N/A	0	0	N/A	0
Monthly Pass Trips	0	N/A	0	2,672	N/A	2,672
Deviated Fixed Route Service	0	N/A	0	0	N/A	0
Complementary ADA Service	43,458	N/A	43,458	57,590	N/A	57,590
Paratransit						
Ambulatory	14,218	0	14,218	18,831	0	18,831
Non-Ambulatory	5,285	0	5,285	5,560	0	5,560
Stretcher	0	0	0	0	0	0
Transportation Network Companies	0	N/A	0	0	N/A	0
Taxi	0	N/A	0	0	N/A	0
School Board (School Bus)	0	N/A	0	0	N/A	0
Volunteers	0	N/A	0	0	N/A	0
Total - Service Type	62,961	0	62,961	84,653	0	84,653
Contracted Transportation Operator						
How many of the total trips were provided by Contracted Transportation Operators? (If the CTC provides transportation services, do not include the CTC)	0	N/A	0	0	N/A	0
Total - Contracted Transportation Operator Trips	0	0	0	0	0	0
Revenue Source - One Way						
Agency for Health Care Administration (AHCA)	459	0	459	1,102	0	1,102
Agency for Persons with Disabilities (APD)	0	0	0	0	0	0
Comm for the Transportation Disadvantaged (CTD)	14,110	N/A	14,110	19,568	N/A	19,568
Dept of Economic Opportunity (DEO)	0	0	0	0	0	0
Dept of Children and Families (DCF)	0	0	0	0	0	0
Dept of Education (DOE)	0	0	0	0	0	0
Dept of Elder Affairs (DOEA)	844	0	844	1,071	0	1,071
Dept of Health (DOH)	0	0	0	0	0	0
Dept of Juvenile Justice (DJJ)	0	0	0	0	0	0
Dept of Transportation (DOT)	0	0	0	0	0	0
Local Government	47,548	0	47,548	62,912	0	62,912
Local Non-Government	0	0	0	0	0	0
Other Federal & State Programs	0	0	0	0	0	0
Total - Revenue Source	62,961	0	62,961	84,653	0	84,653



CTC Trips (cont'd)

County: Alachua
 Fiscal Year: 07/01/2019 - 06/30/2020

CTC Status: Approved
 CTD Status: Approved

CTC Organization: MV Transportation, Inc.

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Passenger Type - One Way						
Older Adults	17,505	0	17,505	23,537	0	23,537
Children At Risk	6,219	0	6,219	8,362	0	8,362
Persons With Disabilities	16,729	0	16,729	22,492	0	22,492
Low Income	22,508	0	22,508	30,262	0	30,262
Other	0	0	0	0	0	0
Total - Passenger Type	62,961	0	62,961	84,653	0	84,653
Trip Purpose - One Way						
Medical	33,787	0	33,787	41,110	0	41,110
Employment	8,544	0	8,544	16,086	0	16,086
Education/Training/Daycare	1,573	0	1,573	2,039	0	2,039
Nutritional	2,937	0	2,937	2,689	0	2,689
Life-Sustaining/Other	16,120	0	16,120	22,729	0	22,729
Total - Trip Purpose	62,961	0	62,961	84,653	0	84,653
Unduplicated Passenger Head Count (UDPHC)						
UDPHC	1,685	0	1,685	3,543	0	3,543
Total - UDPHC	1,685	0	1,685	3,543	0	3,543
Unmet & No Shows						
Unmet Trip Requests	7	N/A	7	73	N/A	73
No Shows	4,349	N/A	4,349	4,235	N/A	4,235
Customer Feedback						
Complaints	52	N/A	52	36	N/A	36
Commendations	76	N/A	76	67	N/A	67



CTC Vehicles & Drivers

County: Alachua
 Fiscal Year: 07/01/2019 - 06/30/2020

CTC Status: Approved
 CTD Status: Approved

CTC Organization: MV Transportation, Inc.

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Vehicle Miles						
Deviated Fixed Route Miles	0	N/A	0	0	N/A	0
Complementary ADA Service Miles	551,738	N/A	551,738	606,879	N/A	606,879
Paratransit Miles	277,629	0	277,629	472,489	0	472,489
Transportation Network Companies (TNC) Miles	0	N/A	0	0	N/A	0
Taxi Miles	0	N/A	0	0	N/A	0
School Board (School Bus) Miles	0	N/A	0	0	N/A	0
Volunteers Miles	0	N/A	0	0	N/A	0
Total - Vehicle Miles	829,367	0	829,367	1,079,368	0	1,079,368
Roadcalls & Accidents						
Roadcalls	16	0	16	28	0	28
Chargeable Accidents	4	0	4	1	0	1
Vehicle Inventory						
Total Number of Vehicles	38	0	38	37	0	37
Number of Wheelchair Accessible Vehicles	35	0	35	34	0	34
Drivers						
Number of Full Time & Part Time Drivers	27	0	27	26	0	26
Number of Volunteer Drivers	0	0	0	0	0	0



CTC Revenue Sources

County: Alachua
 Fiscal Year: 07/01/2019 - 06/30/2020

CTC Status: Approved
 CTD Status: Approved

CTC Organization: MV Transportation, Inc.

Revenue Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Agency for Health Care Administration (AHCA)	\$ 3,453	\$ 0	\$ 3,453	\$ 13,531	\$ 0	\$ 13,531
Agency for Persons with Disabilities (APD)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Economic Opportunity (DEO)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Children and Families (DCF)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Education (DOE)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Elder Affairs (DOEA)	\$ 34,541	\$ 0	\$ 34,541	\$ 42,638	\$ 0	\$ 42,638
Dept of Health (DOH)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Juvenile Justice (DJJ)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commission for the Transportation Disadvantaged (CTD)						
Non-Sponsored Trip Program	\$ 581,949	N/A	\$ 581,949	\$ 621,319	N/A	\$ 621,319
Non-Sponsored Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Rural Capital Equipment	\$ 80,624	N/A	\$ 80,624	\$ 0	N/A	\$ 0
TD Other	\$ 4,930	N/A	\$ 4,930	\$ 62,157	N/A	\$ 62,157
Department of Transportation (DOT)						
49 USC 5307	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5310	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5311	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5311 (f)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Block Grant	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Service Development	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commuter Assistance Program	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other DOT	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Local Government						
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
County Cash	\$ 135,639	\$ 0	\$ 135,639	\$ 189,951	\$ 0	\$ 189,951
County In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Cash	\$ 1,474,157	\$ 0	\$ 1,474,157	\$ 1,677,319	\$ 0	\$ 1,677,319
Other In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Local Non-Government						
Farebox	\$ 91,283	\$ 0	\$ 91,283	\$ 113,641	\$ 0	\$ 113,641
Donations/Contributions	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
In-Kind Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Non-Government	\$ 7,145	\$ 0	\$ 7,145	\$ 11,831	\$ 0	\$ 11,831
Other Federal & State Programs						
Other Federal Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other State Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total - Revenue Sources	\$ 2,413,721	\$ 0	\$ 2,413,721	\$ 2,732,387	\$ 0	\$ 2,732,387



CTC Expense Sources

County: Alachua
 Fiscal Year: 07/01/2019 - 06/30/2020

CTC Status: Approved
 CTD Status: Approved

CTC Organization: MV Transportation, Inc.

Expense Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Labor	\$ 1,325,834	\$ 0	\$ 1,325,834	\$ 1,397,010	\$ 0	\$ 1,397,010
Fringe Benefits	\$ 42,768	\$ 0	\$ 42,768	\$ 36,981	\$ 0	\$ 36,981
Services	\$ 106,734	\$ 0	\$ 106,734	\$ 115,766	\$ 0	\$ 115,766
Materials & Supplies Consumed	\$ 389,167	\$ 0	\$ 389,167	\$ 504,673	\$ 0	\$ 504,673
Utilities	\$ 52,037	\$ 0	\$ 52,037	\$ 55,219	\$ 0	\$ 55,219
Casualty & Liability	\$ 221,474	\$ 0	\$ 221,474	\$ 227,953	\$ 0	\$ 227,953
Taxes	\$ 3,906	\$ 0	\$ 3,906	\$ 2,214	\$ 0	\$ 2,214
Miscellaneous	\$ 18,345	\$ 0	\$ 18,345	\$ 16,383	\$ 0	\$ 16,383
Interest	\$ 18,316	\$ 0	\$ 18,316	\$ 21,575	\$ 0	\$ 21,575
Leases & Rentals	\$ 112,262	\$ 0	\$ 112,262	\$ 103,020	\$ 0	\$ 103,020
Capital Purchases	\$ 119,105	\$ 0	\$ 119,105	\$ 13,620	\$ 0	\$ 13,620
Contributed Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 113,651	\$ 0	\$ 113,651	\$ 127,788	\$ 0	\$ 127,788
Purchased Transportation Services						
Bus Pass	\$ 0	N/A	\$ 0	\$ 47,250	N/A	\$ 47,250
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Total - Expense Sources	\$ 2,523,599	\$ 0	\$ 2,523,599	\$ 2,669,452	\$ 0	\$ 2,669,452

County: Alachua
 CTC: MV Transportation, Inc.
 Contact: Edward I. Griffin
 3713 SW 42nd Ave Ste 3
 Gainesville, FL 32608
 352-375-2784

Email: marsha.rivera@mvtransit.com

Demographics	Number
Total County Population	0
Unduplicated Head Count	1,685



Trips By Type of Service	2018	2019	2020	Vehicle Data	2018	2019	2020
Fixed Route (FR)	2,696	2,672	0	Vehicle Miles	1,129,073	1,079,368	829,367
Deviated FR	0	0	0	Roadcalls	27	28	16
Complementary ADA	0	57,590	43,458	Accidents	8	1	4
Paratransit	86,044	24,391	19,503	Vehicles	32	37	38
TNC	0	0	0	Drivers	40	26	27
Taxi	0	0	0				
School Board (School Bus)	0	0	0				
Volunteers	0	0	0				
TOTAL TRIPS	88,740	84,653	62,961				

Passenger Trips By Trip Purpose	2018	2019	2020
Medical	41,381	41,110	33,787
Employment	14,297	16,086	8,544
Ed/Train/DayCare	2,166	2,039	1,573
Nutritional	1,532	2,689	2,937
Life-Sustaining/Other	29,364	22,729	16,120
TOTAL TRIPS	88,740	84,653	62,961

Passenger Trips By Revenue Source	2018	2019	2020
CTD	21,222	19,568	14,110
AHCA	1,560	1,102	459
APD	0	0	0
DOEA	421	1,071	844
DOE	0	0	0
Other	65,537	62,912	47,548
TOTAL TRIPS	88,740	84,653	62,961

Trips by Provider Type	2018	2019	2020
CTC	88,740	84,653	62,961
Transportation Operator	0	0	0
Coordination Contractor	0	0	0
TOTAL TRIPS	88,740	84,653	62,961

Financial and General Data	2018	2019	2020
Expenses	\$2,754,910	\$2,669,452	\$2,523,599
Revenues	\$2,782,905	\$2,732,387	\$2,413,721
Commendations	95	67	76
Complaints	25	36	52
Passenger No-Shows	5,761	4,235	4,349
Unmet Trip Requests	28	73	7

Performance Measures	2018	2019	2020
Accidents per 100,000 Miles	0.71	0.09	0.48
Miles between Roadcalls	41,818	38,549	51,835
Avg. Trips per Passenger	21.99	23.89	37.37
Cost per Trip	\$31.04	\$31.53	\$40.08
Cost per Paratransit Trip	\$31.46	\$31.99	\$40.08
Cost per Total Mile	\$2.44	\$2.47	\$3.04
Cost per Paratransit Mile	\$2.40	\$2.43	\$3.04



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

2009 NW 67th Place, Gainesville, FL 32653-1803 • 352.955.2200

March 3, 2021

TO: Alachua County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: 2018/23 Alachua County Transportation Disadvantaged Service Plan Amendments

RECOMMENDATION

Approve amendments to the 2018/23 Alachua County Transportation Disadvantaged Service Plan.

BACKGROUND

Applicants for funding under the following 49 U.S.C. Grant Programs must certify to the Florida Department of Transportation that the grant projects are included in the current Transportation Disadvantaged Service Plan:

- Section 5310 Capital & Operating Assistance
- Section 5311 Capital & Operating Assistance for Rural Areas; and
- Section 5339 Capital Assistance

In addition, Rule 41-2.011(6) of the Florida Administrative Code requires the Board to review applications for local, state and federal government public transportation project funds submitted for use in Alachua County.

Attached are draft amendments to the 2018/23 Alachua County Transportation Disadvantaged Service Plan that meet the Federal and State requirements. Also, attached are the City of Gainesville's applications for U.S.C. Section 5310 and 5311 grant funds.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachments

T:\Lynn\TD2021\Alachua\Memos\tdspamendfdotappl.docx

3. Barriers to Coordination

Medicaid non-emergency transportation services are no longer coordinated through Florida’s Coordinated Transportation System in Achua County. In May 2014, the Florida Agency for Health Care Administration implemented Florida’s Managed Medical Care Program. The Managed Medical Care Program requires Managed Medical Assistance Plans to provide transportation to their enrollees who have no other means of transportation available.

The Managed Medical Assistance Plans provide transportation services directly through their own network of transportation providers. According Chapter 2 of the Florida Agency for Health Care Administration Transportation Coverage, Limitations and Reimbursement Handbook, July 1997, “Medicaid is required by Chapter 427, Florida Statutes to purchase transportation services through the designated Community Transportation Coordinator, unless those services are not cost effective or the Community Transportation Coordinator does not coordinate Medicaid transportation services.”

Other barriers to the coordination of transportation services in Achua County include the following:

- low density, rural population residing in the non-urbanized area of Achua County limits the ability to multi-load vehicles; and
- various purchasing agency requirements for client transportation services (e.g., advance reservation requirements, maximum travel times, pick-up windows, etc. . . .).

4. Needs Assessment

United States Code Section 5310 Program

PROJECT	PROJECT YEAR	AREAS AFFECTED BY PROJECT	ESTIMATED COST	FUNDING SOURCE
Purchase one replacement vehicle.	2021/22	City of Gainesville Achua County	\$ 61,748.00	U.S.C. Section 5310 Program
			\$ 7,719.00	Florida Department of Transportation
			\$ 7,719.00	City of Gainesville
Continue providing transportation services to the elderly and disabled citizens in Gainesville.	2021/22	City of Gainesville Achua County	\$25,000.00	U.S.C. Section 5310 Program
			\$25,000.00	City of Gainesville

United States Code Section 5311 Program

PROJECT	PROJECT YEAR	AREAS AFFECTED BY PROJECT	ESTIMATED COST	FUNDING SOURCE
Provide transportation to residents living outside of the urbanized area.	2021/22	City of Gainesville Alachua County	\$385,540.00	U.S.C. Section 5311
			\$385,540.00	City of Gainesville

Rural Area Capital Equipment Support Grant

PROJECT	PROJECT YEAR	AREAS AFFECTED BY PROJECT	ESTIMATED COST	FUNDING SOURCE
Purchase two vehicles	2020/21	Alachua County	\$137,237.40	Rural Area Capital Equipment Support Grant
			\$ 15,248.60	MV Contract Transportation, Inc.

Trip & Equipment Grant

PROJECT	PROJECT YEAR	AREAS AFFECTED BY PROJECT	ESTIMATED COST	FUNDING SOURCE
Provide trips to transportation disadvantaged individuals.	2020/21	Alachua County	\$650,872.00	Transportation Disadvantaged Trust Fund Grant
			\$72,319.00	MV Contract Transportation, Inc.

Innovation and Service Development Grant

PROJECT	PROJECT YEAR	AREAS AFFECTED BY PROJECT	ESTIMATED COST	FUNDING SOURCE
Provide two shuttle routes (High Springs/Alachua and Archer/Newberry) to Santa Fe College Northwest Campus.	2020/21	Alachua County	\$54,554.00	Florida Commission for the Transportation Disadvantaged
			\$ 5,455.00	MV Contract Transportation, Inc.

Florida Department of Transportation

Capital & Operating Assistance Application

Federal Fiscal Year 2021 / State Fiscal Year 2022




49 U.S.C. Section 5310, CFDA 20.513

Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities

Agency Name:	Gainesville Regional Transit System
Applicant Type:	<input type="checkbox"/> New Applicant <input checked="" type="checkbox"/> Previous Applicant
Project Type(s):	<input checked="" type="checkbox"/> Capital <input type="checkbox"/> Operating <input type="checkbox"/> Mobility Management
Service Area(s):	<input type="checkbox"/> Large Urban <input checked="" type="checkbox"/> Small Urban <input type="checkbox"/> Rural

Applicant Information

		49 U.S.C. Section 5310, Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities: <i>GRANT APPLICATION</i>			
Agency (Applicant) Legal Name: Gainesville Regional Transit System			Physical Address (No P.O. Box): 34 SE 13 th Road		
Applicant Status: <input type="checkbox"/> First-time applicant <input checked="" type="checkbox"/> Returning applicant <i>A first-time applicant has not received any funding for the past two grant cycles</i>					
Applicant's County: Alachua If Applicant has offices in more than one county, list county where main office is located					
City:	State:	Zip + 4 Code:	Congressional District:		
Gainesville	FL	32601-0000	FL-003		
Federal Taxpayer ID Number: 59-60000325		Applicant's DUNS Number: <i>Unique 9-Digit number issued by Dun & Bradstreet. May be obtained free of charge at: http://fedgov.dnb.com/webform</i> 0105221590000			
Applicant Fiscal period start and end dates: <u>October 1, 2121</u> to <u>September 30, 2022</u> <i>State Fiscal period from: July 1, 2020 to June 30, 2021</i>					
Counties Served: Alachua <i>List the county or counties that will be served by the proposed project.</i>			Project's Service Area: <input type="checkbox"/> Large Urban <input checked="" type="checkbox"/> Small Urban <input type="checkbox"/> Non-Urban <i>Check all that apply.</i>		
Executive Director: Jesus M. Gomez			Grant Contact Person (if different than Executive Director): Millie Crawford and/or Margie Allen		
Telephone: 352-393-7860			Telephone: Crawford: 352-393-7826; Allen: 352-393-7819		
Fax: 352-334-3681			Fax: 352-334-3681		
E-mail Address: Gomezjm@cityofgainesville.org			Email Address: Crawfordma1@cityofgainesville.org or Allenma@cityofgainesville.org		
Current Vehicle Inventory Enter Number for ENTIRE Fleet in each category:	Sedans: 4	Vans: 0	MiniVans with Ramp: 0	Buses(Cutaways) 138/29	Buses (Medium Duty) 0
	Other: 8				N/A
Authorizing Representative certifying to the information contained in this application is true and accurate. Signature (Authorizing Representative): <u>Lee R. Feldman</u> Printed Name: <u>Lee R. Feldman</u> Title: <u>City Manager</u> Email Address: <u>feldmanlr@cityofgainesville.org</u> *Must attach a Resolution of Authority from your Board (original document) for the person signing ALL documents on behalf of your agency. See Exhibit B					

PART II - FUNDING REQUEST

Form A-1: Current System Description

- (a) Please provide a brief general overview of the organization type (i.e., government authority, private non-profit, etc.) including its mission, program goals, and objectives (Maximum 300 words).

The Regional Transit System (RTS) is a division of the City of Gainesville's Department of Transportation & Mobility and currently employs 217 drivers to operate a fleet of 133 diesel buses, 11 cut-a-way vans and five hybrid buses for a total of 149. As a city department, RTS administratively falls under the Department of Mobility director and the Gainesville City Commission. RTS's mission is to enhance the quality of life in our community by providing safe, courteous, equitable, reliable, and energy-efficient transportation services. Our vision is to be the transportation choice for the Gainesville metropolitan area. RTS recognizes, encourages and embraces diversity. RTS provides the City of Gainesville fixed route service Monday through Sunday and will provide effective and sustainable stewardship of the community's assets and resources and we will provide professional, reliable and courteous service. RTS contracts with MV Transportation to provide the ADA paratransit service to complement the fixed route as required by federal ADA law. MV Transportation is a private for-profit company and their CEO and board of directors oversee the administration of their company. In MV's role as the CTC, they are answerable to the Transportation Disadvantaged board and the Local Coordinating Board and the MTPO. MV Transportation is the Community Transportation Coordinator (CTC) for Alachua County. In an attempt to keep costs down, RTS leases 18 cut-a-ways to the CTC to provide ADA paratransit transportation.

- (a) Please provide information below:

Organizational structure (**attach an organizational chart at the end of this section**)

Total number of employees in organization RTS has 307 FTEs and MV has 36 employees

Total number of transportation-related employees in the organization All of RTS and MV employees are transportation related.

- Who is responsible for insurance, training, management, and administration of the agency's transportation programs? (Maximum 100 words)

RTS is under the City of Gainesville and is part of the Department of Mobility. RTS is insured through the City of Gainesville, which is self-insured and employs a third party claims adjuster. RTS provides driver training and vehicle maintenance. RTS requires every driver & supervisor maintain a current Commercial Driver's License (CDL). MV Transportation is self-insured. RTS has oversight over MV Transportation through provisions set forth in the ADA Paratransit contract; MV Transportation is responsible for training their drivers and provides the maintenance for their own vehicles and the ones provided by RTS. FDOT has oversight over RTS & MV's maintenance, safety and drug and alcohol programs.

(b) How are the operations of the transportation program currently funded? What are the sources of the funding (e.g., state, local, federal, private foundations, fares, other program fees)? Please provide details regarding each of the individual funding programs currently available to fund the transportation program. *Maximum 200 words*

Daily Bus Fare	\$336,553.28
Santa Fe College Transit Agreement	\$683,903.17
University of Florida Transit Agreement	\$9,262,821.03
Local Option Gas Tax	\$2,655,253.80
County Transit Agreement	\$767,079.00
General Fund Transfer	\$564,966.00
Total	\$14,270,576.28

How does your agency ensure that passengers are eligible recipients of 5310-funded transportation service? *Maximum 200 words*

RTS purchases paratransit and demand response trips from MV Transportation. The 5310 trips are separated out on a separate invoice. The riders that have ADA certification are listed as ADA certified. If they are a Senior the rider's birthdate is listed on the invoice proving their status as a senior. The ADA Transit Coordinator reviews the invoice monthly to ensure the ADA client's certification is current and that the seniors are at least 65 years old.

Please answer the below questions in the space provided below:

To what extent does your agency serve minority populations?

Is your agency minority-owned?

Maximum 200 words

As a city department RTS belongs to the citizens of Gainesville. RTS does not collect demographic data on our passengers because the gathering of such data could be viewed as discriminatory. RTS encourages, recognizes, and embraces diversity, therefore, with the exception of the students who pay over 50% of the RTS budget through student fees; most of the people that use RTS and ADA paratransit are low income individuals and the elderly because they lack the resources to procure privately owned transportation.

How many drivers (including contracted drivers) are utilized for 5310-funded transportation services?

All of MV's 17 drivers

How many drivers do you have?

○ Number of Full-Time Drivers RTS has 212 Full time drivers; MV has 17 Full time

○ Number of Part Time Drivers None

How many vehicles do you have that require a Commercial Driver's License (CDL) certified driver? RTS' entire fleet of 138 Buses require a CDL to drive

How many drivers are needed during peak service? 174 drivers

How many vehicles are needed during peak service? 116

Fully explain your transportation program:

- Service hours, planned service, routes and trip types;
- Staffing—include plan for training on vehicle equipment such as wheelchair lifts, etc.;
- Records maintenance—who, what methods, use of databases, spreadsheets etc.;
- Vehicle maintenance—who, what, when and where. Which services are outsourced (e.g., oil changes)? Include a section on how vehicles are maintained without interruptions in service
- System safety plan (5310 only agencies exempt)
- Drug-free workplace; and
- Data collection methods, including how data was collected to complete Form A-2.

*Note: If the applicant is a CTC, **relevant pages** of a TDSP and AOR containing the above information may be provided. **Please do not attach the entire plan or report.** If the applicant is a “5310 only agency,” relevant information from the TOP containing the above elements may be provided below*

RTS operates 41 city routes, 11 campus routes and five Later Gator routes. RTS now runs a Demand Response Flex Route on Gainesville’s East side using 3 cut-a-way vans. Also RTS provides a Tri-County Park and Ride service with 2 cut-a-ways. To alleviate parking problems on UF/Shands; RTS is running a very successful route using 3 cut-a-ways between Haile Planation and UF/Shands. Service starts as early as 5:15 AM and runs as late as 3:40 AM depending on the route. Later Gator routes run on Thursday, Friday and/or Saturday until 3:40 a.m. Sunday service runs 10 city routes from 9 a.m. to 6 p.m. Ridership continues to remain strong; in FY 19 the fixed route maintained strong ridership numbers providing 9,212,465 trips. The University of Florida, Santa Fe College and the City of Gainesville formed a partnership to include transit services in the College and University’s student fees. Currently RTS is providing the service during UF home football games for a \$10 round trip fee in order to provide the needed service to decrease drunken driving and game day traffic congestion. RTS is a city department under the Department of Mobility. RTS employees are city employees and all training is provided by RTS; to include drivers obtaining CDL licenses if needed. RTS maintains training files on all RTS employees and the City of Gainesville Human Resource department maintains personnel files on all RTS employees. RTS has a current System Safety plan and is in the process of updating the plan to the new Public Transportation Agency Safety Plan (PTASP) in accordance with FTA guidance to meet the April 2020 deadline. The City of Gainesville is a Drug Free workplace and monitors the RTS Drug and Alcohol program. The City Risk manager submits the MIS report and contacts Safety Sensitive personnel for random drug tests. RTS does all the maintenance on the RTS fixed route fleet in the RTS maintenance facility. The only maintenance work that is done off site is major collision damage requiring extensive body work. Program vehicle maintenance is scheduled and spares are used to cover the route when the vehicle is in the shop for service. RTS Operations has transitioned from FLEETNET to HASTAS. FLEETWATCH is still used by maintenance and tracks when oil needs to be changed and when PMIs are due so vehicles can be scheduled to be removed from routes for service.

RTS contracts with MV Transportation to provide ADA paratransit service. All ADA, 5310 and 5311 Demand Response transportation services are scheduled and dispatched by MV transportation. Fifty percent of the CTC’s trips are subscribed system-wide. Demand response transportation services are provided Monday through Friday from 6 a.m. until 8:30 p.m. and Saturday from 6 a.m. until 6:30 p.m. ADA Paratransit service is provided Monday through Friday from 6 a.m. until 8:30 p.m., Saturday from 6 a.m. to 6:30 p.m., and Sunday from 9 a.m. to 6 p.m. RTS provides the paratransit service for routes running after 9PM in the late night area until 3 am. A large portion of the transportation in Alachua County consists of seniors and disabled residents living in the rural parts of the County requiring service to the urban area either for medical reasons, employment or recreational activities. MV Transportation hires and trains their own drivers. MV maintains all personnel and training records on their employees. Driver training is tracked in books through the Avatar training method. MV Transportation is a drug free workplace and submits the MIS report thru the City of Gainesville and conducts the required random drug testing on all drivers. Drug testing is tracked through E-Screen background checks and tracked through MV Qualifications department. MV has a system safety plan and is in the process of updating the plan to the new PTASP. MV uses Trapeze and Lawson Enterprise for data collection. Maintenance Records are all automated through Fleet Focus. MV uses spares to rotate vehicles to perform required maintenance.

Form A-2: Fact Sheet

	Calculations ¹ (current system)	Current System	Calculations ¹ (if grant is awarded)	If Grant is Awarded (Estimates are acceptable)	
1	Number of total one-way trips served by the agency PER YEAR (for entire system). [*] Please include calculations.	MV provided 57,238 total trips. 41,301 Paratransit and 15,937 Demand Response. These totals were significantly lower due to the pandemic.	(a) MV provided 57,238 total trips. Paratransit and Demand Response	MV 57,238 X 3% = 1,717; 57,238 + 1717 = 58,955; Hopefully the pandemic will be brought under control and ridership will return to pre-Covid numbers	MV will potentially provide 58,955 Paratransit and Demand Response trips to pre-Covid Levels
2	Number of one-way passenger trips provided to seniors and individuals with disabilities PER YEAR . [*]	MV provided 41,301 Paratransit	(a) MV provided 41,301 Paratransit	MV 41,301 X 3% = 1239 41,301 + 1239 = 42,540;	MV will potentially provide 42,540 Paratransit
3	Number of individual senior and disabled clients (unduplicated) PER YEAR .	8,982 seniors and disabled clients	(b) 8,982 seniors and disabled clients	8,982 X 1% = 90 8,982 + 90 = 9,072	Estimate 9,072
4	Total number of vehicles used to provide service to seniors and individuals with disabilities.	29 cutaways + 2 turtle tops + 4 Mini-vans + 3 sedans	(c) 38 vehicles	6 cutaways + 2 turtle tops down for maintenance. Minivans and Sedans down for lack of Covid barriers	Same

¹ If a software program is used to obtain the required data for the fact sheet, please identify the source.

	Calculations ¹ (current system)	Current System	Calculations ¹ (if grant is awarded)	If Grant is Awarded (Estimates are acceptable)	
5	Number of 5310 vehicles used to provide service to seniors and individuals with disabilities eligible for replacement that have reached their useful life.	4 cutaways vehicles purchased with 5310 grant funds. 4 2016 Cutaways have exceeded 200,000 miles and will be 5 years old in 2021. All vehicles are multi-use.	(d) Replacement of 1 2012 cutaway vehicle.	1 cutaway vehicle	
6	Total fleet vehicle miles traveled to provide service to seniors and individuals with disabilities PER YEAR.	MV logged 753,387.1 which was down 25% from FY 19 due to Covid-19	(e) 753,387.1 for FY20. There was a 25% decrease in the number of miles traveled in FY 20 due to Pandemic	Estimate a conservative increase of 15% $753,387.1 \times 15\% = 113,008.0$ $753,387.1 + 113,008.0 = 866,395.1$	Estimate 866,395.1 for FY 21
7	Total number of square miles of service coverage.	875 Square Miles in Alachua County	(f) 875 Square Miles	Same	
8	Number of days that vehicles are in operation to provide service to seniors and individuals with disabilities AVERAGE PER YEAR.	7 Days	(g) 7 Days	7 Days	

	Calculations ¹ (current system)	Current System	Calculations ¹ (if grant is awarded)	If Grant is Awarded (Estimates are acceptable)
9 Number of hours of service AVERAGE PER DAY (24-hour period).	15 Hours	(h)15 Hours		Same
10 Number of hours of service PER YEAR.	RTS total 326,369 + MV total 28,402 = 354,771	(i)Total revenue hours for RTS and MV is 354,771. (Actual FY20 revenue hours.)	Service hours lower due to Covid 19	When service returns to normal then hours should increase
Posted hours of normal operation agency provides service to seniors and individuals with disabilities PER WEEK (This does not include non-scheduled emergency availability).		<i>M-W: 5 AM to 11:30 PM Th-F: 5 AM to 3:15 AM Saturday: 5:45AM to 3:15AM Sunday: 9AM to 6:30pM Total (WEEK): 130:15</i>		<i>M-W: 5 AM to 11:30 PM Th-F: 5 AM to 3:15 AM Saturday: 5:45AM to 3:15AM Sunday: 9AM to 6:30pM Total (WEEK): 130:15</i>

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

Form A-3: Proposed Project Summary

All Applicants

(a) How will the grant funding be used?

Check all that apply:

<input checked="" type="checkbox"/> Vehicle(s)→	<input type="checkbox"/> Expansion	<input checked="" type="checkbox"/> Replacement
<input type="checkbox"/> Equipment→	<input type="checkbox"/> Expansion	<input type="checkbox"/> Replacement
<input type="checkbox"/> Mobility Management		
<input type="checkbox"/> Preventative Maintenance		
<input type="checkbox"/> Operating→	<input type="checkbox"/> Expansion	<input type="checkbox"/> Continuing Service

In which geographic area(s) will the requested grant funds be used to provide service?

- Urban (UZA)
 Small Urban (SUZA)
 Rural

Complete the service area percentages for the geographic areas where the requested grant funds will be used to provide service

Example:

If your agency makes 500 trips per year and 100 of those trips are urban then:

100 UZA trips/ 500 total trips = .2 * 100 = 20% UZA service area

UZA	/	=	% UZA service area
SUZA	497 / 39,635	= 1.3%	% Small Urban service area
Rural	/	=	% Rural service area
Number of trips, revenue service hours, or revenue service miles within specified geographic area	Divided by	Total number of trips, revenue service hours, or revenue service miles	Equals Percentage of service within specified geographic area

Calculate the funding split for the geographic areas where the requested grant funds will be used to provide service.

UZA		X		=	\$
SUZA	\$77,185.00	X	100%	=	\$77,185.00
Rural		X		=	\$
Total amount requested		Multiplied by	Percentage of service within specified geographic area	Equals	Funding split

NOTE: When invoicing for operating projects, you must use the above funding split on your invoice summary forms.

Once you have determined the funding split between UZA, SUZA and Rural, you will need to calculate the match amount.

NOTE: Operating Assistance (50% Federal and 50% Local):

UZA		X	.5 Federal & .5 Local	=	\$	\$
SUZA		X	.5 Federal & .5 Local	=	\$	\$
Rural		X	.5 Federal & .5 Local	=	\$	\$
Funding Split		Multiplied by	.5 Federal & .5 Local	Equals	Federal	Local

NOTE: Capital Assistance (80% Federal, 10% State and 10% Local):

UZA		X	.8 Federal & .1 State & .1 Local	=	\$	\$	\$
SUZA	77,185.00	X	.8 Federal & .1 State & .1 Local	=	\$61,748	\$7,718	\$7,719
Rural		X	.8 Federal & .1 State & .1 Local	=	\$	\$	\$
Funding Split		Multiplied by	.8 Federal & .1 State & .1 Local	Equals	Federal	State	Local

How will the grant funding improve your agency's transportation service? Provide a general description of the project components to be funded via this agreement.

RTS plans to purchase a 23' Ford Cutaway van. The vehicle will be used to continue the existing level of service; it will not expand the current service area; overall prior to the pandemic, RTS and MV have seen increasing demand for ADA and demand response service. By replacing the vehicle, RTS and MV will be able to maintain the level of service which is currently offered while reducing fleet age. The wear and tear on paratransit vehicles is significant and keeping the fleet age down keeps the service running without break downs that could impact service quality.

Provide a description of the project location, please include at least one of the below. Use attachments if necessary:

- Transportation service geographical limits
- Maps
- Illustration/graphic of project area

The city limits of Gainesville and the small urban area surrounding the Gainesville City Limits. See attached Map.

Describe project components in detail. Please explain the challenges or difficulties that your agency will overcome if awarded these funds.

Will it be used to:

- Provide more hours of service?
- Expand service to a larger geographic area?
- Provide shorter headways?
- Provide more trips?
- To continue service or expand service?

The grant will be used to purchase a replacement vehicle, which will allow RTS to continue to provide paratransit and demand response service to the seniors and disabled citizens in the City of Gainesville and Alachua County. The vehicle will be used by RTS to provide service in the small urban areas. The vehicle will be used to continue the existing level of service; it will not expand the current service area. Prior to the pandemic, RTS and MV have seen increasing demand for ADA and demand response service. By replacing the vehicle, RTS and MV will be able to maintain the level of service, which is currently offered while reducing fleet age. Especially since more and more people are applying for and being awarded ADA certification. Additionally, Transportation Disadvantaged (TD) funding has been drastically reduced, leaving seniors and the disabled without access to transportation. This has created a shortfall of available funding to provide trips for the elderly and disabled residing in the small urban area surrounding the ADA service area. Though trip totals are down because of COVID-19 with MV only providing an average of 3440.00 trips monthly, we fully expect the totals to return to pre-Covid totals. TD funding was cut again, which will cause more trips to be shifted to 5310 and 5311 grants. ADA certification remains steady with 388,091 ADA trips provided by RTS on the fixed route. This is half of what it was last year but is due to the COVID pandemic no fares were taken and trips were not counted for 5 months. RTS expects trip totals to return to previous levels once the pandemic is brought under control.

If this grant is not fully funded, can you still proceed with your transportation program? Explain.

Under the ADA RTS will still be required to provide the service, but our ability to provide service for the elderly and disabled citizens of Alachua County will eventually be degraded. The Section 5310 funds are an integral part of maintaining the services described in the Form A-2 Fact Sheet. The ability to purchase vans, if only one a year, helps RTS keep the average fleet age at a manageable level. Without the infusion of a new vehicle every year the fleet would quickly exceed acceptable standard for fleet age and could potentially put RTS in violation of ADA requirements to maintain an average fleet age of 7 years or less. If awarded, the 5310 funds will be used to replace one of the 18 vehicles currently provided by RTS to the contracted local transportation coordinator, MV Transportation. The vehicle to be replaced is 5 years old and has miles.

All Non-CTC Applicants: Have you met with the CTC and, if so, how are you providing a service they cannot? Provide detailed information supporting this determination. *Applications submitted without the appropriate CTC coordination agreement may be rejected by FDOT. Grant awards will not be made without an appropriate coordination agreement.*

RTS contracts with the CTC for the provision of service. Coordination contract attached. The vehicle is being applied for the CTC's use.

Capital Requests Only

- (a) If this capital request includes equipment, please describe the purpose of the request.
- (b) If you are requesting a vehicle that requires a driver with a CDL:
 - Do you currently have an adequate number of CDL licensed drivers on staff to operate the requested vehicle(s)? If not, how will you ensure staffing needs are met?
- (c) If the requested vehicles or equipment will be used by a lessee or private operator under contract to the applicant agency, identify the proposed lessee/operator.
 - Include an equitable plan for distribution of vehicles/equipment to lessees and/or private operators.

RTS is replacing a vehicle that has met the useful life standards set forth by FTA regulations. RTS is requesting a cutaway van that does not require a CDL to operate. Even though the cutaway vehicles used to provide paratransit service do not require a CDL to operate, recruiting and keeping enough drivers to provide service continues to be a challenge and a significant limiting factor in the provision of ADA Paratransit and Demand Response service.

The cutaway van will be leased to MV Contract Transportation. They are Alachua County's CTC and RTS currently has a contract with them to provide ADA paratransit service, 5311 and 5310 trips for the elderly and disabled in Alachua County.

MV is the only provider of service RTS contracts with, therefore no plan for distribution of vehicles or equipment is needed.

Florida Department of Transportation

Capital & Operating Assistance Application


Federal Fiscal Year 2021 / State Fiscal Year 2022



49 U.S.C. Section 5310, CFDA 20.513 Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities

Agency Name:	Gainesville Regional Transit System
Applicant Type:	<input type="checkbox"/> New Applicant <input checked="" type="checkbox"/> Previous Applicant
Project Type(s):	<input type="checkbox"/> Capital <input checked="" type="checkbox"/> Operating <input type="checkbox"/> Mobility Management
Service Area(s):	<input type="checkbox"/> Large Urban <input checked="" type="checkbox"/> Small Urban <input type="checkbox"/> Rural

Applicant Information

		49 U.S.C. Section 5310, Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities:			
		GRANT APPLICATION			
Agency (Applicant) Legal Name: Gainesville Regional Transit System		Physical Address (No P.O. Box): 34 SE 13 th Road			
Applicant Status: <input type="checkbox"/> First-time applicant <input checked="" type="checkbox"/> Returning applicant <i>A first-time applicant has not received any funding for the past two grant cycles</i>					
Applicant's County: Alachua If Applicant has offices in more than one county, list county where main office is located					
City: Gainesville	State: FL	Zip + 4 Code: 32601-0000	Congressional District: FL-003		
Federal Taxpayer ID Number: 59-60000325		Applicant's DUNS Number: <i>Unique 9-Digit number issued by Dun & Bradstreet. May be obtained free of charge at: http://fedgov.dnb.com/webform</i> 0105221590000			
Applicant Fiscal period start and end dates: <u>October 1, 2121</u> to <u>September 30, 2022</u> <i>State Fiscal period from: July 1, 2020 to June 30, 2021</i>					
Counties Served: Alachua <i>List the county or counties that will be served by the proposed project.</i>			Project's Service Area: <input type="checkbox"/> Large Urban <input checked="" type="checkbox"/> Small Urban <input type="checkbox"/> Non-Urban <i>Check all that apply.</i>		
Executive Director: Jesus M. Gomez		Grant Contact Person (if different than Executive Director): Millie Crawford and/or Margie Allen			
Telephone: 352-393-7860		Telephone: Crawford: 352-393-7826; Allen: 352-393-7819			
Fax: 352-334-3681		Fax: 352-334-3681			
E-mail Address: Gomezjm@cityofgainesville.org		Email Address: Crawfordma1@cityofgainesville.org or Allenma@cityofgainesville.org			
Current Vehicle Inventory Enter Number for ENTIRE Fleet in each category:	Sedans: 4	Vans: 0	MiniVans with Ramp: 0	Buses(Cutaways) 138/29	Buses (Medium Duty) 0
	Other: 8				N/A
<p>Authorizing Representative certifying to the information contained in this application is true and accurate.</p> <p>Signature (Authorizing Representative): <u>Lee R. Feldman</u></p> <p>Printed Name: <u>Lee R. Feldman</u></p> <p>Title: <u>City Manager</u></p> <p>Email Address: <u>feldmanlr@cityofgainesville.org</u></p> <p>*Must attach a Resolution of Authority from your Board (original document) for the person signing ALL documents on behalf of your agency. See Exhibit B</p>					

PART II - FUNDING REQUEST

Form A-1: Current System Description

- (a) Please provide a brief general overview of the organization type (i.e., government authority, private non-profit, etc.) including its mission, program goals, and objectives (Maximum 300 words).

The Regional Transit System (RTS) is a division of the City of Gainesville's Department of Transportation & Mobility and currently employs 217 drivers to operate a fleet of 133 diesel buses, 11 cut-a-way vans and five hybrid buses for a total of 149. As a city department, RTS administratively falls under the Department of Mobility director and the Gainesville City Commission. RTS's mission is to enhance the quality of life in our community by providing safe, courteous, equitable, reliable, and energy-efficient transportation services. Our vision is to be the transportation choice for the Gainesville metropolitan area. RTS recognizes, encourages and embraces diversity. RTS provides the City of Gainesville fixed route service Monday through Sunday and will provide effective and sustainable stewardship of the community's assets and resources and we will provide professional, reliable and courteous service. RTS contracts with MV Transportation to provide the ADA paratransit service to complement the fixed route as required by federal ADA law. MV Transportation is a private for-profit company and their CEO and board of directors oversee the administration of their company. In MV's role as the CTC, they are answerable to the Transportation Disadvantaged board and the Local Coordinating Board and the MTPO. MV Transportation is the Community Transportation Coordinator (CTC) for Alachua County. In an attempt to keep costs down, RTS leases 18 cut-a-ways to the CTC to provide ADA paratransit transportation.

- (a) Please provide information below:

Organizational structure (**attach an organizational chart at the end of this section**)

Total number of employees in organization RTS has 307 FTEs and MV has 36 employees

Total number of transportation-related employees in the organization All of RTS and MV employees are transportation related.

- Who is responsible for insurance, training, management, and administration of the agency's transportation programs? (Maximum 100 words)

RTS is under the City of Gainesville and is part of the Department of Mobility. RTS is insured through the City of Gainesville, which is self-insured and employs a third party claims adjuster. RTS provides driver training and vehicle maintenance. RTS requires every driver & supervisor maintain a current Commercial Driver's License (CDL). MV Transportation is self-insured. RTS has oversight over MV Transportation through provisions set forth in the ADA Paratransit contract; MV Transportation is responsible for training their drivers and provides the maintenance for their own vehicles and the ones provided by RTS. FDOT has oversight over RTS & MV's maintenance, safety and drug and alcohol programs.

(b) How are the operations of the transportation program currently funded? What are the sources of the funding (e.g., state, local, federal, private foundations, fares, other program fees)? Please provide details regarding each of the individual funding programs currently available to fund the transportation program. *Maximum 200 words*

Daily Bus Fare	\$336,553.28
Santa Fe College Transit Agreement	\$683,903.17
University of Florida Transit Agreement	\$9,262,821.03
Local Option Gas Tax	\$2,655,253.80
County Transit Agreement	\$767,079.00
General Fund Transfer	\$564,966.00
Total	\$14,270,576.28

How does your agency ensure that passengers are eligible recipients of 5310-funded transportation service? *Maximum 200 words*

RTS purchases paratransit and demand response trips from MV Transportation. The 5310 trips are separated out on a separate invoice. The riders that have ADA certification are listed as ADA certified. If they are a Senior the rider's birthdate is listed on the invoice proving their status as a senior. The ADA Transit Coordinator reviews the invoice monthly to ensure the ADA client's certification is current and that the seniors are at least 65 years old.

Please answer the below questions in the space provided below:

To what extent does your agency serve minority populations?
 Is your agency minority-owned?

Maximum 200 words

As a city department RTS belongs to the citizens of Gainesville. RTS does not collect demographic data on our passengers because the gathering of such data could be viewed as discriminatory. RTS encourages, recognizes, and embraces diversity, therefore, with the exception of the students who pay over 50% of the RTS budget through student fees; most of the people that use RTS and ADA paratransit are low income individuals and the elderly because they lack the resources to procure privately owned transportation.

How many drivers (including contracted drivers) are utilized for 5310-funded transportation services?

All of MV's 17 drivers

How many drivers do you have?

- o Number of Full-Time Drivers RTS has 212 Full time drivers; MV has 17 Full time
- o Number of Part Time Drivers None

How many vehicles do you have that require a Commercial Driver's License (CDL) certified driver? RTS' entire fleet of 138 Buses require a CDL to drive

How many drivers are needed during peak service? 174 drivers

How many vehicles are needed during peak service? 116

Fully explain your transportation program:

- Service hours, planned service, routes and trip types;
- Staffing—include plan for training on vehicle equipment such as wheelchair lifts, etc.;
- Records maintenance—who, what methods, use of databases, spreadsheets etc.;
- Vehicle maintenance—who, what, when and where. Which services are outsourced (e.g., oil changes)? Include a section on how vehicles are maintained without interruptions in service
- System safety plan (5310 only agencies exempt)
- Drug-free workplace; and
- Data collection methods, including how data was collected to complete Form A-2.

*Note: If the applicant is a CTC, **relevant pages** of a TDSP and AOR containing the above information may be provided. **Please do not attach the entire plan or report.** If the applicant is a “5310 only agency,” relevant information from the TOP containing the above elements may be provided below*

RTS operates 41 city routes, 11 campus routes and five Later Gator routes. RTS now runs a Demand Response Flex Route on Gainesville’s East side using 3 cut-a-way vans. Also RTS provides a Tri-County Park and Ride service with 2 cut-a-ways. To alleviate parking problems on UF/Shands; RTS is running a very successful route using 3 cut-a-ways between Haile Planation and UF/Shands. Service starts as early as 5:15 AM and runs as late as 3:40 AM depending on the route. Later Gator routes run on Thursday, Friday and/or Saturday until 3:40 a.m. Sunday service runs 10 city routes from 9 a.m. to 6 p.m. Ridership continues to remain strong; in FY 19 the fixed route maintained strong ridership numbers providing 9,212,465 trips. The University of Florida, Santa Fe College and the City of Gainesville formed a partnership to include transit services in the College and University’s student fees. Currently RTS is providing the service during UF home football games for a \$10 round trip fee in order to provide the needed service to decrease drunken driving and game day traffic congestion. RTS is a city department under the Department of Mobility. RTS employees are city employees and all training is provided by RTS; to include drivers obtaining CDL licenses if needed. RTS maintains training files on all RTS employees and the City of Gainesville Human Resource department maintains personnel files on all RTS employees. RTS has a current System Safety plan and is in the process of updating the plan to the new Public Transportation Agency Safety Plan (PTASP) in accordance with FTA guidance to meet the April 2020 deadline. The City of Gainesville is a Drug Free workplace and monitors the RTS Drug and Alcohol program. The City Risk manager submits the MIS report and contacts Safety Sensitive personnel for random drug tests. RTS does all the maintenance on the RTS fixed route fleet in the RTS maintenance facility. The only maintenance work that is done off site is major collision damage requiring extensive body work. Program vehicle maintenance is scheduled and spares are used to cover the route when the vehicle is in the shop for service. RTS Operations has transitioned from FLEETNET to HASTAS. FLEETWATCH is still used by maintenance and tracks when oil needs to be changed and when PMIs are due so vehicles can be scheduled to be removed from routes for service.

RTS contracts with MV Transportation to provide ADA paratransit service. All ADA, 5310 and 5311 Demand Response transportation services are scheduled and dispatched by MV transportation. Fifty percent of the CTC’s trips are subscribed system-wide. Demand response transportation services are provided Monday through Friday from 6 a.m. until 8:30 p.m. and Saturday from 6 a.m. until 6:30 p.m. ADA Paratransit service is provided Monday through Friday from 6 a.m. until 8:30 p.m., Saturday from 6 a.m. to 6:30 p.m., and Sunday from 9 a.m. to 6 p.m. RTS provides the paratransit service for routes running after 9PM in the late night area until 3 am. A large portion of the transportation in Alachua County consists of seniors and disabled residents living in the rural parts of the County requiring service to the urban area either for medical reasons, employment or recreational activities. MV Transportation hires and trains their own drivers. MV maintains all personnel and training records on their employees. Driver training is tracked in books through the Avatar training method. MV Transportation is a drug free workplace and submits the MIS report thru the City of Gainesville and conducts the required random drug testing on all drivers. Drug testing is tracked through E-Screen background checks and tracked through MV Qualifications department. MV has a system safety plan and is in the process of updating the plan to the new PTASP. MV uses Trapeze and Lawson Enterprise for data collection. Maintenance Records are all automated through Fleet Focus. MV uses spares to rotate vehicles to perform required maintenance.

Form A-2: Fact Sheet

	Calculations ¹ (current system)	Current System	Calculations ¹ (if grant is awarded)	If Grant is Awarded (Estimates are acceptable)	
1	Number of total one-way trips served by the agency PER YEAR (for entire system).* Please include calculations.	MV provided 57,238 total trips. 41,301 Paratransit and 15,937 Demand Response. These totals were significantly lower due to the pandemic.	(a) MV provided 57,238 total trips. Paratransit and Demand Response	MV 57,238 X 3% = 1,717; 57,238 + 1717 = 58,955; Hopefully the pandemic will be brought under control and ridership will return to pre-Covid numbers	MV will potentially provide 58,955 Paratransit and Demand Response trips to pre-Covid Levels
2	Number of one-way passenger trips provided to seniors and individuals with disabilities PER YEAR .*	MV provided 41,301 Paratransit	(a) MV provided 41,301 Paratransit	MV 41,301 X 3% = 1239 41,301 + 1239 = 42,540;	MV will potentially provide 42,540 Paratransit
3	Number of individual senior and disabled clients (unduplicated) PER YEAR .	8,982 seniors and disabled clients	(b) 8,982 seniors and disabled clients	8,982 X 1% = 90 8,982 + 90 = 9,072	Estimate 9,072
4	Total number of vehicles used to provide service to seniors and individuals with disabilities.	29 cutaways + 2 turtle tops + 4 Mini-vans + 3 sedans	(c) 38 vehicles	6 cutaways + 2 turtle tops down for maintenance. Minivans and Sedans down for lack of Covid barriers	Same

¹ If a software program is used to obtain the required data for the fact sheet, please identify the source.

	Calculations ¹ (current system)	Current System	Calculations ¹ (if grant is awarded)	If Grant is Awarded (Estimates are acceptable)	
5	Number of 5310 vehicles used to provide service to seniors and individuals with disabilities eligible for replacement that have reached their useful life.	4 cutaways vehicles purchased with 5310 grant funds. 4 2016 Cutaways have exceeded 200,000 miles and will be 5 years old in 2021. All vehicles are multi-use.	(d) Replacement of 1 2012 cutaway vehicle.	1 cutaway vehicle	
6	Total fleet vehicle miles traveled to provide service to seniors and individuals with disabilities PER YEAR.	MV logged 753,387.1 which was down 25% from FY 19 due to Covid-19	(e) 753,387.1 for FY20. There was a 25% decrease in the number of miles traveled in FY 20 due to Pandemic	Estimate a conservative increase of 15% $753,387.1 \times 15\% = 113,008.0$ $753,387.1 + 113,008.0 = 866,395.1$	Estimate 866,395.1 for FY 21
7	Total number of square miles of service coverage.	875 Square Miles in Alachua County	(f) 875 Square Miles	Same	
8	Number of days that vehicles are in operation to provide service to seniors and individuals with disabilities AVERAGE PER YEAR.	7 Days	(g) 7 Days	7 Days	

	Calculations ¹ (current system)	Current System	Calculations ¹ (if grant is awarded)	If Grant is Awarded (Estimates are acceptable)
9 Number of hours of service AVERAGE PER DAY (24-hour period).	15 Hours	(h)15 Hours		Same
10 Number of hours of service PER YEAR.	RTS total 326,369 + MV total 28,402 = 354,771	(i)Total revenue hours for RTS and MV is 354,771. (Actual FY20 revenue hours.)	Service hours lower due to Covid 19	When service returns to normal then hours should increase
Posted hours of normal operation agency provides service to seniors and individuals with disabilities PER WEEK (This does not include non-scheduled emergency availability).		<i>M-W: 5 AM to 11:30 PM Th-F: 5 AM to 3:15 AM Saturday: 5:45AM to 3:15AM Sunday: 9AM to 6:30pM Total (WEEK): 130:15</i>		<i>M-W: 5 AM to 11:30 PM Th-F: 5 AM to 3:15 AM Saturday: 5:45AM to 3:15AM Sunday: 9AM to 6:30pM Total (WEEK): 130:15</i>

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

Form A-3: Proposed Project Summary

All Applicants

(a) How will the grant funding be used?

Check all that apply:

<input type="checkbox"/> Vehicle(s)→	<input type="checkbox"/> Expansion	<input type="checkbox"/> Replacement
<input type="checkbox"/> Equipment→	<input type="checkbox"/> Expansion	<input type="checkbox"/> Replacement
<input type="checkbox"/> Mobility Management		
<input type="checkbox"/> Preventative Maintenance		
<input checked="" type="checkbox"/> Operating→	<input type="checkbox"/> Expansion	<input checked="" type="checkbox"/> Continuing Service

In which geographic area(s) will the requested grant funds be used to provide service?

- Urban (UZA)
- Small Urban (SUZA)
- Rural

Complete the service area percentages for the geographic areas where the requested grant funds will be used to provide service

Example:

If your agency makes 500 trips per year and 100 of those trips are urban then:

100 UZA trips / 500 total trips = .2 * 100 = 20% UZA service area

UZA	/	=	% UZA service area
SUZA	497 / 39,635	= 1.3%	% Small Urban service area
Rural	/	=	% Rural service area
Number of trips, revenue service hours, or revenue service miles within specified geographic area	Divided by	Total number of trips, revenue service hours, or revenue service miles	Equals Percentage of service within specified geographic area

Calculate the funding split for the geographic areas where the requested grant funds will be used to provide service.

UZA		X		=	\$
SUZA	50,000	X	100%	=	\$50,000
Rural		X		=	\$
	Total amount requested	Multiplied by	Percentage of service within specified geographic area	Equals	Funding split

NOTE: When invoicing for operating projects, you must use the above funding split on your invoice summary forms.

Once you have determined the funding split between UZA, SUZA and Rural, you will need to calculate the match amount.

NOTE: Operating Assistance (50% Federal and 50% Local):

UZA		X	.5 Federal & .5 Local	=	\$	\$
SUZA	50,000	X	.5 Federal & .5 Local	=	\$25,000	\$25,000
Rural		X	.5 Federal & .5 Local	=	\$	\$
	Funding Split	Multiplied by	.5 Federal & .5 Local	Equals	Federal	Local

NOTE: Capital Assistance (80% Federal, 10% State and 10% Local):

UZA		X	.8 Federal & .1 State & .1 Local	=	\$	\$	\$
SUZA		X	.8 Federal & .1 State & .1 Local	=	\$	\$	\$
Rural		X	.8 Federal & .1 State & .1 Local	=	\$	\$	\$
	Funding Split	Multiplied by	.8 Federal & .1 State & .1 Local	Equals	Federal	State	Local

How will the grant funding improve your agency's transportation service? Provide a general description of the project components to be funded via this agreement.

The grant will be used to purchase trips from the Community Transportation Coordinator (CTC), which will aid RTS in providing paratransit service to the seniors and disabled citizens in the City of Gainesville and Alachua County. The trips will provide service from the urban to the rural area and vice-versa. Service levels were very low because of the COVID Pandemic and rider's fear of using public transportation. Trip levels are expected to return to pre-Covid levels and the demand for 5310 funds will be needed more than ever with the cut in TD funding. Previously the 5310 funds were used up quickly in order to meet the shortfall in TD trips and no other funding was available. In order to equably distribute 5310 trips over 12 months the monthly allocation was drastically reduced. This previously drove the percentage of trips down but with the pandemic curtailing travel the number of trips was even further drastically reduced. Once the current situation returns to a more normal status, the funding will be needed to resume pre-pandemic trip levels. Without these funds there will be a significant amount of unmet trip needs. So with the cuts in the Transportation Disadvantaged (TD) funds and restricted 5310 funding people will have to find other ways to get to appointments or not go at all.

Provide a description of the project location, please include at least one of the below. Use attachments if necessary:

- Transportation service geographical limits
- Maps
- Illustration/graphic of project area

The city limits of Gainesville and the small urban area surrounding the Gainesville City Limits. See attached Map.

Describe project components in detail. Please explain the challenges or difficulties that your agency will overcome if awarded these funds.

Will it be used to:

- Provide more hours of service?
- Expand service to a larger geographic area?
- Provide shorter headways?
- Provide more trips?
- To continue service or expand service?

The Section 5310 operating funds have become an integral part of maintaining the services described in Form A-2 Fact Sheet. If awarded, RTS will use the 5310 money to continue to purchase trips from MV Transportation, to ensure access to much needed transportation for our senior and disabled citizens in the City of Gainesville and Alachua County. Because of the Covid Pandemic the 5310 grant sponsored only 497 trips in FY20. It is expected that the need will increase as things return to normal and because of the TD funds being cut the demand will increase. Previously the demand was great enough that the funds would be completely utilized in 3 to 4 months if not rationed, we expect that will be the case again once Covid is brought under control. Demand response trips are provided the same days and times as the fixed route. The 5310 operating funds ensure transportation is made available to seniors and individuals with disabilities that otherwise would not have access to transportation. The 5310 operating funds allow RTS to go beyond the current ADA service area and maintain the trips that have been provided to the community for the last 10 years. While these funds allow RTS to expand our area of service, this is not an expansion of service but allows minimal service to continue to be provided in the unincorporated area. Gainesville is seeing a decrease in affordable housing and housing lower income individuals can afford tends to be in the more rural areas surrounding the City of Gainesville. This becomes problematic for people who depend on public transportation because most of transportation services are only offered within the Gainesville City limits. Therefore, the need for rural to urban transportation is more and more important to the elderly and disabled who tend to be lower income residents. The Transportation Disadvantaged (TD) funds are barely able to cover needed dialysis trips for individuals coming from the rural areas to go to the Dialysis centers located in the urban areas. This continues to seriously effect Alachua county trip options for the Seniors and the Disabled. The demand for trips for seniors and the disabled from the surrounding areas continues to increase and any funding made available would be utilized.

If this grant is not fully funded, can you still proceed with your transportation program? Explain.

Yes, but there will be an even high number of unmet trips without the 5310 funds once trip demand returns to pre-Covid levels. . With the cuts to the Transportation Disadvantaged funds, Gainesville and Alachua County senior and disabled citizens are at a significant disadvantage. . With transportation options being limited to the city limits of Gainesville and affordable housing being pushed further out the choice of transportation or housing is a constant problem for low income Seniors and individuals with disabilities. This is will be especially true in the urban fringe surrounding Gainesville. The ability of citizens to get a trip continues to decrease significantly and even with the grant funds provided by the 5310 grant there will be shortfalls in available transportation options. With the decreases in TD and other funding sources 5310 will be the only funding source options available to provide a few trips monthly.

All Non-CTC Applicants: Have you met with the CTC and, if so, how are you providing a service they cannot? Provide detailed information supporting this determination. *Applications submitted without the appropriate CTC coordination agreement may be rejected by FDOT. Grant awards will not be made without an appropriate coordination agreement.*

RTS contracts with the CTC to provide ADA Paratransit service, RTS does not compete with the CTC in the provision of service. Coordination contract attached.

Florida Department of Transportation
Capital & Operating Assistance Application
Federal Fiscal Year 2021 / State Fiscal Year 2022



49 U.S.C. Section 5311, CFDA 20.509
Formula Grants for Rural Areas

Agency Name:	City of Gainesville Regional Transit System
Project Type(s):	<input type="checkbox"/> Capital <input checked="" type="checkbox"/> Operating

Applicant Information

		49 U.S.C. Section 5311, Formula Grants for Rural Areas: GRANT APPLICATION			
Agency (Applicant) Legal Name: Regional Transit System		Physical Address (No P.O. Box): 34 SE 13 th Rd			
Applicant Status: <input type="checkbox"/> First-time applicant <input checked="" type="checkbox"/> Returning applicant <i>A first-time applicant has not received any funding for the past two grant cycles</i>					
Applicant's County: Alachua If Applicant has offices in more than one county, list county where main office is located					
City: Gainesville	State: FL	Zip + 4 Code: 36606	Congressional District: FL-003		
Federal Taxpayer ID Number: 59-60000325		Applicant's DUNS Number: <i>Unique 9-Digit number issued by Dun & Bradstreet. May be obtained free of charge at: http://fedgov.dnb.com/webform</i> 0105221590000			
Applicant Fiscal period start and end dates: <u>October 1, 2121</u> to <u>September 30, 2022</u> <i>State Fiscal period from: July 1, 2020 to June 30, 2021</i>					
Project's Service Area: <i>List the county or counties that will be served by the proposed project.</i> Alachua					
Executive Director: Jesus M. Gomez		Grant Contact Person (if different than Executive Director): Millie Crawford and/or Margie Allen			
Telephone: 352-393-7860		Telephone: 352-393-7826 or 352-393-7819			
Fax: 352-334-3681		Fax: 352-334-3681			
E-mail Address: Gomezjm@cityofgainesville.org		Email Address: Allenma@cityofgainesville.org Crawfordma1@cityofgainesville.org			
Current Vehicle Inventory Enter Number for ENTIRE Fleet in each category:	Sedans: 4 Other: 8	Vans: 0	MiniVans with Ramp: 	Buses(Cutaways) 134/29	Buses (Medium Duty) N/A 4
Authorizing Representative certifying to the information contained in this application is true and accurate. Signature (Authorizing Representative) _____ Printed Name: <u>Jesus M. Gomez</u> Title: <u>Transit Director</u> Email Address: Gomezjm@cityofgainesville.org *Must attach a Resolution of Authority from your Board (original document) for the person signing ALL documents on behalf of your agency. See Exhibit B					

PART II - FUNDING REQUEST

Form A-1: Current System Description

Please provide a brief general overview of the organization type (i.e., government authority, private non-profit, etc.) including its mission, program goals, and objectives (Maximum 300 words).

The Regional Transit System (RTS) is a division of the City of Gainesville’s Department of Mobility and currently is authorized 217 driver position to operate a fleet of 133 diesel buses, 11 cut-a-way vans and five hybrid buses for a total of 149. As a city department, RTS administratively falls under the Department of Mobility director and the Gainesville City Commission. RTS’s mission is to enhance the quality of life in our community by providing safe, courteous, equitable, reliable, and energy-efficient transportation services. Our vision is to be the transportation choice for the Gainesville metropolitan area. RTS recognizes, encourages and embraces diversity. RTS provides the City of Gainesville fixed route service Monday through Sunday and will provide effective and sustainable stewardship of the community’s assets and resources and we will provide professional, reliable and courteous service. RTS contracts with MV Transportation to provide the ADA paratransit service to complement the fixed route as required by federal ADA law. MV Transportation is a private for-profit company and their CEO and board of directors oversee the administration of their company. In MV’s role as the CTC, they are answerable to the Transportation Disadvantaged board and the Local Coordinating Board and the MTPO. MV Transportation is the Community Transportation Coordinator (CTC) for Alachua County. In an attempt to keep costs down, RTS leases 18 cut-a-ways to the CTC to provide ADA paratransit transportation.

Please provide information below:

Organizational structure (***attach an organizational chart at the end of this section***)

Total number of employees in organization RTS has 307 FTEs and MV has 36 employees

Total number of transportation-related employees in the organization All of RTS employees and all of MV’s Employees are transportation related

Who is responsible for insurance, training, management, and administration of the agency’s transportation programs? (Maximum 100 words)

RTS is under the City of Gainesville and is part of the Department of Mobility. RTS is insured through the City of Gainesville, which is self-insured and employs a third party claims adjuster. RTS provides driver training and vehicle maintenance. RTS requires every driver & supervisor maintain a current Commercial Driver’s License (CDL). MV Transportation is self-insured. RTS has oversight over MV Transportation through provisions set forth in the ADA Paratransit contract; MV Transportation is responsible for training their drivers and provides the maintenance for their own vehicles and the ones provided by RTS. FDOT has oversight over RTS & MV’s maintenance, safety and drug and alcohol programs.

How are the operations of the transportation program currently funded? What are the sources of the funding (e.g., state, local, federal, private foundations, fares, other program fees)? (Maximum 200 words)

Daily Bus Fare	\$336,553.28
Santa Fe College Transit Agreement	\$683,903.17
University of Florida Transit Agreement	\$9,262,821.03
Local Option Gas Tax	\$2,655,253.80
County Transit Agreement	\$767,079.00
General Fund Transfer	\$564,966.00
Total	\$14,270,576.28

Fully explain your transportation program:

- Service hours, planned service, routes and trip types;
- Staffing—include plan for training on vehicle equipment such as wheelchair lifts, etc.;
- Records maintenance—who, what methods, use of databases, spreadsheets etc.;
- Vehicle maintenance—who, what, when and where. Which services are outsourced (e.g., oil changes)? Include a section on how vehicles are maintained without interruptions in service
- System safety plan;
- Drug-free workplace; and
- Data collection methods, including how data was collected to complete Exhibit A-2.

*Note: If the applicant is a Community Transportation Coordinator (CTC), **relevant pages** of a Transportation Disadvantaged Service Plan (TDSP) and AOR containing the above information may be provided. **Please do not attach entire documents.***

RTS operates 41 city routes, 11 campus routes and five Later Gator routes. RTS now runs a Demand Response Flex Route on Gainesville's East side using 3 cut-a-way vans. To alleviate parking problems on UF/Shands; RTS is running a very successful route using 3 cut-a-ways between Haile Plantation and UF/Shands. Service starts as early as 5:15 AM and run as late as 3:40 AM depending on the route and the day. Later Gator routes run on Thursday, Friday and/or Saturday until 3:40 a.m. Sunday service runs 10 city routes from 8:45 a.m. to 6 p.m. Ridership has dropped due to the Covid pandemic; the fixed route numbers dropped significantly due to UF and Santa Fe closing and requiring students to take classes on line. RTS only provided 5,601,437 trips in FY 20. RTS' partnership with the University of Florida (UF), Santa Fe College and the City of Gainesville which included transit services in the College and University's student fees was beneficial to all concerned until the pandemic shut the Colleges down and therefore, adversely affected RTS ridership. RTS did not provide service during UF home football games at UF request, affecting ridership and revenue. RTS is a city department under the Department of Mobility. RTS employees are city employees and all training is provided by RTS; to include drivers obtaining CDL licenses if needed. RTS maintains training files on all RTS employees and the City of Gainesville Human Resource department maintains personnel files on all RTS employees. RTS has updated System Safety plan to the new Public Transportation Agency Safety Plan (PTASP) in accordance with FTA guidance and meet the April 2020 deadline. The City of Gainesville is a Drug Free workplace and monitors the RTS Drug and Alcohol program. The City Risk manager submits the MIS report and has the RTS safety officer monitor and contact the Safety Sensitive personnel for random drug tests. RTS does all the maintenance on the RTS fixed route fleet in the RTS maintenance facility. The only maintenance work that is done off site is major collision damage requiring extensive body work. Program vehicle maintenance is scheduled and spares are used to cover the route when the vehicle is in the shop for service. RTS Operations has implemented HASTAS to track RTS driver's schedules and route bids. FLEETWATCH is still used by maintenance and tracks when oil needs to be changed and when PMIs are due so vehicles can be scheduled to be removed from routes for service.

RTS contracts with MV Transportation to provide ADA paratransit service. All ADA, 5310 and 5311 Demand Response transportation services are scheduled and dispatched by MV transportation. Fifty percent of the CTC's trips are subscribed system-wide. Demand response transportation services are provided Monday through Friday from 6 a.m. until 8:30 p.m. and Saturday from 6 a.m. until 6:30 p.m. Paratransit service is provided Monday through Friday from 6 a.m. until 8:30 p.m., Saturday from 5:15 a.m. until 6:30 p.m., and Sunday from 9 a.m. to 6 p.m. RTS provides the paratransit service for routes running after 9PM in the late night area until 3:40 am. A large portion of the transportation in Alachua County consists of seniors and disabled residents living in the rural parts of the County requiring service to the urban area either for medical reasons, employment or recreational activities. MV Transportation hires and trains their own drivers. MV maintains all personnel and training records on their employees. Driver training is tracked in books through the Avatar training method. MV Transportation is a drug free workplace and submits the MIS report thru the City of Gainesville and conducts the required random drug testing on all drivers. Drug testing is tracked through E-Screen background checks and tracked through MV Qualifications department. MV has updated their system safety plan to the new PTASP. MV uses Trapeze and Lawson Enterprise for data collection. MV does most all their own maintenance work on site. The only maintenance performed offsite is warranty work and collision repair. Maintenance records are all automated through Fleet Focus. MV uses spares to rotate vehicles to perform required maintenance.

Form A-2: Fact Sheet

	Calculations ¹ (current system)	Current System	Calculations ¹ (if grant is awarded)	If Grant is Awarded (Estimates are acceptable)
1 Number of total one-way trips served by the agency PER YEAR. *	MV provided 57,238 total trips. 41,301 Paratransit and 15,937 Demand Response. These totals were significantly lower due to the pandemic.	(a) MV provided 57,238 total trips. Paratransit and Demand Response	MV 57,238 X .03 = 1,717; 57,238 + 1,717 = 58,955; Hopefully the pandemic will be brought under control and ridership will return to pre-Covid numbers	MV will potentially provide 58,955 Paratransit and Demand Response trips to pre-Covid Levels
2 Number of individuals served unduplicated (first ride per fiscal year) PER YEAR. **	The Trapeze database contains 28,916 clients of which 8,982 are ADA clients	(b) 28,916, a 1.6% decrease (Actual FY20 Elderly and Disabled clients)	28,916 X .03 = 867 28,916 + 867 = 29,783	29,783 estimated clients
3 Number of vehicles used for this service ACTUAL.	29 cutaways + 2 turtle tops + 4 Mini-vans + 3 sedans	(c) 38 vehicles	6 cutaways + 2 turtle tops down for maintenance. Minivans and Sedans down for lack of Covid barriers	Same
4 Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	343/38 = 9.0	(d) 9 Amb Seats		Same

1 If a software program is used to obtain the required data for the fact sheet, please include the source of the data, i.e., Trapeze).

	Calculations (current system)	Current System	Calculations (if grant is awarded)	If Grant is Awarded (Estimates are acceptable)	
5	Number of wheelchair positions AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	62/38 = 1.6 WC positions	(e) 1.6 WC positions	Same	
6	Vehicle miles traveled. PER YEAR	MV logged 753,387.1 which was down 25% from FY 19 due to Covid-19	(f) 753,387.1 for FY20. There was a 25% decrease in the number of miles traveled in FY 20 due to Pandemic	The hope is that ridership will return to levels before the pandemic. Estimate a conservative increase of 15% $753,387.1 \times 15\% = 113,008.0$ $753,387.1 + 113,008.0 =$ 866,395.1	Estimate 866,395.1 for FY 21
7	Average vehicle miles. PER DAY	MV traveled 2,081.1 which was down 25% from FY 19 due to Covid-19	(g) 2,081.1 miles per day	Estimate a conservative increase of 15% $2,081.1 \times 15\% = 312.1$ $2,081.1 + 312.1 = 2,393.2$	Estimate 2,393.2 miles per day in FY21
8	Normal vehicle hours in operation. PER DAY	15 hours	(h) 15 Hours	Same	
9	Normal number of days in operation. PER WEEK	7 days	(i) 7 days	Same	
8	Trip length (roundtrip). AVERAGE	60 minutes	(j) 60 minutes	Same	

The information listed should be specific to the Section 5311 funds and not agency wide.

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

** The unduplicated riders are for current year and the subsequent year once the grant is awarded

Form A-3: Proposed Project Description

(a) How will the grant funding improve your agency's transportation service? Provide detail.

Will it be used to:

- Provide more hours of service?
- Expand service to a larger geographic area?
- Provide shorter headways?
- Provide more trips?
- Replace existing equipment?
- Purchase additional vehicles/equipment?

Also, highlight the challenges or difficulties that your agency will overcome if awarded these funds.

The grant funds will not provide more hours of service or expand the service to a larger geographic area. But without the 5311 grant funds, RTS' will not be able provide service to the Alachua County citizens in the rural areas. The grant will be used to purchase trips to provide transportation to people living in the rural areas surrounding Gainesville and the small cities in Alachua County. Without the 5311 grant funds these citizens would have very limited access to transportation. Other than the 5311 funds, Transportation Disadvantaged (TD) funds are the only funding source for transportation into the rural areas. These funds are very limited and would have to be prioritized without the 5311 funds. RTS and MV are seeing an increasing demand for demand response service. Especially since more and more people living in the rural area are utilizing public transportation to seek dialysis treatment. This grant request is for operational funds and therefore, no vehicles or equipment will be purchased. Since the rural areas of Alachua provide the option of cheaper housing, the more financially fragile households are living in the rural areas and finding themselves somewhat isolated and in need of access to transportation. Without 5311 funds these citizens would possibly forgo medical treatment until it was critical and therefore would be sicker when finally going in for treatment and costing the system more. The 5311 funds helps these individuals access the medical care they need before they find themselves in a critical medical condition and needing urgent care.

If a grant award will be used to maintain services as described in Form A-1, specifically explain how it will be used in the context of total service. Make sure to include information on how the agency will maintain adequate financial, maintenance, and operating records and comply with FTA reporting requirements including information for the Annual Program of Projects Status Reports, Milestone Activity Reports, NTD reporting, DBE reports etc.

Without the 5311 funds service to Rural Alachua county would be limited to TD trips and would most likely be prioritized to primarily dialysis trips only. RTS and MV currently submit NTD reports to the FTA monthly. Every three years RTS under goes a Triennial inspection by the FTA and FDOT. RTS has the staff and the equipment to comply with all Federal and FDOT reporting requirements. In 2020 RTS underwent a FDOT inspection which ensured RTS was in compliance with all Federal and State reporting requirements. Because of COVID-19 the FTA Triennial was rescheduled for January 2021. This grant package contains the RTS funding sources as well as the current RTS budget to show that RTS is fiscally sound and has adequate financial resources to meet the grant requirements. RTS annually submits Milestone activity reports. NTD reports and DBE reports. These reports show that RTS is in compliance with all State and Federal reporting requirements.

If this grant is not fully funded, can you still proceed with your transportation program? Explain.

RTS can and will provide ADA paratransit service to the citizens of the City of Gainesville. But citizens in the rural areas of the county will have their access to transportation severely limited and will have to find other methods of transportation to get them into Gainesville or to the other small cities in Alachua County. MV Transportation utilizes TD funds to provide service to citizens residing in the rural areas but TD funding has been severely curtailed and MV's ability to provide service has been primarily restricted to dialysis treatment. Citizens needing access to employment, school or food will be restricted to the limited TD funding. Unless 5311 funds are available to fill in the gaps.

All Non-CTC Applicants: Have you met with the CTC and, if so, how are you providing a service they cannot? Provide detailed information supporting this determination. *Applications submitted without the appropriate CTC coordination agreement may be rejected by FDOT. Grant awards will not be made without an appropriate coordination agreement.*

Alachua County's CTC is a for profit company, MV Contract Transportation. Currently RTS has a contract (See Attached contract) with MV to provide ADA service. RTS is not requesting to provide service but is trying to facilitate MV's ability as a for profit company who cannot apply for FTA grant funding the ability to provide transportation services to the rural residents of Alachua County.

This coordination agreement must be enforced the entire time of the grant (vehicle life or operating PTGA expiration).



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

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

March 3, 2021

TO: Alachua County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: MV Contract Transportation, Inc. Operations Reports

RECOMMENDATION

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


BACKGROUND

Attached are the following reports:

1. Alachua County Transportation Disadvantaged Service Plan Standards Report:
 - On-time performance
 - Complaints
 - Call hold time
 - Accidents
 - Roadcalls
2. MV Contract Transportation, Inc. Operations Report;
3. Transportation Disadvantaged Program Status Report; and
4. Unmet Transportation Needs Report.

Attachments

T:\Lynn\TD2021\Alachua\Memos\opsreportsmarch.doc



We provide freedom.

Alachua County Local Coordinating Board
December 9, 2020

MV Transportation
Community Transportation Coordinator

Katherine McClary Award

- James Fields
- 4th Quarter 2020
- Above and Beyond
- The Katherine McClary Award Program is a program that recognizes MVT vehicle operators throughout North America, who continually demonstrate a commitment to safety and for providing the standard of excellence MVT delivers to our clients.



Katherine McClary Award

- **Sabrina Lundy**
- **Annual 2020**
- **Dedication**
 - The Katherine McClary Award Program is a program that recognizes MVT vehicle operators throughout North America, who continually demonstrate a commitment to safety and for providing the standard of excellence MVT delivers to our clients.



Changing of the Guard

- **Gary Luke**
 - New GM
 - Effective 04/11/2021
 - OM 1 year
 - Clay Co. CTC GM
 - 30 years Mgmt. exp.



Alachua County EOC



Driver Recruiting Efforts

Successful Driving Earns You:

- \$800 – 6 months successful revenue service
- \$200 – successful completion of training
- \$1000 after 6 months!

Successful Driver You Refer Earns You:

- \$100 – Completion of training
- \$100 – 180 days successful revenue service



New Driver Training



Trip Volume

**2019 Calendar Year: 78,209
Completed Trips**

**2020 Calendar Year: 52,201
Completed Trips (33%
decline)**

November 2019 – 5,536	November 2020 – 3,596 35% Decline
December 2019 – 5,238	December 2020 – 4,100 22% Decline
January 2020 – 5,908	January 2021 – 3,899 34% Decline



Wage Initiatives

City of Gainesville – Living Wage Discussion

MV Starting Wage - \$10.50

***Proposed Starting Wage - \$13.00
(25% Wage Analysis)***

Rate Calculation Model – Effective 07/01/2021



TD Evening Service

Curtailed TD Service : September 1, 2020

Changed Hours: Last Pickup Window: 5:00 – 5:30 PM

Proposed Change Effective: Monday, April 5

Change Last Pickups: M-F 8:00 – 8:30 PM, Sat. 6:00 – 6:30 PM

Telephone Announcements 1 Week Before Implementation

Subsequent TDSP amendment next meeting





Preventable Vehicle Accident Outline
247 Consecutive Days
W/O Preventable Accident
05/27/2020 – 01/29/2021

- January – 1 (<\$1000, fixed objects)
- February – 1 (<\$1000, fixed objects)



JANUARY SAFETY FOCUS

- Following Distance
- Left Turns
- Winter Fog & Rain

FEBRUARY SAFETY FOCUS

- Right Turns
- ADA Sensitivity
- Wheelchair Securement



SAFETY INITIATIVES COVID – CDC Guidelines



SAFETY INITIATIVES Wheelchair Securement



SAFETY INITIATIVES

Wheelchair Securement



ALERT: REMEMBER TO SECURE PROPERLY

The safety of our passengers is the most critical aspect of our work, and the securing of mobility devices on our buses are some of the most important activities we perform on a daily basis. We need to make sure we are securing mobility devices utilizing the **4-DOWN, 3-AROUND** method.



4. DOWN

Always ensure a full 4-point tie-down when securing the mobility device with in the bus and strive for a 45 degree tie-down angle when possible.

3. AROUND

Effective securement of a passenger involves proper safety, both lap and shoulder belts and necessary for proper passenger safety. Make sure the belt is not twisted and the lower section rest comfortably across the hipbone and the shoulder belt is set properly over the shoulder.



Safety Board



Commission for the Transportation Disadvantaged Innovation and Service Development Grant



Santa Fe College EXTRA Shuttle
EXpress Transportation to Rural Areas

Began 08/24. There are currently two routes scheduled. As in previous years, one route serves High Springs and Alachua. The second route is new and began Jan. 6 for the Spring semester serving Hawthorne.

The EXTRA Shuttle is supported by a grant from the Florida Commission for the Transportation Disadvantaged.



Inspiration Board



Operating Statistics

- Consistent On Time Performance – 90% Goal
- November - 96.82%
- December – 97.45%
- January – 96.88%

- Accidents – Outline in previous slide
- Call Hold Times – Well under standard
- Road Calls - Well under standard

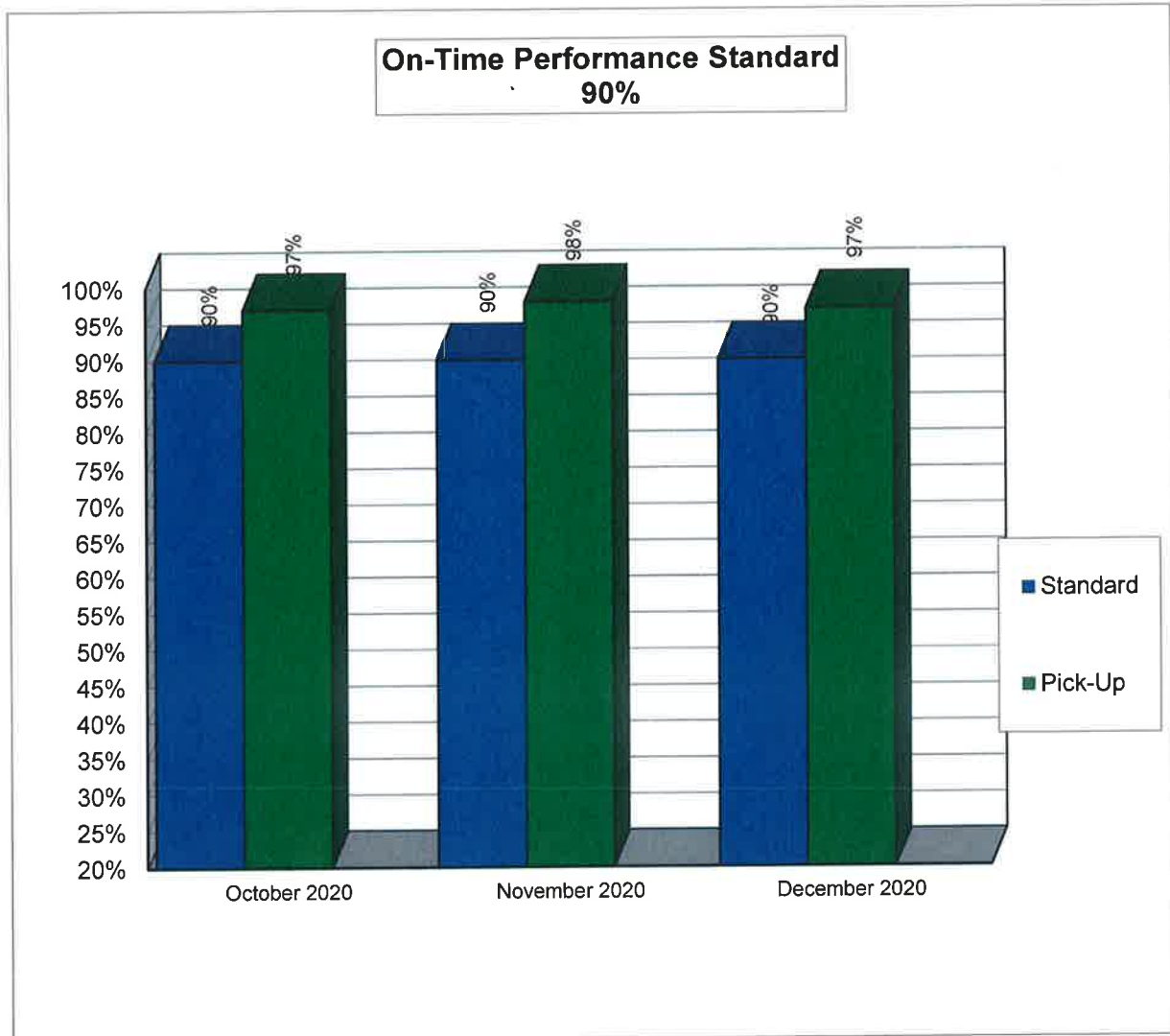
- Valid Complaints – Well under standard of 3/1000 trips
- November – 0/3596
- December – 0/4100
- January – 1/3899



We provide freedom.

© 2018 MV Transportation, Inc. All rights reserved.

TRANSPORTATION DISADVANTAGED SERVICE PLAN
STANDARDS OF PERFORMANCE
ALACHUA COUNTY
OCTOBER - DECEMBER 2020

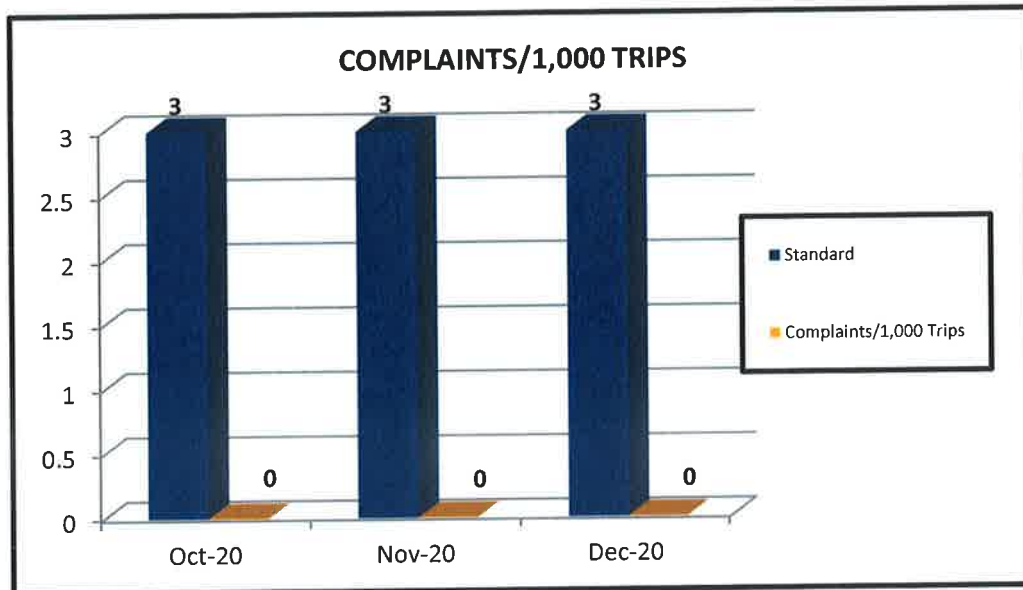


Source: MV Contract Transportatio, Inc. On-Time Analysis

TRANSPORTATION DISADVANTAGED SERVICE PLAN STANDARDS

ALACHUA COUNTY, OCTOBER - DECEMBER 2020

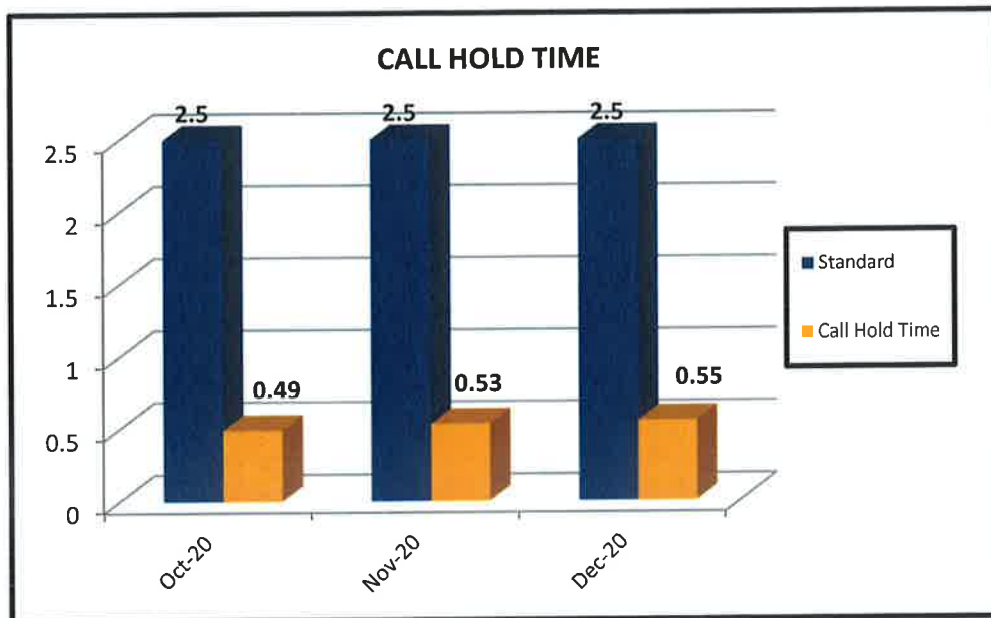
MONTH	STANDARD	COMPLAINTS/1,000 TRIPS
Oct-20	3	0
Nov-20	3	0
Dec-20	3	0



Source: MV Contract Transportation, Inc. Operations Report

TRANSPORTATION DISADVANTAGED SERVICE PLAN STANDARDS ALACHUA COUNTY, OCTOBER - DECEMBER 2020

MONTH	STANDARD	CALL HOLD TIME
Oct-20	2.5	0.49
Nov-20	2.5	0.53
Dec-20	2.5	0.55

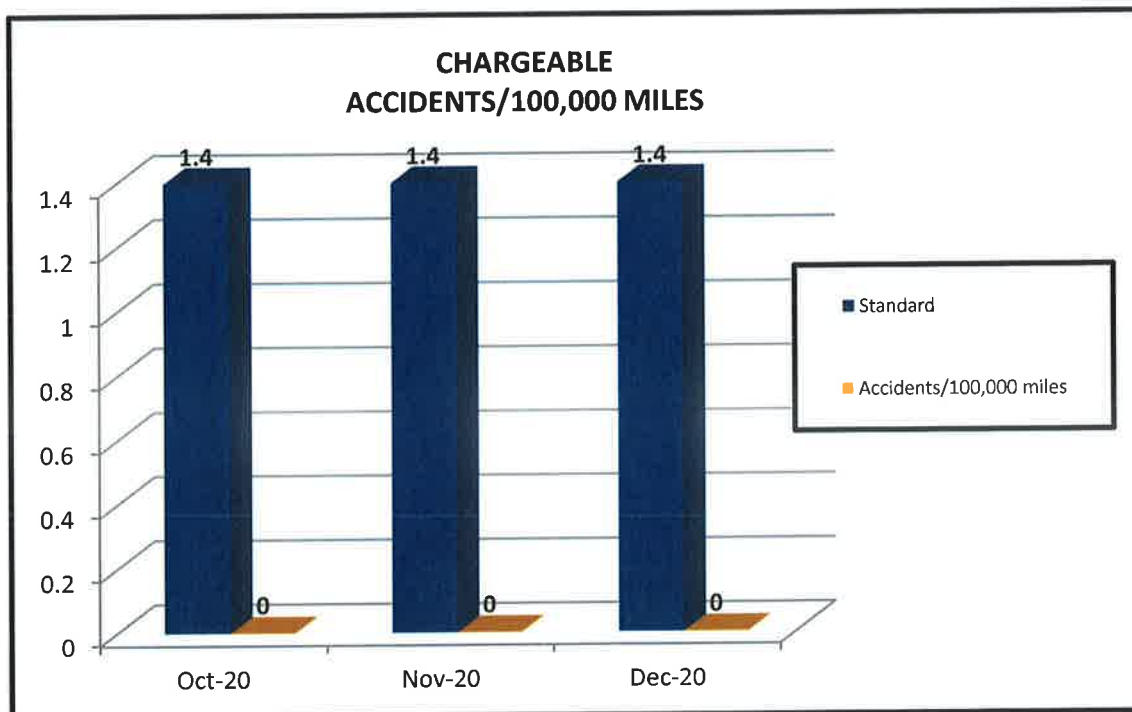


Source: MV Contract Transportation, Inc. Operations Report

TRANSPORTATION DISADVANTAGED SERVICE PLAN STANDARDS

ALACHUA COUNTY OCTOBER 2020 - DECEMBER 2020

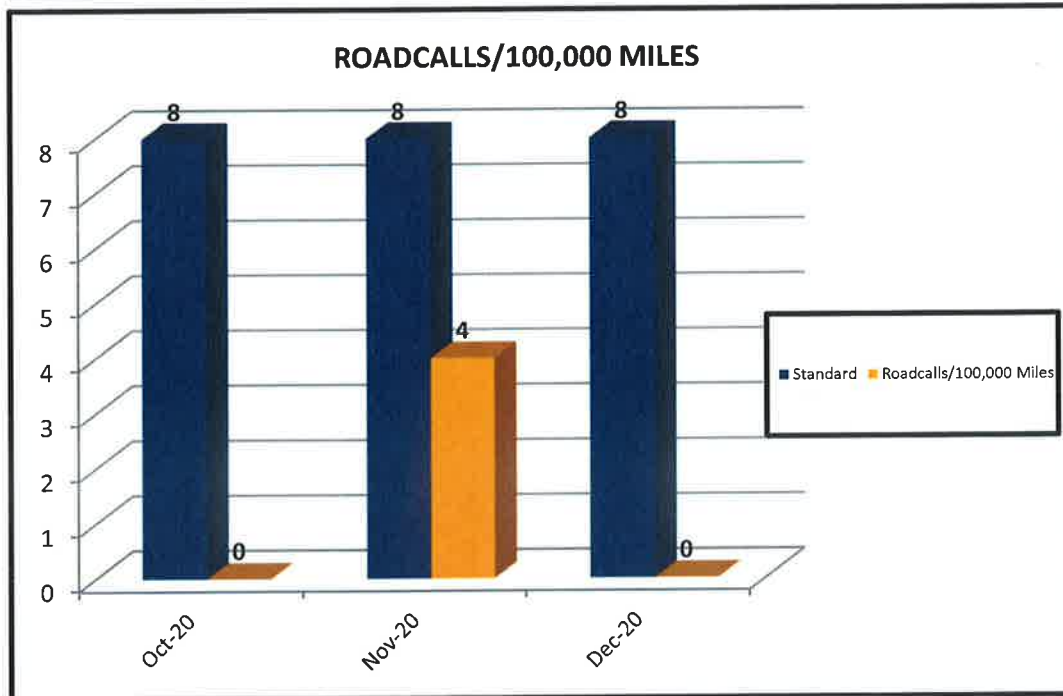
MONTH	STANDARD	CHARGEABLE ACCIDENTS/100,000 MILES
Oct-20	1.4	0
Nov-20	1.4	0
Dec-20	1.4	0



Source: MV Contract Transportation, Inc. Operations Report

**TRANSPORTATION DISADVANTAGED
SERVICE PLAN STANDARDS
ALACHUA COUNTY, OCTOBER - DECEMBER 2020**

MONTH	STANDARD	ROADCALLS/100,000 MILES
Oct-20	8	0
Nov-20	8	4
Dec-20	8	0



Source: MV Contract Transportation, Inc. Operations Report

2020-2021 OPERATING DATA	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Total No Trips Invoiced	4,721	4,326	4,016	4,556	3,596	4,100	3,899					
Florida Managed Medical Care Program (Medicaid)	0	0	0	0	0	0	0					
Transportation Disadvantaged Program	867	729	729	965	773	849	823					
City of Gainesville ADA Service	3,653	3,389	2,978	3,250	2,549	2,976	2,697					
Florida Department of Transportation 5311	51	49	92	61	65	83	90					
Florida Department of Transportation 5310	18	12	21	21	28	23	25					
Alachua County	89	93	81	127	98	129	131					
ElderCare of Alachua County, Inc.	43	42	40	62	29	36	48					
Innovation and Service Development Grant	0	12	75	70	54	4	85					
Total Vehicle Miles	59,956	54,324	52,757	59,296	46,180	53,542	48,447					
Total Vehicle Hours	3,706	3,294	3,184	3,463	2,827	3,187	2,923					
Average Miles per Trip	13	13	13	13	13	13	12					
Number of Passenger No Shows	241	254	305	233	222	197	190					
Number Trips Denied	0	0	0	1	0	0	0					
Chargeable Accidents	0	0	0	0	0	0	0					
RoadCalls	0	1	0	0	4	0	2					
Complaints	1/4,721 trips	0/4,326 trips	0/4,016 trips	1/4,55 trips	0/3,596 trips	0/4,100 trips	1/3,899 trips					
Commendations	5	4	3	5	4	3	5					
Telephone Calls	6,849	5,783	5,186	5,611	5,101	5,259	4,816					
Average Call On-Hold Time	0.51	0.37	0.49	0.53	0.53	0.55	1.1					

TD PROGRAM STATUS REPORT	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21
TD Applications Approved	20	13	26	25	14	16	18
TD Applications Denied	1	1	0	1	0	0	0
Bus Pass Applications Received	0	0	0	0	0	0	0
Number of Bus Passes sponsored by the TDTF	0	0	0	0	0	0	0
Applicants at or below 100% of the Federal Poverty Level	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Number of TD Trips that can be Provided Daily	54	54	54	54	54	54	54
Average Number of TD Trips Performed Daily	32	28	29	36	34	33	33
Total Number of TD Trips Provided during the Month	867	729	729	965	773	849	823
TD Trip Priorities Used (Yes or No)	No	No	No	No	No	No	No
Number of Dialysis Saturday Trips Provided	50	76	53	75	63	57	71
Number of Other Saturday Trips Provided	14	29	20	34	16	14	27
Number of Non-Emergency Stretcher Trips Provided (Not sponsored by Medicaid)	0	0	0	0	0	0	0

**ALACHUA COUNTY
UNMET TRANSPORTATION NEEDS
OCTOBER_2020**

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Client was exposed to, had symptoms or was ill with COVID-19.	0
TD Application was denied due to not meeting the income criteria. Applicant's income exceeded the limit.	0
Out of County Trip Request	1
Other	0
TOTALS	1

**ALACHUA COUNTY
UNMET TRANSPORTATION NEEDS
NOVEMBER_2020**

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Client was exposed to, had symptoms or was ill with COVID-19.	0
TD Application was denied due to not meeting the income criteria. Applicant's income exceeded the limit.	0
Out of County Trip Request	0
Other	0
TOTALS	0

**ALACHUA COUNTY
UNMET TRANSPORTATION NEEDS
DECEMBER_2020**

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Client was exposed to, had symptoms or was ill with COVID-19.	0
TD Application was denied due to not meeting the income criteria. Applicant's income exceeded the limit.	0
Out of County Trip Request	0
Other	0
TOTALS	0

**ALACHUA COUNTY
UNMET TRANSPORTATION NEEDS
JANUARY_2021**

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Client was exposed to, had symptoms or was ill with COVID-19.	0
TD Application was denied due to not meeting the income criteria. Applicant's income exceeded the limit.	0
Out of County Trip Request	0
Other	0
TOTALS	0

ATTENDANCE RECORD

**ALACHUA COUNTY
TRANSPORTATION DISADVANTAGED
COORDINATING BOARD**

MEMBER/ORGANIZATION	NAME	11/13/19	2/12/20	6/3/20	9/9/20
Chair	Commissioner Charles Chestnut, IV	P	A	P	P
Florida Department of Transportation	Janell Damato	P	P	P	A
Alternate Member	Christina Nalsen	P	A	A	P
Florida Department of Children and Families	John Wisker	P	P	A	P
Alternate Member	Louella Teague	A	A	A	A
Agency for Health Care Administration	Deweese Ogden	P	P	P	P
Alternate Member	Vacant				
Florida Department of Education	Jeff Aboumrad	P	P	P	P
Alternate Member	Vacant				
Florida Department of Elder Affairs	Jeff Lee	P	A	P	P
Alternate Member	Nick Hauzer	P	P	A	A
Florida Agency for Persons with Disabilities	Sylvia Bamburg				
Alternate Member	Vacant				
Public Education	Vacant				
Alternate Member	Vacant				
Citizen Advocate	James East	P	P	P	P
Alternate Member	Vacant				
Citizen Advocate-User	Vacant				
Alternate Member	Vacant				
Elderly	Marie Small				P
Alternate Member	Vacant				
Veterans	Albert H. Linden, Jr.	A	P	P	P
Alternate Member	Vacant				
Persons with Disabilities	Vacant				
Alternate Member	Vacant				
Central Florida Community Action Agency	Tiffany McKenzie	P	P	P	P
Alternate Member	Charles J. Harris	A	A	A	A
Children at Risk	Cinton Alford	A	A	A	A
Alternate Member	Morris Sherman				A
Mass Transit	Jesus Gomez	A	A	A	A
Alternate Member	Mildred Crawford	P	P	P	P
Regional Workforce Board	Vacant				
Alternate Member	Vacant				
Private Transit Industry	Vacant				
Alternate Member	Vacant				

ATTENDANCE POLICY: According to Chapter I, Section III, Subsection 4 of the Coordinating Board bylaws:
 "The Metropolitan Transportation Planning Organization shall review and consider rescinding the appointment of any voting member of the Board who fails to attend three consecutive meetings."

