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December 29, 2014

TO: Dixie County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Meeting Announcement

The Dixie County Transportation Disadvantaged Coordinating Board will meet **Thursday, January 8, 2015 at 1:00 p.m.** in the County Commission Meeting Room located in the Dixie County Courthouse at 214 NE Hwy 351, Cross City, Florida. All Board members are encouraged to attend this meeting.

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

Attachments

t:\lynn\td2015\dixie\memos\jan.docx

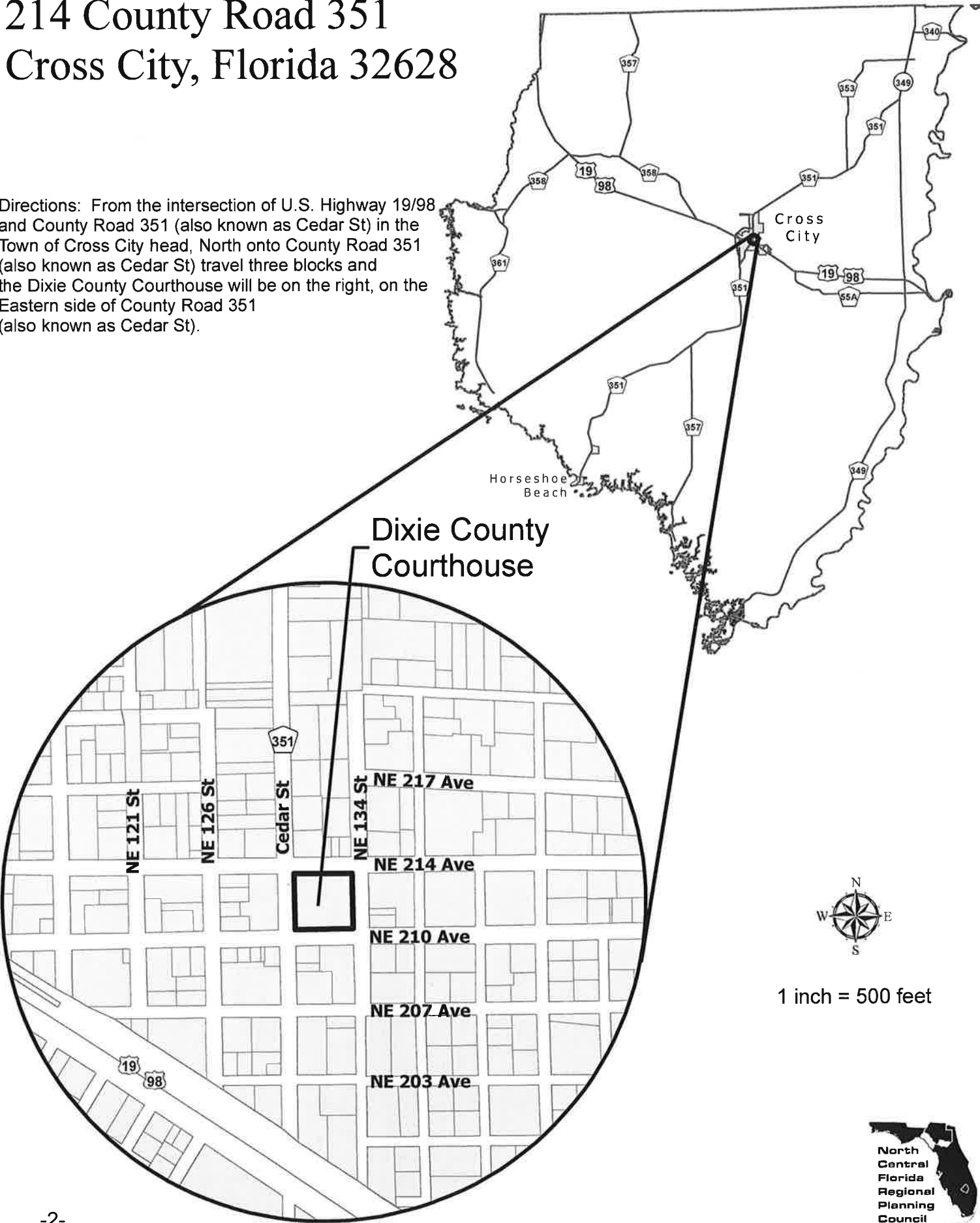
Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

Dixie County Courthouse

214 County Road 351

Cross City, Florida 32628

Directions: From the intersection of U.S. Highway 19/98 and County Road 351 (also known as Cedar St) in the Town of Cross City head, North onto County Road 351 (also known as Cedar St) travel three blocks and the Dixie County Courthouse will be on the right, on the Eastern side of County Road 351 (also known as Cedar St).





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**DIXIE COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD
MEETING ANNOUNCEMENT AND AGENDA**

County Commissioners' Meeting Room
Dixie County Courthouse
Cross City, Florida

Thursday
January 8, 2015
1:00 p.m.

I. BUSINESS MEETING – CALL TO ORDER

- A. Invocation**
- B. Pledge of Allegiance**
- C. Introductions**
- D. Approval of the Meeting Agenda** **ACTION REQUIRED**
- E. Approval of the October 2, 2014 Minutes** **Page 7** **ACTION REQUIRED**

II. NEW BUSINESS

- A. Dixie County Transportation Disadvantaged Service Plan Amendments** **Page 11** **ACTION REQUIRED**
The Board needs to review and approve amendments to the Dixie County Transportation Disadvantaged Service Plan
- B. Appoint Grievance Committee** **Page 53** **ACTION REQUIRED**
The Chair needs to appoint five Board members to the Grievance Committee
- C. Rural Area Capital Assistance Program Grant Awards** **Page 55** **NO ACTION REQUIRED**
Enclosed is information concerning the Rural Area Capital Assistance Program Grant awards

D. Operations Reports

Page 59 NO ACTION REQUIRED

III. OTHER BUSINESS

A. Comments

1. Members

2. Citizens

IV. FUTURE MEETING DATES

A. April 2, 2015 at 1:00 p.m.

B. July 2, 2015 at 1:00 p.m.

C. October 1, 2015 at 1:00 p.m.

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

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

**DIXIE COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEMBER/REPRESENTING	ALTERNATE/REPRESENTING
Commissioner Jason Holifield Local Elected Official/Chair	Not Applicable
Sandra Collins Florida Department of Transportation	Janell Damato Florida Department of Transportation
Brad Seeling Florida Department of Children and Families	Vacant Florida Department of Children and Families
Vacant Florida Department of Education	Jeff Aboumrad Florida Department of Education
Casey Ladd Florida Department of Elder Affairs	Alicia M. Fowler Florida Department of Elder Affairs
Alana McKay Florida Agency for Health Care Administration	Andrew Singer Florida Agency for Health Care Administration
Vacant Regional Workforce Board	Vacant Regional Workforce Board
Vacant Florida Association for Community Action Term ending June 30, 2017	Vacant Florida Association for Community Action Term ending June 30, 2017
Tim Alexander Public Education	Vacant Public Education
Jerry Prater Veterans Term ending June 30, 2017	Vacant Veterans Term ending June 30, 2017
Vacant Citizen Advocate Term ending June 30, 2015	Vacant Citizen Advocate Term ending June 30, 2015
Vacant Citizen Advocate - User Term ending June 30, 2015	Vacant Citizen Advocate - User Term ending June 30, 2015
Vacant Persons with Disabilities Term ending June 30, 2015	Vacant Persons with Disabilities Term ending June 30, 2015
Betty Touma - Vice Chair Elderly Term ending June 30, 2017	Vacant Elderly Term ending June 30, 2017
Vacant Medical Community Term ending June 30, 2016	Vacant Medical Community Term ending June 30, 2016
Tonya Hiers Children at Risk Term ending June 30, 2016	Brooke Ward Children at Risk Term ending June 30, 2016
Vacant Private Transit Term ending June 30, 2016	Vacant Private Transit Term ending June 30, 2016

**DIXIE COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD
MEETING MINUTES**

Courtroom A
Dixie County Courthouse
Cross City, Florida

Thursday
October 2, 2014
1:00 p.m.

VOTING MEMBERS PRESENT

Tonya Hiers, Early Childhood Services Representative
Casey Ladd, Florida Department of Elder Affairs Representative
Alana McKay, Florida Agency for Health Care Administration - Medicaid
Jerry Prater, Veteran Representative
Betty Touma, Elderly representative, Vice-Chair
Angie White representing Jeff Aboumrad, Florida Department of Education Representative

VOTING MEMBERS ABSENT

Commissioner Jason Holifield, Chair
Tim Alexander, Public Education
Sandra Collins, Florida Department of Transportation
Brad Seeling, Florida Department of Children and Families

OTHERS PRESENT

Matthew Pearson, Suwannee River Economic Council

STAFF PRESENT

Lynn Godfrey, North Central Florida Regional Planning Council

I. BUSINESS MEETING CALL TO ORDER

Vice-Chair Touma called the meeting to order at 1:00 p.m. due to the absence of Chairman Holifield.

A. Invocation

Mr. Jerry Prater gave the invocation.

B. Pledge of Allegiance

Vice-Chair Touma led the Board in reciting the Pledge of Allegiance.

C. Introductions

Ms. Godfrey stated that Ms. Angie White is representing Mr. Jeff Aboumrad as the Florida Department of Education Representative.

The Board welcomed Ms. White.

D. Approval of the Meeting Agenda

ACTION: Alana McKay moved to approve the meeting agenda. Tonya Hiers seconded; motion passed unanimously.

E. Approval of the September 2, 2014 Meeting Minutes

ACTION: Casey Ladd moved to approve the September 2, 2014 meeting minutes. Alana McKay seconded; motion passed unanimously.

II. NEW BUSINESS

A. Community Transportation Coordinator Annual Performance Evaluation

Ms. Lynn Godfrey, North Central Florida Regional Planning Council, said the Board is required to annually evaluate Suwannee River Economic Council's performance as the Dixie County Community Transportation Coordinator. She said Suwannee River Economic Council's draft annual performance evaluation is included in the meeting materials. She said there are no findings or recommendations.

The Board reviewed the draft performance evaluation.

ACTION: Tonya Hiers moved to approve Suwannee River Economic Council's annual performance evaluation. Angie White seconded; motion passed unanimously.

B. Rural Area Capital Assistance Program Grant Application

Ms. Godfrey stated that Suwannee River Economic Council has applied for Rural Area Capital Assistance Program Grant funds. She said this grant program is administered by the Florida Commission for the Transportation Disadvantaged. She explained that grant funds awarded by this program can be used to address capital transportation needs in rural areas of the State and eligible applicants are designated Community Transportation Coordinators.

Ms. Godfrey said the Board needs to review and approve Suwannee River Economic Council's grant application.

ACTION: Angie White moved to approve Suwannee River Economic Council's application for Rural Area Capital Assistance Program Grant funds. Alana McKay seconded; motion passed unanimously.

C. 2013/14 Annual Operations Report

Ms. Godfrey stated that Suwannee River Economic Council is required to submit an annual operations report to the Florida Commission for the Transportation Disadvantaged by September 15 of each year. She said the Fiscal Year 2013/14 Annual Operations Report is included in the meeting materials for the Board's review.

The Board reviewed the Fiscal Year 2013/14 Annual Operations Report.

D. Operations Reports

Ms. Godfrey stated that the operations reports are included in the meeting packet for the Board's review. She said there is no action required on this agenda item.

The Board reviewed the operations reports.

III. OTHER BUSINESS

A. Comments

1. Members

There were no member comments.

2. Citizens

There were no citizen comments.

IV. FUTURE MEETING DATES

Vice-Chair Touma stated that the next meeting of the Board is scheduled for January 8, 2015 at 1:00 p.m.

ADJOURNMENT

The meeting adjourned at 1:40 p.m.

Coordinating Board Chair

Date



II.A

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December 29, 2014

TO: Dixie County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Dixie County Transportation Disadvantaged Service Plan Amendments

RECOMMENDATION

Approve the Dixie County Transportation Disadvantaged Service Plan amendments.

BACKGROUND

Projects selected for funding under Moving Ahead for Progress in the 21st Century (MAP-21) Act programs must be derived from a Coordinated Public Transit-Human Services Transportation Plan. The Plan must be developed through a process that includes representatives of public, private, and nonprofit transportation and human services providers and participation by the public.

In addition, according to the Florida Administrative Code 41-2.011(6):

“In cooperation with the local Coordinating Board, the Community Transportation Coordinator shall review all applications for local government, federal and state transportation disadvantaged funds submitted from or planned for use in their designated service area.”

Attached are draft amendments to the Dixie County Transportation Disadvantaged Service Plan that meet the Federal and State requirements. Also, attached are Suwannee River Economic Council's applications for U.S.C. Section 5311 and 5339 grant funds.

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

Attachments

t:\lynn\td2015\dixie\memos\tdspamendgrantapps.docx

3. Barriers to Coordination

Lack of agency knowledge of Chapter 427, Florida Statutes and its requirements is a barrier to coordination. More education of the Transportation Disadvantaged Program and benefits of the coordinated transportation system is needed for agencies that provide transportation to their clients. The Florida Commission for the Transportation Disadvantaged could assist in this effort by requesting that State agencies that purchase transportation services for their clients educate their district and local offices of Florida's Transportation Disadvantaged Program.

Increasing Florida's Transportation Disadvantaged Program requirements is a potential barrier to coordination because increasing requirements add to the cost of transportation services. If transportation services can be purchased at a lesser cost outside of the coordinated system, agencies may choose to do so.

4. Needs Assessment

U.S.C. Section 5311 Grant Program

PROJECT	PROJECT YEAR	LOCATION	ESTIMATED COST	FUNDING SOURCE
<u>Provide transportation services for the transportation disadvantaged.</u>	<u>2015/16</u>	<u>Dixie County</u>	<u>\$115,000</u> <u>\$115,000</u>	<u>U.S.C. Section 5311</u> <u>Suwannee River</u> <u>Economic Council</u>

U.S.C. Section 5311 ARRA Grant Program

PROJECT	PROJECT YEAR	LOCATION	ESTIMATED COST	FUNDING SOURCE
Construction of maintenance facilities for van repairs, cleaning and safety inspections.	2009/10	Bradford, Dixie, Gilchrist and Lafayette Counties	\$150,000	U.S.C. Section 5311 ARRA

U.S.C. Section 5339 Grant Program

PROJECT	PROJECT YEAR	LOCATION	ESTIMATED COST	FUNDING SOURCE
<u>Purchase one vehicle</u>	<u>2015/16</u>	<u>Dixie County</u>	<u>\$70,000</u>	<u>U.S.C. Section 5339</u>

Rural Area Capital Assistance Program

PROJECT	PROJECT YEAR	LOCATION	ESTIMATED COST	FUNDING SOURCE
<u>Purchase scheduling software upgrade and mobile data terminals.</u>	<u>2014/15</u>	<u>Bradford, Dixie, Gilchrist and Lafayette Counties</u>	<u>\$31,500</u> <u>\$3,500</u>	<u>Rural Area Capital Assistance Program Grant</u> <u>Suwannee River Economic Council</u>

Transportation Disadvantaged Trust Fund Grant

PROJECT	PROJECT YEAR	LOCATION	ESTIMATED COST	FUNDING SOURCE
<u>Provide trips to transportation disadvantaged individuals.</u>	<u>2014/15</u>	<u>Dixie County</u>	<u>\$189,434</u> <u>\$21,048</u>	<u>Transportation Disadvantaged Trust Fund</u> <u>Suwannee River Economic Council</u>

5. Goals, Objectives and Strategies

GOAL I: **Coordinate all transportation disadvantaged services that are funded with local, state and/or federal government funds.**

OBJECTIVE: Identify agencies that receive local, state and/or federal government transportation funds that are not coordinated through the Community Transportation Coordinator.

Strategy a: Identify agencies in Dixie County that receive local, state and/or federal funds to transport clients or purchase vehicles.

Strategy b: Contact agencies to obtain information about coordination opportunities.

Strategy c: Determine whether a purchase of service contract, coordination contract or subcontract should be executed with the identified agencies to coordinate the transportation services that are being provided.

GOAL II: **Identify unmet transportation needs in Dixie County.**

OBJECTIVE: Identify unmet transportation needs and discuss ways to meet these needs at each local Coordinating Board meeting.

Strategy: The Community Transportation Coordinator shall report quarterly the number and types of transportation services that are requested which it is unable to provide.

Suwannee River Economic Council, Inc.

Post Office Box 70

Live Oak, Florida 32064

SKMS
LFG
SD

DIXIE COUNTY

**5311 OPERATING ASSISTANCE
APPLICATION**



Suwannee River Economic Council, Inc.
Post Office Box 70
Live Oak, Florida 32064

ADMINISTRATIVE OFFICE - PHONE (386) 362-4115
FAX (386) 362-4078
E-Mail: mattpearson@suwanneec.net

**REQUIRED
COVER LETTER
(On Agency Letterhead)**

**STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
GRANT APPLICATION**

Suwannee River Economic Council, Inc. submits this Application for the Section 5311 Program Grant and agrees to comply with all assurances and exhibits attached hereto and by this reference made a part thereof, as itemized in the Checklist for Application Completeness.

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

This Application is submitted on this 12th day of December, 2014 with two (2) original resolutions or certified copies of the original resolution authorizing Matt Pearson, Executive Director (Name & Title) to sign this Application.

Agency Name

By Matt Pearson Date 12/5/14

Title Executive Director

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RESOLUTION NUMBER: 092914 - Dixie County

THIS RESOLUTION of the Suwannee River Economic Council, Inc. (hereinafter the "Applicant") authorizes the below named designee on behalf of the Applicant, to sign and submit grant application(s) required supporting documents, certifications and assurances to the Florida Department of Transportation, to accept grant award(s) from and to execute and administer related joint participation agreement(s) with the Florida Department of Transportation, and to purchase vehicles and/or equipment and/or expend grant funds pursuant to grant award(s).


WHEREAS, the Applicant desires to and has the fiscal and managerial capability, matching funds and legal authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended, including but not limited to 49 U.S.C Sections 5310 and 5311, where applicable.

NOW, THEREFORE BE IT RESOLVED BY THE APPLICANT:


1. The above recitals are true and correct and are incorporated herein as if fully set forth in the body of this Resolution.
2. This resolution applies to Federal Program(s) under 49 U.S.C. Section(s) Section 5311.
3. The submission of grant application(s) required supporting documents, certifications and assurances to the Florida Department of Transportation is approved.
4. Matt Pearson, Executive Director or his/her duly appointed successor in title is hereby designated and authorized to on behalf of the Applicant, sign and submit application(s) and all required supporting documents, give all required certifications and assurances, accept grant award(s) from and execute and administer related joint participation agreement(s) with the Florida Department of Transportation, purchase vehicles/equipment and/or expend grant funds pursuant to a grant award, unless and until this authorization is specifically rescinded and written notice thereof is sent by certified mail, return receipt requested, to and received by the Florida Department of Transportation at the following address:
Attention: Doreen Joyner-Howard, AICP, District Modal Development Manager, Florida Department of Transportation, 2198 Edison Avenue, MS 2812, Jacksonville, FL 32204-2730.
5. N/A is also hereby designated and authorized to sign requests for Joint Participation Agreement Time Extensions as my be required.

The foregoing resolution was **DULY PASSED, ADOPTED AND** became **EFFECTIVE** at a duly called and convened meeting of the Applicant held on the 29th day of September, 2014.

By:


 (Original Signature, Chairman of the Board)
 Richard Tillis, President

ATTEST:

 (Stamp corporate seal here :)
 (Original Signature, Clerk/Secretary)
 Oleatha Harris, Secretary

**Forms B-1 and B-2:
OPERATING AND
ADMINISTRATIVE
EXPENSE & REVENUES;
GRANT REQUEST**

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

FORM B-1
TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE
EXPENSES

Name of Applicant: Suwannee River Economic Council, Inc. Dixie

State Fiscal period requesting funding for, from July 1, 2015 **to** June 30, 2016

EXPENSE CATEGORY	TOTAL EXPENSE	FTA ELIGIBLE EXPENSE
Labor (501)	\$ 99,375	\$ 99,375
Fringe and Benefits (502)	\$ 43,261	\$ 43,261
Services (503)	\$ 18,227	\$ 18,227
Materials and Supplies (504)	\$ 34,880	\$ 34,880
Vehicle Maintenance (504.01)	\$ 24,000	\$ 24,000
Utilities (505)	\$ 11,617	\$ 11,617
Insurance (506)	\$ 13,351	\$ 13,351
Licenses and Taxes (507)	\$ 329	\$ 329
Purchased Transit Service (508)		
Miscellaneous (509)	\$ 17,006	\$ 17,006
Leases and Rentals (512)	\$ 17,860	\$ 17,860
Depreciation (513)		
TOTAL	\$ 279,906	\$ 279,906 (a)

SECTION 5311 GRANT REQUEST

Total FTA Eligible Expenses (from Form B-1, above) \$ 279,906 (a)

Rural Passenger Fares (from Form B-2) \$ 0 (b)

Operating Deficit \$ 279,906 (c)
 [FTA Eligible Expenses (a) minus Rural Passenger Fares (b)]

Section 5311 Request \$ 139,953 (d)
 (No more than 50% of Operating Deficit)

Grant Total All Revenues (from Form B-2) \$ 279,906 *(e)

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

PART B**APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-2****TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE REVENUES****Name of Applicant:** Suwannee River Economic Council, Inc. Dixie**State Fiscal period requesting funding for, from** July 1, 2015 **to** June 30, 2016

OPERATING REVENUE CATEGORY	TOTAL REVENUE	REVENUE USED AS FTA MATCH
Passenger Fares for Transit Service (401)	Total= \$	
	Rural =\$ 0 (b)	
Special Transit Fares (402)		
School Bus Service Revenues (403)		
Freight Tariffs (404)		
Charter Service Revenues (405)		
Auxiliary Transportation Revenues (406)		
Non-transportation Revenues (407)		
Total Operating Revenue	\$ 0	\$ 0
OTHER REVENUE CATEGORY		
Taxes Levied directly by the Transit System (408)		
Local Cash Grants and Reimbursements (409)		
Local Special Fare Assistance (410)		
State Cash Grants and Reimbursements (411)	\$ 189,434	\$ 189,434
State Special Fare Assistance (412)	\$ 90,472	\$ 90,472
Federal Cash Grants and Reimbursements (413)		
Interest Income (414)		
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
Total of Other Revenue	\$ 279,906	\$ 279,906
GRAND TOTAL ALL REVENUE	\$ 279,906	\$ 279,906 (e)

**APPLICATION FOR
FEDERAL ASSISTANCE
(FORM 424)**

Application for Federal Assistance SF-424			
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
		* If Revision, select appropriate letter(s): <div style="border: 1px solid black; height: 15px; width: 100%;"></div> * Other (Specify): <div style="border: 1px solid black; height: 15px; width: 100%;"></div>	
* 3. Date Received: <div style="border: 1px solid black; padding: 2px;">12/12/2014</div>		4. Applicant Identifier: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>	
5a. Federal Entity Identifier: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>		5b. Federal Award Identifier: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>	
State Use Only:			
6. Date Received by State: <div style="border: 1px solid black; width: 80px; height: 15px;"></div>		7. State Application Identifier: <div style="border: 1px solid black; width: 150px; height: 15px;"></div>	
8. APPLICANT INFORMATION:			
* a. Legal Name: <div style="border: 1px solid black; padding: 2px;">Suwannee River Economic Council, Inc.</div>			
* b. Employer/Taxpayer Identification Number (EIN/TIN): <div style="border: 1px solid black; padding: 2px;">59-1101989</div>		* c. Organizational DUNS: <div style="border: 1px solid black; padding: 2px;">040207904</div>	
d. Address:			
* Street1: <div style="border: 1px solid black; padding: 2px;">1171 Nobles Ferry RD NW, Bldg #2</div> Street2: <div style="border: 1px solid black; height: 15px; width: 100%;"></div> * City: <div style="border: 1px solid black; padding: 2px;">Live Oak,</div> County/Parish: <div style="border: 1px solid black; height: 15px; width: 100%;"></div> * State: <div style="border: 1px solid black; padding: 2px;">Florida</div> Province: <div style="border: 1px solid black; height: 15px; width: 100%;"></div> * Country: <div style="border: 1px solid black; padding: 2px;">USA</div> * Zip / Postal Code: <div style="border: 1px solid black; padding: 2px;">32064</div>			
e. Organizational Unit:			
Department Name: <div style="border: 1px solid black; padding: 2px;">Administration</div>		Division Name: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>	
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix: <div style="border: 1px solid black; width: 80px; height: 15px;"></div>		* First Name: <div style="border: 1px solid black; padding: 2px;">Matt</div>	
Middle Name: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>			
* Last Name: <div style="border: 1px solid black; padding: 2px;">Pearson</div>			
Suffix: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>			
Title: <div style="border: 1px solid black; padding: 2px;">Executive Director</div>			
Organizational Affiliation: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>			
* Telephone Number: <div style="border: 1px solid black; padding: 2px;">386-362-4115</div>		Fax Number: <div style="border: 1px solid black; padding: 2px;">386-362-4078</div>	
* Email: <div style="border: 1px solid black; padding: 2px;">mpearson@suwanneec.net</div>			

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

Non-Profit

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Federal Transit Agency

11. Catalog of Federal Domestic Assistance Number:

20-509

CFDA Title:

*** 12. Funding Opportunity Number:**

U. S. C. Section 5311

* Title:

Formula Grants for Rural Areas Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Dixie County, Florida

*** 15. Descriptive Title of Applicant's Project:**

Provide Transportation Services for the Transportation Disadvantaged

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

Third

* b. Program/Project

Third

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

10/01/2015

* b. End Date:

09/30/2016

18. Estimated Funding (\$):

* a. Federal

\$ 139,953

* b. Applicant

* c. State

* d. Local

\$ 139,953

* e. Other

* f. Program Income

* g. TOTAL

\$ 279,906

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☒ a. This application was made available to the State under the Executive Order 12372 Process for review on

12/12/2014

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Matt

Middle Name:

* Last Name:

Pearson

Suffix:

* Title:

Executive Director

* Telephone Number:

386-362-4115 ext 222

Fax Number:

* Email:

mpearson@suwanneeec.net

* Signature of Authorized Representative:

* Date Signed:

12/5/14

**EXHIBIT A:
CURRENT SYSTEM
DESCRIPTION**

Exhibit A

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

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

Dixie County is a rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 60 miles to Gainesville where these appointments are necessary.

Currently, in Dixie County, SREC, Inc. uses one dispatcher/scheduler and averages four drivers using four vans for daily services. SREC, Inc. anticipates providing 7,274 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. A planned trip schedule for out of County trips is in place to allow for increased ridership on long trips. Currently, the schedule allows for two trips to Gainesville Monday thru Friday. Trips are also scheduled daily to Chiefland, as well as multiple trips daily in and around Dixie County.

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

**EXHIBIT A-1:
FACT SHEET**

All Applicants

EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* PER YEAR	6,608	6,608
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR**	344	344
3. Number of vehicles used for this service. ACTUAL	8	8
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	8	8
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. PER YEAR	110,120	110,120
7. Average vehicle miles PER DAY	353	353
8. Normal vehicle hours in operation. PER DAY	24	24
9. Normal number of days in operation. PER WEEK	6	6
10. Trip length (roundtrip). AVERAGE	33	33

Estimates are acceptable. 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, 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

EXHIBIT B
PROPOSED PROJECT DESCRIPTION

Exhibit B

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

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

Suwannee River Economic Council, Inc.
Post Office Box 70
Live Oak, Florida 32064

SK MS
LFG SD

DIXIE COUNTY

5339 CAPITAL ASSISTANCE APPLICATION



Suwannee River Economic Council, Inc.
Post Office Box 70
Live Oak, Florida 32064

ADMINISTRATIVE OFFICE - PHONE (386) 362-4115
FAX (386) 362-4078
E-Mail: mattpearson@suwanneec.net

REQUIRED

COVER LETTER (On Agency Letterhead)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION GRANT APPLICATION

Suwannee River Economic Council, Inc. submits this Application for the Section 5339 Program Grant and agrees to comply with all assurances and exhibits attached hereto and by this reference made a part thereof, as itemized in the Checklist for Application Completeness.

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

This Application is submitted on this 12th day of December, 201 4 with two (2) original resolutions or certified copies of the original resolution authorizing Matt Pearson Executive Director to sign this Application.

Agency Name

By Matt Date 12/5/14

Title Executive Director

SERVING

BRADFORD - COLUMBIA - DIXIE - GILCHRIST - HAMILTON - LAFAYETTE - LEVY - MADISON - PUTNAM - SUWANNEE - TAYLOR - UNION

"This institution is an equal opportunity provider and employer."

RESOLUTION NUMBER: 120114 - Dixie/Gilchrist County

THIS RESOLUTION of the Suwannee River Economic Council, Inc. (hereinafter the "Applicant") authorizes the below named designee on behalf of the Applicant, to sign and submit grant application(s) required supporting documents, certifications and assurances to the Florida Department of Transportation, to accept grant award(s) from and to execute and administer related joint participation agreement(s) with the Florida Department of Transportation, and to purchase vehicles and/or equipment and/or expend grant funds pursuant to grant award(s).

WHEREAS, the Applicant desires to and has the fiscal and managerial capability, matching funds and legal authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended, including but not limited to 49 U.S.C Sections 5310 and 5311, where applicable.

NOW, THEREFORE BE IT RESOLVED BY THE APPLICANT:


1. The above recitals are true and correct and are incorporated herein as if fully set forth in the body of this Resolution.
2. This resolution applies to Federal Program(s) under 49 U.S.C. Section(s) Section 5339.
3. The submission of grant application(s) required supporting documents, certifications and assurances to the Florida Department of Transportation is approved.
4. Matt Pearson, Executive Director or his/her duly appointed successor in title is hereby designated and authorized to on behalf of the Applicant, sign and submit application(s) and all required supporting documents, give all required certifications and assurances, accept grant award(s) from and execute and administer related joint participation agreement(s) with the Florida Department of Transportation, purchase vehicles/equipment and/or expend grant funds pursuant to a grant award, unless and until this authorization is specifically rescinded and written notice thereof is sent by certified mail, return receipt requested, to and received by the Florida Department of Transportation at the following address:
Attention: Doreen Joyner-Howard, AICP, District Modal Development Manager, Florida Department of Transportation, 2198 Edison Avenue, MS 2812, Jacksonville, FL 32204-2730.
5. N/A is also hereby designated and authorized to sign requests for Joint Participation Agreement Time Extensions as my be required.

The foregoing resolution was **DULY PASSED, ADOPTED AND** became **EFFECTIVE** at a duly called and convened meeting of the Applicant held on the 1st day of December, 2014

By:


(Original Signature, Chairman of the Board)
Richard Tillis, President

ATTEST:


(Original Signature, Clerk/Secretary)
Oleatha Harris, Secretary

(Stamp corporate seal here :)

**APPLICATION FOR
FEDERAL ASSISTANCE
(FORM 424)**

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
* If Revision, select appropriate letter(s): _____ * Other (Specify): _____		
* 3. Date Received: 12/12/2014		4. Applicant Identifier: _____
5a. Federal Entity Identifier: _____		5b. Federal Award Identifier: _____
State Use Only:		
6. Date Received by State: _____		7. State Application Identifier: _____
8. APPLICANT INFORMATION:		
* a. Legal Name: Suwannee River Economic Council, Inc.		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 59-1101989		* c. Organizational DUNS: 040207904
d. Address:		
* Street1: 1171 Nobles Ferry RD NW, Bldg #2		
Street2: _____		
* City: Live Oak,		
County/Parish: _____		
* State: Florida		
Province: _____		
* Country: USA		
* Zip / Postal Code: 32064		
e. Organizational Unit:		
Department Name: Administration		Division Name: _____
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: _____		* First Name: Matt
Middle Name: _____		
* Last Name: Pearson		
Suffix: _____		
Title: Executive Director		
Organizational Affiliation: _____		
* Telephone Number: 386-362-4115		Fax Number: 386-362-4078
* Email: mpearson@suwanneec.net		

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

Non-Profit

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Federal Transit Agency

11. Catalog of Federal Domestic Assistance Number:

20-526

CFDA Title:

*** 12. Funding Opportunity Number:**

U. S. C. Section 5339

* Title:

Rural Area Capital Assistance Programs

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Dixie County, Florida

*** 15. Descriptive Title of Applicant's Project:**

Provide Transportation Services for the Transportation Disadvantaged

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

Third

* b. Program/Project

Third

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

10/01/2015

* b. End Date:

09/30/2016

18. Estimated Funding (\$):

* a. Federal

\$ 56,000

* b. Applicant

* c. State

\$ 7,000

* d. Local

\$ 7,000

* e. Other

* f. Program Income

* g. TOTAL

\$ 70,000

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☒ a. This application was made available to the State under the Executive Order 12372 Process for review on

12/12/2014

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes

☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Matt

Middle Name:

* Last Name:

Pearson

Suffix:

* Title:

Executive Director

* Telephone Number:

386-362-4115 ext 222

Fax Number:

* Email:

mpearson@suwanneeec.net

* Signature of Authorized Representative:

Matt

* Date Signed:

12/15/14

FORM C-3
CURRENT VEHICLE INVENTORY

Form C-3

CURRENT VEHICLE AND TRANSPORTATION EQUIPMENT INVENTORY (a)

Date of Inventory 10/17/2014

Vehicles to be replaced	Model Year (b)	Make/size/type (c)	FDOT Control # and VIN (d)	Ramp or lift (specify)	Seats & W/C positions (i.e. 12+2)	Avg. Miles/Yr.	Current Mileage	Expected Retirement Date	Other Equipment (e)	Funding Source (f)
	2009	Chevy Cutaway	AP591	w/c Lift	8+2	11,756	144,394	2015		TD-RC
	2009	Ford Cutaway	80201	w/c Lift	12+2	12,524	126,412	2016		FDOT 5311-STIM
X	2009	Ford Cutaway	80204	w/c Lift	12+2	16,550	185,685	2015		FDOT 5311-STIM
	2010	Chevy Cutaway	90275	w/c Lift	8+2	13,250	97,968	2017		FDOT 5310
	2011	Chevy Cutaway	AQ155	w/c Lift	8+2	25,300	71,867	2018		TD-RC
	2013	Chevy Cutaway	91217	w/c Lift	8+2	9,500	45,107	2020		FDOT 5310
	2013	Chevy Cutaway	AQU17	w/c Lift	8+2	21,900	42,253	2020		TD-RC
	2014	Chevy Cutaway	AR770	w/c Lift	8+2	15,000	6,378	2021		TD-RC

FORM C-4
CAPITAL REQUEST

Form C-4

CAPITAL REQUEST

VEHICLE REQUEST

	R or E (a)	Number requested	Description (b) (c)	Estimated Cost
	R	1	23' gasoline Bus with wheelchair lift, 12 ambulatory seats, 2 w/c positions	\$70,000.00
	Sub-total			\$70,000.00

EQUIPMENT REQUEST (c)

	Sub-total			\$

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

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions.

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

VEHICLE SUBTOTAL \$+ EQUIPMENT SUBTOTALS = \$ (x).

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

**EXHIBIT A:
CURRENT SYSTEM
DESCRIPTION**

Exhibit A

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

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

SREC, Inc. uses the FDOT approved computer testing and training module to train drivers and staff. The insurance tracking, management and administration of the Agencies transportation program is led by the Director of Transportation.

SREC, Inc. currently has a private contractor perform all the maintenance on the vans.

Dixie County is an extremely rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 70 miles to Gainesville where these appointments are necessary.

Currently, in Dixie County, SREC, Inc. uses one dispatcher/scheduler and averages five drivers using five vans for daily services. SREC, Inc makes three trips to Gainesville daily. An early morning run, a mid morning run and a run that arrives in Gainesville shortly after 12:00, PM. It has routes running almost hourly to dialysis and local health care providers for local trips. SREC, Inc. anticipates providing 11,167 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. However, due to funding restraints, most of the transportation services provided are medically necessary.

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

**EXHIBIT A-1:
FACT SHEET**

All Applicants

EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* PER YEAR	6,608	6,608
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR**	344	344
3. Number of vehicles used for this service. ACTUAL	8	8
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)	8	8
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. PER YEAR	110,120	110,120
7. Average vehicle miles PER DAY	353	353
8. Normal vehicle hours in operation. PER DAY	24	24
9. Normal number of days in operation. PER WEEK	6	6
10. Trip length (roundtrip). AVERAGE	33	33

Estimates are acceptable. 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, 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

EXHIBIT B
PROPOSED PROJECT DESCRIPTION

EXHIBIT B

Proposed Project Description

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

Suwannee River Economic Council, Inc. plans to use these funds to purchase a wheelchair equipped van so that current levels of service can be continued. To provide this service, continual replacement of older vehicles must occur. Also, Dixie County is very rural and many of the roads are not paved. This has a direct effect on the lifespan of the vehicles being used. Therefore, it is imperative for the purchase of new vans to maintain current levels of service.

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

SREC, Inc. service requires many miles to be traveled to be able to meet the trip demands. Maintaining a high level of service requires updated vehicle inventory to keep up with trip mileage needs.

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

Current services that will be continued with the award of this grant include transporting residents of Dixie County to Alachua County twice per day. Since there are limited medical facilities in this rural area, trips to Alachua County are medically necessary. It is over 60 miles to Gainesville, the nearest area with medical services. Normally, the riders can expect a ride length of over an hour due to traffic and stops picking up other riders. Also, current services allow for Kidney Dialysis riders the opportunity for transport to and from their dialysis appointments. Currently, those riders are transported numerous times per day, six days per week. Also, current services include transporting elderly clients to meal sites for lunch and health education. These trips occur five days per week in Dixie County. These are some examples of the numerous services provided by SREC, Inc. and its transportation programs.

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

The grant will be used to replace existing equipment. The grant process is normally fifteen to 18 months from when the application is made until the vehicle is delivered. Therefore, the inventory vehicle miles have to be projected fifteen months ahead to show the age and mileage of the vans.

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

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

All maintenance is performed by private contractors for service. SREC, Inc. has no mechanics on staff. The SREC, Inc. current SSPP requires safety inspections to be performed every 5,000 miles. The checklist used by the mechanics is an FDOT approved checklist. Annual Inspections are performed annually and general maintenance is performed as needed if the driver reports an issue during the required daily inspection or if the van has a mechanical failure.

7. If vehicles/equipment are proposed to be used by a lessee or private operator under contract to the applicant, identify the proposed lessee/operator.
 - a. Include an equitable plan for distribution of vehicles/equipment to lessees and/or private operators.

N/A

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

SREC, Inc. is a private non-profit agency. SREC, Inc. serves those in minority populations. The Agency is not minority owned.

New Agencies: N/A

9. Fully explain Your Transportation Program
 - a. Service Hours, planned service, route and trip types
 - b. Staffing – include plan for training on vehicle equipment such as wheelchair lifts, etc.
 - c. Records maintenance
 - d. Vehicle maintenance – who, what, when and where
 - e. CDL requirements
 - f. System safety plan
 - g. Drug free work place
10. Have you met with the CTC and, if so, how are you providing a service that they cannot? Provide detailed information supporting this requirement.



December 29, 2014

TO: Dixie County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Appoint Grievance Committee

RECOMMENDATION

The Chair needs to appoint five Board members to the Grievance Committee.

BACKGROUND

Chapter I.E. of the Board's Grievance Procedures requires the Chair to appoint five (5) voting members to a Grievance Committee. The membership of the Grievance Committee shall include broad geographic representation from members of the local Coordinating Board representing the service area.

t:\lynn\td2015\dixie\memos\apptgrievcomm.docx



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December 29, 2014

TO: Dixie County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Rural Area Capital Assistance Program Grant Awards

RECOMMENDATION

For information only. No action required.

BACKGROUND

The Rural Area Capital Assistance Grant Program is administered by the Florida Commission for the Transportation Disadvantaged. Grant funds awarded by this program can be used to address capital transportation needs in rural areas of the State. Eligible applicants are designated Community Transportation Coordinators.

The Board approved Suwannee River Economic Council's Rural Area Capital Assistance Program Grant application at the October 2, 2014 meeting. Attached are the grant awards approved by the Florida Commission for the Transportation Disadvantaged. If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

t:\lynn\td2015\dixie\memos\rcagawards.docx

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

2014-15 Shirley Conroy Rural Area Capital Equipment Support Grant Summary									
County	Applicant Name	Total Dollar Amount Requested	Total TD Dollar Amount (90%)	Capital Equipment Requested (Prioritized as listed)	Profit or Non-Profit	Staff Suggestion	TD Dollar Amount (90% or REDI)	Urban/Rural System	Additional Notes
Alachua	MV Transportation	\$134,206.00	\$120,785.00	Two 23' 12/2 Ford Cutaway Vehicles (REPLACEMENT) \$67,103 each	For Profit	One Cutaway	\$60,393.00	U	MV has 7 vehicles that are 2003 most of them have over 250,000 miles
Baker	Baker Co COA	\$73,994.00	\$66,595.00	1) One cutaway vehicle (8 passenger/2 wheelchair) with lift, security camera system, MDT and prewiring setup for Trapeze. This is a replacement vehicle. \$73,394.00 2) Two Hewlett Packard Office Jet Pro 8600 Printers with installation fee. \$600.00	Non Profit	cutaway and printers	\$66,595.00	R	Baker Co COA has 3-4 vehicles that are due to be replaced. 1-2005, 2-2006 (one with low mileage), and 1-2007).
Bay	Bay Co BOCC	\$45,019.70	\$40,517.73	CTS Trip Master Enterprise Edition scheduling and routing software with interactive voice response, Mobile Data Terminals (30) and protective hardware (includes software licenses, installation, travel, training, onsite implementation and acceptance)	Local Govt	software	\$40,518.00	U	
Bradford/ Dixie/ Gilchrist/ Lafayette	Suwannee River Economic Council	\$37,600.00	\$33,840.00	CTS Trip Master Enterprise Edition scheduling and routing software with interactive voice response, Mobile Data Terminals (15) and protective hardware (includes software licenses, installation, travel, training, onsite implementation and acceptance)	Non Profit	software and MDTs, etc	\$33,840.00	R	
Calhoun	Calhoun Co Sr Citizens Assoc	\$57,679.88	\$51,911.89	1) One 12 Passenger Van with logo, striping, a/c, running boards, a/c and heat \$22,462.00 (Replacement vehicle) 2) One Ford Flex \$33,136.20 (addition to fleet) 3) Two Dual Angel Trax Camera Surveillance Systems Includes shipping & handling \$2,081.68.	Non Profit	12 pass van \$20,216 and 1 dual camera \$1,066	\$21,282.00	R	Replacing a 2007 similar van with 132,464 miles. If we award one vehicle, we may only want to award one dual camera surveillance system.
Clay	Clay Co COA	\$278,550.00	\$250,695.00	Three 23' gas Cutaway Vehicles with lift, two-way radio, mobile data terminal, markings, signage, farebox (2 are replacement vehicles and 1 is addition to fleet). \$92,850 each	Non Profit	1 cutaway	\$83,565.00	R	TRIPS order form reflects \$87,030 per vehicle. Per Drew, additional amount is for radio, MDT, Bike Rack and lettering/signage.
Collier	Collier Co BOCC	\$233,192.00	\$209,872.80	Four MV-1s with wheelchair ramp, two-way radio, intelligent transportation system and markings. \$58,298 each. Addition to fleet.	Govt	1 MV1	\$52,468.00	U	
Columbia/ Hamilton/ Suwannee	Suwannee Valley Transit Authority	\$133,833.62	\$133,833.62	1. Twelve Cameras, cables and hardware \$21,408.00. 2) Installation of cameras (in house) \$492.00 3) Twelve MDTs \$41,184.00 (\$3,432 each) 4) Lenovo ThinkServer TS440 70AQ to replace use of Microsoft Office Suites \$12,040.20 5) MV-1 Diagnostic Unit Kit \$1,095.00 6) 18V Cordless 1/2" Impact Kit (Electric Drill) \$599.95 7) Blackhawk Automotive Telescopic Transmission Jack \$849.99 8) Lincoln Electric Power Wire-Feed Welder \$2,599.99 9) Ingersoll Rand Composite Impact Wrench \$549.99 10) Arcan Hydraulic Shop Press \$599.99 11) Port-A-Cool Portable Direct Drive Variable Speed Fan \$2,499.00 12) Matco Handheld Battery Tester \$772.80 13) 2014 Toyota Venza 4 Door Wagon (gas) \$30,502.33 14) New Engine for Veh #37 on the inventory list \$4,040.00 15) Five Model XV Fareboxes for Fixed Route Vehs \$3,982.50 (REQUESTING WAIVER OF MATCH DUE TO REDI)	Govt	12 cameras & hardware; 3 MDTs (using balance of \$7,707 to purchase up to 3)	\$29,115.00	R	
Flagler	Flagler Co BOCC	\$72,805.00	\$72,805.00	24' Cutaway Vehicle Gas 14/2 with lift and security camera (REPLACEMENT VEHICLE) Requesting waiver of match due to REDI	Govt		\$72,805.00	R	Wanting to replace a 2007 cutaway with over 218,000 miles

2014-15 Shirley Conroy Rural Area Capital Equipment Support Grant Summary									
County	Applicant Name	Total Dollar Amount Requested	Total TD Dollar Amount (90%)	Capital Equipment Requested (Prioritized as listed)	Profit or Non-Profit	Staff Suggestion	TD Dollar Amount (90% or REDI)	Urban/Rural System	Additional Notes
Gadsden/ Madison/ Jefferson/ Taylor	Big Bend Transit	\$112,864.00	\$101,578.00	1) Fleet monitoring software system \$40,715 2) 23' Cutaway vehicle 12 amb/2 w/c w/ lift, security camera for Taylor Co \$72,149 (replacement)	Non Profit	software	\$36,644.00	R	Second priority is to replace a 2006 vehicle with over 123,000 miles.
Glades/Hendry	Good Wheels	\$168,616.00	\$151,754.00	Two 23' Cutaway Vehicles with wheelchair lifts and security cameras (REPLACEMENT) \$84,308 each	For Profit	1 cutaway	\$75,877.00	R	Replacing a 2007 cutaway with 259,675 miles (diesel) and a 2009 cutaway with 203,265 miles (diesel)
Gulf	Gulf ARC	\$46,000.00	\$41,400.00	1) ADA Compliant Lowered Floor Mini Van (Replacement) \$45,000 (Replacement) 2) Software Update for GenSys Deluxe Diagnostic Scan Tool \$1,000	Non Profit	mini van and software upgade for tool	\$41,400.00	R	Replacing 2008 minivan with 142,329 miles. Increased price from TRIPS sheet \$2,840 for minivan and \$121 for diagnostic tool in case of price increase.
Hernando	Mid-Florida Comm Svcs	\$86,874.00	\$78,187.00	1) 21' Cutaway Vehicle (diesel) with lift, camera security system, and reverse camera and monitoring system (replacement) \$84,314 2) Interior/Exterior signage, first aid/bio haz kit, misc. \$2,560	Non Profit	cutaway, signage and first aide/bio haz kit	\$78,187.00		Replacing a vehicle that was taken out of service this year due because of a "thermal event."
Indian River	Senior Resource Assoc. Inc.	\$7,540.00	\$6,786.00	Phone System Upgrade	Non Profit	phone system upgrade	\$6,786.00		
Jackson	Jtrans	\$115,882.00	\$115,882.00	One Low floor cutaway vehicle, gasoline (10 amb/2 wheelchair), reverse camera (replacement) Requesting waiver of match due to REDI but can meet match reqts if needed	Non Profit	1 cutaway	\$115,882.00	R	Replacing an ambulatory veh (not sure which one)
Lake	Lake Co BOCC	\$164,810.00	\$148,329.00	Two 23' Cutaway Vehicles with wheelchair lifts, security cameras, reverse cameras, markings, (REPLACEMENTS) \$82,405 each	Govt	2 cutaways	\$148,329.00	R	Replacing a 2007 23' cutaway with 269,358 miles and a 26' cutaway (not sure which one)
Levy	Levy Co BOCC	\$79,490.00	\$79,490.00	One 23' Cutaway vehicle with stretcher securement, gasoline, lift, security camera system (replacement). Requesting waiver of match due to REDI but can meet match reqts if needed	Govt	1 cutaway	\$79,490.00	R	Replacing a 2006 cutaway with over 350,000 miles. This vehicle is only being used as a backup.
Liberty	Liberty Co BOCC	\$68,753.00	\$61,878.00	One 23' cutaway vehicle with lift, gasoline (addition to fleet)	Govt	1 cutaway	\$61,878.00	R	Requesting additional vehicle with larger capacity lift (1,000 lb).
Marion	Marion Sr Svcs	\$153,520.00	\$138,168.00	Two 24' cutaway vehicles (10 amb seats, 6 w/c stations) with lifts, security camera systems, reverse camera systems, and other safety equip (replacements) \$76,760 each	Non Profit	2 cutaways	\$138,168.00	R	Veh Inventory list shows 8 cutaways with over 200,000 miles. However, they have marked 2 vehicles with approx 170,000 miles to be replaced.
Nassau	Nassau Co COA	\$149,280.00	\$134,352.00	Two 21' cutaway vehicles (10 amb seats, 3 w/c stations), gasoline, with lifts (replacements) \$74,640 each	Non Profit	1 cutaway	\$67,176.00	R	Replacing a 2007 and 2008 cutaways with over 200,000 miles.
Orange/ Osceola/ Seminole	Central Fla Regl Trans Auth d/b/a LYNX	\$337,132.00	\$303,418.80	1) Two 23' low floor cutaway vehicles with w/c ramp (12 amb with 2 addtl w/c stations) \$154,339 each (addition to fleet) 2) Two Fareboxes with swip card readers includes installation \$14,227 each	Govt		\$0.00	U	
Putnam	Ride Solution	\$142,044.00	\$127,840.00	Three MV-1 vehicles (\$47,348 each) Addition to Fleet Requesting waiver of match due to REDI	Non Profit	1 MV1	\$47,348.00	R	
Wakulla	Wakulla Sr Svcs/ Wakulla Co Trans	\$46,948.00	\$42,253.80	1) One MV-1 vehicle \$46,598 (replacement) 2) Lettering for vehicle \$350	Non Profit	1 MV1	\$42,254.00	R	Replacing a 2006 minivan with 97,899 miles
Total		\$2,746,633.20	\$2,512,172.64				\$1,400,000.00		

Budget for FY1415 \$1,400,000.00
Remaining Funds: \$0.00



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December 29, 2014

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

RECOMMENDATION

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

BACKGROUND

Attached are the following reports for the Board's review:

1. Suwannee River Economic Council Operations Report;
2. Fiscal Year 2014/15 Transportation Disadvantaged Trust Fund Status Report;
3. Fiscal Year 2014/15 Medicaid Non-Emergency Transportation Program Encounter Data Reports;
4. Suwannee River Economic Council Complaint/Commendation Report; and
5. Suwannee River Economic Council Trip Denial Report.

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

Attachments

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

**QUARTERLY OPERATING REPORT
DIXIE COUNTY
JULY - SEPTEMBER 2014**

OPERATING DATA	OPERATOR		
	Suwannee River Economic Council	Dixie County	TOTAL
NUMBER OF INVOICED TRIPS	1,967	15	1,982
Medicaid FCTD	13	1	14
Title III-B Aging Program	170	0	170
Transportation Disadvantaged Program	1,014	14	1,028
Medicaid HMO	770	0	770
TOTAL VEHICLE MILES	18,201	445	18,646
TOTAL REVENUE VEHICLE MILES	11,837	0	11,837
TOTAL VEHICLE HOURS	1,040	0	1,040
TOTAL DOLLARS INVOICED	\$121,164.63	\$1,819.47	\$122,984.10
Medicaid FCTD	\$1,243.17	\$287.17	\$1,530.34
Title III-B Aging Program	\$1,127.10	\$0.00	\$1,127.10
Transportation Disadvantaged Program	\$50,788.86	\$1,532.30	\$52,321.16
Medicaid HMO	\$68,005.50	\$0.00	\$68,005.50
AVERAGE COST PER TRIP	\$61.60	\$121.30	\$62.05
Medicaid FCTD	\$95.63	\$287.17	\$109.31
Title III-B Aging Program	\$6.63	\$0.00	\$6.63
Transportation Disadvantaged Program	\$50.09	\$109.45	\$50.90
Medicaid HMO	\$0.00	\$0.00	\$88.32
AVG. COST PER VEHICLE MILE	\$6.66	\$4.09	\$6.60
AVG. COST PER REVENUE VEHICLE MILE	\$10.24	#DIV/0!	\$10.39
AVG. COST PER VEHICLE HOUR	\$116.50	#DIV/0!	\$118.25
TRIP PURPOSE*	-	-	-
Medical	1,027	15	
Employment	0	0	
Education/Training	0	0	
Shopping	0	0	
Meal Site	170	0	
Recreation	0	0	
Other	0	0	
NUMBER OF TRIPS DENIED	0	0	
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	74	0	
PERCENT OF SINGLE PASSENGER TRIPS	4%	0%	0%
NUMBER OF ACCIDENTS	0	0	0
NUMBER OF VEHICLES	8	2	10
AVERAGE TRIPS PER VEHICLE	246	8	198
AVERAGE MILES PER TRIP	9	30	9
NUMBER OF ROADCALLS	1	0	1

**QUARTERLY OPERATING REPORT
DIXIE COUNTY
JULY - SEPTEMBER 2013**

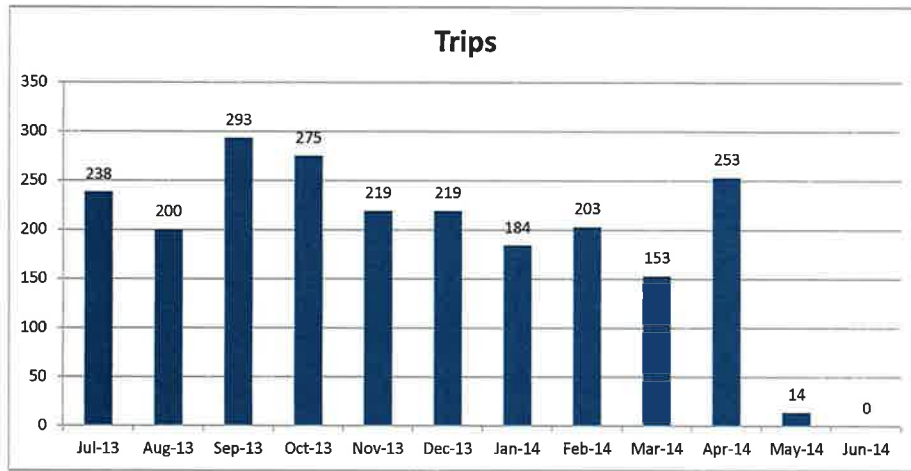
OPERATING DATA	TOTAL
NUMBER OF INVOICED TRIPS	1,778
Medicaid	731
Title III-B	208
TD Trust Fund	839
Other	0
TOTAL VEHICLE MILES	28,929
TOTAL REVENUE VEHICLE MILES	25,786
TOTAL VEHICLE HOURS	1,555
TOTAL DOLLARS INVOICED	\$134,807.77
Medicaid	\$83,040.45
Title III-B	\$3,005.60
TD Trust Fund	\$48,761.72
Other	\$0.00
AVERAGE COST PER TRIP	\$75.82
Medicaid	\$113.60
Title III-B	\$14.45
TD Trust Fund	\$58.12
Other	#DIV/0!
AVG. COST PER VEHICLE MILE	\$4.66
AVG. COST PER REVENUE. VEH. MI.	\$5.23
AVG. COST PER VEHICLE HOUR	\$86.69
TRIP PURPOSE*	-
Medical	1,570
Employment	0
Education/Training	0
Shopping	0
Meal Site	208
Recreation	0
Other	0
NUMBER OF TRIPS DENIED	0
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	102
% OF SINGLE PASSENGER TRIPS	6%
NUMBER OF ACCIDENTS	0
NUMBER OF VEHICLES	11
AVERAGE TRIPS PER VEHICLE	162
AVERAGE MILES PER TRIP	16
NUMBER OF ROADCALLS	3

CTC: Suwannee River Economic Council
 Transportation Disadvantaged Program Service Rates:
 Ambulatory: \$1.40 per passenger mile
 Wheelchair: \$2.39 per passenger mile
 Stretcher: \$4.99 per passenger mile

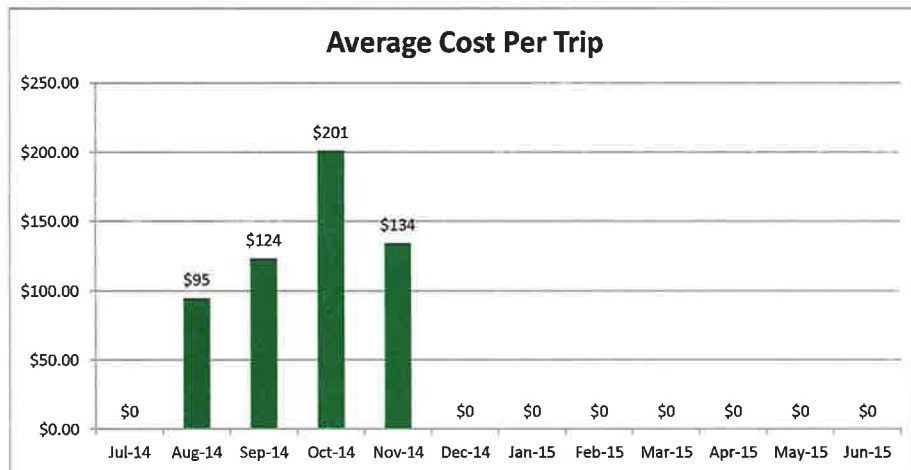
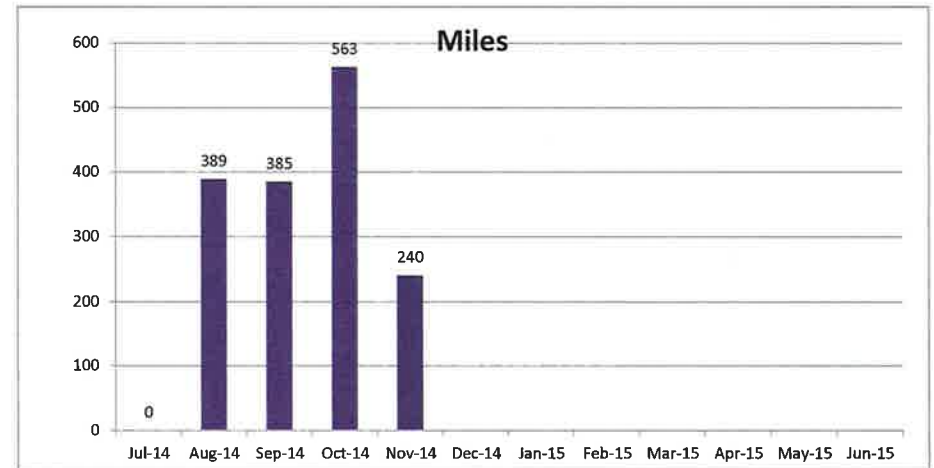
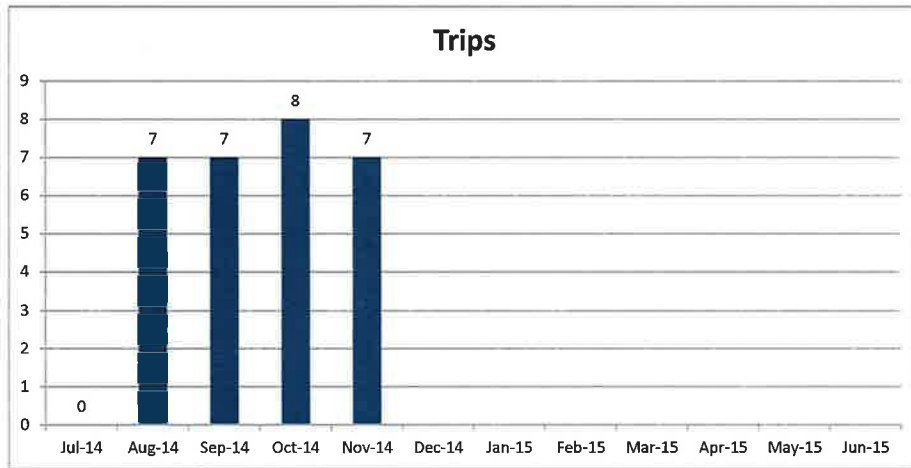
**2014-2015 TRANSPORTATION DISADVANTAGED TRUST FUND SUMMARY
 DIXIE COUNTY**

MONTH/YEAR	CONTRACT AMOUNT	TOTAL DOLLARS SPENT	STATE FUNDS SPENT 90%	LOCAL MATCH 10%	TOTAL AMOUNT REMAINING	NUMBER OF TRIPS	AVERAGE COST PER TRIP
Jul-13	\$210,482.00	\$17,526.33	\$15,773.70	\$1,752.63	\$192,955.67	345	\$50.80
Aug-13	-	\$17,555.79	\$15,800.21	\$1,755.58	\$175,399.88	342	\$51.33
Sep-13	-	\$17,239.04	\$15,515.14	\$1,723.90	\$158,160.84	341	\$50.55
Oct-13	-				\$158,160.84		#DIV/0!
Nov-13	-				\$158,160.84		#DIV/0!
Dec-13	-				\$158,160.84		#DIV/0!
Jan-14	-				\$158,160.84		#DIV/0!
Feb-14	-				\$158,160.84		#DIV/0!
Mar-14	-				\$158,160.84		#DIV/0!
Apr-14	-				\$158,160.84		#DIV/0!
May-14	-				\$158,160.84		#DIV/0!
Jun-14	-				\$158,160.84		#DIV/0!
TOTAL	-	\$52,321.16	\$47,089.05	\$5,232.11	-	1,028	\$50.90

Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports
July 1, 2013 - June 30, 2014
Dixie County



Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports
July 1, 2014 - June 30, 2015
Dixie County



DIXIE COUNTY
QUARTERLY SUMMARY OF SERVICE COMPLAINTS/COMMENDATIONS
JULY - SEPTEMBER 2014

TYPE OF COMPLAINT	Suwannee River Economic Council	Dixie County EMS	Resolved
Vehicle Condition	0	0	-
Driver's Behavior	0	0	-
Client Behavior	0	0	-
No Show by Client	0	0	-
Early pickup	0	0	-
Tardiness - Late dropoff	0	0	-
No Show by Operator	0	0	-
Dispatch/Scheduling	0	0	-
Other (manager behavior)	0	0	-
TOTALS	0	0	
COMMENDATIONS	0	0	

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**DIXIE COUNTY
UNMET TRANSPORTATION NEEDS
JULY - SEPTEMBER 2014**

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Lack of Funding	0
Trip Purpose	0
Out of Service Area Trip	0
Insufficient Advance Notice	0
After Hours Trip Request	0
Weekend Trip Request	0
Other	0
TOTALS	0

Source: Suwannee River Economic Council

ATTENDANCE RECORD

DIXIE COUNTY TRANSPORTATION DISADVANTAGED COORDINATING BOARD

MEMBER/ORGANIZATION	NAME	4-3-14	7-3-14	9-2-14	10-2-14
Chair	Commissioner Jason Holifield	P	A	P	A
Florida Department of Transportation	Sandra Collins	A	P	A	A
Alternate Member	Janell Damato	A	A	A	A
Florida Department of Children and Families	Brad Seeling	A	A	A	A
Alternate Member	(Vacant)				
Florida Agency for Health Care Administration	Alana McKay	P	P	P	P
Alternate Member	Andrew Singer	A	A	A	A
Florida Department of Education	(Vacant)				
Alternate Member	Jeffrey Aboumrad			P	Angie White
Public Education	Tim Alexander	P	A	A	A
Alternate Member	(Vacant)				
Citizen Advocate	(Vacant)				
Alternate Member	(Vacant)				
Citizen Advocate-User	(Vacant)				
Alternate Member	(Vacant)				
Elderly	Betty Touma	P	A	P	P
Citizen Advocate	(Vacant)				
Veterans	Jerry Prater	P	A	P	P
Alternate Member	(Vacant)				
Persons with Disabilities	(Vacant)				
Alternate Rep.	(Vacant)				
Florida Department of Edler Affairs	Casey Ladd		P	P	P
Alternate Member	Alicia M. Fowler		A	A	A
Children at Risk	Tonya Hiers	P	A	P	P
Alternate Member	Brooke Ward	A	A	A	A
Local Medical Community	(Vacant)				
Alternate Member	(Vacant)				
Regional Workforce Board	(Vacant)				
Alternate Member	(Vacant)				

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

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