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January 5, 2016

TO: Bradford County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Meeting Announcement

The Bradford County Transportation Disadvantaged Coordinating Board will meet **Tuesday, January 12, 2016 at 9:30 a.m.** in the City of Starke Commission Meeting Room located at 209 N. Thompson Street in the City of Starke. All Board members are encouraged to attend this meeting.

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

Attachments

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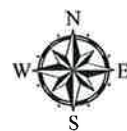
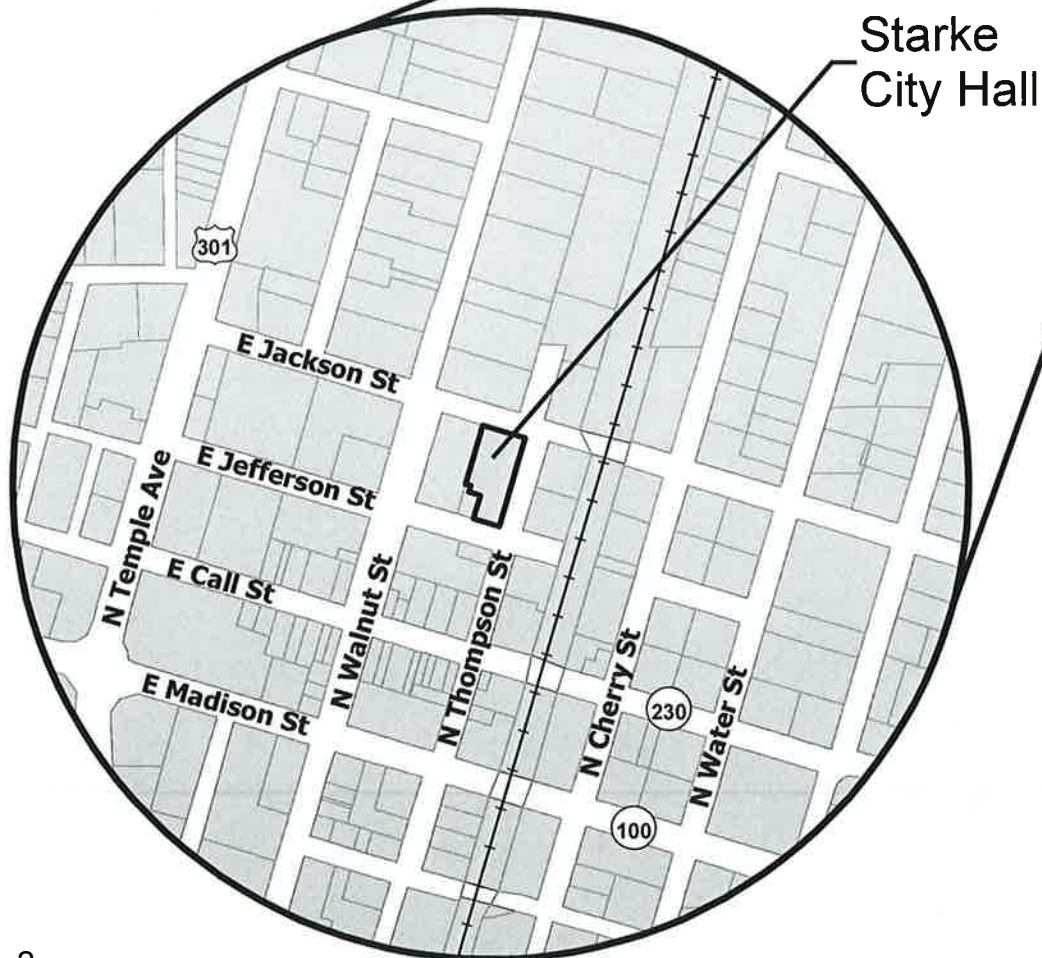
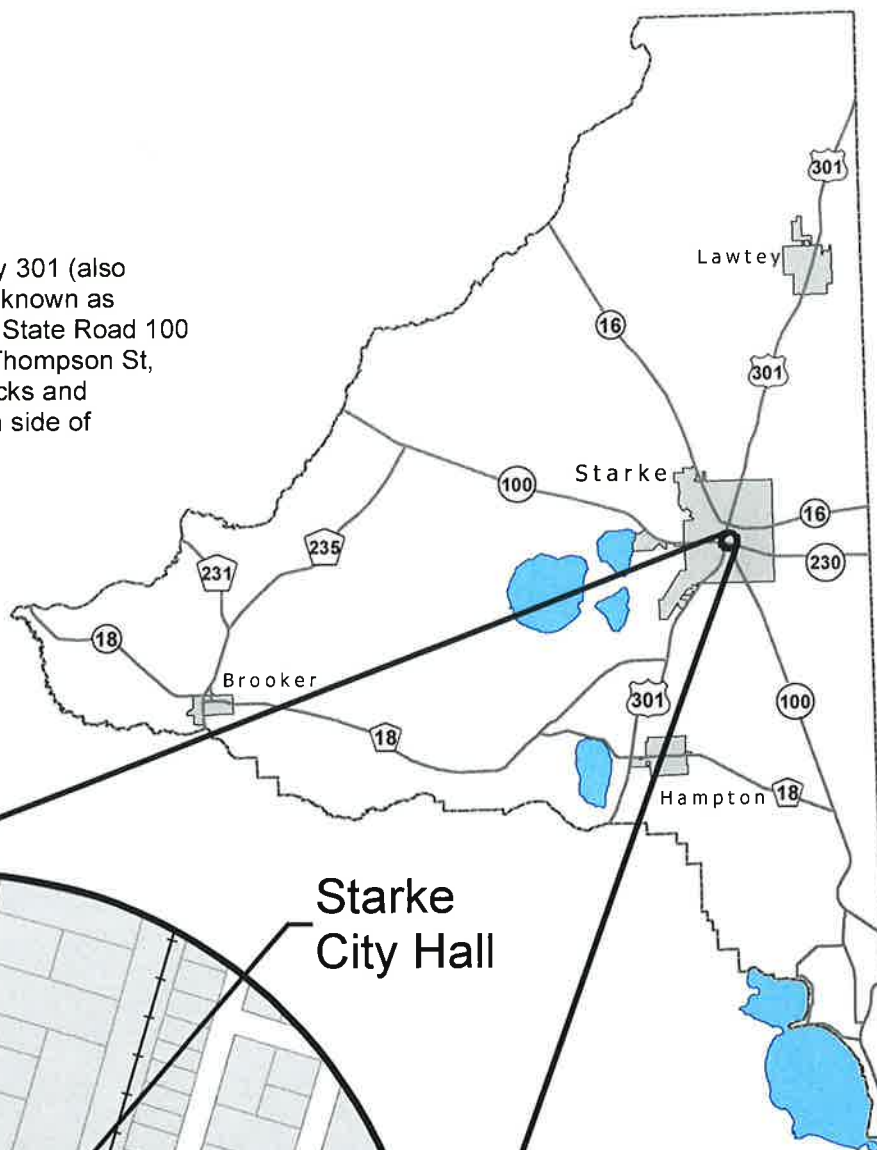
Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

Starke City Hall

North Thompson St

Starke, Florida 32091

Directions: From the intersection of U.S. Highway 301 (also known as Temple Ave) and State Road 100 (also known as Madison St) in the City of Starke head East onto State Road 100 (also known as Madison St) travel two blocks to Thompson St, turn left (North) onto Thompson St, travel two blocks and Starke City Hall will be on the left, on the Western side of North Thompson St.



1 inch = 450 feet





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

City Commission Meeting Room
209 N. Thompson Street
Starke, Florida

**Tuesday
January 12, 2016
9:30 a.m.**

I. BUSINESS MEETING – CALL TO ORDER

- A. Introductions**
- B. Approval of the Meeting Agenda** **ACTION REQUIRED**
- C. Approval of the October 13, 2015 Minutes** **ACTION REQUIRED**

II. NEW BUSINESS

- A. Bradford County Transportation Disadvantaged Service Plan Amendments** **ACTION REQUIRED**

The Board needs to review and approve amendments to the Bradford County Transportation Disadvantaged Service Plan

- B. Operations Reports** **NO ACTION REQUIRED**

III. OTHER BUSINESS

- A. Comments**
 - 1. Members**
 - 2. Citizens**

IV. FUTURE MEETING DATES

- A. April 12, 2016 at 9:30 a.m.**
- B. July 12, 2016 at 9:30 a.m.**
- C. October 11, 2016 at 9:30 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 1-800-226-0690, extension 110.

**BRADFORD COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEMBER/REPRESENTING	ALTERNATE/REPRESENTING
Commissioner Danny Riddick Local Elected Official/Chair	Commissioner Tommy Chastain Local Elected Official
Sandra Collins Florida Department of Transportation Grievance Committee Member	Janell Damato Florida Department of Transportation
Amanda Bryant Florida Department of Children and Families Grievance Committee Member	Jaime Sanchez-Bianchi Florida Department of Children and Families
Jeffrey Aboumrad Florida Department of Education Grievance Committee Member	Vacant Florida Department of Education
Vacant Florida Department of Elder Affairs	Vacant Florida Department of Elder Affairs
Pamela Hagley Florida Agency for Health Care Administration	Vacant Florida Agency for Health Care Administration
Linda Tatum 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
Richard Sapp Public Education	Vacant Public Education
Barbara Fischer Veterans Grievance Committee Member 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
Sherry Ruszkowski Persons with Disabilities Term ending June 30, 2015	Vacant Persons with Disabilities Term ending June 30, 2015
Vacant 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
Vacant Children at Risk Term ending June 30, 2016	Vacant Children at Risk Term ending June 30, 2016
Steve Futch - Vice -Chair Private Transit Term ending June 30, 2016	Vacant Private Transit Term ending June 30, 2016

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

**BRADFORD COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING MINUTES

City Commission Meeting Room
209 N. Thompson Street
Starke, Florida

Tuesday
October 13, 2015
9:30 a.m.

VOTING MEMBERS PRESENT

Commissioner Danny Riddick, Chairman
Jeffrey Aboumrad, Florida Department of Education Representative
Amanda Bryant, Florida Department of Children and Families Representative
Sandra Collins, Florida Department of Transportation Representative
Barbara Fischer, Veterans Representative
Deweece Ogden, Florida Agency for Health Care Administration Representative
Sherry Ruskowski, Persons with Disabilities Representative

VOTING MEMBERS ABSENT

Steve Futch, Private Transit Representative, Vice-Chair
Richard Sapp, Public Education Representative
Linda Tatum, Regional Workforce Development Board Representative

ALTERNATE MEMBERS PRESENT

Pamela Hagley, Florida Agency for Health Care Administration Representative

OTHERS PRESENT

Stephanie Barrington, Suwannee River Economic Council

STAFF PRESENT

Lynn Godfrey, North Central Florida Regional Planning Council

I. BUSINESS MEETING CALL TO ORDER

Chairman Riddick called the meeting to order at 9:30 a.m.

A. Introductions

Chairman Riddick asked everyone to introduce themselves.

B. Approval of the Meeting Agenda

ACTION: Sherry Ruskowski moved to approve the meeting agenda. Sandra Collins seconded; motion passed unanimously.

C. Approval of the July 21, 2015 Minutes

ACTION: Sherry Ruskowski moved to approve the July 21, 2015 meeting minutes. Barbara Fischer seconded; motion passed unanimously.

II. NEW BUSINESS

A. Elect Vice-Chair

Ms. Lynn Godfrey, North Central Florida Regional Planning Council Senior Planner, stated that the Board needs to re-elect Mr. Steve Futch as Vice-Chair or elect a new Vice-Chair.

ACTION: Barbara Fischer moved to re-elect Mr. Steve Futch as Vice-Chair. Sandra Collins seconded; motion passed unanimously.

B. Annual Performance Evaluation

Ms. Godfrey stated that the Board is required to review Suwannee River Economic Council's performance as the Community Transportation Coordinator annually. She said a draft performance evaluation is included in the meeting packet for the Board's review.

The Board reviewed the performance evaluation.

ACTION: Sherry Ruskowski moved to approve Suwannee River Economic Council's annual performance evaluation. Deweece Ogden seconded; motion passed unanimously.

C. 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 Bradford County 2014-2015 Annual Operations Report is included in the meeting materials for the Board to review.

The Board reviewed the Annual Operations Report.

D. Operations Reports

Ms. Godfrey stated that the operations reports for the second quarter of 2015 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

Ms. Sandra Collins commended Suwannee River Economic Council and welcomed Ms. Stephanie Barrington, Suwannee River Economic Council Transportation Director.

2. Citizens

There were no citizen comments.

IV. FUTURE MEETING DATES

Chairman Riddick stated that the next meeting of the Board will be held Tuesday, January 12, 2016 at 9:30 a.m.

ADJOURNMENT

The meeting adjourned at 9:45 a.m.

Coordinating Board Chair

Date



January 5, 2016

TO: Bradford County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Bradford County Transportation Disadvantaged Service Plan Amendments

RECOMMENDATION

Approve the Bradford 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, Rule 41-2.011(6) of the Florida Administrative Code requires the Board to review all applications for local, state and federal transportation disadvantaged funds submitted for and planned for use in Bradford County.

Attached are draft amendments to the Bradford 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 Section 5339 grant funds.

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

Attachments

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3. Barriers to Coordination

Medicaid non-emergency transportation services are no longer coordinated through Florida's Coordinated Transportation System in Bradford 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."

4. Needs Assessment

United States Code Section 5311 Grant Program

PROJECT	PROJECT YEAR	LOCATION	ESTIMATED COST	FUNDING SOURCE
<u>Provide transportation services for the transportation disadvantaged.</u>	<u>2016/17</u>	<u>Bradford County</u>	<u>\$182,052</u> <u>\$182,052</u>	<u>United States Code Section 5311</u> <u>Suwannee River Economic Council</u>

United States Code Section 5339 Grant Program

PROJECT	PROJECT YEAR	LOCATION	ESTIMATED COST	FUNDING SOURCE
<u>Purchase one replacement vehicle</u>	<u>2016/17</u>	<u>Bradford, County</u>	<u>\$55,200</u> <u>\$13,800</u>	<u>United States Code Section 5339</u> <u>Florida Department of Transportation</u>

Rural Area Capital Assistance Program

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

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

BRADFORD 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@suwanneecouncil.net

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 10th day of December, 2015 with two (2) original resolutions or certified copies of the original resolution authorizing Matt Pearson, Executive Director to sign this Application.

Agency Name: Suwannee River Economic Council, Inc.

By:

Matt Pearson

Title:

Executive Director

Date:

12/10/15

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RESOLUTION NUMBER: 092815 - Bradford 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 28th day of September, 2015

By:


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

ATTEST:

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

Application for Federal Assistance SF-424*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

*** 3. Date Received:**

N/A

4. Applicant Identifier:

N/A

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:

1101 Nobles Ferry Rd.

Street2:

* City:

Live Oak

County/Parish:

* State:

FL: Florida

Province:

* Country:

USA: UNITED STATES

* 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:

Mr.

* First Name:

Matt

Middle Name:

* Last Name:

Pearson

Suffix:

Title:

Executive Director

Organizational Affiliation:

* Telephone Number:

386/362-4115 ext. 222

Fax Number:

386/362-4078

* Email:

mpearson@suwanneecouncil.net

Application for Federal Assistance SF-424

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

M: Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) ▼

Type of Applicant 2: Select Applicant Type:

▼

Type of Applicant 3: Select Applicant Type:

▼

* Other (specify):

* 10. Name of Federal Agency:

Federal Transit Administration

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.):

Bradford County

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Provide Transportation Services for the Transportation Disadvantaged

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments


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.	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Add Attachment</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 10px;">Delete Attachment</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 10px;">View Attachment</div>
17. Proposed Project:	
* a. Start Date 10/1/2016	* b. End Date: 09/30/2017
18. Estimated Funding (\$):	
* a. Federal	<div style="border: 1px solid black; padding: 2px; text-align: right;">182,052</div>
* b. Applicant	<div style="border: 1px solid black; height: 20px;"></div>
* c. State	<div style="border: 1px solid black; height: 20px;"></div>
* d. Local	<div style="border: 1px solid black; padding: 2px; text-align: right;">182,052</div>
* e. Other	<div style="border: 1px solid black; height: 20px;"></div>
* f. Program Income	<div style="border: 1px solid black; height: 20px;"></div>
* g. TOTAL	<div style="border: 1px solid black; padding: 2px; text-align: right;">364,104.00</div>
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input checked="" type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on 12/12/2014	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Add Attachment</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 10px;">Delete Attachment</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 10px;">View Attachment</div>
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)	
<input checked="" type="checkbox"/> ** I AGREE	
<small>** 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.</small>	
Authorized Representative:	
Prefix: Mr.	* First Name: Matt
Middle Name: 	
* Last Name: Pearson	
Suffix: 	
* Title: Executive Director	
* Telephone Number: 386/362-4115 ext. 222	Fax Number: 386/362-4078
* Email: mpearson@suwanneeec.net	
* Signature of Authorized Representative	* Date Signed: 12/10/2015
	

Exhibit A

Current System Description

1. What is a general overview of the organization including its mission, program goals, and objectives?

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 five rural North Florida counties including Dixie, Bradford, Gilchrist, Union 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.

2. What is the organizational structure, type of operation, number of employees, and other pertinent organizational information?

As the Community Transportation Coordinator for five rural counties in North Florida, SREC, Inc. operates partial brokerages, with all trips provided by SREC, Inc. The exception to this is stretcher services which are contracted to a local government provider. SREC, Inc. provides mainly demand response services, and requires twenty-four hour notice for trip requests. SREC, Inc's Executive Director has direct oversight of the Director of Transportation, who in turn manages the Transportation Department. Currently, SREC, Inc. employs approximately twenty employees in the Transportation Department across five counties: Dixie County, Gilchrist County, Lafayette County, Bradford County, and Union County.

3. Who is responsible for insurance, training, management, and administration of the agency's transportation program?

SREC, Inc. uses the FDOT approved computer testing and training module to train drivers and staff. Administrative aspects of the Transportation Department, including but not limited to fleet inventory and maintenance, driver credentialing, insurance tracking, and record keeping, are led by the Director of Transportation.

4. Who provides maintenance for the vehicles?

SREC, Inc. uses private contractors to perform all vehicle maintenance, service, and repair.

5. What is the agency's current number of transportation related employees?

Currently, SREC, Inc. employs approximately twenty employees in the Transportation Department across five counties: Dixie County, Gilchrist County, Lafayette County, Bradford County, and Union County.

6. Who will drive the vehicle, number of drivers, CDL certifications?

SREC, Inc. currently employs one dispatcher/scheduler and averages four drivers in Bradford County. All of our drivers meet FDOT credentialing requirements.

7. What is a detailed description of service routes and ridership numbers?

Bradford County is an extremely rural community. Therefore minimal medical facilities are available to residents. The vast majority of medical appointments are made in Gainesville where facilities are more prevalent. Since it is over 40 miles to Gainesville where these appointments are necessary, SREC, Inc. makes two daily trips to Gainesville. There are routes running almost hourly to dialysis and local health care providers for local trips. SREC, Inc. anticipates providing 32,124 trips in the upcoming year for purposes such as medical, nutritional, shopping, and employment. However, due to funding restraints most of the transportation services provided are medically necessary.

8.2. EXHIBIT A-1: FACT SHEET

Name of Applicant: Suwannee River Economic Council, Inc.

	CURRENTLY	IF GRANT IS AWARDED
1. Number of one-way passenger trips.* PER YEAR	22,752	22,752
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR**	5021	502
3. Number of vehicles used for this service. ACTUAL	9	9
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	130,252	130,252
7. Average vehicle miles PER DAY	417	417
8. Normal vehicle hours in operation. PER DAY	12	12
9. Normal number of days in operation. PER WEEK	6	6
10. Trip length (roundtrip). AVERAGE	12	12

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

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? If the grant is awarded, will the agency provide more hours? If the grant is awarded, will the agency provide service to a larger geographic area? If the grant is awarded, will the agency provide shorter headways? If the grant is awarded, will the agency provide more trips?

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 Bradford County trip lengths are increased due to minimal medical facilities, therefore increase cost. However, with local Governments providing limited local resources and the continued reductions in the State Medicaid allocation, as well as reduction 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 Bradford 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 Bradford County.

2. If a grant award will be used to maintain services as described in Exhibit A, 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.

Due to the nature of a rural area such as Bradford County and the need for transportation services to travel over 40 miles to medical facilities, multiple daily trips are required to cover these distances while also trying to balance the needs and physical limitations of the passengers whom we serve. It is imperative to operate the transportation services provided by SREC, Inc. as efficiently and economically as possible while maintaining that balance between business and compassion. The funding requested from 5311 funding will enable SREC, Inc. to continue tracking efficiency within the transportation system and maintain detailed recording and reporting throughout the program.

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

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

5. Identify vehicles/equipment being replaced and list them on the "Current Vehicle and Transportation Equipment Inventory" form (see page Error! Bookmark not defined.).
N/A

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

7. If vehicles and/or equipment are proposed to be used by a lessee or private operator under contract to the applicant, identify the proposed lessee/operator.

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 employees are represented by a union and if so represented the name and local number of the union.

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

9. Fully explain your transportation program

- a. Service hours, planned service, routes and trip types

SREC, Inc. provides transportation to Bradford County residents six days a week. While the dispatch office operates 8:00 am – 4:30 pm, drivers operate according to client need (medical appointments, etc.). Trips types vary, including but not limited to medical, nutritional, shopping, and employment.

- b. Staffing – include plan for training on vehicle equipment such as wheelchair lifts, etc.

SREC, Inc. uses the FDOT approved computer testing and training module to train drivers and staff.

- c. Records maintenance

Administrative aspects of the Transportation Department, including but not limited to fleet inventory and maintenance, driver credentialing, insurance tracking, and record keeping, are led by the Director of Transportation.

- d. Vehicle maintenance – who, what, when and where

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.

- e. CDL requirements

N/A

- f. System Safety Program Plan (SSPP)

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

g. Drug free work place

SREC, Inc. has an established anti-drug and alcohol misuse prevention program that is implemented in accordance with FDOT regulations. This program is reviewed and updated on a regular basis with the most recent compliance certification this current year.

10. How do you currently fund the operations of your transit program?

Suwannee River Economic Council, Inc. utilizes a combination of funding sources including Section 5311, Commission for the Transportation Disadvantaged, and Medicaid.

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

Yes, but services would be drastically reduced.

9.3. FORM B-1: TRANSPORTATION RELATED OPERATING AND ADMINISTRATIVE EXPENSES

Name of Applicant: Suwannee River Economic Council, Inc.

Name of Transit Program: Bradford County

Applicant Fiscal period start and end dates: July 1, 2016 – June 30, 2017

State Fiscal period from: July 1, 2016 to June 30, 2017

EXPENSE CATEGORY	TOTAL EXPENSE	FTA ELIGIBLE EXPENSE
Labor (501)	\$155,453	\$155,453
Fringe and Benefits (502)	65,530	65,530
Services (503)	22,737	22,737
Materials and Supplies (504)	24,193	24,193
Vehicle Maintenance (504.01)	35,512	35,512
Utilities (505)	17,117	17,117
Insurance (506)	22,586	22,586
Licenses and Taxes (507)	1,714	1,714
Purchased Transit Service (508)	0	0
Miscellaneous (509)	3,021	3,021
Leases and Rentals (512)	16,241	16,241
Depreciation (513)	0	0
TOTAL	\$364,104	\$364,104 (a)

SECTION 5311 GRANT REQUEST:

Total FTA Eligible Expenses (from Form B-1, above) \$364,104 (a)

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

Operating Deficit \$364,104 (c)

[FTA Eligible Expenses (a) minus Rural Passenger Fares (b)] (from Form B-2)

Section 5311 Request \$ 182,052 (d)

(No more than 50% of Operating Deficit)

Grant Total All Revenues (from Form B-2) \$364,104 *(e)

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

9.5. FORM B-2: TRANSPORTATION-RELATED OPERATING AND ADMINISTRATIVE REVENUES

Name of Applicant: Suwannee River Economic Council, Inc.

Name of Transit Program: Bradford County, FL

Applicant Fiscal period start and end dates: July 1, 2016 – June 30, 2017

State Fiscal period from July 1, 2016 to June 30, 2017

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		\$
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)	222,566	222,566
State Special Fare Assistance (412)		
Federal Cash Grants and Reimbursements (413)	141,538	141,538
Interest Income (414)		
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
Total of Other Revenue	\$0	\$0
GRAND TOTAL ALL REVENUE	\$364,104	\$364,104

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

BRADFORD 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

STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION
GRANT APPLICATION

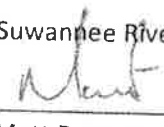
Suwannee River Economic Council, Inc. submits this application for the Section 5339 Program Grant and agrees to comply with all assurances and exhibits attached hereto and by this reference made a part thereof, as itemized in the Checklist for Application Completeness.

Suwannee River Economic Council, Inc. further agrees, to the extent provided by the 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 11th day of December, 2015, with two (2) original resolutions or certified copies of the original resolution authorizing Matt Pearson, Executive Director to sign this application.

Agency Name: Suwannee River Economic Council, Inc.

By:


Matt Pearson

Title:

Executive Director

Date:

12/10/15

SERVING

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

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

RESOLUTION NUMBER: 092815 - Bradford 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:

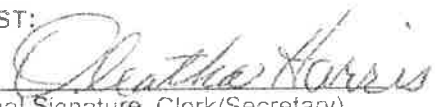
1. The above recitals are true and correct and are incorporated herein as if fully set forth in the body of this Resolution.
2. This resolution applies to Federal Program(s) under 49 U.S.C. Section(s) 5339.
3. The submission of grant application(s) required supporting documents, certifications and assurances 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 may 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 28th day of September, 2015

By,


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

ATTEST:

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

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): <input type="text"/> * Other (Specify): <input type="text"/>		
* 3. Date Received: <input type="text" value="N/A"/>		4. Applicant Identifier: <input type="text" value="N/A"/>
5a. Federal Entity Identifier: <input type="text" value="N/A"/>		5b. Federal Award Identifier: <input type="text"/>
State Use Only:		
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="Suwannee River Economic Council, Inc."/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="59-1101989"/>		* c. Organizational DUNS: <input type="text" value="040207904"/>
d. Address:		
* Street1: <input type="text" value="1101 Nobels Ferry Rd."/>		
Street2: <input type="text"/>		
* City: <input type="text" value="Live Oak"/>		
County/Parish: <input type="text"/>		
* State: <input type="text" value="FL: Florida"/>		
Province: <input type="text"/>		
* Country: <input type="text" value="USA: UNITED STATES"/>		
* Zip / Postal Code: <input type="text" value="32064"/>		
e. Organizational Unit:		
Department Name: <input type="text" value="Administration"/>		Division Name: <input type="text"/>
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Mr."/> Middle Name: <input type="text"/>		* First Name: <input type="text" value="Matt"/>
* Last Name: <input type="text" value="Pearson"/>		Suffix: <input type="text"/>
Title: <input type="text" value="Executive Director"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="386/362-4115 ext. 222"/>		Fax Number: <input type="text" value="386/362-4078"/>
* Email: <input type="text" value="mpearson@suwanneecouncil.net"/>		

Application for Federal Assistance SF-424

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

M: Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

Federal Transit Authority

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 Program

13. Competition Identification Number:

Title:

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

Bradford County, FL

Add Attachment

Delete Attachment

View Attachment

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

Provide Transportation Services for the Transportation Disadvantaged

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

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.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

10/1/2016

* b. End Date:

09/30/2017

18. Estimated Funding (\$):

* a. Federal

55,200.00

* b. Applicant

* c. State

13,800.00

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

69,000.00

* 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

Add Attachment

Delete Attachment

View Attachment

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:

Mr.

* First Name:

Matt

Middle Name:

* Last Name:

Pearson

Suffix:

* Title:

Executive Director

* Telephone Number:

386/362-4115 ext. 222


Fax Number:

386/362-4078

* Email:

mpearson@suwanneeec.net

* Signature of Authorized Representative:



* Date Signed:

12/10/2015

Exhibit A
Current System Description

1. What is a general overview of the organization including its mission, program goals, and objectives?

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 five rural North Florida counties including Dixie, Bradford, Gilchrist, Union 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.

2. What is the organizational structure, type of operation, number of employees, and other pertinent organizational information?

As the Community Transportation Coordinator for five rural counties in North Florida, SREC, Inc. operates partial brokerages, with all trips provided by SREC, Inc. The exception to this is stretcher services which are contracted to a local government provider. SREC, Inc. provides mainly demand response services, and requires twenty-four hour notice for trip requests. SREC, Inc's Executive Director has direct oversight of the Director of Transportation, who in turn manages the Transportation Department. Currently, SREC, Inc. employs approximately twenty employees in the Transportation Department across five counties: Dixie County, Gilchrist County, Lafayette County, Bradford County, and Union County.

3. Who is responsible for insurance, training, management, and administration of the agency's transportation program?

SREC, Inc. uses the FDOT approved computer testing and training module to train drivers and staff. Administrative aspects of the Transportation Department, including but not limited to fleet inventory and maintenance, driver credentialing, insurance tracking, and record keeping, are led by the Director of Transportation.

4. Who provides maintenance for the vehicles?

SREC, Inc. uses private contractors to perform all vehicle maintenance, service, and repair.

5. What is the agency's current number of transportation related employees?

Currently, SREC, Inc. employs approximately twenty employees in the Transportation Department across five counties: Dixie County, Gilchrist County, Lafayette County, Bradford County, and Union County.

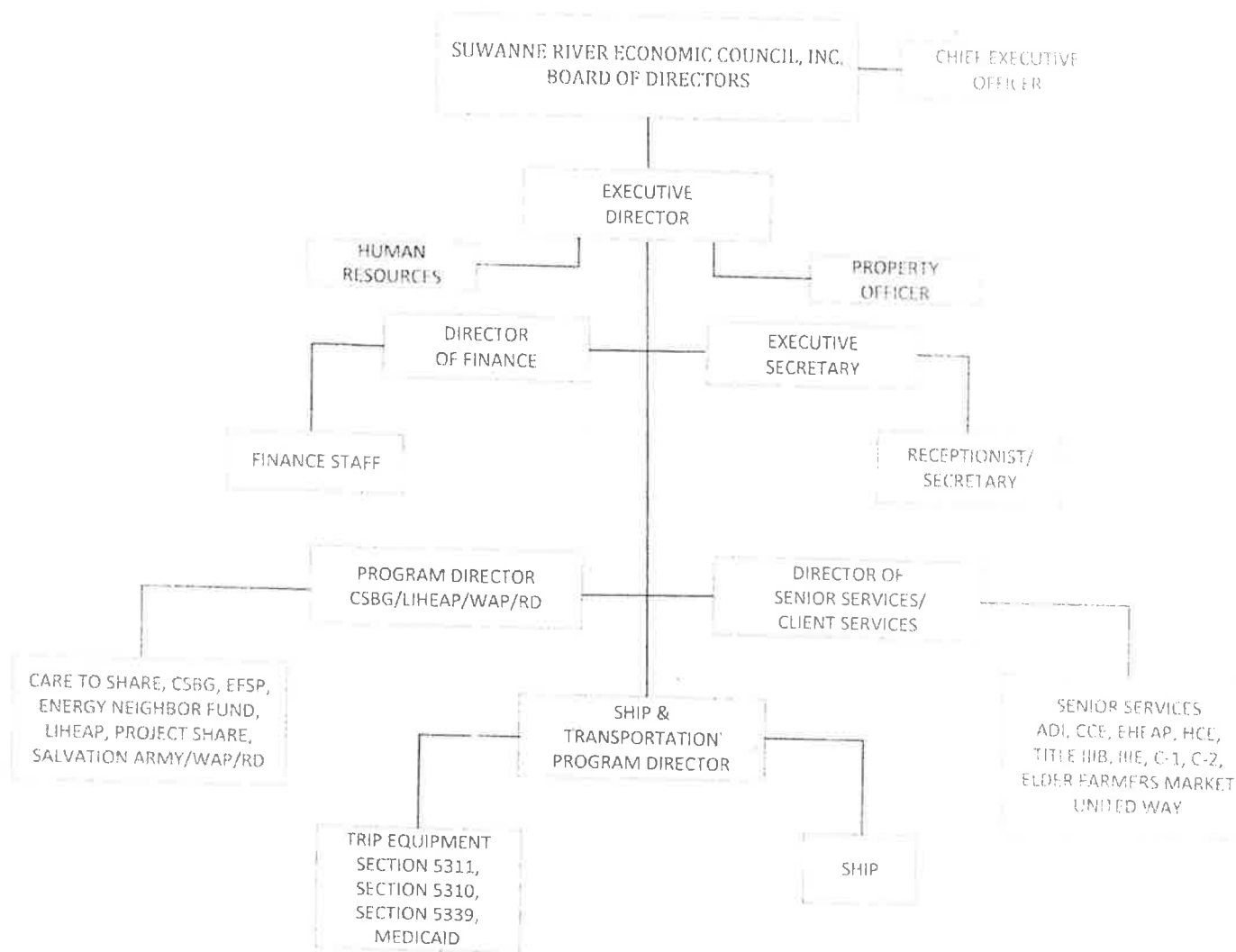
6. Who will drive the vehicle, number of drivers, CDL certifications?

SREC, Inc. currently employs one dispatcher/scheduler and averages four drivers in Bradford County. All of our drivers meet FDOT credentialing requirements.

7. What is a detailed description of service routes and ridership numbers?

Bradford County is an extremely rural community. Therefore minimal medical facilities are available to residents. The vast majority of medical appointments are made in Gainesville where facilities are more prevalent. Since it is over 40 miles to Gainesville where these appointments are necessary, SREC, Inc. makes two daily trips to Gainesville. There are routes running almost hourly to dialysis and local health care providers for local trips. SREC, Inc. anticipates providing 32,124 trips in the upcoming year for purposes such as medical, nutritional, shopping, and employment. However, due to funding restraints most of the transportation services provided are medically necessary.

**SUWANNEE RIVER ECONOMIC COUNCIL, INC.
PROGRAM CHART
ORGANIZATIONAL CHART**



8.2.

8.2. EXHIBIT A-1: FACTSHEET

(ONLY IF GRANT IS FOR VEHICLES/EQUIPMENT)

Name of Applicant: Suwannee River Economic Council, Inc.

	CURRENTLY	IF GRANT IS AWARDED
1. Number of one-way passenger trips.* PER YEAR	22,752	22,752
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR**	502	502
3. Number of vehicles used for this service. ACTUAL	9	9
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	130,252	130,252
7. Average vehicle miles PER DAY	417	417
8. Normal vehicle hours in operation. PER DAY	12	12
9. Normal number of days in operation. PER WEEK	6	6
10. Trip length (roundtrip). AVERAGE	12	12

Estimates are acceptable. The information listed should be specific to the Section 5339 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

1. How will a grant award be used? More hours? 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. SREC, Inc. is beginning its fourth year providing all ambulatory and wheelchair trips in Bradford County. Previously, the services were provided by a private contractor. To provide this service, continual replacement of older vehicles must occur. Also, Bradford 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 award will be used to construct bus related facilities specifically explain how it will be used in the context of total service.

Not applicable

3. If this grant application is for a vehicle/equipment, provide 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 Bradford 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 40 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 Bradford County. These are some examples of the numerous services provided by SREC, Inc. and its transportation programs.

4. If the grant application is for vehicle/equipment, is the intent to replace existing vehicle/equipment or purchase additional vehicles/equipment? Provide details.

The grant will be used to replace existing equipment. The grant process is normally 12 - 15 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. If the grant application is for vehicle/equipment describe 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 the grant application is for vehicle/equipment and if vehicles/equipment is proposed to be used by a lessee or private operator under contract to the applicant, identify the proposed lessee/operator.

N/A

8. If the grant application is for vehicle/equipment and you are not a CTC, a coordination contract will need to be part of the application.

N/A

9. How are you providing a service that the CTC cannot?

N/A

10. If the grant application is for bus related facilities, please provide any pertinent documents that may be on record to make a determination on such things as reasonableness of cost...

N/A

11. If the grant application is for bus related facilities, please provide a full, detailed scope of the project...

N/A

8.6. FORM C1: TRANSPORTATION-RELATED OPERATING AND ADMINISTRATIVE EXPENSES

Name of Applicant: Suwannee River Economic Council, Inc.

Applicant Fiscal period start and end dates: July 1, 2016 to June 30, 2017

State Fiscal period from July 1, 2016 to June 30, 2017

EXPENSE CATEGORY	EXPENSE \$
Labor (501)	\$155,453
Fringe and Benefits (502)	65,530
Services (503)	22,737
Materials and Supplies (504)	24,193
Vehicle Maintenance (504.01)	35,512
Utilities (505)	17,117
Insurance (506)	22,586
Licenses and Taxes (507)	1,714
Purchased Transit Service (508)	0
Miscellaneous (509)	3,021
Leases and Rentals (512)	16,241
Depreciation (513)	0
TOTAL EXPENSE	\$364,104

8.7. FORM C-2: OPERATING AND ADMINISTRATIVE REVENUES

OPERATING REVENUE CATEGORY	REVENUE \$
Passenger Fares for Transit Service (401)	0
Special Transit Fares (402)	
Other (403 – 407) (identify by appropriate code)	
TOTAL OPERATING REVENUE	\$
OTHER REVENUE CATEGORY	
Taxes Levied Directly by the Transit System (408)	
Local Cash Grants and Reimbursements (409)	
Local Special Fare Assistance (410)	15,180
State Cash Grants and Reimbursements (411)	119,848
State Special Fare Assistance (412)	16,881
Federal Cash Grants & Reimbursements (413)	141,538
Interest Income (414)	
Contributed Services (430)	
Contributed Cash (431)	
Subsidy from Other Sectors of Operations (440)	70,657
TOTAL OF OTHER REVENUE	\$0
GRAND TOTAL ALL REVENUE	\$364,104

FORM C-4: CURRENT VEHICLE AND TRANSPORTATION EQUIPMENT INVENTORY (a)
(ONLY IF GRANT IS FOR VEHICLES/EQUIPMENT)

Name of Applicant: SUWANNEE RIVER ECONOMIC COUNCIL, INC. Date of Inventory: 11/13/15

Model Yr. (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	Vehicle Status (Active/Spare/ Other)	Expected retirement date	Other equipment (e)	Funding source (f)
2009	Ford Cutaway	80205	w/c Lift	12+2	10,986	65,914	Active	2016		FDOT 5311-STIM
2010	Ford Van	90273	w/c Lift	ST+2	3,718	18,588	Active	2017		FDOT 5310
2009*	Chevy Cutaway	AP585	w/c Lift	8+1	15,876	95,257	Active	2016		TD-RC
2010	Chevy Cutaway	90276	w/c Lift	8+1	12,986	64,930	Active	2017		FDOT 5310
2012	Chevy Cutaway	91204	w/c Lift	8+2	24,990	74,971	Active	2019		FDOT 5310
2011	Chevy Cutaway	AQ150	w/c Lift	8+2	10,935	43,739	Active	2018		TD-RC
2013	Chevy Cutaway	91216	w/c Lift	8+2	29,656	59,312	Active	2020		FDOT 5310
2015	Chevy Cutaway	91229	w/c Lift	8+2	20,530	22,300	Active	2022		FDOT 5310

(a) Applicants must use this form.

(b) Identify vehicles to be replaced with this or other grant by placing an asterisk (*) next to the model year. In Exhibit B of the application, provide the name of the lessee or contractor, if applicable.

FORM C-5: CAPITAL REQUEST FORM

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	69,000.00
	Sub- total			\$ 69,000.00

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 \$ 69,000.00 + EQUIPMENT SUBTOTALS \$ 0 = \$ 69,000.00 (x).

(x) X 80% = \$ 55,200.00 [The Federal award amount, show this amount on Form 424 in block

18(a)]



II.B

Serving

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Hamilton • Lafayette • Levy • Madison

Marion • Suwannee • Taylor • Union Counties

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

January 5, 2016

TO: Bradford 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. July - September 2015 Operations Report;
2. Fiscal Year 2015/16 Transportation Disadvantaged Trust Fund Status Report;
3. July - September 2015 Complaint/Commendation Report; and
4. July - September 2015 Trip Denial Report.

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

Attachments

t:\lynn\td2016\bradford\memos\statjan.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.

90

91

**QUARTERLY OPERATING REPORT
BRADFORD COUNTY
JULY - SEPTEMBER 2015**

OPERATING DATA	SREC	ARC of Bradford	TOTAL
NUMBER OF INVOICED TRIPS	2,645	3,144	5,789
Aging Program - Title III-B	458		458
Transportation Disadvantaged Program	1,281		1,281
Florida Agency for Persons with Disabilities		3,144	3,144
Florida Managed Medical Care Program (Medicaid)	906		906
TOTAL VEHICLE MILES	28,718	6,710	35,428
TOTAL REVENUE VEHICLE MILES	20,964		20,964
TOTAL VEHICLE HOURS	2,195	325	2,520
TOTAL DOLLARS INVOICED	\$63,168.67	\$38,821.00	\$101,990
Aging Program - Title III-B	\$7,034.88		\$7,035
Transportation Disadvantaged Program	\$33,289.34		\$33,289
Florida Agency for Persons with Disabilities		\$38,821.00	\$38,821
Florida Managed Medical Care Program (Medicaid)	\$22,844.45		\$22,844
AVERAGE COST PER TRIP	\$23.88	\$12.35	\$17.62
Aging Program - Title III-B	\$15.36	#DIV/0!	\$15.36
Transportation Disadvantaged Program	\$25.99	#DIV/0!	\$72.68
Florida Agency for Persons with Disabilities	#DIV/0!	\$12.35	\$30.31
Florida Managed Medical Care Program (Medicaid)	\$25.21	#DIV/0!	\$7.27
AVERAGE COST PER MILE	\$2.20	\$5.79	\$2.88
AVERAGE COST PER REVENUE VEHICLE MILE	\$3.01	#DIV/0!	\$4.86
AVERAGE COST PER HOUR	\$28.78	\$119.45	\$40.47
TRIP PURPOSE*	-	-	-
Medical	2,187	159	2,346
Employment			0
Education/Training			0
Fixed		2,477	2,477
Inclusion		93	93
Shopping			0
Meal Site	458		458
Recreation			0
Other		415	415
NUMBER OF TRIPS DENIED			0
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	385		385
PERCENT OF SINGLE PASSENGER TRIPS	15%	0%	7%
NUMBER OF ACCIDENTS	0		0
NUMBER OF VEHICLES	8	10	18
AVERAGE TRIPS PER VEHICLE	331	314	322
AVERAGE MILES PER TRIP	11	5	6
NUMBER OF ROADCALLS	2		2

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

OPERATING DATA	TOTAL
NUMBER OF INVOICED TRIPS	5,785
Medicaid (FCTD)	232
Title III-B	295
TD Trust Fund	1,170
Agency for Persons with Disabilities	3,264
Medicaid (HMO)	824
TOTAL VEHICLE MILES	40,136
TOTAL REVENUE VEHICLE MILES	13,450
TOTAL VEHICLE HOURS	2,567
TOTAL DOLLARS INVOICED	\$100,046.00
Medicaid (FCTD)	\$19,609.00
Title III-B	\$4,531.00
TD Trust Fund	\$23,304.00
Agency for Persons with Disabilities	\$30,915.00
Medicaid (HMO)	\$21,687.00
AVERAGE COST PER TRIP	\$17.29
Medicaid (FCTD)	\$84.52
Title III-B	\$15.36
TD Trust Fund	\$19.92
Agency for Persons with Disabilities	\$9.47
Medicaid (HMO)	\$26.32
AVERAGE COST PER MILE	\$2.49
AVERAGE COST PER REV. VEH. MI.	7
AVERAGE COST PER HOUR	39
TRIP PURPOSE*	-
Medical	2,349
Employment	0
Education/Training	0
Fixed	2,602
Inclusion	80
Shopping	0
Meal Site	295
Recreation	0
Other	0
NUMBER OF TRIPS DENIED	0%
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	419
PERCENT OF SINGLE PASSENGER TRIPS	0.1
NUMBER OF ACCIDENTS	0
NUMBER OF VEHICLES	18
AVERAGE TRIPS PER VEHICLE	321
AVERAGE MILES PER TRIP	7
NUMBER OF ROADCALLS	0

CTC: Suwannee River Economic Council

Rates Charged to TD Trust Fund:

Ambulatory: \$1.83 per passenger mile

Wheelchair: \$3.14 per passenger mile

Stretcher: \$6.55 per passenger mile

**2015-2016 TRANSPORTATION DISADVANTAGED TRUST FUND SUMMARY
BRADFORD COUNTY**

MONTH/YEAR	ALLOCATION	STATE FUNDS SPENT	STATE FUNDS REMAINING	NUMBER OF TRIPS	AVERAGE COST PER TRIP
Jul-15	\$119,844.00	\$9,985.72	\$109,858.28	466	\$21.43
Aug-15	-	\$9,987.12	\$99,871.16	421	\$23.72
Sep-15	-	\$9,987.57	\$89,883.59	394	\$25.35
Oct-15	-		\$89,883.59		#DIV/0!
Nov-15	-		\$89,883.59		#DIV/0!
Dec-15	-		\$89,883.59		#DIV/0!
Jan-16	-		\$89,883.59		#DIV/0!
Feb-16	-		\$89,883.59		#DIV/0!
Mar-16	-		\$89,883.59		#DIV/0!
Apr-16	-		\$89,883.59		#DIV/0!
May-16	-		\$89,883.59		#DIV/0!
Jun-16	-	-	#VALUE!	-	-
TOTAL	-	\$29,960.41	-	1,281	\$23.39

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**BRADFORD COUNTY
UNMET TRANSPORTATION NEEDS
JULY - SEPTEMBER 2015**

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Lack of Funding	0
Trip Purpose	1
Out of Service Area Trip	0
Insufficient Advance Notice	0
After Hours Trip Request	0
Weekend Trip Request	0
Other	0
TOTALS	1

Source: Suwannee River Economic Council

**BRADFORD COUNTY
QUARTERLY SUMMARY OF SERVICE COMPLAINTS/COMMENDATIONS
JULY - SEPTEMBER 2015**

TYPE OF COMPLAINT	Suwannee River Economic Council	Resolved
Vehicle Condition	0	-
Driver's Behavior	0	-
Client Behavior	0	-
Tardiness - Late pickup	0	-
Tardiness - Late dropoff	0	-
No Show by Operator	0	-
Dispatch/Scheduling	1	Yes
Service Denial	1	Yes
Other	0	-
TOTALS	2	Yes
COMMENDATIONS	0	-

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

MEMBER/ORGANIZATION	NAME	1/6/15	4/14/15	7/21/15	10/13/15
Chair	Commissioner Danny Riddick	P	P	P	P
Alternate Chairperson	Commissioner Tommy Chastain	A	A	A	A
Florida Department of Transportation	Sandra Collins	P	A	P	P
Alternate Member	Janell Damato	A	A	A	A
Florida Department of Children and Families	Amanda Bryant	A	A	A	P
Alternate Member	Jaime Sanchez-Biachi	A	A	A	A
Agency for Health Care Administration	Deweese Ogden				P
Alternate Member	Pamela Hagley				P
Florida Department of Education	Jeffrey Aboumrad	P	P	P	P
Alternate Member	Melinda Jordan				
Public Education	Richard Sapp	A	P	A	A
Alternate Member	(Vacant)				
Citizen Advocate	(Vacant)				
Alternate Member	(Vacant)				
Citizen Advocate-User	(Vacant)				
Alternate Member	(Vacant)				
Elderly	(Vacant)				
Alternate Member	(Vacant)				
Veterans	Barbara Fischer	P	P	P	P
Alternate Member	(Vacant)				
Persons with Disabilities	Sherry Ruszkowski	P	A	P	P
Alternate Member	(Vacant)				
Florida Association for Community Action	(Vacant)				
Alternate Member	(Vacant)				
Florida Department of Elder Affairs	(Vacant)				
Alternate Member	(Vacant)				
Children at Risk	(Vacant)				
Alternate Member	(Vacant)				
Private Transit	Steve Futch	P	P	A	A
Alternate Member	Laura Crews				
Regional Workforce Board	Linda Tatum	A	A	P	A
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."