



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

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

March 21, 2016

TO: Lafayette County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Meeting Announcement

The Lafayette County Transportation Disadvantaged Coordinating Board will meet **Monday, March 28, 2016 at 2:00 p.m.** in the meeting room of Suwannee River Economic Council located on State Road 27 in Mayo, Florida. This is an important meeting of the Board. All Board members are encouraged to attend this meeting.

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

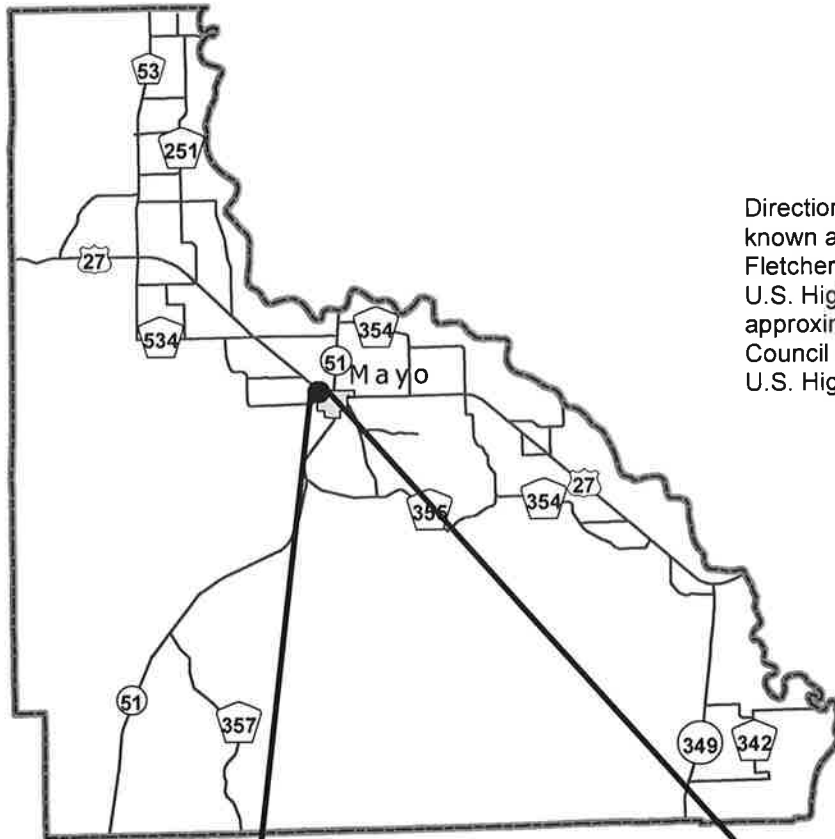
Attachments

t:\lynn\td2016\lafayette\memos\march.docx

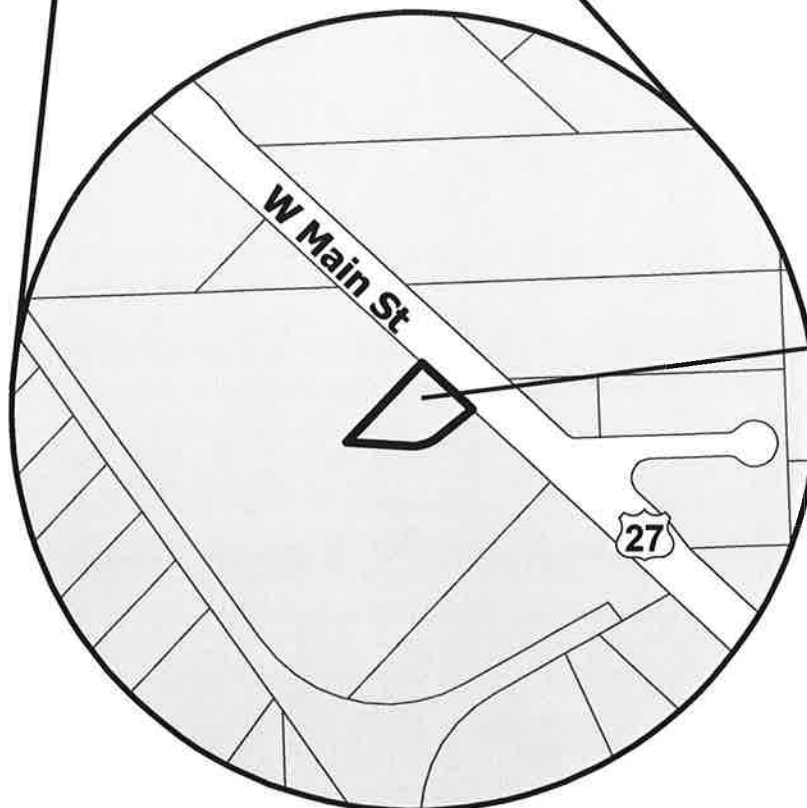
Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

Suwannee River Economic Council

114 SW Community Circle
Mayo, FL 32066



Directions: From the intersection U.S. Highway 27 (also known as Main Street) and State Road 51 (also known as Fletcher Avenue) in the Town of Mayo, turn West onto U.S. Highway 27 (also known as Main Street), travel approximately 0.5 miles and the Suwannee River Economic Council will be on the left, on the Southwestern side of U.S. Highway 27 (also known as Main Street).



1 inch = 500 feet

Suwannee River
Economic Council





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

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

LAFAYETTE COUNTY

TRANSPORTATION DISADVANTAGED COORDINATING BOARD

MEETING ANNOUNCEMENT AND AGENDA

Meeting Room
Suwannee River Economic Council
Mayo, Florida

Monday
March 28, 2016
2:00 p.m.

I. BUSINESS MEETING – CALL TO ORDER

A. Pledge of Allegiance

B. Invocation

C. Introductions

D. Approval of the Meeting Agenda

ACTION REQUIRED

**E. Approval of the November 16, 2015
Minutes**

Page 7

ACTION REQUIRED

II. NEW BUSINESS

**A. Lafayette County Transportation
Disadvantaged Service Plan Amendments**

Page 11

ACTION REQUIRED

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

B. Operations Reports

Page 41

NO ACTION REQUIRED

C. 2016 Florida Legislative Session

Page 47

NO ACTION REQUIRED

III. OTHER BUSINESS

A. Comments

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

IV. FUTURE MEETING DATES

- A. May 23, 2016 at 2:00 p.m.**
- B. September 19, 2016 at 2:00 p.m.**
- C. November 14, 2016 at 2:00 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.

**LAFAYETTE COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEMBER/REPRESENTING	ALTERNATE/REPRESENTING
Commissioner Anthony Adams Local Elected Official/Chair	Not Applicable
Sandra Collins Florida Department of Transportation	Janell Damato Florida Department of Transportation
Kay Tice Florida Department of Children and Families Grievance Committee Member	Vacant Florida Department of Children and Families
Vacant Florida Department of Education	Vacant Florida Department of Education
Vacant Florida Department of Elder Affairs	Vacant Florida Department of Elder Affairs
Deweese Ogden Florida Agency for Health Care Administration	Pamela Hagley Florida Agency for Health Care Administration
Sheryl Rehberg, Vice Chair Regional Workforce Development Board Grievance Committee Member	Anthony Jennings Regional Workforce Development Board
Ricky Lyons Florida Association for Community Action Term ending June 30, 2017	Vacant Florida Association for Community Action Term ending June 30, 2017
Richie Page Public Education	Vacant Public Education
Carlton Black Veterans Grievance Committee Member Term ending June 30, 2017	Vacant Veterans Term ending June 30, 2017
Cindy Morgan Citizen Advocate Grievance Committee Member Term ending June 30, 2018	Vacant Citizen Advocate Term ending June 30, 2018
Vacant Citizen Advocate - User Term ending June 30, 2018	Vacant Citizen Advocate - User Term ending June 30, 2018
Vacant Persons with Disabilities Term ending June 30, 2018	Vacant Persons with Disabilities Term ending June 30, 2018
Martha Humphries Elderly Grievance Committee Member Term ending June 30, 2017	Vacant Elderly Term ending June 30, 2017
Ginger Calhoun Medical Community Term ending June 30, 2016	Vacant Medical Community Term ending June 30, 2016
Colleen Cody Children at Risk Term ending June 30, 2016	Vacant Children at Risk Term ending June 30, 2016
Vacant 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.

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

Meeting Room
Suwannee River Economic Council
Mayo, Florida

Monday
November 16, 2015
2:00 p.m.

VOTING MEMBERS PRESENT

Commissioner Curtis Hamlin, Chairman
Carlton Black, Veterans Representative
Ginger Calhoun, Medical Community Representative
Sandra Collins, Florida Department of Transportation Representative
Colleen Cody, Children at Risk Representative
Martha Humphries, Elderly Representative
Anthony Jennings representing Sheryl Rehberg, Workforce Development Board Representative
Ricky Lyons, Florida Association for Community Action Representative

VOTING MEMBERS ABSENT

Cindy Morgan, Citizen Advocate
Kay Tice, Florida Department of Children and Families Representative
Deweece Ogden, Florida Agency for Health Care Administration Medicaid Representative

OTHERS PRESENT

Matthew Pearson, Suwannee River Economic Council

STAFF PRESENT

Lynn Godfrey, North Central Florida Regional Planning Council

I. CALL TO ORDER

Chairman Hamlin called the business meeting to order at 2:00 p.m.

A. Invocation

Mr. Matthew Pearson gave the invocation.

B. Pledge of Allegiance

Chairman Hamlin led the Board in reciting the Pledge of Allegiance.

C. Introductions

Chairman Hamlin asked everyone to introduce themselves.

D. Approval of the Meeting Agenda

ACTION: Ricky Lyons moved to approve the meeting agenda. Martha Humphries seconded; motion passed unanimously.

E. Approval of the September 28, 2015 Meeting Minutes

ACTION: Colleen Cody moved to approve the September 28, 2015 meeting minutes. Sandra Collins seconded; motion passed unanimously.

II. NEW BUSINESS

A. Annual Performance Evaluation

Ms. Lynn Godfrey, North Central Florida Regional Planning Council Senior Planner, stated that the Board is required to annually evaluate Suwannee River Economic Council's performance as the Community Transportation Coordinator for Lafayette County. She said a draft performance evaluation is included in the meeting packet for the Board's review.

The Board reviewed the annual performance evaluation.

ACTION: Ricky Lyons moved to approve Suwannee River Economic Council's annual performance evaluation. Ginger Calhoun seconded; motion passed unanimously.

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

The Board reviewed the Annual Operations Report.

C. Operations Reports

Mr. Matthew Pearson, Suwannee River Economic Council Executive Director, discussed the operations reports. He said Suwannee River Economic Council recently hired a new driver and will be able to provide more trips. He also discussed safety concerns and encouraged anyone who observes a Suwannee River Economic Council driver unsafely operating a vehicle to notify him.

III. OTHER BUSINESS

A. Comments

1. Members

Ms. Sandra Collins commended Suwannee River Economic Council and congratulated them on receiving the 2015 Rural Community Transportation Coordinator of the Year Award. She also said the Florida Department of Transportation will be conducting a safety review of Suwannee River Economic Council next week.

Chair Hamlin announced that he will no longer serve as Chair of the Board. He said he will not be serving another term in office as a County Commissioner and is beginning to step down from his committee assignments. He said he has enjoyed serving as Chair of the Board.

The Board thanked Chair Hamlin for his dedicated service and wished him well.

2. Citizens

There were no citizen comments.

IV. FUTURE MEETING DATES

Chairman Hamlin announced that the next meeting of the Board will be held Monday, March 21, 2016.

ADJOURNMENT

The meeting adjourned at 2:30 p.m.

Chair

Date

t:\lynn\td2015\lafayette\minutes\nov.doc



March 21, 2016

TO: Lafayette County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Lafayette County Transportation Disadvantaged Service Plan Amendments

RECOMMENDATION

Approve the Lafayette County Transportation Disadvantaged Service Plan amendments.

BACKGROUND

The Lafayette County Transportation Disadvantaged Service Plan includes the rates charged for Transportation Disadvantaged Program sponsored services. Attached are Suwannee River Economic Council's Fiscal Year 2016/17 service rates. The Board needs to review and approve Suwannee River Economic Council's service rates.

In addition, 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 Lafayette County Transportation Disadvantaged Service Plan serves as the Coordinated Public Transit-Human Services Transportation Plan for Lafayette County. Attached are draft amendments to the Lafayette County Transportation Disadvantaged Service Plan that meet the Federal requirements. Also, attached is Suwannee River Economic Councils' application for U.S.C. Section 5311 grant funds.

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

Attachments

t:\lynn\td2016\lafayette\memos\tdspamendgrantsrates.docx

Lafayette County Transportation Disadvantaged Service Plan

July 1, 2015 - June 30, 2016

Lafayette County Transportation Disadvantaged
Coordinating Board



3. Barriers to Coordination

Medicaid non-emergency transportation services are no longer coordinated through Florida's Coordinated Transportation System in Lafayette 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	AREAS AFFECTED BY PROJECT	ESTIMATED COST	FUNDING SOURCE
<u>Provide transportation services to the transportation disadvantaged.</u>	<u>2016/17</u>	<u>Lafayette County</u>	<u>\$111,687</u> <u>\$111,687</u>	<u>Federal Transit Administration</u> <u>Suwannee River Economic Council</u>

Transportation Disadvantaged Trust Fund Grant

PROJECT	PROJECT YEAR	AREAS AFFECTED BY PROJECT	ESTIMATED COST	FUNDING SOURCE
Provide trips to transportation disadvantaged individuals.	2015/16	Lafayette County	\$142,044 \$15,783	Transportation Disadvantaged Trust Fund Suwannee River Economic Council

Appendix B: Cost/Revenue Allocation and Rate Structure Justification

COMMUNITY TRANSPORTATION COORDINATOR: Suwannee River Economic Council, Inc.

COUNTY: Lafayette

CONTRACT PERIOD: July 1, 2016 - June 30, 2017

PURCHASING AGENCY: Florida Commission for the Transportation Disadvantaged

PROGRAM/SERVICE TYPE	COST PER PASSENGER MILE
Transportation Disadvantaged Program Ambulatory	\$1.98 2.05/passenger mile
Transportation Disadvantaged Wheelchair	\$3.39 3.51/passenger mile
Transportation Disadvantaged Program Stretcher	\$7.07 7.31/passenger mile

Preliminary Information Worksheet

Version 1.4

CTC Name: Suwannee River Economic Council, Inc.
County (Service Area): Lafayette County
Contact Person: Matt Pearson
Phone # 386/362-4115 ext. 223

Check Applicable Characteristic:

ORGANIZATIONAL TYPE:

- ☐ Governmental
- ☒ Private Non-Profit
- ☐ Private For Profit

NETWORK TYPE:

- ☐ Fully Brokered
- ☒ Partially Brokered
- ☐ Sole Source

***Once completed, proceed to the Worksheet entitled
"Comprehensive Budget"***

Comprehensive Budget Worksheet

Version 1.4

CTC: Suwannee River Economic Council, Inc.
County: Lafayette County

1. Complete applicable GREEN cells in columns 2, 3, 4, and 7

	Prior Year's ACTUALS from July 1st of 2014 to June 30th of 2015	Current Year's APPROVED Budget, as amended from July 1st of 2015 to June 30th of 2016	Upcoming Year's PROPOSED Budget from July 1st of 2016 to June 30th of 2017	% Change from Prior Year to Current Year	Proposed % Change from Current Year to Upcoming Year	Confirm whether revenues are collected as a system subsidy VS a purchase of service at a unit price. Explain Changes in Column 6 That Are > ± 10% and Also > ± \$50,000.
1	2	3	4	5	6	7

REVENUES (CTC/Operators ONLY / Do NOT include coordination contractors)

Local Non Govt

Fairfax						Local non government revenues: \$15,425 per AFD, Inc. funds used for local match \$25,112 excess Medicaid reimbursement from 12th district, and \$25,111 received from 1817. Total reimbursement of \$65,648.
Medicaid Co-Pay Received						
Donations/Contributions						
In-Kind/Contributed Services						
Other	\$ 15,427	\$ 59,104	\$ 81,004	275.5%	-30.5%	
Bus Pass Program Revenue						

Local Government

District School Board						
Comp. ADA Services						
County Cash						
County In-Kind/Contributed Services						
City Cash						
City In-Kind/Contributed Services						
Other Cash						
Other In-Kind/Contributed Services						
Bus Pass Program Revenue						

CTD

Non Spous. Trip Program	\$ 132,556	\$ 142,644	\$ 142,644	7.3%	0.0%	
Non Spous. Capital Equipment						
Rural Capital Equipment	\$ 9,301			-100.0%		
Other TD (specify in explanation)						
Bus Pass Program Revenue						

USDOT & FDOT

48 USC 5307						
48 USC 5310						
48 USC 5311 (Operating)	\$ 41,212	\$ 52,000	\$ 52,000	25.2%	0.0%	
48 USC 5311 (Capital)						
Black Grant						
Service Development						
Commuter Assistance						
Other DOT (specify in explanation)						
Bus Pass Program Revenue						

AHCA

Madicaid						
Other AHCA (specify in explanation)	\$ 18,252	\$ 15,000	\$ 18,100	-1.4%	0.5%	
Bus Pass Program Revenue						

DCF

Alcohol Drug & Mental Health						
Family Safety & Preservation						
Comm. Care Dis./Aging & Adult Serv.						
Other DCF (specify in explanation)						
Bus Pass Program Revenue						

DOH

Children Medical Services						
County Public Health						
Other DOH (specify in explanation)						
Bus Pass Program Revenue						

DOE (state)

Card Porting						
Div of Blind Services						
Vocational Rehabilitation						
Day Care Programs						
Other DOE (specify in explanation)						
Bus Pass Program Revenue						

AWI

WAGES/Workforce Board						
Other AWI (specify in explanation)						
Bus Pass Program Revenue						

DOEA

Older Americans Act	\$ 2,035	\$ 2,000	\$ 2,002	-1.6%	0.0%	
Community Care for Elderly						
Other DOEA (specify in explanation)						
Bus Pass Program Revenue						

DCA

Community Services						
Other DCA (specify in explanation)						
Bus Pass Admin. Revenue						

Comprehensive Budget Worksheet

Version 1.4

CTC: Suwannee River Economic Council, Inc.
County: Lafayette County

1. Complete applicable GREEN cells in columns 2, 3, 4, and 7

	Prior Year's ACTUALS from July 1st of 2014 to June 30th of 2015	Current Year's APPROVED Budget, as amended from July 1st of 2015 to June 30th of 2016	Upcoming Year's PROPOSED Budget from July 1st of 2016 to June 30th of 2017	% Change from Prior Year to Current Year	Proposed % Change from Current Year to Upcoming Year	Confirm whether revenues are collected as a system subsidy VS a purchase of service at a unit price Explain Changes in Column 6 That Are > ± 10% and Also > ± \$50,000
1	2	3	4	5	6	7

APD

Office of Disability Determination
Developmental Services
Other APD (specify in explanation)
Bus Pass Program Revenue

DJJ

(specify in explanation)
Bus Pass Program Revenue

Other Fed or State

XXX

XXX

XXX

Bus Pass Program Revenue

Other Revenues

Interest Earnings

XXX

XXX

Bus Pass Program Revenue

Balancing Revenue to Prevent Deficit

Actual or Planned Use of Cash Reserves

Balancing Revenue is Short By =

Total Revenues = \$215,813 \$273,178 \$255,238 26.8% -6.6%

EXPENDITURES (CTC/Operators ONLY / Do NOT include Coordination Contractors!)

Operating Expenditures

Labor	\$ 48,457	\$ 62,431	\$ 67,940	95.7%	-4.6%
Fringe Benefits	\$ 26,025	\$ 49,446	\$ 44,531	83.0%	-9.3%
Services	\$ 5,210	\$ 14,206	\$ 13,050	172.2%	-8.1%
Materials and Supplies	\$ 22,140	\$ 48,131	\$ 42,551	117.4%	-11.4%
Utilities	\$ 6,336	\$ 11,311	\$ 10,531	78.5%	-6.9%
Casualty and Liability	\$ 10,702	\$ 14,851	\$ 14,731	40.0%	-1.7%
Taxes	\$ 81	\$ 2,845	\$ 2,000	3103.0%	-1.6%

Purchased Transportation

Purchased Bus Pass Expenses					
School Bus Utilization Expenses					
Contracted Transportation Services		\$ 6,501	\$ 5,500		-0.5%
Other					
Miscellaneous	\$ 637	\$ 2,501	\$ 3,600	882.2%	0.8%
Operating Debt Service - Principal & Interest					
Leases and Rentals	\$ 4,050	\$ 14,731	\$ 13,615	238.2%	-7.8%
Contrib. to Capital Equip. Replacement Fund					
In-Kind, Contributed Services	\$ 15,308	\$ 15,700	\$ 15,753	2.5%	0.0%
Allocated Indirect					

Capital Expenditures

Equip. Purchases with Grant Funds	\$ 5,876				-100.0%
Equip. Purchases with Local Revenue					
Equip. Purchases with Rate Generated Rev.					
Capital Debt Service - Principal & Interest					

ACTUAL YEAR GAIN

Total Expenditures = \$146,928 \$273,178 \$255,238 85.9% -6.6%

See NOTES Below.

Once completed, proceed to the Worksheet entitled "Budgeted Rate Base"

ACTUAL year GAIN (program revenue) MUST be reinvested as a trip or system subsidy. Adjustments must be identified and explained in a following year, or applied as a Rate Base Adjustment to proposed year's rates on the next sheet.

Transportation Disadvantaged Service Plan

Budgeted Rate Base Worksheet

Version 4

CTC: Suwannee River Economic Council, Inc.

County: Lafayette County

1. Complete applicable GREEN cells in column 3. YELLOW and BLUE cells are automatically completed in column 3.
2. Complete applicable GOLD cells in column 4.

Upcoming Year's BUDGETED Revenue	What amount of the Subsidy Revenue in cell 2 will be generated at the rate per mile established by the spreadsheet. OR used as local match for fare box revenue?	Budgeted Rate Subsidy Revenue Excluded from the Rate Base	What amount of the Subsidy Revenue in cell 2 will be generated at the rate per mile established by the spreadsheet. OR used as local match for fare box revenue?
1	2	3	4
REVENUES (CTC/Operators ONLY)			
Local Non-Govt			
Farebox	\$ -	\$ -	\$ -
Medical Co-Pay Revenue	\$ -	\$ -	\$ -
Donor/Operator Revenue	\$ -	\$ -	\$ -
Other Revenue	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -
Local Government			
County School Board	\$ -	\$ -	\$ -
County Adult Services	\$ -	\$ -	\$ -
County Court	\$ -	\$ -	\$ -
County Health Department	\$ -	\$ -	\$ -
County Jail	\$ -	\$ -	\$ -
County Public Health	\$ -	\$ -	\$ -
County Social Services	\$ -	\$ -	\$ -
County Other	\$ -	\$ -	\$ -
Other Local Government Revenue	\$ -	\$ -	\$ -
CTC			
Non-Spec. Trip Program	\$ -	\$ -	\$ -
Non-Spec. Capital Equipment	\$ -	\$ -	\$ -
Other CTC	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -
USDOT & FDOT			
49 USC 5307	\$ -	\$ -	\$ -
49 USC 5310	\$ -	\$ -	\$ -
49 USC 5311 (Operating)	\$ -	\$ -	\$ -
49 USC 5311 (Capital)	\$ -	\$ -	\$ -
Other USDOT	\$ -	\$ -	\$ -
Service Development	\$ -	\$ -	\$ -
Capital Equipment	\$ -	\$ -	\$ -
Other FDOT	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -
A-HA			
Medical	\$ -	\$ -	\$ -
Other A-HA	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -
DCP			
Adult, Drug & Mental Health	\$ -	\$ -	\$ -
Other DCP	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -
DCH			
Children Medical Services	\$ -	\$ -	\$ -
County Public Health	\$ -	\$ -	\$ -
Other DCH	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -
DOE (State)			
Child Support	\$ -	\$ -	\$ -
Day Care Services	\$ -	\$ -	\$ -
Vocational Rehabilitation	\$ -	\$ -	\$ -
Day Care Programs	\$ -	\$ -	\$ -
Other DOE	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -
AWI			
Wages/Volunteer Board	\$ -	\$ -	\$ -
Other AWI	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -
DCEA			
Other American Red Cross	\$ -	\$ -	\$ -
Community Care for Elderly	\$ -	\$ -	\$ -
Other DCEA	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -
DCA			
Community Services	\$ -	\$ -	\$ -
Other DCA	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -

YELLOW cells
are NEVER Generated by Applying Authorized RatesBLUE cells
Should be funds generated by rates in the spreadsheetGREEN cells
MAY BE Revenue Generated by Applying
Authorized Rate per Mile/Trip Charges

Fill in that portion of budgeted revenue in Column 2 that will be GENERATED through the application of authorized per mile, per trip, or combination per trip plus per mile rates. Also, include the amount of funds that are earmarked as local match for Transportation Services and NOT Capital Equipment purchases.

If the Farebox Revenues are used as a source of Local Match Dollars, then identify the appropriate amount of Farebox Revenue that represents the portion of Local Match required on any state or federal grants. This does not mean that Farebox is the only source for Local Match.

Please review all Grant Applications and Agreements containing State and/or Federal funds for the proper Match Requirement levels and allowed sources.

GOLD cells

Fill in that portion of Budgeted Rate Subsidy Revenue in Column 4 that will come from Funds Earmarked by the Funding Source for Purchasing Capital Equipment. Also include the portion of Local Funds earmarked as Match related to the Purchase of Capital Equipment. If a match amount is required by the Funding Source.

Budgeted Rate Base Worksheet

Version 1.4

CTC: Suwannee River Economic Council, Inc.

County: Lafayette County

1. Complete applicable **GREEN** cells in column 3. **YELLOW** and **BLUE** cells are automatically completed in column 3.
2. Complete applicable **GOLD** cells in column 3.

	Depositing Year's BUDGETED Revenues	What amount of the Budgeted Revenue in row 2 will be generated from rate base determined by this spreadsheet (M ust be local match for these type revenues)?	Budgeted Rate Base Excluded from Rate Base	What amount of the Subsidy Revenues in row 4 will come from rate base exclusion? (M ust be local match for these type of revenues)
	1	2	3	4
APD				
Office of Disability Determination	\$ -	\$ -	\$ -	\$ -
Developmental Services	\$ -	\$ -	\$ -	\$ -
Other APD	\$ -	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -	\$ -
DJJ				
DJJ	\$ -	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -	\$ -
Other Fed or State				
ADA	\$ -	\$ -	\$ -	\$ -
ADA	\$ -	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -	\$ -
Other Revenues				
Interest Earnings	\$ -	\$ -	\$ -	\$ -
Gifts	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -
Bus Pass Program Revenue	\$ -	\$ -	\$ -	\$ -
Revolving Revenues to Prevent Deficit				
Number of Periods Use of Cash Reserve	\$ -	\$ -	\$ -	\$ -
Total Revenues =	\$ 295,338	\$ 177,927	\$ 17,311	\$ -

EXPENDITURES (CTC/Operators ONLY)

Operating Expenditures	
Travel	\$ 81,940
Program Benefits	\$ 48,811
Services	\$ 13,050
Materials and Supplies	\$ 42,891
Utilities	\$ 10,831
Capital and Liability	\$ 14,131
Taxes	\$ 2,000
Purchased Transportation	
Purchased Bus Pass Expenses	\$ -
School Bus Utilization Expenses	\$ -
Contracted Transportation Services	\$ 5,000
Other	\$ 3,000
Miscellaneous	
Operating Debt Service - Principal & Interest	\$ -
Leases and Rents	\$ 12,918
Contributions Capital Equip. Replacement Fund	\$ -
In-State Contracted Services	\$ -
Allocated Indirect	\$ 16,783
Capital Expenditures	
Equip. Purchases with Grant Funds	\$ -
Equip. Purchases with Local Revenue	\$ -
Equip. Purchases with Rate Revenue	\$ -
Capital Debt Service - Principal & Interest	\$ -
Total Expenditures =	\$ 295,298
Less: EXCLUDED Subsidy Revenue	\$ 17,311
Budgeted Total Expenditures INCLUDED in Rate Base =	\$ 177,927
Rate Base Adjustment =	\$ -
Adjusted Expenditures Included in Rate Base =	\$ 177,927

\$ 77,311

Amount of
Budgeted
Operating Rate
Base by Revenue

Rate Base Adjustment Cell

If necessary and justified, this cell is where you could optionally adjust proposed service rates up or down to adjust for program revenue for unapproved profit, or losses from the Actual period shown at the bottom of the Comprehensive Budget Sheet. This is not the only acceptable location or method of reconciling for excess gains or losses. If allowed by the respective funding sources, excess gains may also be adjusted by providing system subsidy revenue or by the purchase of additional trips in a period following the Actual period. If such an adjustment has been made, provide notation in the respective explanation area of the Comprehensive Budget tab.

¹ The Difference between Expenditures and Revenues for Fiscal Year

2014 - 2016

Once Completed, Proceed to the Worksheet entitled "Program-wide Rates"

Worksheet for Program-wide Rates

CTC: Suwannee River Et Version 1.4
 County: Lafayette County

1. Complete Total Projected Passenger Miles and ONE-WAY Passenger Trips (GREEN cells) below

- Do **NOT** include trips or miles related to Coordination Contractors!
- Do **NOT** include School Board trips or miles UNLESS.....
- INCLUDE** all ONE-WAY passenger trips and passenger miles related to services you purchased from your transportation operators!
- Do **NOT** include trips or miles for services provided to the general public/private pay UNLESS..
- Do **NOT** include escort activity as passenger trips or passenger miles unless charged the full rate for service!
- Do **NOT** include fixed route bus program trips or passenger miles!

PROGRAM-WIDE RATES	
Total Projected Passenger Miles =	80,000
Rate Per Passenger Mile = \$	2.22
Total Projected Passenger Trips =	4,000
Rate Per Passenger Trip = \$	44.48

Fiscal Year

2016 - 2017

Avg. Passenger Trip Length =	20.0 Miles
------------------------------	------------

Rates if No Revenue Funds Were Identified As Subsidy Funds

Rate Per Passenger Mile = \$	3.19
Rate Per Passenger Trip = \$	63.81

Once Completed, Proceed to the Worksheet entitled "Multiple Service Rates"

Vehicle Miles

The miles that a vehicle is scheduled to or actually travels from the time it pulls out from its garage to go into revenue service to the time it pulls in from revenue service.

Vehicle Revenue Miles (VRM)

The miles that vehicles are scheduled to or actually travel while in revenue service. Vehicle revenue miles exclude:

- Deadhead
- Operator training, and
- Vehicle maintenance testing, as well as
- School bus and charter services.

Passenger Miles (PM)

The cumulative sum of the distances ridden by each passenger.

Worksheet for Multiple Service Rates

CTC: Suranaga River Version 1.4
County: Lafayette County

1. Answer the questions by completing the GREEN cells starting in Section I for all services.
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers.

SECTION I: Services Provided

1. Will the CTC be providing any of these Services to transportation disadvantaged passengers in the upcoming budget year?

Ambulatory	Wheelchair	Stretcher	Group
<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Go to Section II for Ambulatory Service	Go to Section II for Wheelchair Service	Go to Section II for Stretcher Service	STOP! Do NOT Complete Section II for Group Service

SECTION II: Contracted Services

1. Will the CTC be contracting out any of these Services TOTALLY in the upcoming budget year?

Ambulatory	Wheelchair	Stretcher	Group
<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Skip # 2, 3 & 4 and Go to Section III for Ambulatory Service	Skip # 2, 3 & 4 and Go to Section III for Wheelchair Service	Answer # 2 for Stretcher Service	Do NOT Complete Section II for Group Service

2. If you answered YES to #1 above, do you want to arrive at the billing rate by simply dividing the proposed contract amount by the projected Passenger Miles / passenger trips?

Ambulatory	Wheelchair	Stretcher	Group
<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

3. If you answered YES to #1 & #2 above, how much is the proposed contract amount for the service?
How many of the total projected Passenger Miles relate to the contracted service?
How many of the total projected passenger trips relate to the contracted service?

Ambulatory	Wheelchair	Stretcher	Group
Leave Blank	Leave Blank	Leave Blank	Do NOT Complete Section II for Group Service
Effective Rate for Contracted Services: per Passenger Mile - per Passenger Trip -			
Go to Section III for Ambulatory Service	Go to Section III for Wheelchair Service	Go to Section III for Stretcher Service	Do NOT Complete Section II for Group Service

4. If you answered # 3 & want a Combined Rate per Trip PLUS a per Mile add-on for 1 or more services, INPUT the Desired per Trip Rate (but must be less than per trip rate in #3) above -
Rate per Passenger Mile for Balance -

Combined Trip and Mile Rate			
Leave Blank and Go to Section III for Ambulatory Service	Leave Blank and Go to Section III for Wheelchair Service	Leave Blank and Go to Section III for Stretcher Service	Do NOT Complete Section II for Group Service

Worksheet for Multiple Service Rates

1. Answer the questions by completing the GREEN cells starting in Section I for all services.
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers.

CTC: Surrogate Board Version 1.4
County: Lafayette County

SECTION III: Escort Service

1. Do you want to charge all escorts a fee?
☐ Yes ☒ No
 (If you answered "No", skip to Section IV and complete Section IV and apply to Section V.)

2. If you answered "Yes" to #1, do you want to charge the fee per passenger trip OR per passenger mile?
☒ Trip ☐ Mile
 (If you answered "Trip", skip to Section IV and complete Section IV and apply to Section V.)

3. If you answered "Yes" to #1 and completed #2, to how many of the projected Passenger Trips / Passenger Miles will a passenger be accompanied by an escort?
 Leave Blank

4. How much will you charge each escort?
 Leave Blank

SECTION IV: Group Service Loading

1. If the message "You Must Complete This Section" appears to the right, what is the projected total number of Group Service Passenger Miles? (otherwise leave blank)
 To NOT Complete Section IV:

And what is the projected total number of Group Vehicle Revenue Miles?
 Leaving Rate \$100 to 1,000

SECTION V: Rate Calculations for Multiple Services:

1. Input Projected Passenger Miles and Passenger Trips for each Service in the GREEN cells and the Rates for each Service will be calculated automatically.
 - Miles and Trips you input must sum to the total for all Services entered on the "Program-wide Rates" Worksheet, MINUS miles and trips for contracted services IF the rates were calculated in this Section II above.
 - Be sure to have the service BLANK if you answered NO in Section I or YES to question #2 in Section I.

RATES FOR FY: 2016 - 2017			
Service	Wheel Chair	Stretcher	Group
Projected Passenger Miles	71,450	8,000	450
Projected Passenger Trips	2,000	500	2
Rate per Passenger Mile	\$2.05	\$2.51	\$7.31
Rate per Passenger Trip	\$41.55	\$17.23	\$148.39

2. If you answered #1 above and want a COMBINED Rate per Trip PLUS a per Mile add-on for 1 or more services, INPUT the Desired Rate per Trip (but must be greater than per trip rate above) =
 Rate per Passenger Mile for Balance =

Combination Trip and Mile Rate			
Service	Wheel Chair	Stretcher	Group
Rate per Passenger Mile	\$2.05	\$2.51	\$7.31
Rate per Passenger Trip	\$41.55	\$17.23	\$148.39

Summary of Rates

Service	Wheel Chair	Stretcher	Group
Rate per Passenger Mile	\$2.05	\$2.51	\$7.31
Rate per Passenger Trip	\$41.55	\$17.23	\$148.39

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

LAFAYETTE COUNTY

5311 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 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

SERVING

BRADFORD • COLUMBIA • DIXIE • GELCHRIST • HAMILTON • LAFAYETTE • LEVY • MADISON • PUTNAM • SUWANNEE • TAYLOR • UNION

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

RESOLUTION NUMBER: 092815 - Lafayette 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).

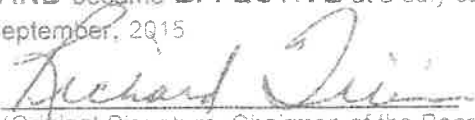
WHEREAS, the Applicant desires to and has the fiscal and managerial capability, matching funds and legal authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes 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:

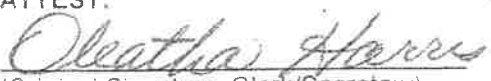
1. The above recitals are true and correct and are incorporated herein as if fully set forth in the body of this Resolution.
2. This resolution applies to Federal Program(s) under 49 U.S.C. Section(s) Section 5311.
3. The submission of grant application(s) required supporting documents, certifications 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: <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;">N/A</div>		4. Applicant Identifier: <div style="border: 1px solid black; padding: 2px;">N/A</div>	
5a. Federal Entity Identifier: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		5b. Federal Award Identifier: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
State Use Only:			
6. Date Received by State: <div style="border: 1px solid black; width: 100px; height: 20px;"></div>		7. State Application Identifier: <div style="border: 1px solid black; width: 200px; height: 20px;"></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;">1101 Nobles Ferry Rd.</div>			
Street2: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
* City: <div style="border: 1px solid black; padding: 2px;">Live Oak</div>			
County/Parish: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
* State: <div style="border: 1px solid black; padding: 2px;">FL: Florida</div>			
Province: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
* Country: <div style="border: 1px solid black; padding: 2px;">USA: UNITED STATES</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: 20px; 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; padding: 2px;">Mr.</div>		* First Name: <div style="border: 1px solid black; padding: 2px;">Matt</div>	
Middle Name: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
* Last Name: <div style="border: 1px solid black; padding: 2px;">Pearson</div>			
Suffix: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
Title: <div style="border: 1px solid black; padding: 2px;">Executive Director</div>			
Organizational Affiliation: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
* Telephone Number: <div style="border: 1px solid black; padding: 2px;">386/362-4115 ext. 227</div>		Fax Number: <div style="border: 1px solid black; padding: 2px;">386/362-4018</div>	
* Email: <div style="border: 1px solid black; padding: 2px;">mpearson@suwanneec.org</div>			

Application for Federal Assistance SF-424

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

☒ Nonprofit with 501(c)(3) 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

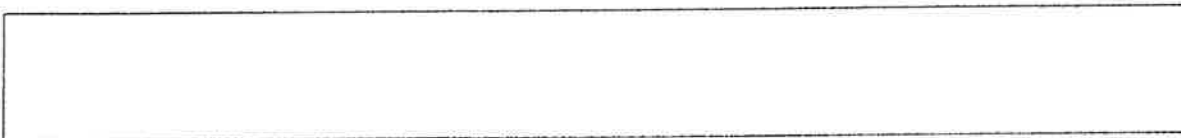
* Title:

Formula Grants for Rural Areas Program

13. Competition Identification Number:



Title:




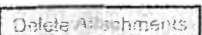
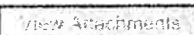
14. Areas Affected by Project (Cities, Counties, States, etc.):

Lafayette County   

*** 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.

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

111,687

* b. Applicant

* c. State

* d. Local

111,687

* e. Other

* f. Program Income

* g. TOTAL

223,373

*** 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:

385/362-4115 ext. 222

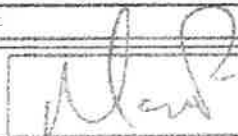
Fax Number:

385/362-4278

* Email:

mpearson@suwanneecdc.net

* Signature of Authorized Representative:



* Date Signed:

12/10/2016

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 three drivers in Lafayette County. All of our drivers meet FDOT credentialing requirements.

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

Lafayette 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 4,340 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	3,791	3,791
2. Number of individuals served unduplicated (first ride per rider per fiscal year). PER YEAR**	294	294
3. Number of vehicles used for this service. ACTUAL	3	3
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	80,642	80,642
7. Average vehicle miles PER DAY	310	310
8. Normal vehicle hours in operation. PER DAY	18	18
9. Normal number of days in operation. PER WEEK	6	6
10. Trip length (roundtrip). AVERAGE	43	43

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 Lafayette 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 Lafayette 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 Lafayette 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 Lafayette County and the need for transportation services to travel over 70 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 Lafayette 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 Lafayette 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 Lafayette 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: Lafayette 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)	80,746	80,746
Fringe and Benefits (502)	45,436	45,436
Services (503)	12,270	12,270
Materials and Supplies (504)	23,011	23,011
Vehicle Maintenance (504.01)	25,029	25,029
Utilities (505)	10,605	10,605
Insurance (506)	12,533	12,533
Licenses and Taxes (507)	545	545
Purchased Transit Service (508)	0	0
Miscellaneous (509)	1,104	1,104
Leases and Rentals (512)	12,094	12,094
Depreciation (513)		
TOTAL	223,373	223,373

SECTION 5311 GRANT REQUEST:

Total FTA Eligible Expenses (from Form B-1, above) **\$223,373** (a)

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

Operating Deficit **\$223,373** (c)

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

Section 5311 Request **\$111,687** (d)

(No more than 50% of Operating Deficit)

Grant Total All Revenues (from Form B-2) **\$223,373** *(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: Lafayette 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	0	\$
OTHER REVENUE CATEGORY	0	
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)	161,361	161,361
State Special Fare Assistance (412)		
Federal Cash Grants and Reimbursements (413)	62,012	62,012
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	223,373	223,373



II.B

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Levy • Madison

Marion • Suwannee • Taylor • Union Counties

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

March 21, 2016

TO: Lafayette 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 October - December 2015;
2. Fiscal Year 2015/16 Transportation Disadvantaged Trust Fund Status Report;
3. Suwannee River Economic Council Complaint/Commendation Report October - December 2015; and
4. Suwannee River Economic Council Trip Denial Report October - December 2015.

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

Attachments

t:\lynn\td2016\lafayette\memos\statmarch.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.

**QUARTERLY OPERATING REPORT
SUWANNEE RIVER ECONOMIC COUNCIL, INC.
LAFAYETTE COUNTY
OCTOBER - DECEMBER 2015**

OPERATING DATA	SREC
NUMBER OF INVOICED TRIPS	867
Florida Managed Medical Assistance Program	40
Florida Transportation Disadvantaged Program	691
S.R.E.C. - Title III-B Meal Site	136
TOTAL VEHICLE MILES	14,612
TOTAL REVENUE VEHICLE MILES	10,716
TOTAL VEHICLE HOURS	511
TOTAL DOLLARS INVOICED	\$42,434.46
Florida Managed Medical Assistance Program	\$2,518.90
Transportation Disadvantaged Program	\$38,827.56
S.R.E.C. - Title III-B Meal Site	\$1,088.00
AVERAGE COST PER TRIP	\$48.94
Florida Managed Medical Assistance Program	\$62.97
Transportation Disadvantaged Program	\$56.19
S.R.E.C. - Title III-B Meal Site	\$8.00
AVERAGE COST PER VEHICLE MILE	\$2.90
AVERAGE COST PER REVENUE VEHICLE MILE	\$3.96
AVERAGE COST PER VEHICLE HOUR	\$83.04
TRIP PURPOSE*	
Medical	731
Employment	
Education/Training	
Shopping	
Meal Site	136
Recreation	
Other	
NUMBER OF TRIPS DENIED	0
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	53
PERCENT OF SINGLE PASSENGER TRIPS	6%
NUMBER OF ACCIDENTS	0
NUMBER OF VEHICLES	3
AVERAGE TRIPS PER VEHICLE	289
AVERAGE MILES PER TRIP	17
NUMBER OF ROADCALLS	1
MILES BETWEEN ROADCALLS	14,612

Source: Suwannee River Economic Council

**QUARTERLY OPERATING REPORT
SUWANNEE RIVER ECONOMIC COUNCIL, INC.
LAFAYETTE COUNTY
OCTOBER 2014 - DECEMBER 2014**

OPERATING DATA	TOTAL
NUMBER OF INVOICED TRIPS	824
Florida Commission for the Transportation Disadvantaged Medicaid	0
Florida Managed Medical Assistance Program	86
Transportation Disadvantaged Program	607
S.R.E.C. - Title III-B Meal Site	131
TOTAL VEHICLE MILES	13,896
TOTAL REVENUE VEHICLE MILES	10,186
TOTAL VEHICLE HOURS	489
TOTAL DOLLARS INVOICED	\$40,499.50
Florida Commission for the Transportation Disadvantaged Medicaid	\$60.00
Florida Managed Medical Assistance Program	\$5,596.50
Transportation Disadvantaged Program	\$33,795.00
S.R.E.C. - Title III-B Meal Site	\$1,048.00
AVERAGE COST PER TRIP	\$49.15
Florida Commission for the Transportation Disadvantaged Medicaid	#DIV/0!
Florida Managed Medical Assistance Program	\$65.08
Transportation Disadvantaged Program	\$55.68
S.R.E.C. - Title III-B Meal Site	\$8.00
AVERAGE COST PER VEHICLE MILE	\$2.91
AVERAGE COST PER REVENUE VEHICLE MILE	\$3.98
AVERAGE COST PER VEHICLE HOUR	\$82.82
TRIP PURPOSE*	
Medical	890
Employment	0
Education/Training	0
Shopping	0
Meal Site	131
Recreation	0
Other	0
NUMBER OF TRIPS DENIED	0
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	65
PERCENT OF SINGLE PASSENGER TRIPS	8%
NUMBER OF ACCIDENTS	0
NUMBER OF VEHICLES	7
AVERAGE TRIPS PER VEHICLE	118
AVERAGE MILES PER TRIP	17
NUMBER OF ROADCALLS	0
MILES BETWEEN ROADCALLS	13,896

**2015-2016 TRIP/EQUIPMENT GRANT SUMMARY
LAFAYETTE COUNTY**

CONTRACT AMOUNT: \$142,044.00

MONTH/ YEAR	TOTAL DOLLARS SPENT	TRUST FUND (90%)	LOCAL MATCH (10%)	TOTAL AMOUNT REMAINING	NUMBER OF TRIPS	AVERAGE COST PER TRIP
Jul-15	\$9,721.80	\$8,749.62	\$972.18	\$132,322.20	159	\$61.14
Aug-15	\$14,160.18	\$12,744.16	\$1,416.02	\$118,162.02	219	\$64.66
Sep-15	\$10,981.08	\$9,882.97	\$1,098.11	\$107,180.94	197	\$55.74
Oct-15	\$14,234.40	\$12,810.86	\$1,423.44	\$92,946.54	252	\$56.49
Nov-15	\$11,833.02	\$10,649.72	\$1,183.30	\$81,113.52	229	\$51.67
Dec-15	\$12,760.14	\$11,484.13	\$1,276.10	\$68,353.38	210	\$60.76
Jan-16				\$68,353.38		#DIV/0!
Feb-16				\$68,353.38		#DIV/0!
Mar-16				\$68,353.38		#DIV/0!
Apr-16				\$68,353.38		#DIV/0!
May-16				\$68,353.38		#DIV/0!
Jun-16				\$68,353.38		#DIV/0!

LAFAYETTE COUNTY
SERVICE COMPLAINTS/COMMENDATIONS
OCTOBER - DECEMBER 2015

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

Source: Suwannee River Economic Council

**LAFAYETTE COUNTY
UNMET TRANSPORTATION NEEDS
OCTOBER - DECEMBER 2015**

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



March 21, 2016

TO: Lafayette County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: 2016 Florida Legislative Session

RECOMMENDATION

No action required. For information only.

BACKGROUND

Attached is information regarding the 2016 Florida legislative session and changes to Florida's Transportation Disadvantaged Program. If you have any questions concerning the attached information, please contact me at extension 110.

Attachment

t:\lynn\td2016\lafayette\memos\legsession.docx

The 2016 Florida Legislative Session came to a close March 11, 2016. The Florida Legislature authorized **\$55,211,227** in the Grants and Aids Category for Fiscal Year 2016-17. This is an increase of \$177,523 from the base budget, plus a reinvestment of \$4,250,000 of non-recurring funds that were reverted from Fiscal Year 2015-16.

The Florida Legislature directed the Florida Commission for the Transportation Disadvantaged to use the additional \$4,250,000 in the following three specific ways:

Allocation Methodology Study

- **\$200,000** will be used to contract with an independent consultant to research Florida's historic funding of transportation disadvantaged services, the formulas used for distribution of state funds, and the allocation of funding specifically as it relates to urban and rural counties throughout the state. The study will also explore funding formulas and practices of similar services provided in other states.

Direct allocation to “rural” counties

- **\$2,300,000** will be allocated to Community Transportation Coordinators who are not direct recipients of U.S.C. Section 5307 funding. Funds are to be used to provide transportation services for persons with disabilities, older adults, and people with low incomes so they may access health care, employment, education and other life-sustaining activities. Funds will be distributed among Community Transportation Coordinators based upon the Transportation Disadvantaged Trust Fund allocation methodology.

Mobility Enhancement Grant

- **\$1,750,000** will be used to award competitive grants to Community Transportation Coordinators to support transportation projects that: (1) enhance the access of older adults, persons with disabilities, and persons with low income individuals to health care, shopping, education, employment, public services, and recreation; (2) assist in the development, improvement, and use of transportation systems in non-urbanized areas; (3) promote the efficient coordination of services; (4) support intercity bus transportation; and (5) encourage private transportation provider participation. All Community Transportation Coordinators are eligible to apply for this Mobility Enhancement Grant.

The Florida Legislature also directed each Community Transportation Coordinator to develop and implement performance measures which, at a minimum, address timing of advanced scheduling requests; on-time passenger pickup; improved routing to minimize passenger wait times; error rates for passenger pick-up and drop-off; and collection and public posting of passenger satisfaction survey ratings.

By September 30, 2016, each Community Transportation Coordinator must provide information to the Florida Department of Transportation detailing the adopted performance measures and the methods used for evaluating performance. The Florida Department of Transportation shall provide a report to the chairs of the legislative appropriations committees by December 15, 2016 specifying which entities submitted, or failed to submit, the required information as well as an evaluation of the efficacy of the performance measures and recommendations as to best practices that could be implemented on a statewide basis.

ATTENDANCE RECORD

LAFAYETTE COUNTY TRANSPORTATION DISADVANTAGED COORDINATING BOARD

MEMBER/ORGANIZATION	NAME	3/23/15	6/22/15	9/28/15	11/16/15
Chair	Commissioner Anthony Adams				
Florida Department of Transportation	Sandra Collins	P	P	P	P
Alternate Member	Janell Damato	A	A	A	A
Florida Department of Children and Families	Kay Tice	A	A	A	A
Alternate Member	(Vacant)				
Florida Agency for Health Care Administration	Deweese Ogden			P	A
Alternate Member	Pamela Hagley			A	A
Florida Department of Education	(Vacant)				
Alternate Member	(Vacant)				
Public Education	Richie Page	A	A	A	A
Alternate Member	(Vacant)				
Citizen Advocate	Cindy Morgan	P	A	A	A
Alternate Member	Rhoda Pate	A	A	A	A
Citizen Advocate-User	(Vacant)				
Alternate Member	(Vacant)				
Elderly	Martha Humphries	A	P	P	P
Alternate Member	(Vacant)				
Veterans	Carlton Black	A	P	A	P
Alternate Member	(Vacant)				
Persons with Disabilities	(Vacant)				
Alternate Member	(Vacant)				
Florida Department of Elder Affairs	Ricky Lyons	A	A	A	P
Alternate Member	(Vacant)				
Children at Risk	Colleen Cody			P	P
Alternate Member	(Vacant)				
Local Medical Community	Ginger Calhoun	P	A	P	P
Alternate Member	(Vacant)				
Regional Workforce Board	Sheryl Rehberg	P	P	A	A
Alternate Member	Anthony Jennings	A	A	A	P

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."

