

EXECUTIVE SUMMARY
Reports and Presentation
Item 6c

Grant Application for 5310, 5311, 5339

Objective:

To report intent to submit Federal Transit Administration (FTA) Section 5310, 5311 and 5339 applications for submission to the Florida Department of Transportation (FDOT).

Considerations:

5310

Pursuant to 49 U.S.C. § 5310, Collier County is a designated Community Transportation Coordinator and provider of mass transportation to elderly and individuals with disabilities. Each year, through an application process administered by FDOT, the Collier Area Paratransit (or CAT Connect) program has obtained funds that are used for the purchase of vehicles and for the provision of transportation services to the elderly and disabled residents of Collier County. This grant includes an 80% Federal share with a 10% State share and a 10% local share. This year Collier County is requesting funds to purchase six replacement vehicles; along with six radios and tablets for those vehicles. The Board of County Commissioners (BCC) has authority to apply for and accept grants from FDOT as authorized by Chapter 341, Florida Statutes, and by the Federal Transit Administration Act of 1964, as amended.

5311

Pursuant to 49 U.S.C. § 5311, Collier County provides mass transportation to people in rural areas in the County through Collier Area Transit. Each year, through an application process administered by FDOT, Collier County has obtained funds that are used for the operation of transportation services to residents in rural communities of Collier County. This grant includes a 50% Federal share with a 50% local share requirement. The BCC has the authority to apply for and accept grants from FDOT as authorized by Chapter 341, Florida Statutes and by the Federal Transit Administration Act of 1964, as amended.

5339

Section 5339 is a grant program administered by the Florida Department of Transportation authorized by 49 U.S.C. § Section 5339 Bus and Bus Facilities Program. It provides capital funding to replace, rehabilitate and purchase buses, vans, and related equipment, and to construct bus-related facilities in the non-urbanized areas. This capital grant includes an 80% Federal share with a 20% State share. No local share is required. The funds will be used for the construction of a superstop in the Immokalee area that would consist of sawtooth bays for buses to pull into off the street; canopy cover for sheltered transfer of passengers, benches, trash receptacles; and restroom facilities. An area of the site would also be reserved for a food truck and bus storage. These funds will be used to supplement capital grant funds awarded through the Federal TIGER Grant Program for the same facility.

Funding Request:

Funding Source	5310	5311	5339
Federal Share	\$370,924.80	\$804,500	\$480,000
State Share	\$46,365.60	\$0	\$120,000
Local Share	\$46,365.60	\$804,500	\$0
Total	\$463,655.90	\$1,609,000	\$600,000

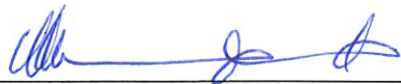
Recommendation:

None.

Attachment:

None.

Prepared by:  Date: 12/2/19
Omar De Leon, Transit Manager

Approved by:  Date: 12-12-19
Michelle Arnold, PTNE Division Director

Florida Department of Transportation



49 U.S.C. Section 5310

Capital & Operating Assistance Application – SFY 2021

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

CFDA 20.513

Legal Applicant Name: Collier County Board of County Commissioners

First Time Applicant Previous Applicant

Project Type and Service Area of this Application (check all that apply):

- Large Urban Service Area
- Small Urban Service Area
- Rural Service Area

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Exhibit Q: Triennial Review – Corrective Action Plan (CAP) Closeout	TBD

Please Note

This grant application is color coded based on which type of award you are applying for.

Forms and exhibits in **purple** must be completed for **all** applications.

All Applications

Forms and exhibits in **red** apply to capital applications, exclusively.

Capital Applications

Forms and exhibits in **blue** apply to operating applications, exclusively.

Operating Applications

Checklist

Each of the below items must be included with your Section 5310 Grant Application submittal in the same order as the checklist.

Application Checklist (this form)

Applicant Information

PART I - APPLICANT ELIGIBILITY

Eligibility Questionnaire (*only applicable for returning applicants*)

Exhibit A: Cover Letter

Exhibit B: Governing Board's Resolution

Exhibit C: Coordinated Public Transit-Human Service Transportation Plan

Exhibit D: CTC Agreement or Certification

Exhibit E: Certification of Incorporation (*Required for all first-time private non-profit applicants*)

Exhibit F: Proof of Non-Profit Status

Exhibit G: Local Clearinghouse Agency/RPC Cover Letter (*Required if proposed project is for facilities*)

Date received: _____

Exhibit H: Public Hearing Notice

PART II - FUNDING REQUEST

Form A-1: Current System Description

Organization Chart

Form A-2: Fact Sheet

Form A-3: Proposed Project Summary

Form B-1: Financial Capacity – Proposed Budget for Transportation Program

Proof of Local Match

Supporting Documentation

Form B-2: Operations Phase- Estimate of Project Costs by Budget Category

Form B-3: Capital Request

Completed Sample Order Form(s)

Form C: Current Vehicle and Transportation Equipment Inventory

PART III – REQUIRED DOCUMENTS

Exhibit I: FDOT Certification and Assurances

Exhibit J: Standard Lobbying Certification

Exhibit K: Leasing Certification

Exhibit L: Certification of Equivalent Service

Form 424: Application for Federal Assistance

Exhibit M: Federal Certifications and Assurances

Exhibit N: Transportation Operating Procedure (*Applies to Section 5310-only Applicants*)

Exhibit O: Title VI Plan

Exhibit P: Protection of the Environment (*Required if the proposed project is for facilities*)

Exhibit Q: Triennial Review – CAP Closeout [**Will be provided once closeout is complete**]

Applicant Information

		49 U.S.C. Section 5310, Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities: GRANT APPLICATION	
Agency (Applicant) Legal Name: Collier County Board of County Commissioners		Physical Address (No P.O. Box): 3299 Tamiami Trail East Suite 103	
Applicant Status: First-time applicant <input checked="" type="checkbox"/> Returning applicant <i>A first-time applicant has not received any funding for the past two grant cycles</i>			
Applicant's County: CCollier If Applicant has offices in more than one county, list county where main office is located			
City: Naples	State: FL	Zip + 4 Code: 34112-5749	Congressional District: 14
Federal Taxpayer ID Number: 59-6000558			
Applicant Fiscal period start and end dates: <u>October 1, 2020</u> to <u>September 30, 2021</u> <i>State Fiscal period from: July 1, 2020 to June 30, 2021</i>			
Applicant's DUNS Number: 076997790 <i>Unique 9-Digit number issued by Dun & Bradstreet. May be obtained free of charge at: http://fedgov.dnb.com/webform</i>			
Counties Served: Collier County <i>List the county or counties that will be served by the proposed project.</i>		Project's Service Area: <input checked="" type="checkbox"/> Large Urban <input type="checkbox"/> Small Urban <input type="checkbox"/> Non-Urban <i>Check all that apply.</i>	
Executive Director: Michelle Arnold		Grant Contact Person (if different than Executive Director): Tami Bailey	
Telephone: 239-252-5841		Telephone: 239-252-5218	
Fax: 239-252-3929		Fax: 239-252-2638	
E-mail Address: Michelle.arnold@colliercountyfl.gov		Email Address: Tami.bailey@colliercountyfl.gov	
Current Vehicle Inventory: <u>2</u> Vans <u>0</u> Vans/Lifts <u>0</u> Sedans or Minivans Enter Number for ENTIRE Fleet <u>28</u> Buses/Cutaways <u>2</u> Other <u> </u> N/A			
Authorizing Representative certifying to the information contained in this application is true and accurate. Signature (Authorizing Representative) [blue ink]: _____ Printed Name: <u>William L. McDaniel, Jr.</u> Title: <u>Chairman</u> Email Address: <u>Bill.McDaniel@colliercountyfl.gov</u> *Must attach a Resolution of Authority from your Board (original document) for the person signing ALL documents on behalf of your agency. See Exhibit B			

ATTEST
 CRYSTAL K. KINZEL, CLERK

Approved as to form and legality

BY: _____

Assistant County Attorney


2021/12/01/19


Exhibit A: Cover Letter



Collier County

 Public Services Department

 Public Transit & Neighborhood Enhancement Division

December 10, 2019

Charlene Ross
 Transit Project Coordinator
 FDOT, District One, Modal Development Office/Public Transit
 801 North Broadway Avenue
 Bartow, FL 33830

Re: 5310 Grant Submittal

Dear Ms. Ross:

Collier County Board of County Commissioners submits this application for the Section 5310 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.

Collier County Board of County Commissioners 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 FDOT and all its officers, agents and employees from any claim, loss, damage, cost, charge, or expense arising out of the non-compliance by the Agency, its officers, agents, or employees, with any or the assurances stated in this Application.

This application is submitted on this 10th day of December 2019 with one (1) original resolution and three (3) certified copies of the original resolution authorizing the Chairman of the board of County Commissioners to sign this Application. Thank you for your assistance in this matter.

Sincerely,

William L. McDaniel, Jr.
 Chairman, Collier County Board of County Commissioners



Exhibit B: Governing Board's Resolution

Executed Resolution to follow this page



RESOLUTION NO. 19-____

A RESOLUTION OF THE COLLIER COUNTY BOARD OF COUNTY COMMISSIONERS AUTHORIZING THE SIGNING AND SUBMISSION OF A GRANT APPLICATION AND SUPPORTING DOCUMENTS AND ASSURANCES TO THE FLORIDA DEPARTMENT OF TRANSPORTATION, THE ACCEPTANCE OF A GRANT AWARD FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION, AND THE PURCHASE OF VEHICLES AND/OR EQUIPMENT AND/OR EXPENDITURE OF GRANT FUNDS PURSUANT TO A GRANT AWARD.

WHEREAS, 49 U.S.C. §5310 authorizes the Secretary of Transportation to make grants and loans to local government authorities such as Collier County to help provide mass transportation services to meet the special needs of elderly individuals and individuals with disabilities; and

WHEREAS, each year, through an application process administered by the Florida Department of Transportation, the Collier County Transportation Disadvantaged program has obtained funds that are used for the purchase of vehicles and for the provision of transportation services to the elderly and disabled residents of Collier County; and

WHEREAS, the Collier County Local Coordinating Board has requested that the Collier County Board of County Commissioners apply this year for FTA 49 U.S.C. §5310 funds in order to purchase vehicles and equipment to transport the elderly and disabled residents of Collier County; and

WHEREAS, Collier County Board of County Commissioners has the 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.

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

1. The Chairman, or his designee, is hereby authorized to revise and execute any and all documents necessary to apply for the Federal Transit Administration Section 5310 Grant. This authority includes executing the Certification and Assurance to FDOT document, a copy of which documents are attached hereto, to approve any budget amendments necessary to receive these funds, and to accept these funds on behalf of the County.

Exhibit C: Coordinated Public Transit-Human Service Transportation Plan

The entire Plan is provided at the end off this application.

The projects selected for funding under the Section 5310 program must be included in a locally developed, coordinated public transit-human services transportation plan (Coordinated Plan) that was "developed through a process that includes representatives of public, private, and non-profit transportation and human services providers and participation by members of the public."

Reference: FTA C 9070.1G Chapter V

Certification

Collier County Board of County Commissioners certifies and assures to the Florida Department of Transportation regarding its application for assistance under 49 U.S.C. 5310 that this grant request is included in a coordinated plan compliant with Federal Transit Administration Circular FTA C 9070.1(a) The name of this coordinated plan:

Collier County Transit Development Plan (TDP)

(b) The agency that adopted this coordinated plan:

Collier County Board of County Commissioners

(c) The date the coordinated plan was adopted:

December 13, 2016

(d) Section and page in the coordinated plan that identifies the project or need your agency is fulfilling:

Page 127 Under Section 9: Capital/Infrastructure Alternatives

Signature [blue ink]

William L. McDaniel, Jr., Chairman

Typed Name and Title of Authorized Representative

December 10, 2019

Date

ATTEST
CRYSTAL K. KINZEL, CLERK

Approved as to form and legality

BY: _____

Assistant County Attorney

*DAB
11/20/19*



Exhibit D: CTC Agreement or Certification Provided at the end off this application.
See Grant Application Instruction Manual for Community Transportation Coordinator (CTC) Agreement requirements.

Exhibit E: Certification of Incorporation - N/A

All first-time private non-profit applicants must include a copy of their certification of incorporation here. You may insert the certification as a PDF or print and attach the document to your final application.

Exhibit F: Proof of Non-Profit Status - N/A

All private non-profit applicants must include proof of non-profit status here. You may insert the proof of status as a PDF or print and attach the document to your final application.

Exhibit G: Local Clearinghouse Agency/RPC Cover Letter - N/A

If grant application is for facilities, please include a copy of the cover letter submitted to the local clearinghouse agency or Regional Planning Council (RPC. You may insert the letter as a PDF or print and attach the document to your final application.

Exhibit H: Public Hearing Notice

Attach a copy of the notice of public hearing and an affidavit of publication here, **if applicable (see instruction manual)**. You may insert the notice as a PDF or print and attach the document to your final application.

Public Notice

Public Notice and Affidavit to follow this page.

Naples Daily News

PART OF THE USA TODAY NETWORK

Published Daily
Naples, FL 34110

CC HOUSING HUMAN VETERAN SERVICE
3339 TAMiami TRAIL # 211

NAPLES, FL 34112-5361

Affidavit of Publication

STATE OF WISCONSIN
COUNTY OF BROWN

Before the undersigned they serve as the authority, personally appeared said legal clerk who on oath says that he/she serves as Legal Clerk of the Naples Daily News, a daily newspaper published at Naples, in Collier County, Florida; distributed in Collier and Lee counties of Florida; that the attached copy of the advertising was published in said newspaper on dates listed. Affiant further says that the said Naples Daily News is a newspaper published at Naples, in said Collier County, Florida, and that the said newspaper has heretofore been continuously published in said

Collier County, Florida; distributed in Collier and Lee counties of Florida, each day and has been entered as second class mail matter at the post office in Naples, in said Collier County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Published: November 13, 2019

[Signature]

Subscribed and sworn to before on November 13, 2019:

Tara Mondloch

Notary, State of WI, County of Brown

TARA MONDLOCH
Notary Public
State of Wisconsin

My commission expires August 6, 2021

Publication Cost: \$728.00
Ad No: 0003887537
Customer No: 1304214
PO #: v.02 2019_(5)

This is not an invoice

NOV 18 '19 PM 3:54



PUBLIC NOTICE

Public Notice is hereby given that Collier County is applying to the Florida Department of Transportation for a capital grant under section 6310 of the Federal Transit Act of 1991, as amended, for the purchase of six (6) replacement paratransit vehicles with radios and tablets to be used for the provision of public transit services within Collier County, FL. Collier County will also be applying to the Florida Department of Transportation for a grant under section 6339 of the Federal Transit Act of 1991, as amended for design and construction of a Superstop in the Immokalee area consisting of a sheltered transfer station for passengers. The site would also be secured with fencing and space to store recovery vehicles and overnight bus storage.

This notice is to provide an opportunity for a Public Hearing for this project. This public notice is to ensure that this project and the contemplated services will not duplicate current or proposed services provided by existing transit or paratransit operators in the area. This hearing will be conducted if and only if a written request for the hearing is received by within 10 (ten) days of November 13, 2019. Requests for a hearing must be sent to Michelle E. Arnold Collier Area Transit, 3299 East Tamiami Trail #103, Naples, Florida 34112 and copy sent to FDOT, District One Modal Development Office/Public Transit Southwest Urban Area Office at 801 North Broadway, Bartow, Florida 33830. Any interested party may obtain more information about these grants by contacting the PTNE Division at (239) 252-5840 between the hours of 8 a.m. to 5 p.m., Monday through Friday. Public comment period will open Wednesday November 13, 2019 through Friday December 13, 2019.

Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services should contact Michelle E. Arnold at michelle.arnold@colliercountyfl.gov, Collier County Public Services Department, Public Transit & Neighborhood Enhancement Division 3299 East Tamiami Trail #103, Naples, Florida 34112; (239) 252-5840.

Collier Area Transit operates in compliance with Federal Transit Administration, (FTA) program requirements and ensures that transit services are made available and equitably distributed.

Florida Law and Title VI of the Civil Rights Act of 1964 Prohibits Discrimination in Public accommodations on the basis of race, color, sex, national origin, disability, income or of marital status.

Persons believing they have been discriminated against on these conditions may file a complaint with the Florida Commission on Human Relations at 850-488-7082 or 800-342-8170 (voice messaging).

Collier Area Transit has a Disadvantaged Business Enterprise (DBE) goal of 1.77%.
November 13, 2019

Aviso Publico

El Condado de Collier esta aplicando al Departamento de Transporte del estado de la Florida por subsidios del programa Federal de Transito de 1991, seccion 6310, para reemplazar seis vehiculos de paratransito equipados con radios y computadores para el servicio publica del Condado de Collier. El Condado aplicara al Departamento de Transporte de la Florida bajo seccion 6339 de el Acto Federal de 1991. Los subsidios seran destinados para el diseño y construccion de un Superstop en Immokalee que consistira de un area cubierta de pasajeros transferendose de vehiculos. El area estara cercada y tendra espacio para estacionar autobuses en la noche.

Este aviso es para dar al publico una oportunidad de asistir a la audiencia publica de este proyecto, y Tambien para asegurar que este proyecto y los servicios contemplado no dupliquen los servicios que existen al moment. Esta audiencia publica se realizara solamente si se solicita por escrito dentro de los 10 dias contados a partir de noviembre 13, del 2019. La solicitud de la audiencia publica deberan ser enviadas a Michelle E. Arnold, Collier Area Transit, 3299 East Tamiami Trail No. 10, Naples, FL 34112; Tambien copia de esta solicitud debera enviarse a FDOT, District One Modal Development Office/Public Transit, Southwest Urban Area Office al 801 North Broadway, Bartow, Florida 33830. Los interesados pueden obtener mas informacion sobre subsidios comunicandose con el PTNE Division al telefono (239) 252-5840 de Lunes a Viernes de 8 a.m. a 5 p.m.. Comentarios del publico se recibiran desde el miercoles 13 de Noviembre, 2019 hasta el Viernes 13 de Diciembre, 2019.

De acuerdo con el ADA-American with Disabilities Act (Acta Federal para personas con discapacidades) quienes necesitan acomodacion especial o servicios de traduccion deberan contactar a Michelle E. Arnold a su correo electronico michelle.arnold@colliercountyfl.gov, Collier County Public Services Department, Public Transit and Neighborhood Enhancement Division, 3299 East Tamiami Trail, No. 103, Naples, Florida 34112; (239) 252-5840.

Collier Area Transit (CAT) opera conforme a las regulaciones de la Administracion de Transito Federal, (FTA) y asegura que los servicios de transito son distribuidos equitativamente.

La ley de la Florida Titulo VI de el Acto de Derechos Civiles de 1964 prohibe discriminacion en alojamientos publico basado en raza, color, sexo, nacionalidad, discapacidad, ingresos o estado civil.

Las personas que crean que han sido discriminadas pueden presentar sus quejas a la "Florida Commission on Human Relations" al telefono 850-488-7082 o al 800-342-8170 (mensajes de voz)

Collier Area Transit tiene una meta de 1.77% Empresa Comercial Desfavorecida (DBE)





PART II - FUNDING REQUEST

Form A-1: Current System Description

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

CAT provides seasonal and permanent residents of Collier County with an accessible mode of travel. These include seven days a week of fixed route and paratransit public services with approximately 19 to 20 routes per system on a daily basis. The CAP program provides transportation services to individuals who do not have access to any other means of transportation and are eligible through several funding programs. The funding programs are the Florida Department of Transportation, Agency for persons with Disabilities and Florida Commissions for the Transportation Disadvantaged; these include funding for individuals with disabilities, low income, and elderly in both the urbanized and non-urbanized areas of the County. The Medicaid program has been managed by a private provider since July 1st of 2012.

CAP's mission is to; " Identify and safely meet the transportation needs of Collier County, through a courteous, dependable, cost effective and environmentally sound team commitment." The Collier County Local Coordinating Board Mission is, "To carry out a coordinated and comprehensive approach to planning, developing and providing transportation services that meet the needs of transportation disadvantaged persons." There are six goals that support the mission which were adopted in its Transportation Disadvantaged Service Plan (TDSP). For every goal there are between four and thirteen objectives. The six goals can be summarized in implementing and providing an efficient, effective and safe coordinated transportation system that provides quality services. The last goal states securing the necessary funding to meet all six goals which is the ultimate purpose of this grant application.

(b) Please provide information below:

- Organizational structure (**attach an organizational chart at the end of this section**)
- Total number of employees in organization 122
- Total number of transportation-related employees in the organization 8

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

The management of the MV contract is conducted by the Collier County Public Transit and Neighborhood Enhancement (PTNE) Division. MV is responsible for the transit drivers of the transit system including hiring, training and management of the bus operators. They are also responsible for insurance of all CAT/CAP's vehicles. MV is responsible for the hiring and training of the administrative personnel.

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

Collier County uses State, Federal and Local funds for providing the transit program in the county.

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

Paratransit passengers go through an application process to ensure eligibility of the 5310-funded transportation serves.

(f) To what extent does your agency serve minority populations? Is your agency minority-owned? (Maximum 200 words)

Collier Area Transit has routes that are located in high minority areas. Collier Area Transit is not a minority owned agency.

(g) How many drivers are utilized for 5310-funded transportation services? 43

- How many drivers do you have? 85
- How many vehicles do you have that require a Commercial Driver's License (CDL) certified driver? 28 (fixed route vehicles) No paratransit vehicles require CDL



(h) Fully explain your transportation program:

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

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

The pickup time may be as early as 4:00 AM and the latest pickup time may be as late as 6:00 PM. Our paratransit has 20 routes and/or manifests each day using Collier County owned vehicles that cover trips in Naples, Everglades City, Immokalee, and Marco Island area. The trip types Collier provides are medical, nutritional, employment, educational or personal. The paratransit system provides transportation to individuals who do not have access to any other means of transportation and are eligible through several funding programs including FDOT agency for persons with disabilities and Florida Commission for the Transportation Disadvantaged, these include funding for individuals with disabilities, low income, and elderly in both the urbanized and non-urbanized areas of Collier County.

All new drivers are required to complete a training program prior to operating a vehicle. In addition, all drivers must attend monthly safety trainings which include training on vehicle equipment.

All sensitive records are maintained under lock and key. Other records are kept for seven years in an archive room or electronically depending on the document [i.e. manifests are in the Route Match Software]. Grant records are maintained by the Collier County Grants Compliance Office.

All vehicles utilized for the County public transportation system are maintained in safe and operational condition by the County's Fleet Management Division. The Fleet Management Division provides for regular preventative maintenance of all vehicles at the CAT Operations Center located at 8300 Radio Road with the assistance of the operations vendor.

Due to the number of seats and size of the vehicles no CDL certification is necessary, however, Collier County's contract with MV Transportation requires all drivers to have CDL. The MV contract is managed by the Collier County Public Transit & Neighborhood Enhancement Division.

Collier Area Transit has a Substance Abuse Policy in place that includes the requirements of the Drug Free Workplace Act.

Collier Area Paratransit utilizes Route Match in conjunction with Avail Technologies to collect the necessary quantitative data for analysis. The data includes ridership, geographical, trip and other types of information. The data from this software is analyzed to determine current and future needs of the Paratransit program.

Form A-2: Fact Sheet

	Calculations ¹ (current system)	Current System	Calculations ¹ (if grant is awarded)	If Grant Is Awarded (Estimates are acceptable)
1 Number of total one-way trips served by the agency PER YEAR (for entire system). [*] Please include calculations.	108,214			
2 Number of one-way passenger trips provided to seniors and individuals with disabilities PER YEAR. [*]	79,635			
3 Number of individual senior and disabled clients (unduplicated) PER YEAR.	1,271			
4 Total number of vehicles used to provide service to seniors and individuals with disabilities.	28			

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



	Calculations ¹ (current system)	Current System	Calculations ¹ (If grant is awarded)	If Grant is Awarded (Estimates are acceptable)
5 Number of 5310 vehicles used to provide service to seniors and individuals with disabilities eligible for replacement.	11			
6 Total fleet vehicle miles traveled to provide service to seniors and individuals with disabilities PER YEAR.	1,630,572			
7 Total number of square miles of service coverage.	2,305			
8 Number of days that vehicles are in operation to provide service to seniors and individuals with disabilities AVERAGE PER YEAR.	359			



	Calculations ¹ (current system)	Current System	Calculations ¹ (if grant is awarded)	If Grant is Awarded (Estimates are acceptable)
9 Number of hours of service AVERAGE PER DAY.	308			
10 Number of hours of service PER YEAR.	89,824			
11 Posted hours of normal operation agency provides service to seniors and individuals with disabilities PER WEEK (This does not include non-scheduled emergency availability).		M-F: 4:00 am- 8:50 pm Saturday: 4:00 am - 8:50 pm Sunday: 4:30 am - 7:35 pm Total (WEEK):		M-F: 4:00am-8:50pm Saturday: 4:00 am- 8:50 pm Sunday: 4:30 am- 7:35 pm Total (WEEK):

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



Form A-3: Proposed Project Summary

All Applicants

(a) How will the grant funding be used?

Check all that apply:

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

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

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

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

NOT REQUIRED PER FDOT

Example:

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

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

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



NOT REQUIRED PER FDOT

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

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

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

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

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

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

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

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

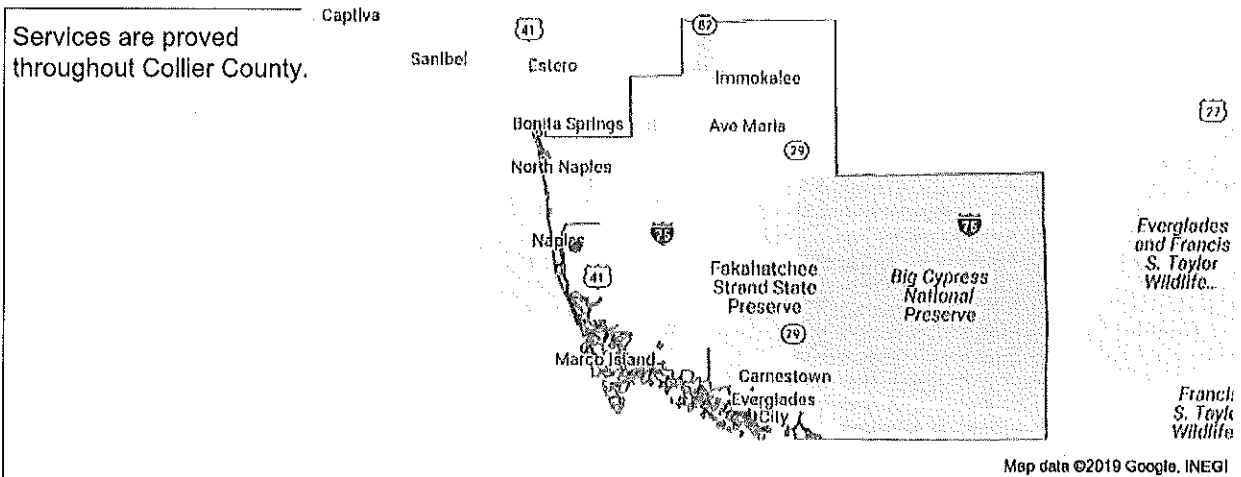


How will the grant funding improve your agency's transportation service? Provide a general description of the project components to be funded via this agreement.

Collier County is requesting FTA Section 5310 funds to purchase six (6) replacement vehicles. The County is also requesting six two-way communication radios for these vehicles. Historically the two-way radios had been moved from the old replacement vehicle to the new one but due to the age of the radios they needed continued repairs which in turn meant the vehicle was down while the radios are installed in the vehicles. These vehicles and radios will be to continue the existing level of service.

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

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



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

Will it be used to:

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

Collier County is requesting 5310 funding to replace six vehicles and radios. The funding will not be used to expand service. The vehicles and radios will be used to continue the existing level of service.

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

Yes, however there are no other funds allocated for the replacement of these vehicles.

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

N/A Collier County is the CTC.



Capital Requests Only

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

Collier County has a contract with MV transportation who has 43 dedicated drivers to the paratransit service. The vehicles that Collier County is requesting in this application do not require drivers to have a CDL license. The vehicles will not be leased, they will be operated by Collier County's contracted vendor for the paratransit operations. The vendor is required to insure the vehicles because their employees will be driving them.



Preventive Maintenance Requests Only

Note: Applicants applying for preventative maintenance costs must have a District-approved Preventative Maintenance (PM) Plan and a cost allocation plan if maintenance activities are performed in-house.

- (a) Please specify Period of Performance (should not exceed one (1) year)
- (b) Please include a list of general PM activities to take place with the funding
- (c) Please list useful life for purchase of any items over \$5,000

N/A



Form B-1: Financial Capacity – Proposed Budget for Transportation Program

Estimated Revenues <i>(See Instruction Manual)</i>	Revenue Amount <i>Entire Transportation program</i> <i>(See Instruction Manual)</i>
Passenger Fares for Transit Service (401)	\$ 240,000
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 Revenue	\$ 240,000
Other Revenue Categories	
Taxes Levied Directly by the Transit System (408)	
Local Cash Grants and Reimbursements (409)	3,198,500
Local Special Fare Assistance (410)	
State Cash Grants and Reimbursements (411)	919,500
State Special Fare Assistance (412)	
Federal Cash Grants and Reimbursements (413)	522,300
Interest Income (414)	
Contributed Services (430)	
Contributed Cash (431)	
Subsidy from Other Sectors of Operations (440)	
Total of Other Revenue	\$ 4,640,300
Grand Total All Revenue	\$ 4,880,300



Estimated Expenses <i>(See Instruction Manual)</i>	Expense Amount <i>Entire Transportation program</i>
Labor (501)	58,380
Fringe & Benefits (502)	23,920
Services (503)	160,700
Materials & Supplies (504)	952,200
Vehicle Maintenance (504.01)	
Utilities (505)	39,900
Insurance (506)	12,300
Licenses & Taxes (507)	1,000
Purchased Transit Service (508)	3,604,400
Miscellaneous (509)*	23,500
Leases & Rentals (512)	4,000
Depreciation (513)*	
Grand Total All Expenses	\$ 4,880,300

* Refer to CFR 200.436 for guidance when entering expenses under "Depreciation".

Shortfall	
Source	Amount
1 - Estimated Revenues (enter number from line 1)	\$ 4,880,300
2 - Estimated Expenses (enter number from line 2)	\$ 4,880,300
3. Shortfall Subtract Line 2 from Line 1	\$ 0
4. Enter Total Amount Requested from Form 424, Line 18(g)	\$ 463,655.90
5. *If request (Line 4) is more than needed shortfall identified on Line 3, provide justification:	
Capital funded by grants is not in our adopted budgeted amounts.	

Note: Line 5 is MANDATORY – do not leave blank. If information is not provided it reflects no urgency for the requested funds. Amount needed should be clearly identified.



Proof of Local Match		
Source	Amount	
General Fund Transfer to Fund 427/429	\$3,198,500	\$
		\$
		\$
		\$
		\$
		\$
		\$
Total Local Match 50% of Total Project Cost for operating awards 10% of Total Project Cost for capital awards	3,198,500	\$

Attach documentation of match funds directly after this page. Proof may consist of, but not be limited to:

- Transportation Disadvantaged (TD) allocation,
- Written statements from county commissions, state agencies, city managers, mayors, town councils, organizations, accounting firms and financial institutions.

 Signature [blue ink]

William L. McDaniel, Jr., Chairman

 Typed Name and Title of Authorized Representative

December 10, 2019

 Date

ATTEST
 CRYSTAL K. KINZEL, CLERK

BY: _____

Approved as to form and legality

 Assistant County Attorney

11/20/19
 JAB



Form B-2: Operations Phase- Estimate of Project Costs by Budget Category

Budget Categories Operations (Expenses related only to transit operations)*	Local	Federal	Total
Salaries	N/A		
Fringe Benefits	N/A		
Contractual Services	N/A		
Travel	N/A		
Other Direct Costs			
a.			
b.			
c.			
d.			
e.			
f.			
g.			
h.			
i.			
j.			
k.			
l.			
m.			
Indirect Costs			
Projected REVENUE (subtraction)			
Totals	\$	\$	\$

Budget category amounts are estimates. While the contract is active, amounts can be shifted between items without amendment (because they are all within the Operations Phase), but the revised budget must be submitted to the District to be approved and updated in the Florida Accountability Contract Tracking System (FACTS).



Form B-3: Capital Request Form

To identify vehicle type and estimate cost visit <http://tripsflorida.org/>

All vehicle requests must be supported with a completed sample order form in order to generate a more accurate estimating of the vehicle cost. The order form can be obtained from <http://www.tripsflorida.org/contracts.html>

1. Select Desired Vehicle (Cutaway, Minibus etc.)
2. Choose Vendor (use drop down arrow next to vendor name to see information)
3. Select Order Packet
4. Complete Exhibit A (Order Form)

The Florida Department of Management Services Contract can be found at [Florida Department of Management DMS](#)

Vehicle Request

Replacement (R) or Expansion (E)	Fuel Type	Useful Life (See Application Instructions)	Description/ Vehicle Type	Quantity	Estimated Cost (from Order Form)
R	Gasoline	5 years/200,000miles	23' Cutaway w/Lift, 12 seats & 3 WC	6	\$493,956
Subtotal					\$ 493,956

* Under Description/Vehicle Type, include the length and type vehicle, lift or ramp, number of seats and wheelchair positions. For example, 22' gasoline bus with lift, twelve (12) ambulatory seats, and two (2) wheelchair positions. Please note, in this example, if both wheelchair positions are occupied the ambulatory seats will be reduced to eight (8). Any bus options that are part of purchasing the bus itself should be part of the vehicle request and NOT separated out under equipment.

Replacement Vehicles (R)

If the capital request includes replacement vehicles, please list the vehicles in your current fleet that you are intending to replace with the vehicle from your vehicle request. Please list by order of priority.

YEAR	TYPE	MAKE	MILES	VIN	FDOT Control #
2014	MV1	VPG	127,094	523MF1A60CM101667	97147
2015	MV1	VPG	108,734	57WMD1A65EM100427	n/a
2015	GLAVAL	Chevrolet	200,058	1GB6G5BL9E1201346	97187
2015	GLAVAL	Chevrolet	184,898	1GB6G5BL8F1262043	98128
2015	GLAVAL	Chevrolet	199,617	1GB6G5BL6F1263000	98129
2015	GLAVAL	Chevrolet	205,501	1GB6G5BL0F126333	98130



Equipment Request

If item requested is after-market, it is recommended to gather and retain at least two estimates for the equipment requested. Purchases must be approved at the local level and follow the Procurement Guidelines.

Description*	Useful Life (See Application Instructions)	Quantity	Estimated Cost
Two-way radios	8 years	6	\$22,200
Tablets	2 years	6	\$1,500
Subtotal			\$ 23,700

* List the number of items and provide a brief description (i.e. two-way or stereo radio, computer hardware/software, etc.)

\$ 493,956	+	\$ 23,700	=	\$ 517,656
Vehicle Subtotal	Plus	Equipment Subtotal	Equals	Total Cost

\$ 517,656	*	0.8	=	\$ 414,124.80
Total Cost	Multiplied by	80%	Equals	Federal Request Form 424, Block 18 (a)



ORDER FORM – PAGE ONE
CONTRACT #TRIPS-17-CA-CBS

CHAMPION CUTAWAY TRANSIT VEHICLES-CREATIVE BUS SALES, INC.

AGENCY NAME: CAT Connect

DATE: 10/16/19

PURCHASE ORDER NUMBER: _____

CONTACT PERSON: Yousi Cardeso
(Name, Telephone Number and Email Address)

April 10, 2019

Item	Unit Cost	Quantity	Total Cost
Base Vehicle Type			
Ford E350 6.8L Gas Crusader 11,500 22'	\$66,179		
Chevy G3500 6.0L Gas American Crusader 12,300 22'	\$67,984		
Chevy G3500 6.0L Gas Crusader 12,300 22'	\$64,372		
Ford E350 6.8L Gas Crusader 12,500 23'	\$66,808		
Chevy G4500 6.0L Gas Challenger 14,200 23'	\$66,756	1	66,756
25' Option add	\$1,672.00		
Ford E450 6.8L Gas Challenger 14,500 23'	\$67,401		
26' Option add	\$1,440.00		
Ford F550 6.8L Gas Defender 19,500 28'	\$85,841		
29' Option add	\$5,952.00		
Freightliner S2C 6.7L D Defender 26,000 27'	\$123,781		
31' Option add	\$819.00		
33' Option add	\$1,476		
35' Option add	\$3,297		
38' Option add	\$4,291		
Vinyl Stripe Choices			
Scheme #1; 11,500 = (\$300); 12,300-14,500 = (\$350); 19,500-26,000 = (\$400)	See Item	1	350
Scheme #2; 11,500 = (\$500); 12,300-14,500 = (\$750); 19,500-26,000 = (\$1,000)	See Item	1	750
Scheme #3 11,500 = (\$430); 12,300-14,500 = (\$600); 19,500-26,000 = (\$800)	See Item		
Base Seating			
Standard Seat (per person)	\$285		
Foldaway Seat (per person)	\$440	12	5280
Children's Seat (per person)	\$525		
Securement Systems			
Q'Straint slide and click securement (per position)	\$535	3	1605
Sure-Lok Titan securement (per position)	\$550		
WC-18 Compliant Occupant Restraint-Q-Straint QRT360 (per position)	\$750		
PAGE ONE SUB-TOTAL	----	----	74,741



ORDER FORM – PAGE TWO
CONTRACT #TRIPS-17-CA-CBS

April 10, 2019

Item	Unit Cost	Quantity	Total Cost
Seat belt extensions	\$35	3	105
Freedman TDSS tie-down system	\$110	3	330
Side Wheelchair Lift Choices (ILO Standard Lift Add~)			
Braun Model NCL9191B-2 (or latest)	Standard		
Braun Millennium Lift	N/A		
Braun Model NCL9541B3454-2 1000 lb Lift	Add \$121	1	121
Ricon Model S5510 (or latest)	Add \$124		
Ricon Model S or K Titanium 1000 lb Lift	Add \$430		
Rear Wheelchair Lift Choices (ILO Standard Lift Deduct~)			
Ricon Klear-View lift (prior approval from FDOT required)	Deduct (\$12)		
Braun model NVL9171B lift (prior approval from FDOT required)	Deduct (\$117)		
Optional Engines			
Diesel engine meeting current EPA requirements			
Ford diesel option 6.7 Power Stroke	\$10,250		
Ford 6.2 Gas (E350)	Deduct (\$200)		
Alternative Fuel Systems			
Compressed Natural Gas (CNG) or Liquid Petroleum Gas (LPG) Engine meeting current EPA requirements; pricing for Alternate Fuel Vehicles include upcharge for delivery and Methane detection system (CNG only).			
Compressed Natural Gas (CNG) Size: 30 GGE Make: Aglility / Installer: GAS	\$23,919		
Compressed Natural Gas (CNG) Size: 40 GGE Make: Aglility / Installer: GAS	\$27,359		
Compressed Natural Gas (CNG) Size: 52 GGE Make: Aglility / Installer: GAS	\$36,000		
Liquid Petroleum Gas (LPG) – Size: 64 GGE Make: Roush / Installer: GAS E450	\$19,995		
Liquid Petroleum Gas (LPG) – Size: 67 GGE Make: Roush / Installer: GAS F550	\$19,995		
Engine Prep: Gaseous fuel deliver	\$312		
Aluminum wheels: <i>Freightliner only</i>	\$1,290		
Stainless steel wheel liners / Inserts, front and rear wheels: Freightliner and Ford 19,500 = (\$450); All Others = (\$275)	See Item	1	275
Seating			
Dimensions vinyl line of coated transit bus seating fabric with antimicrobial Nanocide (per seat)	Standard	12	0
Upgrade Interior side wall panels with Nanocide	\$1,174		
USSC Evolution G2E with pedestal	\$1,400		
Freedman Sport Driver's seat with Relaxor, Sport Shield	\$675		
Recaro Ergo LXS Driver's seat	\$1,118		
Fire Suppression			
Fog Maker Fire Detection and Suppression System	Standard	1	0
Kidde Automatic Fire Detection and Suppression System	Add \$506		
DAFO Suppression System	Add \$800		
PAGE TWO SUB-TOTAL	----	----	831



ORDER FORM – PAGE THREE
CONTRACT #TRIPS-17-CA-CBS

April 10, 2019

Item	Unit Cost	Quantity	Total Cost
Route/Head Signs			
Transign manually operated roller curtain type sign	\$1,684		
TwinVision "Elyse" (software needed) electronic destination system (FR/SD/RE)	\$6,100		
TwinVision "Mobi-Lite" electronic destination sign (FR/SD)	\$4,150		
TwinVision "Mobi-Lite" electronic destination sign (FR/SD/RE)	\$4,350		
Transign "Destinator" electronic destination sign (FR/SD)	\$4,050		
Transign LLC 2-digit Block / Run Number box unit	\$425		
Transign LLC 3-digit Block / Run Number box unit	\$450		
Transign LLC passenger "STOP REQUESTED" sign	\$1,200		
Camera Systems			
SEON 2 camera system = (\$2,041); 4 camera system = (\$3,350); 6 camera system = (\$4,350); 8 camera system = (\$4,750)	See Item		
REI 2 camera system = (\$1,821); 4 camera system = (\$2,680); 6 camera system = (\$3,380); 8 camera system = (\$3,700)	See Item		
Gatekeeper 2 camera system = (\$2,041); 4 camera system = (\$3,350); 6 camera system = (\$4,350); 8 camera system = (\$4,750)	See Item		
AngelTrax 2 camera system = (\$1,924); 4 camera system = (\$2,750); 6 camera system = (\$3,690); 8 camera system = (\$4,050)	See Item	1 6 cam	3690
Angel Trax 2 TB SS HD	\$1,850		
Angel Trax 2 TB HD	\$350		
Apollo 2 camera system = (\$3,441); 4 camera system = (\$4,750); 6 camera system = (\$5,750); 8 camera system = (\$6,150)	See Item		
24/7 2 camera system = (\$1,548); 4 camera system = (\$2,457); 6 camera system = (\$3,157); 8 camera system = (\$3,807)	See Item		
Price for single replacement camera	\$390		
Storage compartment-front cab, lockable	\$150	1	150
Other Options Available			
Altro Transflor slip resistant vinyl flooring: Vehicles 21' to 29' = (\$269); All others = (\$703)	See Item	1	269
Gerflor Tarabus slip resistant vinyl flooring: Vehicles 21' to 29' = (\$107); All others = (\$520)	See Item		
Driver Safety Partition	\$125	1	125
Raised/Flat Floor: required on floor plans with more than 2 W/C positions. Freightliner = (N/A)	\$450	1	450
Kelderman 2-stage rear air suspension:	\$2,795		
Bentec Powder-Coated handrails and stanchions (provide standard colors)	\$280		
Exterior remote controlled mirrors: Rosco	\$550	1	550
Romeo Rim HELP bumper (rear only)	\$645	1	645
HawKEye Reverse Assistance System (with rear HELP bumper)	\$1,102		
PAGE THREE SUB-TOTAL	----	----	5,879



**ORDER FORM – PAGE FOUR
CONTRACT #TRIPS-17-CA-CBS**

April 10, 2019

Item	Unit Cost	Quantity	Total Cost
Other Options Available			
Reverse camera and monitor backing system: <i>Manufacturer:</i>	\$450	1	450
Air purification system	\$2,200		
"Mentor Ranger" in-vehicle computer	\$5,359		
REI Public Address System ~ stand alone system	\$450		
AM/FM Radio : REI Radio add a microphone	\$125		
Advertising racks (interior)	\$150	1	150
Mesh seat pockets (per seat)	\$18		
TV/DVD system 1 22" monitor	\$2,500		
GFI Farebox prep	\$150		
MDT prep	\$150		
Driver's running board	\$275	1	275
Aisle side folding arm rest (each)	\$35		
12V outlet in driver's area	\$50		
Front mud flaps (rear standard)	\$55		
Keyless entry (A & M)	\$400		
Dual rear doors	\$650		
Extra spare tire: 19,500 and above = (\$550); All others = (\$450)	See Item		
Extra set of ignition keys	\$120		
Vertical stanchion for MDT mount	\$120		
Velvac Manual mirrors	\$150		
Velvac Remote mirrors	\$650		
TwinVision "Elyse" software	\$300		
TwinVision "Elyse" PC/MIA card	\$650		
Add Hawkeye to standard bumper	\$650		
Power Pedestal for Dr. Seat- includes Adnik 6-way power slides w/RH switch, Seat Belt Bracket, Driver's Base Pedestal, and Vinyl Skirt	\$450		
Avail MDT – Includes Para Transit Kit #FC-2012 – Driver Interface, Communications, Interface Expansion Box (IEB), Emergency Alarm, and Navigational Assistance Unit	\$15,297		
2-Position Sportworks bike rack (black)	\$1,500		
2-Position Sportworks bike rack (stainless)	\$1,950		
Bike Rack prep (stand alone; included if buying a bike rack above)	\$950		
Fleet numbers on bus (per location)	\$15		
Diamond Model D farebox	\$1,371		
LYTX Drive Cam	\$1,425		
Rosco Dual Vision	\$1,425		
Storage Rack	\$516		
Walker securement	\$177		
Removable emergency exit door handle	\$25		
Air Conditioning			
ILO Base System-Add the following amounts ()			
ACC Roof Mount Condenser: 19,500 = (\$1,827); 26,000 = (\$650); 12,500 = (\$1,160); All Others = (\$1,065)	See Item		
ACC Roof Mount Complete: 12,500, 14,200, 14,500 = (\$2,702); 19,500 = (\$5,160); 26,000 = (\$4,200); N/A All Others	See Item		
TK Skirt: N/A on 19,500 and 26,000; All Others = (\$1,752)	See Item		
PAGE FOUR SUB-TOTAL	----	----	875



ORDER FORM – PAGE FIVE
CONTRACT #TRIPS-17-CA-CBS

April 10, 2019

Item	Unit Cost	Quantity	Total Cost
Air Conditioning Continued			
TK Roof Top Condenser: N/A on 19,500 and 26,000; All Others = (\$2,352)	See Item		
TK Roof Complete: 12,500, 14,200, 14,500 = (\$3,202); 19,500 = (\$7,035); 26,000 = (\$5,200); N/A All Others	See Item		
TA Skirt: N/A on 19,500 and 26,000; All Others = (\$1,752)	See Item		
ACT Skirt Mount Condenser: 11,500-14,500 = (\$1,000); 19,500-26,000 = (\$1,500)	See Item		
ACT Roof Mount Condenser: All Models = (\$1,500)	See Item		
ACT Roof Mount Complete: 11,500-14,500 = (\$2,800); 19,500-26,000 = (\$5,500)	See Item		
PAGE FIVE SUB-TOTAL	----	----	0

ORDER SUMMARY

PAGE FIVE SUB-TOTAL <i>(sub-total of fifth page)</i>			0
PAGE FOUR SUB-TOTAL <i>(sub-total of fourth page)</i>	----	----	875
PAGE THREE SUB-TOTAL <i>(sub-total of third page)</i>	----	----	5,879
PAGE TWO SUB-TOTAL <i>(sub-total of second page)</i>	----	----	831
PAGE ONE SUB-TOTAL <i>(sub-total of first page)</i>	----	----	74,741
GRAND TOTAL <i>(sum of pages 1, 2, 3, and 4 sub-totals)</i>	----	----	82,326

x6 vehicles
\$493,956



Form C: Current Vehicle and Transportation Equipment Inventory Form (for entire fleet)

Date of Inventory: 10/15/2019

Vehicle Inventory

Model Year ¹	Make/Size/Type	FDOT control # or VIN ²	Ramp or lift?	Seats & W/C positions (i.e. 12+2) As designed by manufacturer	Current Mileage	Previous Mileage (1 year ago)	Current Mileage - Previous Mileage = Mileage from the past year	Vehicle Status (Active/Spare/Other)	Expected Retirement Date	Donated? (Yes/No) If yes, when was the vehicle donated to your agency?	Funding Source ³
2012	CHEVROLET/ G4500 Odyssey	97108	Lift	9+3	392,295	318,863	46,432	Active	2016	no	5310 FY11/12
2013	CHEVROLET/ Turtle Top	97143	Lift	9+3	273,677	226,271	48,406	Active	2017	no	5310 FY12/13
2013	CHEVROLET/ Turtle Top	97144	Lift	9+3	269,791	216,635	53,156	Active	2017	no	5310 FY12/13
2013	CHEVROLET/ Turtle Top	97145	Lift	9+3	267,698	220,319	47,277	Active	2017	no	5310 FY12/13
2014	FORD/ E450	n/a	Lift	9+3	221,080	183,468	37,622	Active	2018	no	Shirley Conroy
2014	VPO/MVI	97147	Ramp	4+2	127,094	102,667	24,527	Active	2019	no	5310 FY13
2016	VPO/MVI	n/a	Ramp	3+2	108,734	88,609	22,226	Active	2020	no	Shirley Conroy
2016	CHEVROLET/ CLAVAL	97182	Lift	12+5	220,367	169,837	51,530	Active	2020	no	5310 FY13/14
2016	CHEVROLET/ CLAVAL	97183	Lift	12+5	219,492	164,360	55,142	Active	2020	no	5310 FY13/14
2016	CHEVROLET/ CLAVAL	97189	Lift	12+5	224,889	168,447	56,442	Active	2020	no	5310 FY13/14
2016	CHEVROLET/ CLAVAL	97187	Lift	12+5	200,058	144,184	55,874	Active	2020	no	5310 FY13/14
2016	CHEVROLET/ CLAVAL	97188	Lift	12+5	238,926	182,429	56,497	Active	2020	no	5310 FY13/14
2016	CHEVROLET/ CLAVAL	98126	Lift	12+5	208,785	153,811	54,954	Active	2020	no	5310 FY14/16

Applicants **MUST** use this form. If you need more space, add more rows.

¹ Include an asterisk next to model year for the vehicle(s) being replaced.

² Show FDOT control number OR VIN if bought with grant through FDOT. If purchased through other funding, list complete VIN.

³ Identify the grant or other funding source used for purchasing the vehicle/equipment



Form C: Current Vehicle and Transportation Equipment Inventory Form (for entire fleet) CONTINUED

Date of Inventory: 10/15/2019

Vehicle Inventory

Model Year ¹	Make/Size/Type	FDOT control # or VIN ²	Ramp or lift?	Seats & W/C positions (i.e. 12+2) As designed by manufacturer	Current Mileage	Previous Mileage (1 year ago)	Current Mileage - Previous Mileage = Mileage from the past year	Vehicle Status (Active/Spare/Other)	Expected Retirement Date	Donated? (Yes/No) If yes, when was the vehicle donated to your agency?	Funding Source ³
2016	CHEVROLET/OLAVAL	98127	Lift	12+5	192,939	148,329	44,610	Active	2020	no	5310 FY14/15
* 2016	CHEVROLET/OLAVAL	98128	Lift	12+5	184,898	135,858	49,242	Active	2020	no	5310 FY14/15
* 2016	CHEVROLET/OLAVAL	98129	Lift	12+5	199,617	148,051	51,566	Active	2020	no	5310 FY14/15
* 2016	CHEVROLET/OLAVAL	98130	Lift	12+5	205,501	146,355	59,146	Active	2020	no	5310 FY14/15
2016	VPG/MV1	98139	Ramp	3+2	89,900	82,467	27,433	Active	2021	no	5310 FY15/16
2016	VPG/MV1	98141	Ramp	3+2	30,328	10,757	19,671	Active	2021	no	5310 FY15/16
2016	VPG/MV1	98140	Ramp	3+2	45,204	28,364	16,840	Active	2021	no	5310 FY15/16
2016	CHEVROLET/OLAVAL	98173	Lift	14+6	187,417	105,368	82,059	Active	2021	no	5310 FY15/16
2016	CHEVROLET/OLAVAL	98177	Lift	14+6	142,930	91,345	51,585	Active	2021	no	5310 FY15/16
2016	CHEVROLET/OLAVAL	98178	Lift	14+6	141,587	83,202	58,385	Active	2021	no	5310 FY15/16
2018	FORD/OLAVAL	98195	Lift	12+6	95,531	33,290	62,241	Active	2023	no	5310 FY16/17
2018	FORD/OLAVAL	98196	Lift	12+6	84,687	24,398	60,289	Active	2023	no	5310 FY16/17
2018	FORD/OLAVAL	98197	Lift	12+6	82,863	30,374	62,589	Active	2023	no	5310 FY16/17
2018	FORD/OLAVAL	10001	Lift	12+6	86,913	20,963	65,950	Active	2023	no	5310 FY16/17



Equipment Inventory

Include computer hardware and software, copiers, printers, mobile radios, communication systems, etc.

FDOT Control Number	Agency Control Number	Item Description	Model Number	Year Purchased	Expected Retirement Date	Donated? (Yes/No) If yes, when was the equipment donated to your agency?	Funding Source
* N/A	25392539	M5300 Radio 800MHz	AHKS8MEX	20132013	20212021	no	5310 FY125310 FY12
* N/A/A	25382538	M5300 Radio 800MHz	AHKS8MEX	20132013	20212021	no	5310 FY125310 FY12
* N/A/A	25372537	M5300 Radio 800MHz	AHKS8MEX	20142014	20222021	no	5310 FY125310 FY12
* N/A/A	2567257	M5300 Radio 800MHz	AHKS8MEX	20142014	20222022	no	5310 Additional5310 Additional
* NN/A/A	25702570	M5300 Radio 800MHz	AHKS8MEX	20142014	20222022	no	Shirley ConroyShirley Conroy
N/A	2572	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	Shirley Conroy
N/A	CC1-6181	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	Local Funds
N/A	CC1-6182	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	Local Funds
N/A	CC1-6179	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	Local Funds
N/A	CC1-6180	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	Local Funds
N/A	CC1-6649	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	5310 FY14
N/A	CC1-6646	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	5310 FY14
N/A	CC1-6647	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	5310 FY14
N/A	CC1-6648	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	5310 FY14
N/A	CC1-6648	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	5310 FY14
N/A	CC1-7162	XG-25M Radio 800MHz	DMM78B	2016	2024	no	5310 FY15
N/A	CC1-7167	XG-25M Radio 800MHz	DMM78B	2016	2024	no	5310 FY15
N/A	CC1-7166	XG-25M Radio 800MHz	DMM78B	2016	2024	no	5310 FY15
N/A	CC1-7164	XG-25M Radio 800MHz	DMM78B	2016	2024	no	5310 FY15

NOTE: Applicants MUST use this form. If you need more space, add more rows if needed.



PART III – MANAGERIAL CAPABILITY

Exhibit I: FDOT Certification and Assurances

Collier County Board of County Commissioners certifies and assures to the Florida Department of Transportation regarding its Application under U.S.C. Section 5310 dated 10th day of December, 2019

- 1 It shall adhere to all Certifications and Assurances made to the federal government in its Application.
- 2 It shall comply with Florida Statutes:
 - Section 341.051–Administration and financing of public transit and intercity bus service programs and projects
 - Section 341.061 (2)–Transit Safety Standards; Inspections and System Safety Reviews
- 3 It shall comply with Florida Administrative Code (**Does not apply to Section 5310 only recipients**):
 - Rule Chapter 14-73–Public Transportation
 - Rule Chapter 14-90–Equipment and Operational Safety Standards for Bus Transit Systems
 - Rule Chapter 14-90.0041–Medical Examination for Bus System Driver
 - Rule Chapter 41-2–Definitions
- 4 It shall comply with FDOT's:
 - Bus Transit System Safety Program Procedure No. 725-030-009
(Does not apply to Section 5310 only recipients)
 - Transit Vehicle Inventory Management Procedure No. 725-030-025
 - Public Transportation Vehicle Leasing Procedure No. 725-030-001
 - Guidelines for Acquiring Vehicles
 - Procurement Guidance for Transit Agencies Manual
- 5 It has the fiscal and managerial capability and legal authority to file the application. Local matching funds will be available to purchase vehicles/equipment at the time an order is placed.
- 6 It will carry adequate insurance to maintain, repair, or replace project vehicles/equipment in the event of loss or damage due to an accident or casualty.
- 7 It will maintain project vehicles/equipment in good working order for the useful life of the vehicles/equipment.
- 8 It will return project vehicles/equipment to FDOT if, for any reason, they are no longer needed or used for the purpose intended.
- 9 It recognizes FDOT's authority to remove vehicles/equipment from its premises, at no cost to FDOT, if FDOT determines the vehicles/equipment are not used for the purpose intended, improperly maintained, uninsured, or operated unsafely.

- 10 It will not enter into any lease of project vehicles/equipment or contract for transportation services with any third party without prior approval of FDOT.
- 11 It will notify FDOT within **24 hours** of any accident or casualty involving project vehicles/equipment and submit related reports as required by FDOT.
- 12 It will notify FDOT and request assistance if a vehicle should become unserviceable.
- 13 It will submit an annual financial audit report to FDOT (FDOTSingleAudit@dot.state.fl.us), if required.
- 14 It will undergo a triennial review and inspection by FDOT to determine compliance with the baseline requirements. If found not in compliance, it must send a progress report to the local FDOT District office on a quarterly basis outlining the agency's progress towards compliance.

December 10, 2019 Date

Signature of Authorized Representative

William L. McDaniel, Jr., Chairman Typed Name and Title of Authorized Representative

Approved as to form and legality

Assistant County Attorney

*QaB
11/20/19*

ATTEST
CRYSTAL K. KINZEL, CLERK

BY: _____



Exhibit J: Standard Lobbying Certification

The undersigned **Collier County Board of County Commissioners** certifies, to the best of his or her knowledge and belief, that:

- 1 No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2 If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," (a copy of the form can be obtained from FDOT's website) in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)]
- 3 The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

NOTE: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.

The **(Contractor)**, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.

December 10, 2019 Date

Signature of Contractor's Authorized Official
 William L. McDaniel, Jr., Chairman

Typed Name and Title of Authorized Representative

ATTEST
CRYSTAL K. KINZEL, CLERK

Approved as to form and legality

BY: _____

Assistant County Attorney

Handwritten: 2019 11/20/19

Exhibit K: Leasing Certification

Memorandum for FTA 5310

December 10, 2019

Date:

From: Collier County Board of County Commissioners

Signature

William L. McDaniel, Jr., Chairman

Typed Name and Title of Authorized Representative

Collier County Board of County Commissioners

Typed Agency Name

To: Florida Department of Transportation, District Office Modal Development Office/Public Transit

Subject: YEAR 2021 GRANT APPLICATION TO THE FEDERAL TRANSIT ADMINISTRATION, OPERATING OR CAPITAL ASSISTANCE FOR ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM, 49 UNITED STATES CODE SECTION 5310

Leasing:

Will the Collier County Board of County Commissioners, as applicant to the Federal Transit Administration Section 5310 Program, lease the proposed vehicle(s) or equipment out to a third-party?

No

Yes

If yes, specify to whom:

NOTE: It is the responsibility of the applicant agency to ensure District approval of all lease agreements.

Approved as to form and legality

Assistant County Attorney

*203
11/20/19*

ATTEST
CRYSTAL K. KINZEL, CLERK

BY: _____



Exhibit L: Certification of Equivalent Service

CERTIFICATION OF EQUIVALENT SERVICE

Collier County Board of County Commissioners certifies that its demand responsive service offered to individuals with disabilities, including individuals who use wheelchairs, is equivalent to the level and quality of service offered to individuals without disabilities. Such service, when viewed in its entirety, is provided in the most integrated setting feasible and is equivalent to:

- 1 Response time;
- 2 Fares;
- 3 Geographic service area;
- 4 Hours and days of service;
- 5 Restrictions on trip purpose;
- 6 Availability of information and reservation capability; and
- 7 Constraints on capacity or service availability.

In accordance with 49 CFR Part 37, public entities operating demand responsive systems for the general public which receive financial assistance under 49 U.S.C. 5310 and 5311 of the Federal Transit Administration (FTA) funds must file this certification with the appropriate state program office before procuring any inaccessible vehicle. Such public entities not receiving FTA funds shall also file the certification with the appropriate state office program. Such public entities receiving FTA funds under any other section of the FTA Programs must file the certification with the appropriate FTA regional office. This certification is valid for no longer than one year from its date of filing. Non-public transportation systems that serve their own clients, such as social service agencies, are required to complete this form.

Executed this 10th day of December, 2019

William L. McDaniel, Jr., Chairman

Typed Name and Title of Authorized Representative

Signature of Authorized Representative

ATTEST
CRYSTAL K. KINZEL, CLERK

BY: _____

Approved as to form and legality

Assistant County Attorney

*2019
11/20/19*



Form 424: Application for Federal Assistance - to follow on page 52

Attach the completed Form 424 here. You may insert the completed form as a PDF or print and attach the form to your final application document.

Exhibit M: Federal Certifications and Assurances - to be provide separately

Please attach Federal Certifications and Assurances signature page and the page listing the certification categories here. You may insert the signed certifications and assurances as a PDF or print and attach the form to your final application document.

Exhibit N: Transportation Operating Procedure (TOP) N/A

(Applies to Section 5310-only Applicants)

Attach the agency's most recent TOP, if not already on file with your District Office. Please refer to the FDOT State Management Plan as amended for current TOP requirement. You may insert the TOP as a PDF or print and attach the document to your final application.

Exhibit O: Title VI Plan - to follow

If an applicant has not submitted their most recent Title VI plan to the Department, a copy must be included here. You may insert the Title VI Plan as a PDF or print and attach the document to your final application.

Exhibit P: Protection of the Environment - N/A

Required if the proposed project is for the construction of facilities. Please see Grant Application Instruction Manual for details.

Exhibit Q: Triennial Review – Corrective Action Plan (CAP) Closeout - to follow

Required if the agency's latest Triennial Review included a Corrective Action Plan. Please submit a copy of the corrective action plan and/or letter of compliance.



END OF APPLICATION

5310 Grant Application Revised on September 13, 2019

Revised by: Erin Schepers, Grant Programs Administrator

FDOT Public Transit Office

605 Suwannee Street (MS 26)

Tallahassee, Florida 32399-0450

Work Phone: 850-414-4526

Email: erin.schepers@dot.state.fl.us

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: _____	4. Applicant Identifier: _____	
6a. 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: Collier County Board of County Commissioners		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000558	* c. Organizational DUNS: 076997790	
d. Address:		
* Street1: 3299 Tamiami Trail East, Suite 103		
Street2: _____		
* City: Naples		
County/Parish: Collier		
* State: FL: Florida		
Province: _____		
* Country: USA: UNITED STATES		
* Zip / Postal Code: 34112-5249		
e. Organizational Unit:		
Department Name: Public Services	Division Name: PTNE	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mrs.	* First Name: Tami	
Middle Name: _____		
* Last Name: Bailey		
Suffix: _____		
Title: Federal & State Grants Manager		
Organizational Affiliation: _____		
* Telephone Number: 239-252-5210	Fax Number: 239-252-2638	
* Email: Tami.Bailey@colliercountyfl.gov		



Application for Federal Assistance SF-424

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

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

FTA

11. Catalog of Federal Domestic Assistance Number:

20.513

CFDA Title:

Capital Assistance Application - SFY 2021 Formula Grant for Enhanced Mobility of Seniors & Individuals with Disabilities

* 12. Funding Opportunity Number:

* Title:

Previous Applicant - Large Urban Service Area
Capital Assistance Application - SFY 2021 Formula Grant for Enhanced Mobility of Seniors & Individuals with Disabilities

13. Competition Identification Number:

Title:

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

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Previous Applicant - Large Urban Service Area
Capital Assistance Application - SFY 2021 Formula Grant for Enhanced Mobility of Seniors & Individuals with Disabilities

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

* b. Program/Project

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

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="414,124.80"/>
* b. Applicant	<input type="text" value="51,765.60"/>
* c. State	<input type="text" value="51,765.60"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="517,656.00"/>

* 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
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

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

- Yes No

If "Yes", provide explanation and attach

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

** I AGREE

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

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:



FTA FISCAL YEAR 2020 CERTIFICATIONS AND ASSURANCES
FEDERAL FISCAL YEAR 2020 CERTIFICATIONS AND ASSURANCES FOR FTA
ASSISTANCE PROGRAMS

**Placeholder - awaiting FTA to supply current form
will be provided at a later date.**

FEDERAL FISCAL YEAR 2020 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE

PAGE

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2020)

AFFIRMATION OF APPLICANT

**Placeholder - awaiting FTA to supply current form
will be provided at a later date.**





Florida Department of Transportation

RICK SCOTT
GOVERNOR

801 North Broadway Avenue
Bartow, Florida 33830

MIKE DEW
SECRETARY

November 14, 2017

Collier County Board of County Commissioners
Ms. Michelle Arnold
3299 East Tamiami Trail, Suite 103
Naples, FL 34112

Re: Title VI Plan

Dear Ms. Arnold:

The Florida Department of Transportation, District One concurs with the Title VI Plan for Collier County Board of County Commissioners as required for all Federal Transit Administration recipients as per the FTA Circular C4702.1B. This concurrence means that Collier County Board of County Commissioners meets the requirements as set out in the Circular and may receive grant funds. Please continue to follow the requirements set forth in the stated Circular.

Should you have any questions, please contact Pamela Barr via e-mail at Pamela.barr@dot.state.fl.us or by phone at 239-225-1972.

Sincerely,

Pamela Barr
Transit Projects Coordinator

Cc: Matthew Liveringhouse, Collier Area Transt
Michelle S. Peronto, District Transit Programs Administrator, FDOT



Contract # TD-1803

Effective: 7/1/18 to 6/30/2023

STATE OF FLORIDA
COMMISSION FOR THE TRANSPORTATION DISADVANTAGED
MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is between the COMMISSION FOR THE TRANSPORTATION DISADVANTAGED, hereby referred to as the "Commission," and Collier County Board of County Commissioners, Collier Area Transit, 3299 East Tamiami Trail, Naples, FL 34112 the COMMUNITY TRANSPORTATION COORDINATOR, designated pursuant to Chapter 427, F.S., to serve the transportation disadvantaged for the community that includes the entire area of Collier county(ies), and hereafter referred to as the "Coordinator."

This Agreement is made in consideration of the mutual benefits to both parties; said consideration acknowledged hereto by the parties as good and valuable consideration.

The Parties Agree:

I. The Coordinator Shall:

- A. Become and remain totally apprised of all of the Transportation Disadvantaged resources available or planned in their designated service area. This knowledge will be used to plan, coordinate, and implement the most cost effective transportation disadvantaged transit system possible under the economic and other conditions that exist in the designated service area.
- B. Plan and work with Community Transportation Coordinators in adjacent and other areas of the state to coordinate the provision of community trips that might be handled at a lower overall cost to the community by another Coordinator. This includes honoring any Commission-approved statewide certification program that allows for intercounty transportation opportunities.
- C. Arrange for all services in accordance with Chapter 427, Florida Statutes, and Rule 41-2, FAC, and as further required by the Commission and the local Coordinating Board approved Transportation Disadvantaged Service Plan.
- D. Return any acquired profits or surplus funds originating through the course of business as the Coordinator that are beyond the amounts(s) specifically identified and approved in the accompanying Transportation Disadvantaged Service Plan. Such profits or funds shall be returned to the Coordinator's transportation system or to any subsequent Coordinator, as a total transportation system subsidy, to be applied to the immediate following operational year. The Coordinator will include similar language in all coordination contracts to assure that transportation disadvantaged related revenues are put back into transportation disadvantaged services.



E. Accomplish this Project by:

1. Developing a Transportation Disadvantaged Service Plan for approval by the local Coordinating Board and the Commission. Coordinators who are newly designated to a particular service area shall submit a local Coordinating Board approved Transportation Disadvantaged Service Plan, within 120 calendar days following the execution of the Coordinator's initial memorandum of agreement with the Commission, for approval by the Commission. All subsequent Transportation Disadvantaged Service Plans shall be submitted and approved with the corresponding memorandum of agreement. The approved Transportation Disadvantaged Service Plan will be implemented and monitored to provide for community-wide transportation services for purchase by non-sponsored transportation disadvantaged persons, contracting social service agencies, and other entities that use local, state, or federal government funds for the purchase of transportation for the transportation disadvantaged.
2. Maximizing the use of available public school transportation resources and public fixed route or fixed schedule transit services and assuring that private or public transit, paratransit operators, and school boards have been afforded a fair opportunity to participate to the maximum extent feasible in the planning process and in the development of the provisions of the Transportation Disadvantaged Service Plan for the transportation disadvantaged.
3. Providing or arranging 24-hour, 7-day per week transportation disadvantaged service as required in the designated service area by any Federal, State or Local Government agency sponsoring such services. The provision of said services shall be furnished in accordance with the prior notification requirements identified in the local Coordinating Board and Commission approved Transportation Disadvantaged Service Plan.
4. Complying with all local, state, and federal laws and regulations that apply to the provision of transportation disadvantaged services.
5. Submitting to the Commission an Annual Operating Report detailing demographic, operational, and financial data regarding coordination activities in the designated service area. The report shall be prepared on forms provided by the Commission and according to the instructions of said forms.

F. Comply with Audit and Record Keeping Requirements by:

1. Utilizing the Commission recognized Chart of Accounts defined in the *Transportation Accounting Consortium Model Uniform Accounting System for Rural and Specialized Transportation Providers* (uniform accounting system) for all transportation disadvantaged accounting and reporting purposes. Community Transportation Coordinators with existing and equivalent accounting systems are not required to adopt the Chart of Accounts in lieu of their existing Chart of Accounts but shall prepare all reports, invoices, and fiscal documents relating to the transportation disadvantaged functions and activities using the chart of accounts and accounting definitions as outlined in the above referenced manual.



2. Assuming the responsibility of invoicing for any transportation services arranged, unless otherwise stipulated by a purchase of service contract or coordination contract.
 3. Maintaining and filing with the Commission, local Coordinating Board, and all purchasing agencies/entities such progress, fiscal, inventory, and other reports as those entities may require during the period of this Agreement.
 4. Providing copies of finance and compliance audits to the Commission and local Coordinating Board as requested by the Commission or local Coordinating Board.
- G. Retain all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for a period of five (5) years after termination of this Agreement. If an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings. The Coordinator shall assure that these records shall be subject to inspection, review, or audit at all reasonable times by persons duly authorized by the Commission or this Agreement. They shall have full access to and the right to examine any of the said records and documents during the retention period.
- H. Comply with Safety Requirements by:
1. Complying with Section 341.061, F.S., and Rule 14-90, FAC, concerning System Safety; or complying with Chapter 234.051, F.S., regarding school bus safety requirements for those services provided through a school board; and
 2. Assuring compliance with local, state, and federal laws, and Commission policies relating to drug testing. Conduct drug and alcohol testing for safety sensitive job positions within the coordinated system regarding pre-employment, randomization, post-accident, and reasonable suspicion as required by the Federal Highway Administration and the Federal Transit Administration.
- I. Comply with Commission insurance requirements by maintaining at least minimum liability insurance coverage in the amount of \$200,000 for any one person and \$300,000 per occurrence at all times during the existence of this Agreement for all transportation services purchased or provided for the transportation disadvantaged through the Community Transportation Coordinator. Upon the execution of this Agreement, the Coordinator shall add the Commission as an additional **named insured** to all insurance policies covering vehicles transporting the transportation disadvantaged. In the event of any cancellation or changes in the limits of liability in the insurance policy, the insurance agent or broker shall notify the Commission. The Coordinator shall insure that contracting transportation operators and coordination contractors also maintain the same minimum liability insurance, or an equal governmental insurance program. Insurance coverage in excess of \$1 million per occurrence must be approved by the Commission and the local Coordinating Board before inclusion in the Transportation Disadvantaged Service Plan or in the justification of rates and fare structures. Such coverage may be provided by a self-insurance program established and operating under the laws of the State of Florida and written verification of insurance protection in accordance with Section 768.28, Florida Statutes, shall be provided to the Commission upon request.



- J. Safeguard information by not using or disclosing any information concerning a user of services under this Agreement for any purpose not in conformity with the local, state and federal regulations (45 CFR, Part 205.50), except upon order of a court, written consent of the recipient, or his/her responsible parent or guardian when authorized by law.
- K. Protect Civil Rights by:
1. Complying with state and federal laws including but not limited to laws regarding discrimination on the basis of sex, race, religion, age, disability, sexual orientation, or national origin. The Coordinator gives this assurance in consideration of and for the purpose of obtaining federal grants, loans, contracts (except contracts of insurance or guaranty), property, discounts, or other federal financial assistance to programs or activities receiving or benefiting from federal financial assistance and agreeing to complete a Civil Rights Compliance Questionnaire if so requested by the Commission.
 2. Agreeing that compliance with this assurance constitutes a condition of continued receipt of or benefit from federal financial assistance, and that it is binding upon the Coordinator, its successors, subcontractors, transferee, and assignees for the period during which such assistance is provided. Assure that all operators, subcontractors, subgrantee, or others with whom the Coordinator arranges to provide services or benefits to participants or employees in connection with any of its programs and activities are not discriminating against those participants or employees in violation of the above statutes, regulations, guidelines, and standards. In the event of failure to comply, the Coordinator agrees that the Commission may, at its discretion, seek a court order requiring compliance with the terms of this assurance or seek other appropriate judicial or administrative relief, to include assistance being terminated and further assistance being denied.
- L. To the extent allowed by Section 768.28, Florida Statutes, and only to the monetary and other limitations contained therein, indemnify and hold harmless the Commission and all of the Commission's members, officers, agents, and employees; purchasing agency/entity officers, agents, and employees; and the local, state, and federal governments from any claim, loss, damage, cost, charge or expense arising out of any act, action, neglect or omission by the Coordinator during the performance of this Agreement, whether direct or indirect, and whether to any person or property to which the Commission or said parties may be subject, except that neither the Coordinator nor any of its sub-contractors will be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of the Commission or any of its members, officers, agents or employees; purchasing agency/entity, officers, agents, and employees; and local, state, or federal governments. Nothing herein is intended to serve as a waiver of sovereign immunity by any agency/entity or Coordinator to which sovereign immunity may be applicable. Nothing herein shall be construed as consent by a state agency/entity or political subdivision of the State of Florida or the federal government to be sued by third parties in any matter arising out of any Agreement or contract. Notwithstanding the foregoing, pursuant to Section 768.28, Florida Statutes, no agency or subdivision of the state shall be required to indemnify, insure, or assume any liability for the Commission's negligence.



- M. Comply with standards and performance requirements of the Commission, the local Coordinating Board approved Transportation Disadvantaged Service Plan, and any purchase of service contracting agencies/entities. Failure to meet the requirements or obligations set forth in this MOA, and performance requirements established and monitored by the local Coordinating Board in the approved Transportation Disadvantaged Service Plan, shall be due cause for non-payment of reimbursement invoices until such deficiencies have been addressed or corrected to the satisfaction of the Commission.
- N. Comply with subcontracting requirements by executing or negotiating contracts for transportation services with Transportation Operators and Coordination Contractors, and assuring that the conditions of such contracts are maintained. The requirements of Part 1, Paragraph E.5. through M are to be included in all contracts, subcontracts, coordination contracts, and assignments made by the Coordinator for services under this Agreement. Said contracts, subcontracts, coordination contracts, and assignments will be reviewed and approved annually by the Coordinator and local Coordinating Board for conformance with the requirements of this Agreement.
- O. Comply with the following requirements concerning drivers and vehicles:
1. Drivers for paratransit services, including coordination contractors, shall be required to announce and identify themselves by name and company in a manner that is conducive to communications with the specific passenger, upon pickup of each rider, group of riders, or representative, guardian, or associate of the rider, except in situations where the driver regularly transports the rider on a recurring basis. Each driver must have photo identification that is in view of the passenger. Name patches, inscriptions or badges that affix to driver clothing are acceptable. For transit services, the driver photo identification shall be in a conspicuous location in the vehicle.
 2. The paratransit driver shall provide the passenger with boarding assistance, if necessary or requested, to the seating portion of the vehicle. The boarding assistance shall include opening the vehicle door, fastening the seat belt or utilization of wheelchair securement devices, storage of mobility assistive devices, and closing the vehicle door. In certain paratransit service categories, the driver may also be required to open and close doors to buildings, except in situations in which assistance in opening/closing building doors would not be safe for passengers remaining on the vehicle. Assisted access must be in a dignified manner. Drivers may not assist wheelchair up or down more than one step, unless it can be performed safely as determined by the passenger, guardian, and driver.
 3. All vehicles shall be equipped with two-way communications in good working order and be audible to the driver at all times to the base.
 4. All vehicles providing service within the coordinated system, shall have working air conditioners and heaters in each vehicle. Vehicles that do not have a working air conditioner or heater will be scheduled for repair or replacement as soon as possible.



P. Comply with other requirements as follows:

1. Transport an escort of a passenger and dependent children as locally negotiated and identified in the local Transportation Disadvantaged Service Plan.
2. Determine locally in the Transportation Disadvantaged Service Plan, the use, responsibility, and cost of child restraint devices.
3. Transport with the passenger at no additional charge, passenger property that can be carried by the passenger and/or driver in one trip and can be safely stowed on the vehicle. Additional requirements may be negotiated for carrying and loading rider property beyond this amount. Passenger property does not include wheelchairs, child seats, stretchers, secured oxygen, personal assistive devices, or intravenous devices.
4. Provide shelter, security, and safety of passengers at vehicle transfer points.
5. Post a local or other toll-free number for complaints or grievances inside each vehicle. The local complaint process shall be outlined as a section in the local Transportation Disadvantaged Service Plan including advising the dissatisfied person about the Commission's Ombudsman Program as a step within the process as approved by the local Coordinating Board.
6. Provide out-of-service-area trips, when determined locally and approved by the local Coordinating Board, except in instances where local ordinances prohibit such trips.
7. Keep interior of all vehicles free from dirt, grime, oil, trash, torn upholstery, damaged or broken seats, protruding metal or other objects or materials which could soil items placed in the vehicle or provide discomfort for the passenger.
8. Determine locally by the local Coordinating Board and provide in the local Transportation Disadvantaged Service Plan the billing requirements of the Community Transportation Coordinator. All bills shall be paid to subcontractors within 7 calendar days after receipt of said payment by the Coordinator, in accordance with Section 287.0585, Florida Statutes.
9. Maintain or have access to a passenger/trip database on each rider being transported within the system.
10. Provide each rider and escort, child, or personal care attendant adequate seating for paratransit services. No more passengers than the registered passenger seating capacity shall be scheduled or transported in a vehicle at any time. For transit services provided by transit vehicles, adequate seating or standing space will be provided to each rider and escort, child, or personal care attendant, and no more passengers than the registered passenger seating or standing capacity shall be scheduled or transported in a vehicle at any time.
11. First Aid shall be determined locally and provided in the local Transportation Disadvantaged Service Plan.

12. Cardiopulmonary Resuscitation shall be determined locally and provided in the local Transportation Disadvantaged Service Plan.

II. The Commission Shall:

- A. Recognize the Coordinator as the entity described in Section 427.011(5), Florida Statutes, and Rule 41-2.002(4), F.A.C.
- B. Attempt to insure that all entities with transportation disadvantaged funds will purchase transportation disadvantaged services through the Coordinator's system.

III. The Coordinator and the Commission Further Agree:

- A. Nothing in this Agreement shall require the Commission to observe or enforce compliance with any provision thereof, perform any other act or do any other thing in contravention of any applicable state law. If any of the provisions of this Agreement is found by a court of law to violate any applicable state law, the purchasing agency/entity will at once notify the Commission in writing in order that appropriate changes and modifications may be made by the Commission and the Coordinator to the end that the Coordinator may proceed as soon as possible with the provision of transportation services.
- B. If any part or provision of this Agreement is held invalid, the remainder of this Agreement shall be binding on the parties hereto.
- C. Termination Conditions:
 - 1. Termination at Will - This Agreement may be terminated by either party upon no less than thirty (30) days notice, without cause. Said notice shall be delivered by certified mail, return receipt required, or in person with proof of delivery.
 - 2. Termination for Breach - Unless the Coordinator's breach is waived by the Commission in writing, the Commission may, by written notice to the Coordinator, terminate this Agreement upon no less than twenty-four (24) hours notice. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Waiver by the Commission of breach of any provision of this Agreement shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement, and shall not act as a waiver or estoppel to enforcement of any provision of this Agreement. The provisions herein do not limit the Commission's right to remedies at law or to damages.
- D. This agreement will expire unless an extension is granted to the Coordinator in writing by the Commission, in accordance with Chapter 287, Florida Statutes.
- E. Renegotiations or Modifications of this Agreement shall only be valid when they have been reduced to writing, duly approved by the Commission, and signed by both parties hereto.

F. Notice and Contact:

The name and address of the contract manager for the Commission for this Agreement is: **Executive Director, 605 Suwannee Street, MS-49, Tallahassee, FL 32399-0450.** The representative/position of the Coordinator responsible for administration of the program under this Agreement is:

Ms. Michelle Arnold
3299 East Tamiami Trail, Suite 103, Naples, FL 34112

In the event that either party designates different representatives after execution of this Agreement, notice of the name and address of the new representative will be rendered in writing to the other party and said notification attached to originals of this Agreement.

This document has been reviewed in its entirety and approved by the local Coordinating Board at its official meeting held on May 23, 2018.

Thomas F. Sala

Coordinating Board Chairperson

WITNESS WHEREOF, the parties hereto have caused these presents to be executed.

COMMUNITY TRANSPORTATION
COORDINATOR:

Collier County Board of County Commissioners
Collier Area Transit

Agency Name

Andy Solis
Printed Name of Authorized Individual

Signature: *Andy Solis*

Title: Chairman

STATE OF FLORIDA, COMMISSION FOR
THE TRANSPORTATION DISADVANTAGED:

Steven Holman
Printed Name of Authorized Individual

Signature: *Steven E. Holman*

Title: Executive Director

Approved as to form and legality

Jeffrey A. Klatzkow
Jeffrey A. Klatzkow County Attorney

ATTEST:
DWIGHT E. BROCK, CLERK

Rev. 04/02/2012

Dwight E. Brock
Deputy Clerk
Attest as to Chairman's
signature



County of Collier
CLERK OF THE CIRCUIT COURT

Dwight E. Brock

Clerk of Courts

3315 TAMiami TRl E STE 102
NAPLES, FLORIDA
34112-5324

COLLIER COUNTY COURTHOUSE

P.O. BOX 413044
NAPLES, FLORIDA
34101-3044

Clerk of Courts

Accountant

Auditor

Custodian of County Funds

June 13, 2018

John Paul Irvine

FL Commission for the Transportation Disadvantaged

605 Suwannee Street, Mail Station No. 49

Tallahassee, FL 32399

**Re: Memorandum of Agreement: State of Florida Commission for the
Transportation Disadvantaged: Contract No. TD-1803**

Mr. Irvine,

Attached for further processing is **an original copy of the MOA** referenced above,
approved by the Collier County Board of County Commissioners June 12, 2018.

If your office requires further information regarding this mailing, please feel free to
contact me at 239-252-8406.

Thank you.

DWIGHT E. BROCK, CLERK

Ann Jennejohn,
Deputy Clerk

Attachment

66 of 66

Phone- (239) 252-2646
Website- www.CollierClerk.com

Fax- (239) 252-2755
Email- CollierClerk@collierclerk.com

Florida Department of Transportation



49 U.S.C. Section 5311

Capital & Operating Assistance Application – SFY 2021

Formula Grants for Rural Areas

CFDA 20.509

Legal Applicant Name: Collier County Board of County Commissioners

First Time Applicant Previous Applicant

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Please Note

This grant application is color coded based on which type of award you are applying for.

Forms and exhibits in **purple** must be completed for **all** applications.

All Applications

Forms and exhibits in **red** apply to capital applications, exclusively.

Capital Applications

Forms and exhibits in **blue** apply to operating applications, exclusively.

Operating Applications

Application Checklist

Each of the below items must be included with your Section 5311 Grant Application submittal in the same order as the checklist.

Application Checklist (this form)

Applicant Information

PART I - APPLICANT ELIGIBILITY

Eligibility Questionnaire

Exhibit A: Cover Letter

Exhibit B: Governing Board's Resolution

Exhibit C: Public Hearing Notice

Exhibit D: Local Clearinghouse Agency/RPC Cover Letter *(Required if proposed project is for facilities)*

Date received: _____

PART II - FUNDING REQUEST

Form A-1: Current System Description

Form A-2: Fact Sheet

Organization Chart

Form A-3: Proposed Project Description

Form B-1: Financial Capacity – Proposed Budget for Transportation Program

Proof of Local Match

Supporting Documentation

Form B-2: Operations Phase- Estimate of Project Costs by Budget Category

Form B-3: Capital Request

Completed Sample Order Form(s)

Form C: Current Vehicle and Transportation Equipment Inventory

Exhibit I: FDOT Certification and Assurances

Exhibit J: Standard Lobby Certification

Exhibit K: FTA Section 5333 (b) Assurance

Exhibit L: Leasing Certification

Exhibit M: Certification of Equivalent Service

Form 424: Application for Federal Assistance

Exhibit N: Federal Certifications and Assurances

Exhibit O: Title VI Plan

Exhibit P: Protection of the Environment *(Required if the proposed project is for facilities)*

Exhibit Q: Triennial Review- CAP Closeout



Applicant Information



49 U.S.C. Section 5311, Formula Grants for Rural Areas:
GRANT APPLICATION

Agency (Applicant) Legal Name: Collier County Board of County Commissioners		Physical Address (No P.O. Box): 3299 Tamiami Trail East Suite 103	
Applicant Status: First-time applicant <input type="checkbox"/> Returning applicant <input checked="" type="checkbox"/> <i>A first-time applicant has not received any funding for the past two grant cycles</i>			
Applicant's County: Collier If Applicant has offices in more than one county, list county where main office is			
City: Naples	State: FL	Zip Code: 34112	Congressional District: 14
Federal Taxpayer ID Number: 59-6000558			
Applicant Fiscal period start and end dates: <u>October 1, 2020</u> to <u>September 30, 2021</u> <i>State Fiscal period from: July 1, 2020 to June 30, 2021</i>			
Applicant's DUNS Number: 076997790 <i>Unique 9-Digit number issued by Dun & Bradstreet. May be obtained free of charge at: http://fedgov.dnb.com/webform</i>			
Project's Service Area: Collier County <i>List the county or counties that will be served by the proposed project.</i>			
Executive Director: Michelle Arnold		Grant Contact Person (if different than Executive Director): Tami Bailey	
Telephone: 239-252-5841		Telephone: 239-252-5218	
Fax:		Fax: 239-252-2638	
E-mail Address: Michelle.Arnold@colliercountyfl.gov		Email Address: Tami.Bailey@colliercountyfl.gov	
Current Vehicle Inventory: <u>2</u> Vans <u>0</u> Vans/Lifts <u>0</u> Sedans or Minivans Enter Number for ENTIRE Fleet <u>28</u> Buses/Cutaways <u>2</u> Other <u> </u> N/A			
Authorizing Representative certifying to the information contained in this application is true and accurate. Signature (Authorizing Representative) [blue ink]: _____ Printed Name: <u>William L. McDaniel, Jr.</u> Title: <u>Chairman</u> Email Address: <u>Bill.McDaniel@colliercountyfl.gov</u> <i>*Must attach a Resolution of Authority from your Board (original document) for the person signing all documents on behalf of your agency. See Exhibit B</i>			

ATTEST
CRYSTAL K. KINZEL, CLERK

BY: _____

Approved as to form and legality

Assistant County Attorney

QAB
11/20/19
UVD

PART I – APPLICANT ELIGIBILITY

Eligibility Questionnaire

This questionnaire applies to returning applicants. If you are a current grant sub-recipient and are not compliant with all FDOT and FTA Section 5311 requirements, you will not be eligible to receive grant funds until compliance has been determined. You must be in compliance at time of grant award execution.

<p>Are you a returning applicant?</p> <p>*If yes, please answer all questions. If no, disregard remaining questions in this questionnaire.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Has your agency completed a Triennial Oversight Review?</p> <p>If yes, what date(s) did the review occur? <u>November 19, 2019</u></p> <p>If yes, is your agency currently in compliance?</p>	<p><input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Review Scheduled</p> <p><input type="checkbox"/> Was not notified by FDOT District Office</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>If your agency is not in compliance, do you have a corrective action plan to come into compliance?</p> <p>If yes, what is the date of anticipated date of corrective action closeout? _____</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>
<p>Is your agency registered on SAM.gov?</p> <p><i>Note: Agency must register each year/ application cycle.</i></p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, registration expiration date: October 13, 2020</p>
<p>_____ Signature [blue ink]</p> <p>William L. McDaniel, Jr., Chairman _____ Typed Name and Title</p> <p><u>December 10, 2019</u> Date</p>	

ATTEST
CRYSTAL K. KINZEL, CLERK

BY: _____

Approved as to form and legality

Assistant County Attorney

2019
11/20/19 

Exhibit A: Cover Letter


Public Services Department
Public Transit & Neighborhood Enhancement Division

December 10, 2019

Charlene Ross
Transit Project Coordinator
FDOT, District One, Modal Development Office/Public Transit
801 North Broadway Avenue
Bartow, FL 33830

Re: 5311 Grant Submittal

Dear Ms. Ross:

Collier County Board of County Commissioners 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. Collier County would like your consideration for funding in rural 5311 grant funds.

Collier County Board of County Commissioners 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 FDOT and all its officers, agents and employees from any claim, loss, damage, cost, charge, or expense arising out of the non-compliance by the Agency, its officers, agents, or employees, with any or the assurances stated in this Application.

This application is submitted on this 10th day of December 2019 with one (1) original resolution and three (3) certified copies of the original resolution authorizing the Chairman of the board of County Commissioners to sign this Application. Thank you for your assistance in this matter.

Sincerely,

William L. McDaniel, Jr.
Chairman, Collier County Board of County Commissioners

Page 7



RESOLUTION NO. 2019-___

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF COLLIER COUNTY, FLORIDA, AUTHORIZING THE CHAIRPERSON TO SIGN AND SUBMIT A SECTION 5311 GRANT APPLICATION, INCLUDING ALL RELATED DOCUMENTS AND ASSURANCES, TO THE FLORIDA DEPARTMENT OF TRANSPORTATION, TO ACCEPT A GRANT AWARD FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION, FOR THE PURCHASE OF VEHICLES AND/OR EQUIPMENT AND/OR THE EXPENDITURE OF GRANT FUNDS PURSUANT TO THE GRANT AWARD.

WHEREAS, the Board of County Commissioners of Collier County, Florida, has the 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;

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

1. This resolution applies to the Federal Program under U.S.C. §5311.
2. The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.
3. William L. McDaniel, Jr., Chairman, is authorized to including, but not limited to: (a) sign the application, accept a grant award, and (b) accept and execute any required certifications and assurances and all supporting documents relating to the grant awarded to the County, (c) approving all necessary budget amendments, and (c) authorize the purchase of vehicles/equipment and/or expenditure of grant funds pursuant to the grant awarded, unless specifically rescinded.
4. This Resolution shall be effective immediately upon signature by the Chairman.

This Resolution adopted after motion, second and majority vote favoring same, this 10th day of December 2019.

Exhibit C: Public Hearing Notice N/A

Attach a copy of the notice of public hearing and an affidavit of publication here. You may insert the notice as a PDF or print and attach the document to your final application.

Public Notice–Sample

All interested parties within (Counties Affected) are hereby advised that (Public Agency) is applying to the Florida Department of Transportation for a capital grant under Section 5311 of the Federal Transit Act of 1991, as amended, for the purchase of (Description of Equipment) to be used for the provision of public transit services within (Defined Area of Operation).

This notice is to provide an opportunity for a Public Hearing for this project. This public notice is to ensure that this project and the contemplated services will not duplicate current or proposed services provided by existing transit or paratransit operators in the area.

This hearing will be conducted if and only if a written request for the hearing is received by (Specify due date).

Requests for a hearing must be addressed to (Public Agency Name and Address) and a copy sent to (Name and Address of Appropriate FDOT District Office).

All public notices must include the following language:

Florida Law and Title VI of the Civil Rights Act of 1964 Prohibits Discrimination in Public accommodation on the basis of race, color, sex, religion, national origin, disability, income, or of marital status.

Persons believing they have been discriminated against on these conditions may file a complaint with the Florida Commission on Human Relations at 850-488-7082 or 800-342-8170 (voice messaging)

Exhibit D: Local Clearinghouse Agency/RPC Cover Letter N/A

If grant application is for facilities, please include a copy of the cover letter submitted to the local clearinghouse agency or Regional Planning Council (RPC). You may insert the letter as a PDF or print and attach the document to your final application.



PART II - FUNDING REQUEST

Form A-1: Current System Description

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

The Collier County Board of County Commissioners is the governing body for the Public Transportation system in Collier County. The Public Transportation system, Collier Area Transit (CAT) operates under the supervision of the Collier County Division of Public Transit & Neighborhood Enhancement (PTNE) for the Collier County Public Services Department. CAT serves as the public transit provider for Collier County, serving Naples, Marco Island, and Immokalee areas. It is the mission of CAT to provide safe, accessible and courteous public transportation services to our customers.

Please provide information below:

- Organizational structure (**attach an organizational chart at the end of this section**) _____ 122 _____
- Total number of employees in organization _____ 8 _____
- Total number of transportation-related employees in the organization _____ _____



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

The management of the MV contract is conducted by the Collier County Public Transit and Neighborhood Enhancement (PTNE) Division. MV is responsible for the transit drivers of the transit system including hiring, training and management of the bus operators. They are also responsible for the insurance of all of CAT/CAP's vehicles. MTM is responsible for the hiring and training of the administrative personnel.

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

Collier County currently provides about \$2 million dollars each year from local funds to provide fixed route services. Federal and State Grant funds help to expand resources so that transit services can be provided to those who need it most.



(e) Fully explain your transportation program:

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

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

Service hours for these routes vary from as early as 3:45 AM to as late as 8:20 PM. The service planned for this grant will provide access to people in non-urbanized areas of Collier County. Funds from this grant will be used to continue operation of fixed route to provide access to people in non-urbanized areas to health care, shopping, education, employment, public services and recreation. Because many of these services are not available in the rural area, most people must travel to the urban areas in order to receive many of these services. These funds will be used to fund routes that are open to the general public and are not subject to the privatization process as described in the Transportation Disadvantage Service Plan (TDSP).

All staff is currently trained on the use of vehicles and equipment utilized for the operations of this service. All records are maintained by Collier County staff to ensure compliance with all local, State and Federal requirements. Those employee records maintained by the vendor to verify maintenance of all required licensure and training are inspected by Collier County regularly. All vehicles are maintained by Collier County Fleet Management Division staff specifically assigned to Transit at the CAT Operations center located at 8300 Radio Road. A written safety program has been developed and is maintained by the Contractor which includes safety policies and practices, accident procedures and reporting, and other training materials and documented in the System Safety Program Plan (SSPP) and the System Security Emergency Preparedness Plan (SSEPP). Collier County conducts an annual System Safety review of the Contractor to comply with safety requirements of Chapter 14-90, Florida Administrative Code (FAC). The Contractor's documented safety program includes the following components:

- Accident Response Plan
- Accident Review Process and Analysis
- Determination of an accident as Preventable or Non-Preventable, Utilizing the National Safety Council (NSC) Guidelines
- Employee Retraining Provisions
- Programs and Methods to be utilized to Promote Safety Awareness
- Employee Training and Required Certifications



The Contractor shall participate in tabletop, emergency preparedness training exercise as requested by the County. The Contractor is considered essential personnel and shall be available upon request for evacuation and transportation for any emergency events 24/7. The Contractor administers a Drug and Alcohol (D&A) Program which meets all of the Federal and Collier County requirements. In addition, the Contractor requires all subcontractors providing services for the fixed route service to adhere to the testing requirements of this D&A program. CAT performs D&A testing in accordance with United States Department of Transportation (US DOT) and Federal Transit Administration (FTA) regulations, as defined in Title 49 Code of Federal Regulations (CFR), Parts 40 and 655. The Contractor produces documentation necessary to establish its compliance with Title 49 CFR, Parts 653 and 654. All County employees that fall under this requirement also go through the above noted testing.



Form A-2: Fact Sheet

	Calculations ¹ (current system)	Current System	Calculations ¹ (if grant is awarded)	If Grant is Awarded (Estimates are acceptable)
1 Number of total one-way trips served by the agency PER YEAR. *	Fare box ridership collected for all boarding for routes funded by 5311	(a) 204,850	This service will be an equivalent service provided currently.	204,850
2 Number of individuals served unduplicated (first ride per fiscal year) PER YEAR. **	Farebox ridership collected for all boarding for routes funded by 5311	(b) 204,850	This service will be an equivalent service provided currently	204,850
3 Number of vehicles used for this service ACTUAL.		(c) 6		6
4 Number of ambulatory seats. AVERAGE PER VEHICLE (Total ambulatory seats divided by total number of fleet vehicles)		(d) 3		3

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



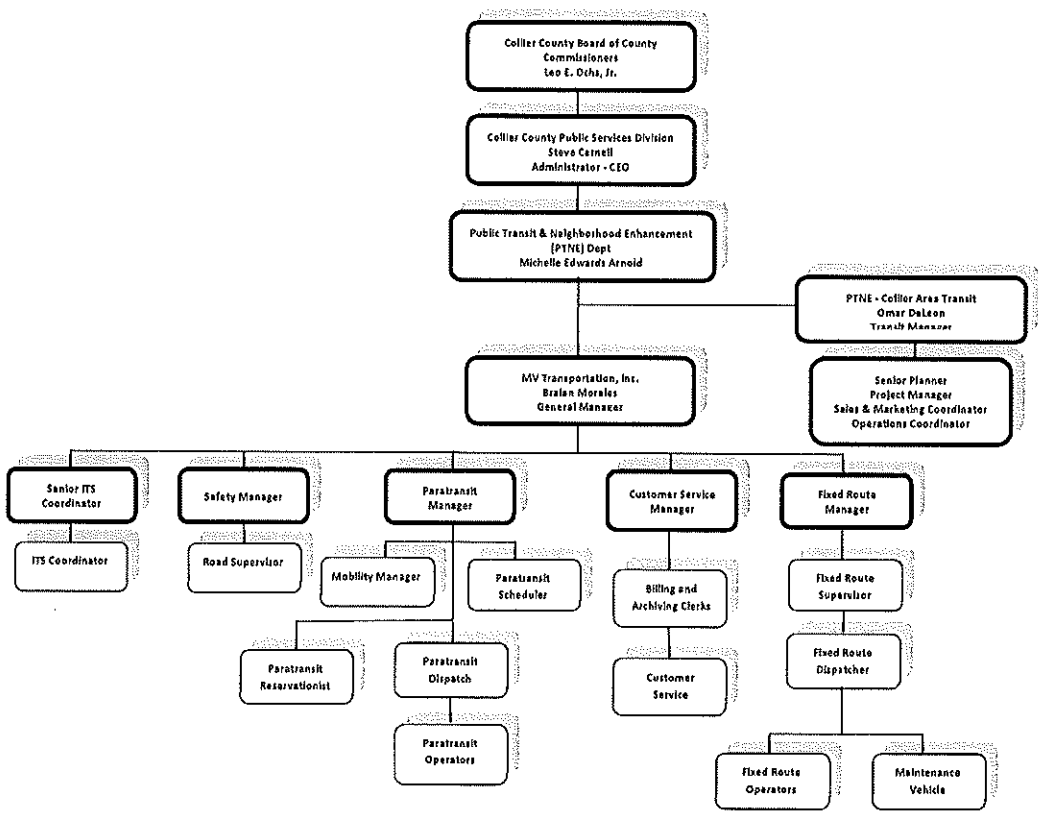
	Calculations (current system)	Current System	Calculations (If grant is awarded)	If Grant is Awarded (Estimates are acceptable)
5	Number of wheelchair positions AVERAGE PER VEHICLE (Total wheelchair positions divided by total number of fleet vehicles)	(e)	2	2
6	Vehicle miles traveled, PER YEAR Revenue miles + deadhead miles x # of days	(f)	516,816	516,816
7	Average vehicle miles, PER DAY VMT/days of service	(g)	1,439.60	1,439.60
8	Normal vehicle hours in operation, PER DAY Total hours/days of service	(h)	52.69	52.69
9	Normal number of days in operation, PER WEEK 6 full days of service + reduced service on Sunday		6.83	6.83
10	Trip length (roundtrip), AVERAGE		14.5	14.5

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

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

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





(54)

Form A-3: Proposed Project Description

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

Will it be used to:

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

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

Section 5311 funding for operating assistance is essential if service is to continue for the non-urbanized areas of the County. Because this request is not an expansion of service or providing new service, the grant, if awarded will not provide more service hours, provide service to a larger geographic area or reduce headways.



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

The 5311 grant helps fund five (5) non-urbanized/rural routes. According to the 2010 Census majority of the County's workforce lives in the rural area and majority of the activity centers are within the urban area. Activity centers include major employers, health care centers and public services. Route 19 (Golden Gate Estate/Immokalee Shuttle), provides a shuttle to and from the Immokalee area and services the Golden Gate Estates area to the transfer station at the Collier County Government Center. This route serves to bring the residents from the rural area to the urban areas where our activity centers are located and provides access for those passengers to return home. Route 121 (Immokalee and Marco Island express), provides an early morning and late evening express service between Immokalee and Marco Island. This express route serves to bring the residents of the rural area to the urban areas where the major employers are located and provides access for those passengers to return to home. Both routes (19 and 121) further the federal goal of the program to enhance the access of low-income individuals and others within the non-urbanized area to employment.

Route 22 and Route 23 (Immokalee Circulator), provide continuous public transit service within the rural community of Immokalee. Route 24 (US 41 East/Charlee Estates), provides access to residents in the rural areas east of Collier Boulevard off East Tamiami Trail to services and employment in the urban areas. Only that portion of Route 24 that serves the rural area is being funded with 5311 grant funds.

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

Collier Area Transit, as many other transit agencies across the nation, is facing tough financial times and local funds contribution is stagnate. Should the State not approve this grant, CAT may be forced to reduce routes. With a reduction in service, many passengers would not have access to medical, work, recreational, and other life sustaining activities that public transit now makes possible. It is critical that Collier Area Transit receives these 5311 funds to continue to provide access to people in the non-urbanized area of Collier County to these services.

(d) **New agencies only:** Have you met with the CTC and, if so, how are you providing a service they cannot? Provide detailed information supporting this requirement.

N/A

Applications submitted without the appropriate CTC coordination agreement may be rejected by FDOT. Grant awards will not be made without an appropriate coordination agreement. This coordination agreement must be enforced the entire time of the grant (vehicle life or operating PTGA expiration).



Operating Requests Only

(a) Please specify year of activity for operating assistance.

October 1, 2020-September 30, 2021

Capital Requests Only

(a) If this capital request includes equipment, please describe the purpose of the request.

(b) if you are requesting a vehicle that requires a driver with a CDL:

- Who will drive the vehicle?
- How will you ensure that your driver(s) maintain CDL certification?

(c) If the requested vehicles or equipment will be used by a lessee or private operator under contract to the applicant agency, identify the proposed lessee/operator.

- Include an equitable plan for distribution of vehicles/equipment to lessees and/or private operators.

N/A



(d) If this capital request 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, sufficiency of preliminary engineering and design work completed.
- Please provide a full, detailed scope of the project, including but not limited to a project schedule, construction days, method of procurement, etc.
- Please provide a detailed description of all project activities included in the construction of the facility.

NOTE: If awarded, the agency must prepare a draft/proposed facilities/building maintenance plan that will need to be adopted after construction of facilities.

N/A



Form B-1: Financial Capacity – Proposed Budget for Transportation Program

Estimated Revenues <i>(See Instruction Manual)</i>	Revenue Amount <i>Entire Transportation program</i> <i>(See Instruction Manual)</i>
Passenger Fares for Transit Service (401)	\$ 910,700
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 Revenue	\$ 910,700
Other Revenue Categories	<hr/>
Taxes Levied Directly by the Transit System (408)	
Local Cash Grants and Reimbursements (409)	3,169,600
Local Special Fare Assistance (410)	
State Cash Grants and Reimbursements (411)	940,800
State Special Fare Assistance (412)	
Federal Cash Grants and Reimbursements (413)	2,233,300
Interest Income (414)	
Contributed Services (430)	
Contributed Cash (431)	
Subsidy from Other Sectors of Operations (440)	
Total of Other Revenue	\$ 6,343,700
Grand Total All Revenue (Line 1)	\$ 7,254,400



Estimated Expenses <i>(See Instruction Manual)</i>	Expense Amount <i>Entire Transportation program</i>
Labor (501)	268,896
Fringe & Benefits (502)	101,704
Services (503)	728,300
Materials & Supplies (504)	584,800
Vehicle Maintenance (504.01)	823,400
Utilities (505)	69,100
Insurance (506)	12,300
Licenses & Taxes (507)	8,000
Purchased Transit Service (508)	4,561,800
Miscellaneous (509)*	94,100
Leases & Rentals (512)	2,000
Depreciation (513)*	
Grand Total All Expenses (Line 2)	\$ 7,254,400

*Refer to CFR 200.436 for guidance when entering expenses under "Depreciation".

Shortfall	
Source	Amount
1 - Estimated Revenues (enter number from line 1)	\$ 7,254,400
2 - Estimated Expenses (enter number from line 2)	\$ 7,254,400
3. Shortfall Subtract Line 2 from Line 1	\$ 0
4. Enter Total Amount Requested from Form 424, Line 18(g)	\$ 1,609,000
5. *If request (Line 4) is more than needed shortfall identified on Line 3, provide justification:	
<p>The reason why our budget balance is because we anticipate of being a recipient of this funding, for that reason we included this funding in our adopted budget; we would have a \$1,609,000 shortfall to cover our operating expenses if we don't receive this funding.</p>	

Note: Line 5 is MANDATORY – do not leave blank. If information is not provided it reflects no urgency for the requested funds. Amount needed should be clearly identified.



Proof of Local Match	
Source	Amount
General Fund Transfer to Funds 425/426	\$ 3,169,600
<p style="text-align: right;">Total Local Match</p> <p>50 % of Total Project Cost for operating awards</p> <p>20% of Total Project Cost for capital awards</p>	\$

Attach documentation of match funds directly after this page. Proof may consist of, but not be limited to:

- Transportation Disadvantaged (TD) allocation,
- Written statements from county commissions, state agencies, city managers, mayors, town councils, organizations, accounting firms and financial institutions.

Signature [blue ink]

William L. McDaniel, Jr., Chairman

Typed Name and Title of Authorized Representative

December 10, 2019

Date

ATTEST
 CRYSTAL K. KINZEL, CLERK

BY: _____

Approved as to form and legality

 Assistant County Attorney

*2019
 11/20/19*



Form B-2: Operations Phase- Estimate of Project Costs by Budget Category

Budget Categories Operations (Expenses related to transit operations only)*	Local	Federal	Total
Salaries	268,900		268,900
Fringe Benefits	101,700		101,700
Contractual Services	5,290,100	1,609,000	3,681,100
Travel	6,000		6,000
Other Direct Costs			
a. Utilities	69,100		69,100
b. License	8,000		8,000
c. Insurance	12,300		12,300
d. Miscellaneous	88,100		88,100
e. Materials and Supplies	308,600		308,600
f. Vehicle Maintenance	1,099,600		1,099,600
g. Leases and Rentals	2,000		2,000
h.			
i.			
j.			
k.			
l.			
m.			
Indirect Costs			
Projected REVENUE (subtraction)			
Totals	\$7,252,400	\$ 1,609,000	\$ 5,656,400

Budget category amounts are estimates. While the contract is active, amounts can be shifted between items without amendment (because they are all within the Operations Phase), but the revised budget must be submitted to the District to be approved and updated in the Florida Accountability Contract Tracking System (FACTS).



Form B-3: Capital Request N/A

To identify vehicle type and estimate cost visit <http://tripsflorida.org/>

All vehicle requests must be supported with a completed sample order form in order to generate a more accurate estimation of the vehicle cost. The order form can be obtained from <http://www.tripsflorida.org/contracts.html>

1. Select Desired Vehicle (Cutaway, Minibus etc.)
2. Choose Vendor (use drop down arrow next to vendor name to see information)
3. Select Order Packet
4. Complete Exhibit A (Order Form)

The Florida Department of Management Services Contract can be found at [Florida Department of Management DMS](#)

Vehicle Request

Replacement (R) or Expansion (E)	Fuel Type	Useful Life <i>(See Application Instructions)</i>	Description/ Vehicle Type	Quantity	Estimated Cost (from Order Form)
N/A					
					Subtotal \$

*Under Description/Vehicle Type, include the length and type vehicle, lift or ramp, number of seats and wheelchair positions. For example, 22' gasoline bus with lift, twelve (12) ambulatory seats, and two (2) wheelchair positions. Please note, in this example, if both wheelchair positions are occupied the ambulatory seats will be reduced to eight (8). **Any bus options that are part of purchasing the bus itself should be part of the vehicle request and NOT separated out under equipment.**

Replacement Vehicles (R)

If the capital request includes replacement vehicles. Please list the vehicles in your current fleet that you are intending to replace with the vehicle from your vehicle request.

YEAR	TYPE	MAKE	MILES	VIN	FDOT Control #
N/A					



Equipment Request

If item requested is after-market, it is recommended to gather and retain at least two estimates for the equipment requested. Purchases must be approved at the local level and follow the Procurement Guidelines.

Description*	Useful Life <i>(See Application Instructions)</i>	Quantity	Estimated Cost
N/A			
			Subtotal \$

* List the number of items and provide a brief description (i.e. two-way radio or stereo radio, computer hardware/software, etc.)

\$	+	\$	=	\$
Vehicle Subtotal	Plus	Equipment Subtotal	Equals	Total Cost

\$	*	0.8	=	\$
Total Cost	Multiplied by	80%	Equals	Federal Request Form 424, Block 18 (a)



PART III – MANAGERIAL CAPABILITY

Exhibit I: FDOT Certification and Assurances

Collier County Board of County Commissioners certifies and assures to the Florida Department of Transportation regarding its Application under U.S.C. Section 5311 dated 10th day of December, 2019

- 1 It shall adhere to all Certifications and Assurances made to the federal government in its Application.
- 2 It shall comply with Florida Statutes:
 - Section 341.051–Administration and financing of public transit and intercity bus service programs and projects
 - Section 341.061 (2)–Transit Safety Standards; Inspections and System Safety Reviews
- 3 It shall comply with Florida Administrative Code:
 - Rule Chapter 14-73–Public Transportation
 - Rule Chapter 14-90–Equipment and Operational Safety Standards for Bus Transit Systems
 - Rule Chapter 14-90.0041–Medical Examination for Bus System Driver
 - Rule Chapter 41-2–Definitions
- 4 It shall comply with FDOT’s:
 - Bus Transit System Safety Program Procedure No. 725-030-009
(Does not apply to Section 5310 only recipients)
 - Public Transit Substance Abuse Management Program Procedure No. 725-030-035
 - Transit Vehicle Inventory Management Procedure No. 725-030-025
 - Public Transportation Vehicle Leasing Procedure No. 725-030-001
 - Guidelines for Acquiring Vehicles
 - Procurement Guidance for Transit Agencies Manual
- 5 It has the fiscal and managerial capability and legal authority to file the application.
- 6 Local matching funds will be available to purchase vehicles/equipment at the time an order is placed.
- 7 It will carry adequate insurance to maintain, repair, or replace project vehicles/equipment in the event of loss or damage due to an accident or casualty.
- 8 It will maintain project vehicles/equipment in good working order for the useful life of the vehicles/equipment.
- 9 It will return project vehicles/equipment to FDOT if, for any reason, they are no longer needed or used for the purpose intended.
- 10 It recognizes FDOT’s authority to remove vehicles/equipment from its premises, at no cost to FDOT, if FDOT determines the vehicles/equipment are not used for the purpose



intended, improperly maintained, uninsured, or operated unsafely.

- 11 It will not enter into any lease of project vehicles/equipment or contract for transportation services with any third party without prior approval of FDOT.
- 12 It will notify FDOT within **24 hours** of any accident or casualty involving project vehicles/equipment, and submit related reports as required by FDOT.
- 13 It will notify FDOT and request assistance if a vehicle should become unserviceable.
- 14 It will submit an annual financial audit report to FDOT (FDOTSingleAudit@dot.state.fl.us), if required.
- 15 It will undergo a triennial review and inspection by FDOT to determine compliance with the baseline requirements. If found not in compliance, it must send a progress report to the local FDOT District office on a quarterly basis outlining the agency's progress towards compliance.

December 10, 2019
Date

Signature of Contractor's Authorized Official

William L. McDaniel, Jr., Chairman
Name and Title of Contractor's Authorized Official

ATTEST
CRYSTAL K. KINZEL, CLERK

BY: _____

Approved as to form and legality

Assistant County Attorney

2019
11/20/19



Exhibit J: Standard Lobbying Certification

The undersigned **Collier County Board of County Commissioners** certifies, to the best of his or her knowledge and belief, that:

- 1 No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2 If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," (a copy of the form can be obtained from FDOT's website) in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)]
- 3 The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

NOTE: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.

The **Collier County Board of County Commissioners**, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.

December 10, 2019 Date

Signature of Contractor's Authorized Official

William L. McDaniel, Jr., Chairman
Name and Title of Contractor's Authorized Official

ATTEST
CRYSTAL K. KINZEL, CLERK

Approved as to form and legality

BY: _____

Assistant County Attorney

DAB
11/20/19

Exhibit L: Leasing Certification N/A

Memorandum for FTA 5311

Date: _____

From: _____

Signature

Typed name and title

Typed or printed agency name

To: Florida Department of Transportation, District Office Modal Development Office/Public Transit

Subject: YEAR 2021 GRANT APPLICATION TO THE FEDERAL TRANSIT ADMINISTRATION, OPERATING OR CAPITAL GRANTS FOR RURAL AREAS PROGRAM, 49 UNITED STATES CODE SECTION 5311

Leasing:

Will the **(Name of applicant agency)**, as applicant to the Federal Transit Administration Section 5311 Program, lease the proposed vehicle(s) or equipment out to a third-party?

No

Yes

If yes, specify to whom:

NOTE: It is the responsibility of the applicant agency to ensure District approval of all lease agreements.

ATTEST
CRYSTAL K. KINZEL, CLERK

BY: _____

Approved as to form and legality

Assistant County Attorney

QAB
11/20/19

Exhibit M: Certification of Equivalent Service N/A

CERTIFICATION OF EQUIVALENT SERVICE

(Agency Name) certifies that its demand responsive service offered to individuals with disabilities, including individuals who use wheelchairs, is equivalent to the level and quality of service offered to individuals without disabilities. Such service, when viewed in its entirety, is provided in the most integrated setting feasible and is equivalent with respect to:

- 1 Response time;
- 2 Fares;
- 3 Geographic service area;
- 4 Hours and days of service;
- 5 Restrictions on trip purpose;
- 6 Availability of information and reservation capability; and
- 7 Constraints on capacity or service availability.

In accordance with 49 CFR Part 37, public entities operating demand responsive systems for the general public which receive financial assistance under 49 U.S.C. 5310 and 5311 of the Federal Transit Administration (FTA) funds must file this certification with the appropriate state program office before procuring any non-accessible vehicle. Such public entities not receiving FTA funds shall also file the certification with the appropriate state office program. Such public entities receiving FTA funds under any other section of the FTA Programs must file the certification with the appropriate FTA regional office. This certification is valid for no longer than one year from its date of filing. Non-public transportation systems that serve their own clients, such as social service agencies, are required to complete this form.

Executed this Date day of Month, Year

Name and title of authorized representative

Signature of authorized representative

ATTEST
CRYSTAL K. KINZEL, CLERK

BY: _____

Approved as to form and legality

Assistant County Attorney

2019
11/20/19



Form 424: Application for Federal Assistance

Attach the completed Form 424 here. You may insert the completed form as a PDF or print and attach the form to your final application document.

Exhibit N: Federal Certifications and Assurances - to be provided at a later date

Please attach Federal Certifications and Assurances signature page and the page listing the certification categories here. You may insert the signed certifications and assurances as a PDF or print and attach the form to your final application document.

Exhibit O: Title VI Plan - to be provided at a later date

If an applicant has not previously submitted their Title VI plan to the Department, a copy must be included here. You may insert the Title VI Plan as a PDF or print and attach the document to your final application.

Exhibit P: Protection of the Environment N/A

Required if the proposed project is for the construction of facilities. Please see Grant Application Instruction Manual for details.

Exhibit Q: Triennial Review - CAP Closeout - to be provided at a later date

Required if the agency's latest Triennial Review included a Corrective Action Plan. Please submit a copy of the corrective action plan and/or letter of compliance.



Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: _____	4. Applicant Identifier: _____	
5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: _____	
State Use Only:		
6. Date Received by State: _____	7. State Application Identifier: _____	
8. APPLICANT INFORMATION:		
* a. Legal Name: Collier County Board of County Commissioners		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000558	* c. Organizational DUNS: 076997790	
d. Address:		
* Street1: 3299 Tamiami Trail East, Suite 103	_____	
Street2:	_____	
* City: Naples	_____	
County/Parish: Collier	_____	
* State: FL: Florida	_____	
Province:	_____	
* Country: USA: UNITED STATES	_____	
* Zip / Postal Code: 34112-5249	_____	
e. Organizational Unit:		
Department Name: Public Services	Division Name: PTNE	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mrs.	* First Name: Tami	_____
Middle Name:	_____	
* Last Name: Bailey	_____	
Suffix:	_____	
Title: Federal & State Grants Manager		
Organizational Affiliation: _____		
* Telephone Number: 239-252-5218	Fax Number: 239-252-2638	
* Email: Tami.Bailey@colliercountyfl.gov		



Application for Federal Assistance SF-424

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

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

FTA

11. Catalog of Federal Domestic Assistance Number:

20.509

CFDA Title:

Formula Grants for Rural Areas

*** 12. Funding Opportunity Number:**

* Title:

Previous Applicant -
Operating Assistance Application - SFY 2020
Formula Grant for Rural Areas

13. Competition Identification Number:

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

Previous Applicant - Operating Assistance Application - SFY 2020 Formula Grant for Rural Areas

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

* b. Program/Project

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

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="804,500.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text" value="804,500.00"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="1,609,000.00"/>

* 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
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

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

Yes No

If "Yes," provide explanation and attach

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

** I AGREE

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

Authorized Representative:

Prefix: * First Name:
 Middle Name:
 * Last Name:
 Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

ATTEST
CRYSTAL K. KINZEL, CLERK

Approved as to form and legality

BY: _____

Assistant County Attorney

Handwritten: JWB 11/20/19



Florida Department of Transportation

RICK SCOTT
GOVERNOR

801 North Broadway Avenue
Bartow, Florida 33830

MIKE DEW
SECRETARY

November 14, 2017

Collier County Board of County Commissioners
Ms. Michelle Arnold
3299 East Tamiami Trail, Suite 103
Naples, FL 34112

Re: Title VI Plan

Dear Ms. Arnold:

The Florida Department of Transportation, District One concurs with the Title VI Plan for Collier County Board of County Commissioners as required for all Federal Transit Administration recipients as per the FTA Circular C4702.1B. This concurrence means that Collier County Board of County Commissioners meets the requirements as set out in the Circular and may receive grant funds. Please continue to follow the requirements set forth in the stated Circular.

Should you have any questions, please contact Pamela Barr via e-mail at Pamela.barr@dot.state.fl.us or by phone at 239-225-1972.

Sincerely,

Pamela Barr
Transit Projects Coordinator

Cc: Matthew Liveringhouse, Collier Area Transit
Michelle S. Peronto, District Transit Programs Administrator, FDOT

Application

5311 Grant Application Revised on September 13, 2019

Revised by: Erin Schepers, Grant Programs Administrator

FDOT Public Transit Office

605 Suwannee Street (MS 26)

Tallahassee, Florida 32399-0450

Work Phone: 850-414-4526

Email: erin.schepers@dot.state.fl.us



Florida Department of Transportation



49 U.S.C. Section 5339 Capital Assistance Application – SFY 2021

BUS AND BUS FACILITIES FORMULA PROGRAM
FOR RURAL AREAS
CFDA 20.526

Legal Applicant Name: Collier County Board of County Commissioners

First Time Applicant

Previous Applicant

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Application Checklist

The following must be included in the Application for Section 5339 Capital Assistance in the order listed.

- Application Checklist (this form)
- Applicant Information Form

PART I - APPLICANT ELIGIBILITY

- Eligibility Questionnaire
- Exhibit A: Cover letter
- Exhibit B: Governing Board's Resolution
- Exhibit C: Public Hearing and Publisher's Affidavit (public agencies only)
- Exhibit D: FDOT Certification and Assurances
- Exhibit E: Standard Lobbying Certification Form
- Exhibit F: FTA Section 5333(b) Assurance
- Exhibit G: Federal Certifications and Assurances
- Exhibit H: CTC Agreement or Certification


PART II- Funding Request

- Form A-1: Current System Description
 - Organization Chart
- Form A-2: Fact Sheet
- Form B: Proposed Project Description
- Form C: Financial Capacity – Proposed Budget for Transportation Program
- Form D-1: Capital Request Form
- Form 424: Application for Federal Assistance
- Form D-2: Current Vehicle and Transportation Equipment Inventory Form

PART III- Other Required Documents

- Exhibit I: Leasing
- Exhibit J: Certification of Equivalent Service
- Exhibit K: Copy of the Title VI Plan (if agency has not previously submitted a Title VI plan)
- Exhibit L: Copy of cover letter sent with application submitted to Local Clearinghouse Agency/RPC
- Exhibit M: Protection of the Environment

Applicant Information

		49 U.S.C. Section 5339, Bus and Bus Facilities Formula Program for Rural Areas: GRANT APPLICATION	
Agency (Applicant) Legal Name: Collier County Board of County Commissioners		Physical Address (No P.O. Box): 3299 Tamiami Trail East Suite 103	
Applicant Status: <input type="checkbox"/> First-time applicant <input checked="" type="checkbox"/> Returning applicant <i>A first-time applicant has not received any funding for the past two grant cycles</i>			
Applicant's County: Collier If Applicant has offices in more than one county, list county where main office is located			
City: Naples	State: FL	Zip Code: 34112	Congressional District: 14
Federal Taxpayer ID Number: 59-6000558			
Applicant Fiscal period start and end dates: <u>October 1, 2020</u> to <u>September 30, 2021</u> <i>State Fiscal period from: July 1, 2020 to June 30, 2021</i>			
Applicant's DUNS Number: 076997790 <i>Unique 9-Digit number issued by Dun & Bradstreet. May be obtained free of charge at: http://fedgov.dnb.com/webform</i>			
Project's Service Area: Collier County <i>List the county or counties that will be served by the proposed project.</i>			
Executive Director: Michelle Arnold		Grant Contact Person (if different than Executive Director): Tami Bailey	
Telephone: 239-252-5847		Telephone: 239-252-5218	
Fax: 239-252-6425		Fax: 239-252-2638	
E-mail Address: Michelle.Arnold@colliercountyfl.gov		Email Address: Tami.Bailey@colliercountyfl.gov	
Current Vehicle Inventory: <u>2</u> Vans <u>0</u> Vans/Lifts <u>0</u> Sedans or Minivans Enter Number for ENTIRE Fleet <u>28</u> Buses/Cutaways <u>2</u> Other <u> </u> N/A			
Authorizing Representative certifying to the information contained in this application is true and accurate. Signature (Authorizing Representative) [blue ink]: _____ Printed Name: <u>William L. McDaniel, Jr.</u> Title: <u>Chairman</u> Email Address: <u>Bill.McDaniel@colliercountyfl.gov</u> *Must attach a Resolution of Authority from your Board (original document) for the person signing all documents on behalf of your agency. See Exhibit B			

ATTEST
 CRYSTAL K. KINZEL, CLERK

BY: _____

Approved as to form and legality

Assistant County Attorney

JOB
4/20/19


PART I –APPLICANT ELIGIBILITY

Eligibility Questionnaire

This questionnaire applies to returning applicants. If you are a current grant sub-recipient and are not compliant with all FDOT and FTA Section 5339 requirements, you will not be eligible to receive grant funds until compliance has been determined. You must be in compliance at time of grant award execution.

<p>Are you a returning applicant?</p> <p>*If yes, please answer all questions. If no, disregard remaining questions in this questionnaire.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Has your agency completed a Triennial Oversight Review?</p> <p>If yes, what date(s) did the review occur? <u>November 19, 2019</u></p> <p>If yes, is your agency currently in compliance?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Review Scheduled <input type="checkbox"/> Was not notified by FDOT District Office</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>If your agency is not in compliance, do you have a corrective action plan to come into compliance?</p> <p>If yes, what is the anticipated date of corrective action closeout? _____</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>
<p>Did your agency complete the "Section 5310 Program Performance Measures Annual Report"?</p> <p>If no, what date will your agency submit the report? _____</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Is your agency registered on SAM.gov?</p> <p>Note: Agency must register each year/application cycle.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, registration expiration date: October 13, 2020</p>
<p>_____ Signature [blue ink]</p> <p>William L. McDaniel, Jr., Chairman _____ Typed Name and Title</p> <p><u>12/10/2019</u> Date</p>	

ATTEST
CRYSTAL K. KINZEL, CLERK

Approved as to form and legality

BY: _____

Assistant County Attorney

2018
11/20/19

Exhibit A: Cover Letter


Collier County
Public Services Department
Public Transit & Neighborhood Enhancement Division

December 10, 2019

Charlene Ross
Transit Project Coordinator
FDOT, District One, Modal Development Office/Public Transit
801 North Broadway Avenue
Bartow, FL 33830

Re: 5339 Grant Submittal

Dear Ms. Ross:

Collier County Board of County Commissioners 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.

Collier County Board of County Commissioners 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 FDOT and all its officers, agents and employees from any claim, loss, damage, cost, charge, or expense arising out of the non-compliance by the Agency, its officers, agents, or employees, with any or the assurances stated in this Application.

This application is submitted on this 10th day of December 2019 with one (1) original resolution and three (3) certified copies of the original resolution authorizing the Chairman of the Board of County Commissioners to sign this Application. Thank you for your assistance in this matter.

Sincerely,

William L. McDaniel, Jr.
Chairman, Collier County Board of County Commissioners

Page 6



RESOLUTION NO. 2019-___

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF COLLIER COUNTY, FLORIDA, AUTHORIZING THE CHAIRPERSON TO SIGN AND SUBMIT A SECTION 5339 GRANT APPLICATION, INCLUDING ALL RELATED DOCUMENTS AND ASSURANCES, TO THE FLORIDA DEPARTMENT OF TRANSPORTATION, TO ACCEPT A GRANT AWARD FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION, FOR THE PURCHASE OF VEHICLES AND/OR EQUIPMENT AND/OR THE EXPENDITURE OF GRANT FUNDS PURSUANT TO THE GRANT AWARD.

WHEREAS, the Board of County Commissioners of Collier County, Florida, has the 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;

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

1. This resolution applies to the Federal Program under U.S.C. §5339.
2. The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.
3. William L. McDaniel, Jr., Chairman, is authorized to including, but not limited to: (a) sign the application, accept a grant award, and (b) accept and execute any required certifications and assurances and all supporting documents relating to the grant awarded to the County, (c) approving all necessary budget amendments, and (c) authorize the purchase of vehicles/equipment and/or expenditure of grant funds pursuant to the grant awarded, unless specifically rescinded.
4. This Resolution shall be effective immediately upon signature by the Chairman.

This Resolution adopted after motion, second and majority vote favoring same, this 10th day of December 2019.

Exhibit C: Public Hearing and Publisher's Affidavit (public agencies only)

Attach a copy of the notice of public hearing and an affidavit of publication here.

(Affidavit to follow this page)

Public Notice

Public Notice is hereby given that Collier County is applying to the Florida Department of Transportation for a capital grant under section 5310 of the Federal Transit Act of 1991, as amended, for the purchase of six (6) replacement paratransit vehicles with radios and tablets to be used for the provision of public transit services within Collier County, FL. Collier County will also be applying to the Florida Department of Transportation for a grant under section 5339 of the Federal Transit Act of 1991, as amended for design and construction of a Superstop in the Immokalee area consisting of a sheltered transfer station for passengers. The site would also be secured with fencing and space to store recovery vehicles and overnight bus storage.

This notice is to provide an opportunity for a Public Hearing for this project. This public notice is to ensure that this project and the contemplated services will not duplicate current or proposed services provided by existing transit or paratransit operators in the area. This hearing will be conducted if and only if a written request for the hearing is received by within 10 (ten) days of November 13, 2019. Requests for a hearing must be sent to Michelle E. Arnold Collier Area Transit, 3299 East Tamiami Trail #103, Naples, Florida 34112 and copy sent to FDOT, District One Modal Development Office/Public Transit Southwest Urban Area Office at 801 North Broadway, Bartow, Florida 33830. Any interested party may obtain more information about these grants by contacting the PTNE Division at (230) 252-5840 between the hours of 8 a.m. to 5 p.m., Monday through Friday. Public comment period will open Wednesday November 13, 2019 through Friday December 13, 2019.

Persons who require special accommodations under the American with Disabilities Act or persons who require translation services should contact Michelle E. Arnold at michelle.arnold@colliercountyfl.gov, Collier County Public Services Department, Public Transit & Neighborhood Enhancement Division 3299 East Tamiami Trail #103, Naples, Florida 34112: (239) 252-5840.

Collier Area Transit operates in compliance with Federal Transit Administration, (FTA) program requirements and ensures that transit services are made available and equitably distributed.

Florida Law and Title VI of the Civil Rights Act of 1964 Prohibits Discrimination in Public accommodations on the basis of race, color, sex, national origin, disability, income or of marital status.

Persons believing they have been discriminated against on these on these conditions may file a complaint with the Florida Commission on Human Relations at 850-488-7082 or 800-342-8170 (voice messaging).

Collier Area Transit has a Disadvantaged Business Enterprise (DBE) goal of 1.77%.

November 13, 2019



Naples Daily News

PART OF THE USA TODAY NETWORK

Published Daily
Naples, FL 34110

CC HOUSING HUMAN VETERAN SERV
3339 TAMiami TRLE # 211

NAPLES, FL 34112-5361

Affidavit of Publication

STATE OF WISCONSIN
COUNTY OF BROWN

Before the undersigned they serve as the authority, personally appeared said legal clerk who on oath says that he/she serves as Legal Clerk of the Naples Daily News, a daily newspaper published at Naples, in Collier County, Florida; distributed in Collier and Lee counties of Florida; that the attached copy of the advertising was published in said newspaper on dates listed. Affiant further says that the said Naples Daily News is a newspaper published at Naples, in said Collier County, Florida, and that the said newspaper has heretofore been continuously published in said

Collier County, Florida; distributed in Collier and Lee counties of Florida, each day and has been entered as second class mail matter at the post office in Naples, in said Collier County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Published: November 13, 2019

[Signature]

Subscribed and sworn to before on November 13, 2019:

Tara Mondloch

Notary, State of WI, County of Brown

TARA MONDLOCH
Notary Public
State of Wisconsin

My commission expires August 6, 2021

Publication Cost: \$728.00
Ad No: 0003887537
Customer No: 1304214
PO #: v.02 2019_(5)

This is not an invoice

NOV 18 '19 PM 5:54



PUBLIC NOTICE

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Persons believing they have been discriminated against on these or those conditions may file a complaint with the Florida Commission on Human Relations at 850-488-7062 or 800-342-8170 (voice messaging).

Collier Area Transit has a Disadvantaged Business Enterprise (DBE) goal of 1.77%.

November 13, 2019

Aviso Publico

El Condado de Collier esta aplicando al Departamento de Transporte del estado de la Florida por subsidios del programa Federal de Transito de 1991, seccion 5310, para reemplazar seis vehiculos de paratransito equipados con radios y computadoras para el servicio publica del Condado de Collier. El Condado aplicara al Departamento de Transporte de la Florida bajo seccion 5339 de el Acto Federal de 1991. Los subsidios seran destinados para el diseño y construcción de un Superstop en Immokalee que consistira de un area cubierta de pasajeros transferendose de vehiculos. El area estara cercada y tendra espacio para estacionar autobuses en la noche.

Este aviso es para dar al publico una oportunidad de asistir a la audiencia publica de este proyecto, y Tambien para asegurar que este proyecto y los servicios contemplado no dupliquen los servicios que existen al moment. Esta audiencia publica se realizara solamente el se solicita por escrito dentro de los 10 dias contados a partir de noviembre 13, del 2019. La solicitud de la audiencia publica deberan ser enviadas a Michelle E. Arnold, Collier Area Transit, 3299 East Tamiami Trail No. 10, Naples, FL 34112; Tambien copia de esta solicitud debera enviarse a FDOT, District One Modal Development Office/Public Transit, Southwest Urban Area Office at 801 North Broadway, Bartow, Florida 33830. Los interesados pueden obtener mas informacion sobre subsidios, comunicandose con el PTNE Division al telefono (239) 252-5840 de Lunes a Viernes de 8 a.m. a 6 p.m.. Comentarios de publico se reciben desde el miercoles 13 de Noviembre, 2019 hasta el Viernes 13 de Diciembre, 2019.

De acuerdo con el ADA-American with Disabilities Act (Acta Federal) para personas con discapacidades) quienes necesiten acomodación especial o servicios de traducción deberan contactar a Michelle E. Arnold a su correo electronico michelle.arnold@colliercountyfl.gov, Collier County Public Services Department, Public Transit and Neighborhood Enhancement Division, 3299 East Tamiami Trail, No. 103, Naples, Florida 34112; (239) 252-5840.

Collier Area Transit (CAT) opera conforme a las regulaciones de la Administracion de Transito Federal, (FTA) y asegura que los servicios de transito son distribuidos equitativamente.

La ley de la Florida Titulo VI de el Acto de Derechos Civiles de 1964 prohíbe discriminación en alojamientos publicos basado en raza, color, sexo, nacionalidad, discapacidad, ingresos o estado civil.

Las personas que creen que han sido discriminadas pueden presentar sus quejas a la "Florida Commission on Human Relations" al telefono 850-488-7062 o al 800-342-8170 (mensajes de voz)

Collier Area Transit tiene una meta de 1.77% Empresa Comercial Desalvoracida (DBE)





Exhibit D: FDOT Certification and Assurances

Collier County Board of County Commissioners certifies and assures to the Florida Department of Transportation regarding its Application under U.S.C. Section 5339 dated **10th** day of **December, 2019**

- 1 It shall adhere to all Certifications and Assurances made to the federal government in its Application.
- 2 It shall comply with Florida Statutes:
 - Section 341.051–Administration and financing of public transit and intercity bus service programs and projects
 - Section 341.061 (2)–Transit Safety Standards; Inspections and System Safety Reviews
 - It shall comply with Florida Administrative Code (Rule Chapter 14-73–Public Transportation
 - Rule Chapter 14-90–Equipment and Operational Safety Standards for Bus Transit Systems
 - Rule Chapter 14-90.0041–Medical Examination for Bus System Driver
 - Rule Chapter 41-2–Definitions
- 3 It shall comply with FDOT's:
 - Bus Transit System Safety Program Procedure No. 725-030-009
(Does not apply to Section 5310 only recipients)
 - Public Transit Substance Abuse Management Program Procedure No. 725-030-035
 - Transit Vehicle Inventory Management Procedure No. 725-030-025
 - Public Transportation Vehicle Leasing Procedure No. 725-030-001
 - Guidelines for Acquiring Vehicles
 - Procurement Guidance for Transit Agencies Manual
- 4 It has the fiscal and managerial capability and legal authority to file the application.
- 5 Local matching funds will be available to purchase vehicles/equipment at the time an order is placed.
- 6 It will carry adequate insurance to maintain, repair, or replace project vehicles/equipment in the event of loss or damage due to an accident or casualty.
- 7 It will maintain project vehicles/equipment in good working order for the useful life of the vehicles/equipment.
- 8 It will return project vehicles/equipment to FDOT if, for any reason, they are no longer needed or used for the purpose intended.
- 9 It recognizes FDOT's authority to remove vehicles/equipment from its premises, at no cost to FDOT, if FDOT determines the vehicles/equipment are not used for the purpose intended, improperly maintained, uninsured, or operated unsafely.

- 10 It will not enter into any lease of project vehicles/equipment or contract for transportation services with any third party without prior approval of FDOT.
- 11 It will notify FDOT within **24 hours** of any accident or casualty involving project vehicles/equipment and submit related reports as required by FDOT.
- 12 It will notify FDOT and request assistance if a vehicle becomes unserviceable.
- 13 It will submit an annual financial audit report to FDOT (FDOTSingleAudit@dot.state.fl.us), if required.
- 14 It will undergo a triennial review and inspection by FDOT to determine compliance with the baseline requirements. If found not in compliance, it must send a progress report to the local FDOT District office on a quarterly basis outlining the agency's progress towards compliance.

Date: 12/10/2019

William L. McDaniel, Jr., Chairman

Typed name and title of authorized representative

Signature of authorized representative

ATTEST
CRYSTAL K. KINZEL, CLERK

BY: _____

Approved as to form and legality

Assistant County Attorney

*2019
11/20/19*



Exhibit E: Standard Lobbying Certification Form

The undersigned (**Collier County Board of County Commissioners**) certifies, to the best of his or her knowledge and belief, that:

- 1 No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2 If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," (a copy of the form can be obtained from FDOT's website) in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)]
- 3 The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

NOTE: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.

The (**Contractor**), certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Official December 10, 2019

Date

William L. McDaniel, Jr., Chairman

Typed Name and Title of Contractor's Authorized Official

Approved as to form and legality

 Assistant County Attorney
*WLB
 11/20/19*

ATTEST
CRYSTAL K. KINZEL, CLERK

BY: _____



Exhibit F: FTA Section 5333 (b) Assurance

Note: By signing the following assurance, the recipient of Section 5339 assistance assures it will comply with the labor protection provisions of 49 U.S.C. 5333(b) by one of the following actions:

- (1) signing the Special Warranty for the Rural Area Program (see FTA Circular C 9040.1G, Chapter VIII);
- (2) agreeing to alternative comparable arrangements approved by the Department of Labor (DOL); or
- (3) obtaining a waiver from the DOL.

Collier County Board of County Commissioners (hereinafter referred to as the "Recipient") HEREBY ASSURES that the "Special Section 5333 (b) Warranty for Application to the Small Urban and Rural Program" has been reviewed and certifies to the Florida Department of Transportation that it will comply with its provisions and all its provisions will be incorporated into any contract between the recipient and any sub-recipient which will expend funds received as a result of an application to the Florida Department of Transportation under the FTA Section 5339 Program.

December 10, 2019

Date

William L. McDaniel, Jr., Chairman

Typed Name and Title of Authorized Representative

Signature of Authorized Representative

Note: All applicants must complete the following form and submit it with the above Assurance. **LISTING OF RECIPIENTS, OTHER ELIGIBLE SURFACE TRANSPORTATION PROVIDERS, UNIONS OF SUB-RECIPIENTS, AND LABOR ORGANIZATIONS REPRESENTING EMPLOYEES OF SUCH PROVIDERS, IF ANY**

(See Appendix for Example)

1 Identify Recipients of Transportation Assistance Under this Grant	2 Site Project by Name, Description, and Provider (e.g. Recipient, other Agency, or Contractor)	3 Identify Other Eligible Surface Transportation Providers (Type of Service)	4 Identify Unions (and Providers) Representing Employees of Providers in Columns 1, 2, and 3
Collier County Board of County Commissioners	Application for FTA Section 5339 Capital Assistance funding for FY 20/21.	Collier Area Transit Service	Transport works union Local 525 AFL-CIO 2395 North Courtenay Pkwy, Suite 104 Merritt Island, 32953

ATTEST
CRYSTAL K. KINZEL, CLERK

Approved as to form and legality

BY: _____

Assistant County Attorney


JAB
11/20/19


Exhibit G: Federal Certifications and Assurances - to follow at a later date

Please attach Federal Certifications and Assurances signature page and the page listing the certification categories here.

Exhibit H: CTC Agreement or Certification - to follow

See Grant Application Instruction Manual for Community Transportation Coordinator (CTC) Agreement requirements.



EXHIBIT G: Federal Certification and Assurances

**FTA FISCAL YEAR 2020 CERTIFICATIONS AND ASSURANCES
FEDERAL FISCAL YEAR 2020 CERTIFICATIONS AND ASSURANCES FOR FTA
ASSISTANCE PROGRAMS**

Placeholder - awaiting to receive proper form
Will provide at a later date

FEDERAL FISCAL YEAR 2020 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE

PAGE

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2020)

AFFIRMATION OF APPLICANT

**Placeholder - awaiting to receive proper form
will provide at a later date**



Contract # TD-1803

Effective: 7/1/18 to 6/30/2023

STATE OF FLORIDA
COMMISSION FOR THE TRANSPORTATION DISADVANTAGED
MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is between the COMMISSION FOR THE TRANSPORTATION DISADVANTAGED, hereby referred to as the "Commission," and Collier County Board of County Commissioners, Collier Area Transit, 3299 East Tamiami Trail, Naples, FL 34112 the COMMUNITY TRANSPORTATION COORDINATOR, designated pursuant to Chapter 427, F.S., to serve the transportation disadvantaged for the community that includes the entire area of Collier county(ies), and hereafter referred to as the "Coordinator."

This Agreement is made in consideration of the mutual benefits to both parties; said consideration acknowledged hereto by the parties as good and valuable consideration.

The Parties Agree:

I. The Coordinator Shall:

- A. Become and remain totally apprised of all of the Transportation Disadvantaged resources available or planned in their designated service area. This knowledge will be used to plan, coordinate, and implement the most cost effective transportation disadvantaged transit system possible under the economic and other conditions that exist in the designated service area.
- B. Plan and work with Community Transportation Coordinators in adjacent and other areas of the state to coordinate the provision of community trips that might be handled at a lower overall cost to the community by another Coordinator. This includes honoring any Commission-approved statewide certification program that allows for intercounty transportation opportunities.
- C. Arrange for all services in accordance with Chapter 427, Florida Statutes, and Rule 41-2, FAC, and as further required by the Commission and the local Coordinating Board approved Transportation Disadvantaged Service Plan.
- D. Return any acquired profits or surplus funds originating through the course of business as the Coordinator that are beyond the amounts(s) specifically identified and approved in the accompanying Transportation Disadvantaged Service Plan. Such profits or funds shall be returned to the Coordinator's transportation system or to any subsequent Coordinator, as a total transportation system subsidy, to be applied to the immediate following operational year. The Coordinator will include similar language in all coordination contracts to assure that transportation disadvantaged related revenues are put back into transportation disadvantaged services.

E. Accomplish this Project by:

1. Developing a Transportation Disadvantaged Service Plan for approval by the local Coordinating Board and the Commission. Coordinators who are newly designated to a particular service area shall submit a local Coordinating Board approved Transportation Disadvantaged Service Plan, within 120 calendar days following the execution of the Coordinator's initial memorandum of agreement with the Commission, for approval by the Commission. All subsequent Transportation Disadvantaged Service Plans shall be submitted and approved with the corresponding memorandum of agreement. The approved Transportation Disadvantaged Service Plan will be implemented and monitored to provide for community-wide transportation services for purchase by non-sponsored transportation disadvantaged persons, contracting social service agencies, and other entities that use local, state, or federal government funds for the purchase of transportation for the transportation disadvantaged.
2. Maximizing the use of available public school transportation resources and public fixed route or fixed schedule transit services and assuring that private or public transit, paratransit operators, and school boards have been afforded a fair opportunity to participate to the maximum extent feasible in the planning process and in the development of the provisions of the Transportation Disadvantaged Service Plan for the transportation disadvantaged.
3. Providing or arranging 24-hour, 7-day per week transportation disadvantaged service as required in the designated service area by any Federal, State or Local Government agency sponsoring such services. The provision of said services shall be furnished in accordance with the prior notification requirements identified in the local Coordinating Board and Commission approved Transportation Disadvantaged Service Plan.
4. Complying with all local, state, and federal laws and regulations that apply to the provision of transportation disadvantaged services.
5. Submitting to the Commission an Annual Operating Report detailing demographic, operational, and financial data regarding coordination activities in the designated service area. The report shall be prepared on forms provided by the Commission and according to the instructions of said forms.

F. Comply with Audit and Record Keeping Requirements by:

1. Utilizing the Commission recognized Chart of Accounts defined in the *Transportation Accounting Consortium Model Uniform Accounting System for Rural and Specialized Transportation Providers* (uniform accounting system) for all transportation disadvantaged accounting and reporting purposes. Community Transportation Coordinators with existing and equivalent accounting systems are not required to adopt the Chart of Accounts in lieu of their existing Chart of Accounts but shall prepare all reports, invoices, and fiscal documents relating to the transportation disadvantaged functions and activities using the chart of accounts and accounting definitions as outlined in the above referenced manual.



2. Assuming the responsibility of invoicing for any transportation services arranged, unless otherwise stipulated by a purchase of service contract or coordination contract.
 3. Maintaining and filing with the Commission, local Coordinating Board, and all purchasing agencies/entities such progress, fiscal, inventory, and other reports as those entities may require during the period of this Agreement.
 4. Providing copies of finance and compliance audits to the Commission and local Coordinating Board as requested by the Commission or local Coordinating Board.
- G. Retain all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for a period of five (5) years after termination of this Agreement. If an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings. The Coordinator shall assure that these records shall be subject to inspection, review, or audit at all reasonable times by persons duly authorized by the Commission or this Agreement. They shall have full access to and the right to examine any of the said records and documents during the retention period.
- H. Comply with Safety Requirements by:
1. Complying with Section 341.061, F.S., and Rule 14-90, FAC, concerning System Safety; or complying with Chapter 234.051, F.S., regarding school bus safety requirements for those services provided through a school board; and
 2. Assuring compliance with local, state, and federal laws, and Commission policies relating to drug testing. Conduct drug and alcohol testing for safety sensitive job positions within the coordinated system regarding pre-employment, randomization, post-accident, and reasonable suspicion as required by the Federal Highway Administration and the Federal Transit Administration.
- I. Comply with Commission insurance requirements by maintaining at least minimum liability insurance coverage in the amount of \$200,000 for any one person and \$300,000 per occurrence at all times during the existence of this Agreement for all transportation services purchased or provided for the transportation disadvantaged through the Community Transportation Coordinator. Upon the execution of this Agreement, the Coordinator shall add the Commission as an additional **named insured** to all insurance policies covering vehicles transporting the transportation disadvantaged. In the event of any cancellation or changes in the limits of liability in the insurance policy, the insurance agent or broker shall notify the Commission. The Coordinator shall insure that contracting transportation operators and coordination contractors also maintain the same minimum liability insurance, or an equal governmental insurance program. Insurance coverage in excess of \$1 million per occurrence must be approved by the Commission and the local Coordinating Board before inclusion in the Transportation Disadvantaged Service Plan or in the justification of rates and fare structures. Such coverage may be provided by a self-insurance program established and operating under the laws of the State of Florida and written verification of insurance protection in accordance with Section 768.28, Florida Statutes, shall be provided to the Commission upon request.



- J. Safeguard information by not using or disclosing any information concerning a user of services under this Agreement for any purpose not in conformity with the local, state and federal regulations (45 CFR, Part 205.50), except upon order of a court, written consent of the recipient, or his/her responsible parent or guardian when authorized by law.
- K. Protect Civil Rights by:
1. Complying with state and federal laws including but not limited to laws regarding discrimination on the basis of sex, race, religion, age, disability, sexual orientation, or national origin. The Coordinator gives this assurance in consideration of and for the purpose of obtaining federal grants, loans, contracts (except contracts of insurance or guaranty), property, discounts, or other federal financial assistance to programs or activities receiving or benefiting from federal financial assistance and agreeing to complete a Civil Rights Compliance Questionnaire if so requested by the Commission.
 2. Agreeing that compliance with this assurance constitutes a condition of continued receipt of or benefit from federal financial assistance, and that it is binding upon the Coordinator, its successors, subcontractors, transferee, and assignees for the period during which such assistance is provided. Assure that all operators, subcontractors, subgrantee, or others with whom the Coordinator arranges to provide services or benefits to participants or employees in connection with any of its programs and activities are not discriminating against those participants or employees in violation of the above statutes, regulations, guidelines, and standards. In the event of failure to comply, the Coordinator agrees that the Commission may, at its discretion, seek a court order requiring compliance with the terms of this assurance or seek other appropriate judicial or administrative relief, to include assistance being terminated and further assistance being denied.
- L. To the extent allowed by Section 768.28, Florida Statutes, and only to the monetary and other limitations contained therein, indemnify and hold harmless the Commission and all of the Commission's members, officers, agents, and employees; purchasing agency/entity officers, agents, and employees; and the local, state, and federal governments from any claim, loss, damage, cost, charge or expense arising out of any act, action, neglect or omission by the Coordinator during the performance of this Agreement, whether direct or indirect, and whether to any person or property to which the Commission or said parties may be subject, except that neither the Coordinator nor any of its sub-contractors will be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of the Commission or any of its members, officers, agents or employees; purchasing agency/entity, officers, agents, and employees; and local, state, or federal governments. Nothing herein is intended to serve as a waiver of sovereign immunity by any agency/entity or Coordinator to which sovereign immunity may be applicable. Nothing herein shall be construed as consent by a state agency/entity or political subdivision of the State of Florida or the federal government to be sued by third parties in any matter arising out of any Agreement or contract. Notwithstanding the foregoing, pursuant to Section 768.28, Florida Statutes, no agency or subdivision of the state shall be required to indemnify, insure, or assume any liability for the Commission's negligence.

- M. Comply with standards and performance requirements of the Commission, the local Coordinating Board approved Transportation Disadvantaged Service Plan, and any purchase of service contracting agencies/entities. Failure to meet the requirements or obligations set forth in this MOA, and performance requirements established and monitored by the local Coordinating Board in the approved Transportation Disadvantaged Service Plan, shall be due cause for non-payment of reimbursement invoices until such deficiencies have been addressed or corrected to the satisfaction of the Commission.
- N. Comply with subcontracting requirements by executing or negotiating contracts for transportation services with Transportation Operators and Coordination Contractors, and assuring that the conditions of such contracts are maintained. The requirements of Part 1, Paragraph E.5. through M are to be included in all contracts, subcontracts, coordination contracts, and assignments made by the Coordinator for services under this Agreement. Said contracts, subcontracts, coordination contracts, and assignments will be reviewed and approved annually by the Coordinator and local Coordinating Board for conformance with the requirements of this Agreement.
- O. Comply with the following requirements concerning drivers and vehicles:
1. Drivers for paratransit services, including coordination contractors, shall be required to announce and identify themselves by name and company in a manner that is conducive to communications with the specific passenger, upon pickup of each rider, group of riders, or representative, guardian, or associate of the rider, except in situations where the driver regularly transports the rider on a recurring basis. Each driver must have photo identification that is in view of the passenger. Name patches, inscriptions or badges that affix to driver clothing are acceptable. For transit services, the driver photo identification shall be in a conspicuous location in the vehicle.
 2. The paratransit driver shall provide the passenger with boarding assistance, if necessary or requested, to the seating portion of the vehicle. The boarding assistance shall include opening the vehicle door, fastening the seat belt or utilization of wheelchair securement devices, storage of mobility assistive devices, and closing the vehicle door. In certain paratransit service categories, the driver may also be required to open and close doors to buildings, except in situations in which assistance in opening/closing building doors would not be safe for passengers remaining on the vehicle. Assisted access must be in a dignified manner. Drivers may not assist wheelchair up or down more than one step, unless it can be performed safely as determined by the passenger, guardian, and driver.
 3. All vehicles shall be equipped with two-way communications in good working order and be audible to the driver at all times to the base.
 4. All vehicles providing service within the coordinated system, shall have working air conditioners and heaters in each vehicle. Vehicles that do not have a working air conditioner or heater will be scheduled for repair or replacement as soon as possible.

P. Comply with other requirements as follows:

1. Transport an escort of a passenger and dependent children as locally negotiated and identified in the local Transportation Disadvantaged Service Plan.
2. Determine locally in the Transportation Disadvantaged Service Plan, the use, responsibility, and cost of child restraint devices.
3. Transport with the passenger at no additional charge, passenger property that can be carried by the passenger and/or driver in one trip and can be safely stowed on the vehicle. Additional requirements may be negotiated for carrying and loading rider property beyond this amount. Passenger property does not include wheelchairs, child seats, stretchers, secured oxygen, personal assistive devices, or intravenous devices.
4. Provide shelter, security, and safety of passengers at vehicle transfer points.
5. Post a local or other toll-free number for complaints or grievances inside each vehicle. The local complaint process shall be outlined as a section in the local Transportation Disadvantaged Service Plan including advising the dissatisfied person about the Commission's Ombudsman Program as a step within the process as approved by the local Coordinating Board.
6. Provide out-of-service-area trips, when determined locally and approved by the local Coordinating Board, except in instances where local ordinances prohibit such trips.
7. Keep interior of all vehicles free from dirt, grime, oil, trash, torn upholstery, damaged or broken seats, protruding metal or other objects or materials which could soil items placed in the vehicle or provide discomfort for the passenger.
8. Determine locally by the local Coordinating Board and provide in the local Transportation Disadvantaged Service Plan the billing requirements of the Community Transportation Coordinator. All bills shall be paid to subcontractors within 7 calendar days after receipt of said payment by the Coordinator, in accordance with Section 287.0585, Florida Statutes.
9. Maintain or have access to a passenger/trip database on each rider being transported within the system.
10. Provide each rider and escort, child, or personal care attendant adequate seating for paratransit services. No more passengers than the registered passenger seating capacity shall be scheduled or transported in a vehicle at any time. For transit services provided by transit vehicles, adequate seating or standing space will be provided to each rider and escort, child, or personal care attendant, and no more passengers than the registered passenger seating or standing capacity shall be scheduled or transported in a vehicle at any time.
11. First Aid shall be determined locally and provided in the local Transportation Disadvantaged Service Plan.

12. Cardpulmonary Resuscitation shall be determined locally and provided in the local Transportation Disadvantaged Service Plan.

II. The Commission Shall:

- A. Recognize the Coordinator as the entity described in Section 427.011(5), Florida Statutes, and Rule 41-2.002(4), F.A.C.
- B. Attempt to insure that all entities with transportation disadvantaged funds will purchase transportation disadvantaged services through the Coordinator's system.

III. The Coordinator and the Commission Further Agree:

- A. Nothing in this Agreement shall require the Commission to observe or enforce compliance with any provision thereof, perform any other act or do any other thing in contravention of any applicable state law. If any of the provisions of this Agreement is found by a court of law to violate any applicable state law, the purchasing agency/entity will at once notify the Commission in writing in order that appropriate changes and modifications may be made by the Commission and the Coordinator to the end that the Coordinator may proceed as soon as possible with the provision of transportation services.
- B. If any part or provision of this Agreement is held invalid, the remainder of this Agreement shall be binding on the parties hereto.
- C. Termination Conditions:
 1. Termination at Will - This Agreement may be terminated by either party upon no less than thirty (30) days notice, without cause. Said notice shall be delivered by certified mail, return receipt required, or in person with proof of delivery.
 2. Termination for Breach - Unless the Coordinator's breach is waived by the Commission in writing, the Commission may, by written notice to the Coordinator, terminate this Agreement upon no less than twenty-four (24) hours notice. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Waiver by the Commission of breach of any provision of this Agreement shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement, and shall not act as a waiver or estoppel to enforcement of any provision of this Agreement. The provisions herein do not limit the Commission's right to remedies at law or to damages.
- D. This agreement will expire unless an extension is granted to the Coordinator in writing by the Commission, in accordance with Chapter 287, Florida Statutes.
- E. Renegotiations or Modifications of this Agreement shall only be valid when they have been reduced to writing, duly approved by the Commission, and signed by both parties hereto.

F. Notice and Contact:

The name and address of the contract manager for the Commission for this Agreement is: **Executive Director, 605 Suwannee Street, MS-49, Tallahassee, FL 32399-0450.** The representative/position of the Coordinator responsible for administration of the program under this Agreement is:

Ms. Michelle Arnold,
3299 East Tamiami Trail, Suite 103, Naples, FL 34112

In the event that either party designates different representatives after execution of this Agreement, notice of the name and address of the new representative will be rendered in writing to the other party and said notification attached to originals of this Agreement.

This document has been reviewed in its entirety and approved by the local Coordinating Board at its official meeting held on May 23, 2018.

Norma Fiala
Coordinating Board Chairperson

WITNESS WHEREOF, the parties hereto have caused these presents to be executed.

COMMUNITY TRANSPORTATION
COORDINATOR:

Collier County Board of County Commissioners
Collier Area Transit

Agency Name

Andy Solis
Printed Name of Authorized Individual

Signature: *Andy Solis*

Title: Chairman

STATE OF FLORIDA, COMMISSION FOR
THE TRANSPORTATION DISADVANTAGED:

Steven Holmes
Printed Name of Authorized Individual

Signature: *Steven Holmes*

Title: Executive Director

Approved as to form and legality

Jeffrey A. Klatzkow
County Attorney

ATTEST:
DWIGHT E. BROCK, CLERK

Rev. 04/02/2012

Dwight E. Brock
Deputy Clerk
Attest as to Chairman's
signature





County of Collier
CLERK OF THE CIRCUIT COURT

Dwight E. Brock

Clerk of Courts

3315 TAMIAMI TRL E STE 102
NAPLES, FLORIDA
34112-5324

COLLIER COUNTY COURTHOUSE

P.O. BOX 413044
NAPLES, FLORIDA
34101-3044

Clerk of Courts

Accountant

Auditor

Custodian of County Funds

June 13, 2018

John Paul Irvine

FL Commission for the Transportation Disadvantaged

605 Suwannee Street, Mail Station No. 49

Tallahassee, FL 32399

**Re: Memorandum of Agreement: State of Florida Commission for the
Transportation Disadvantaged: Contract No. TD-1803**

Mr. Irvine,

Attached for further processing is **an original copy of the MOA** referenced above,
approved by the Collier County Board of County Commissioners June 12, 2018.

If your office requires further information regarding this mailing, please feel free to
contact me at 239-252-8406.

Thank you.

DWIGHT E. BROCK, CLERK

Ann Jennejohn,
Deputy Clerk

Attachment

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Phone- (239) 252-2646
Website- www.CollierClerk.com

Fax- (239) 252-2755
Email- CollierClerk@collierclerk.com

PART II - FUNDING REQUEST

Form A-1: Current System Description

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

The Collier County Board of County Commissioners is the governing body for the Public Transportation system in Collier County. The Public Transportation system, Collier Area Transit (CAT) operates under the supervision of the Collier County Division of Public Transit & Neighborhood Enhancement (PTNE) for the Collier County Public Services Department. CAT serves as the public transit provider for Collier County, serving Naples, Marco Island and Immokalee areas. It is the mission of CAT to provide safe, accessible, and courteous public transportation services to our customers.

2. Please provide information below (Maximum 100 words):

- Organizational structure (**attach an organizational chart at the end of this section**)
- Total number of employees in the organization 122
- Total number of transportation-related employees in the organization 8

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

Collier County is considered a complete brokerage system, contracting all fixed route and paratransit operation services to MV Transportation who are responsible for the day to day operations of the transit system.

4. Fully explain your transportation program:



- Service hours, planned service, routes and trip types;
- Staffing–include plan for training on vehicle equipment such as wheelchair lifts, etc.;
- Records maintenance–who, what methods, use of databases, spreadsheets etc.;
- Vehicle maintenance–who, what, when and where. Which services are outsourced (e.g., oil changes)? Include a section on how vehicles are maintained without interruptions in service;
- A detailed description of service routes and ridership numbers
- System safety plan;
- Drug-free workplace; and
- Data collection methods, including how data was collected to complete Exhibit A-1.

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

Service hours for these routes vary from as early as 3:45 AM to as late as 8:20 PM. The service planned for this grant will provide access to people in the non-urbanized areas of Collier County. Funds from this grant will be used to continue operation of fixed routes to provide access to people in non-urbanized areas to health care, shopping, education, employment, public services and recreation. Because many of these services are not available in the rural area, most people must travel to the urban areas in order to receive these services. These funds will be used to fund routes that are open to the general public and are not subject to the prioritization process described in the Transportation Disadvantaged Service Plan (TDSP). All staff is currently trained on the use of vehicles and equipment utilized for the operations of this service, All records are maintained by Collier County staff to ensure compliance with local, State and Federal requirements. Those employee records maintained by the vendor to verified maintenance of all required licensure and training are inspected by Collier County regularly.

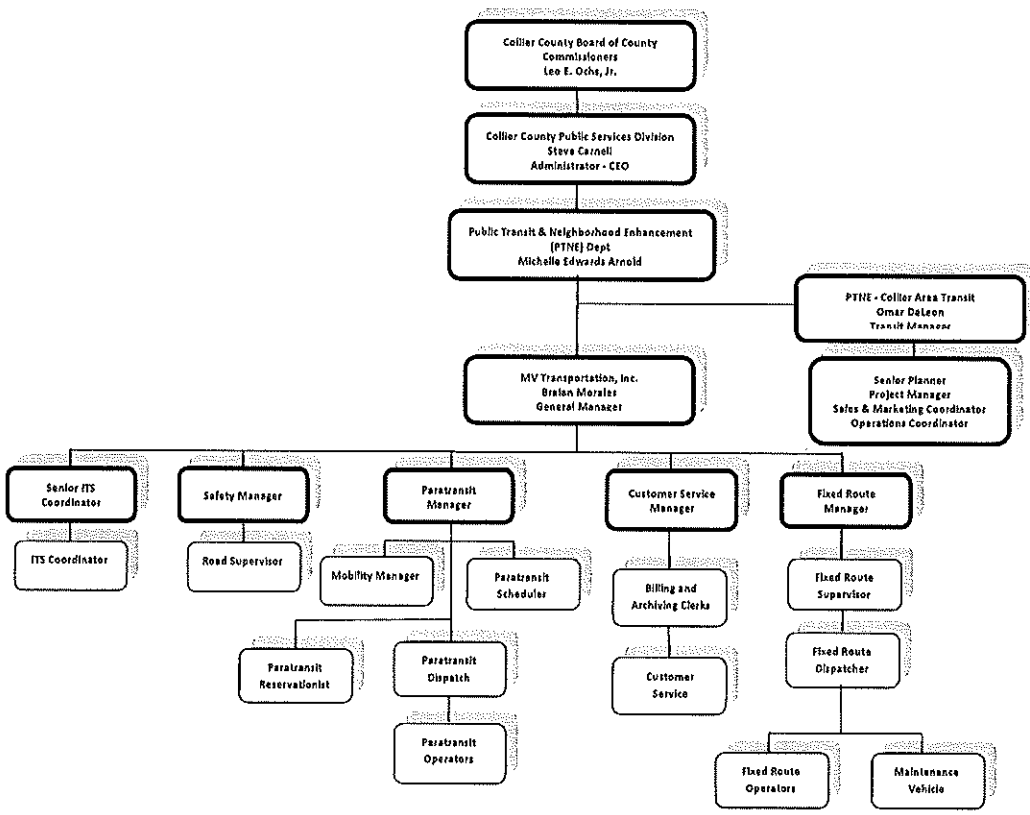
All vehicles are maintained by Collier County Fleet Management Division staff specifically assigned to Transit at the CAT Operations center located at 8300 Radio Road. A written safety program has been developed and is maintained by the Contractor which includes safety policies and practices, accident procedures and reporting, and other training materials and documented in the System Safety Program Plan (SSPP) and the System Security Emergency Preparedness Plan (SSEPP). Collier County conducts an annual System Safety review of the Contractor to comply with safety requirements of Chapter 14-90, Florida Administrative Code (FAC). The Contractor's documented safety program includes the following components:

- Accident Response Plan
- Accident Review Process and Analysis
- Determination of an accident as Preventable or Non-Preventable, Utilizing the National Safety Council (NSC) Guidelines
- Employee Retraining Provisions
- Driver Incentive Provisions
- Programs and Methods to be utilized to Promote Safety Awareness
- Employee Training and Required Certifications



The Contractor shall participate in tabletop, emergency preparedness training exercise as requested by the County. The Contractor is considered essential personnel and shall be available upon request for evacuation and transportation for any emergency events 24/7. The Contractor administers a Drug and Alcohol (D&A) Program which meets all of the Federal and Collier County requirements. In addition, the Contractor requires all subcontractors providing services for the fixed route service to adhere to the testing requirements of the D&A program. CAT performs D&A testing in accordance with the United state department of Transportation (US DOT) and Federal Transit Administration (FTA) regulations, as defined in Title 49 Code of Federal Regulations (CFR), Parts 40 and 655. The Contractor produces documentation necessary to establish its compliance with Title 49 CFR, Parts 653 and 654. All County employees that fall under this requirement also go through the above noted testing.





Form A-2: Fact sheet

(The information listed should be specific to the Section 5339 funds and not agency wide).

	CURRENTLY	IF GRANT IS AWARDED
1. Number of one-way passenger trips. ¹ PER YEAR (Show Calculations)	204,850	204,850
2. Number of individuals served unduplicated (first ride per rider per fiscal year) ² . PER YEAR (Show Calculations)	204,850	204,850
3. Number of vehicles used for this service. ACTUAL	6	6
4. Number of ambulatory seats. AVERAGE PER VEHICLE (Show Calculations) (Total ambulatory seats divided by total number of fleet vehicles)	30	30
5. Number of wheelchair positions. AVERAGE PER VEHICLE (Show Calculations) (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle miles traveled. PER YEAR	516,816	516,816
7. Average vehicle miles PER DAY	1439.60	1439.6
8. Normal vehicle hours in operation. PER DAY	52.69	52.69
9. Normal number of days in operation. PER WEEK	6.83	6.83
10. Trip length (roundtrip). AVERAGE	14.5	14.5

1 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.

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



Form A-3: Proposed Project Description

1. How will the grant funding improve your agency's transportation service? Provide detail. Will it be used to:

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

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

Grant funding would be used to construct a bus related facility as described in the next section. This project would not increase service hours, provide additional trips, expand service, or provide shorter headways.



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
- provide any pertinent documents that may be on record, to make a determination on such things as reasonableness of cost, sufficiency of preliminary engineering and design work completed
- provide a full, detailed scope of the project, including but not limited to a project schedule, construction days, method of procurement, etc.

The proposed project would consist of sawtooth bays for the buses to pull into off the street; canopy cover for the sheltered transfer of passengers; waiting platform with benches, trash receptacles; vending machines for food and possible fare media; restroom facilities for drivers; and cover for passengers. The site would also be secured with fencing and space to store recovery vehicles and overnight bus storage. An area of the site will be reserved for a food truck. This project aligns with the CAT's Transportation Development Plan which recommends the up grade of existing transfer points, Collier Area Transit (CAT) currently uses the parking lot between the Health Department and the David Lawrence Center to pick-up and drop-off passengers in the Immokalee area. The routes using this area consist of Routes 22 and 23 (Immokalee Circulars); Route 19; and Route 28. The parking lot has no seating or covered area for the passengers to use. The lot has speed bumps that are not ideal for bus usage and pose a safety conflict with cars pulling in and out of spaces while the bus drives through. Construction of the project is anticipated to be completed in a single phase. Other site improvements would include grading, installation of stormwater and drainage infrastructure, construction of sidewalks to connect to adjacent facilities, and landscaping. Additional parking spaces will not be needed as this facility is not intended to have staff working there.



3. If this grant application is for a **vehicle/equipment**:

- provide a detailed explanation of the need for the vehicle and provide documentation of the need
- describe whether the intent is to replace existing vehicles/equipment or purchase additional vehicles/equipment
- describe how vehicles will be maintained without interruptions in service (who, what, where, and when)
- describe who will drive the vehicle, the number of drivers, and CDL certifications

This grant would not be used for vehicles or additional equipment.



4. If the 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 (Include an equitable plan for distribution of vehicles/equipment to lessees and/or private operators).

This grant funding would not be used for any vehicles or additional equipment.



Form B-1: Financial Capacity – Proposed Budget for Transportation Program

Estimated Revenues <i>See Instruction Manual</i>	Revenue Amount <i>Entire Transportation Program</i>
Passenger Fares for Transit Service (401)	910,700
Special Transit Fares (402)	
Other (403 – 407) (Identify by appropriate code)	
Total Operating Revenue	\$ 910,700
Other Revenue Categories	_____
Taxes Levied Directly by the Transit System (408)	
Local Cash Grants and Reimbursements (409)	3,169,600
Local Special Fare Assistance (410)	
State Cash Grants and Reimbursements (411)	940,800
State Special Fare Assistance (412)	
Federal Cash Grants & Reimbursements (413)	2,233,300
Interest Income (414)	
Contributed Services (430)	
Contributed Cash (431)	
Subsidy from Other Sectors of Operations (440)	
Total of Other Revenue	\$ 6,343,700
Grand Total All Revenue(Line 1)	\$ 7,254,400



Expense Category <i>See Instruction Manual</i>	Expense Amount <i>Entire Transportation Program</i>
Labor (501)	268,896
Fringe & Benefits (502)	101,704
Services (503)	728,300
Materials and Supplies (504)	584,800
Vehicle Maintenance (504.01)	823,400
Utilities (505)	69,100
Insurance (506)	12,300
Licenses and Taxes (507)	8,000
Purchased Transit Service (508)	4,561,800
Miscellaneous (509)	94,100
Leases and Rentals (512)	2,000
Depreciation (513)	
Total Expense (Line 2)	\$ 7,254,400

Shortfall	
Source	Amount
1 - Estimated Revenues (enter number from line 1)	\$ 7,254,400
2 - Estimated Expenses (enter number from line 2)	\$ 7,254,400
3. Shortfall Subtract Line 2 from Line 1	\$ 0
4. Enter Total Amount Requested from Form 424, Line 18(g)	\$ 600,000
5. *If request (Line 4) is more than needed shortfall identified on Line 3, provide justification:	
Capital funded by grants is not in our adopted budgeted amounts.	

Note: Line 5 is MANDATORY – do not leave blank. If information is not provided it reflects no urgency for the requested funds. Amount needed should be clearly identified.



Form B-2: Capital Request Form³

To identify vehicle type and estimate cost visit <http://tripsflorida.org/>

All vehicle requests must be supported with a completed sample order form for estimating the vehicle cost. The order form can be obtained from <http://www.tripsflorida.org/contracts.html>

1. Select Desired Vehicle (Cutaway, Minibus etc.)
2. Choose Vendor (use drop down arrow next to vendor name to see information)
3. Select Order Packet
4. Complete Exhibit A (Order Form)

The Florida Department of Management Services Contract can be found at:
[Florida Department of Management DMS](#)

VEHICLE REQUEST

Replacement (R) or Expansion (E)	Description/ Vehicle Type	Fuel Type	Useful Life (See Application Instructions)	Quantity	Estimated Cost (from Order Form)
N/A					
Sub-total \$					

*Under Description/Vehicle Type, include the length and type vehicle, lift or ramp, number of seats and wheelchair positions. For example, 22' gasoline bus with lift, 12 ambulatory seats, and 2 wheelchair positions. Please note, in this example, if both wheelchair positions are occupied the ambulatory seats will be reduced to eight (8). **Any bus options that are part of purchasing the bus itself should be part of the vehicle request and NOT separated out under equipment.**

Replacement Vehicles (R)

If the capital request includes replacement vehicles, please list the vehicles in your current fleet that you are intending to replace with the vehicle from your vehicle request.

YEAR	TYPE	MAKE	MILES	VIN	FDOT Control #

³ Applicants must use this form.



Equipment Request

If item requested is after-market, it is recommended to gather and retain at least two estimates for the equipment requested. Purchases must be approved at the local level and follow the Procurement Guidelines.

Description*	Useful Life (See Application Instructions)	Quantity	Estimated Cost
N/A			
Sub-total			\$

* List the number of items and provide a brief description
(i.e. two-way radio or stereo radio, computer hardware/ software, etc.)

\$	+	\$	=	\$
Vehicle Subtotal	Plus	Equipment Subtotal	Equals	Total Cost
\$	*	0.8	=	\$
Total Cost	Multiplied by	80%	Equals	Federal Request Form 424, Block 18 (a)



Form 424: Application for Federal Assistance

Attach the completed Form 424 here. You may insert the completed form as a PDF or print and attach the form to your final application document.

To follow



Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: _____	4. Applicant Identifier: _____	
5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: _____	
State Use Only:		
6. Date Received by State: _____	7. State Application Identifier: _____	
8. APPLICANT INFORMATION:		
* a. Legal Name: Collier County Board of County Commissioners		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000550	* c. Organizational DUNS: 076997790	
d. Address:		
* Street1: 3299 Tamiami Trail East, Suite 103	Street2: _____	
* City: Naples	County/Parish: Collier	
* State: FL: Florida	Province: _____	
* Country: USA: UNITED STATES	* Zip / Postal Code: 34112-5249	
e. Organizational Unit:		
Department Name: Public Services	Division Name: PTNE	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mrs.	* First Name: Tami	Middle Name: _____
* Last Name: Bailey	Suffix: _____	
Title: Federal & State Grants Manager		
Organizational Affiliation: _____		
* Telephone Number: 239-252-5210	Fax Number: 239-252-2630	
* Email: Tami.Bailey@colliercountyfl.gov		



Application for Federal Assistance SF-424

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

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

FTA

11. Catalog of Federal Domestic Assistance Number:

20.526

CFDA Title:

Bus and Bus Facilities Program

* 12. Funding Opportunity Number:

* Title:

Previous Applicant -
Capital Assistance Application - SFY 2020
Bus and Bus Facilities Formula Program Rural Areas

13. Competition Identification Number:

Title:

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

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Previous Applicant - Capital Assistance Application - SFY 2020
Bus and Bus Facilities Formula Program Rural Areas

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

* b. Program/Project

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

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="480,000.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text" value="120,000.00"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="600,000.00"/>

* 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
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

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

Yes No

If "Yes", provide explanation and attach

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

** I AGREE

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

Authorized Representative:

Prefix: * First Name:
 Middle Name:
 * Last Name:
 Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

ATTEST
CRYSTAL K. KINZEL, CLERK

Approved as to form and legality

BY: _____

Assistant County Attorney

DAB
12/10/19

Form C: Current Vehicle and Transportation Equipment Inventory Form (for entire fleet)
Vehicle Inventory

Model Yr.	Make/Size/Type	FDOT Control No. or VIN ¹ No.	Ramp or Lift (specify)	Seats + W/C positions (i.e. 12+2) As designed by manufacturer	Current Mileage	Previous Mileage (1 year ago)	Current Mileage - Previous Mileage = Mileage from the past year	Vehicle Status (Active/Spare/Other)	Expected Retirement Date	Funding Source ²
2012	Chevrolet G4500 Odyssey	97108	Lift	9+3	362,295	316,663	45,432	Active	2016	5310 FY11/12
2013	Chevrolet Turtle Top	97142	Lift	9+3	273,677	225,271	48,406	Active	2017	5310 FY12/13
2013	Chevrolet Turtle Top	97144	Lift	9+3	269,791	216,635	53,156	Active	2017	5310 FY12/13
2013	Chevrolet Turtle Top	97145	Lift	9+3	267,596	220,319	47,277	Active	2017	5310 FY12/13
2014	Ford/E450	n/a	Lift	9+3	221,060	183,456	37,622	Active	2018	Shirley Conroy
2014	VPG/MV1	97147	Ramp	4+2	127,094	102,567	24,527	Active	2019	5310 FY13/14
2015	VPG/MV1	n/a	Ramp	3+2	108,734	66,509	22,225	Active	2020	Shirley Conroy
2015	Chevrolet/Cheval	97182	Lift	12+5	220,367	168,837	51,530	Active	2020	5310 FY13/14
2015	Chevrolet/Cheval	97183	Lift	12+5	219,492	164,360	55,142	Active	2020	5310 FY13/14
2015	Chevrolet/Cheval	97189	Lift	12+5	224,889	168,447	56,442	Active	2020	5310 FY13/14
2015	Chevrolet/Cheval	97187	Lift	12+5	200,056	144,184	55,874	Active	2020	5310 FY13/14
2015	Chevrolet/Cheval	97188	Lift	12+5	238,926	182,429	56,497	Active	2020	5310 FY13/14
2016	Chevrolet/Cheval	98126	Lift	12+5	208,765	153,811	54,954	Active	2020	5310 FY14/15
2016	Chevrolet/Cheval	98127	Lift	12+5	192,939	148,329	44,610	Active	2020	5310 FY14/15
2016	Chevrolet/Cheval	98128	Lift	12+5	184,898	135,656	49,242	Active	2020	5310 FY14/15
2016	Chevrolet/Cheval	98129	Lift	12+5	199,617	148,051	51,566	Active	2020	5310 FY14/15
2016	Chevrolet/Cheval	98130	Lift	12+5	205,501	146,355	59,146	Active	2020	5310 FY14/15
2016	VPG/MV1	98139	Ramp	3+2	89,900	62,467	27,433	Active	2021	5310 15/16
2016	VPG/MV1	98141	Ramp	3+2	30,328	10,767	19,571	Active	2021	5310 15/16
2016	VPG/MV1	98140	Ramp	3+2	45,204	28,364	16,840	Active	2021	5310 15/16
2016	Chevrolet/Cheval	98173	Lift	14+6	167,417	105,368	62,059	Active	2021	5310 15/16
2016	Chevrolet/Cheval	98177	Lift	14+6	142,930	91,345	51,585	Active	2021	5310 15/16

¹ Show FDOT control number OR VIN if bought with grant through FDOT. If bought through other funding, list the complete VIN.
² Identify the grant or other funding source used for purchasing the vehicle/equipment.



Equipment Inventory

include computer hardware and software, copiers, printers, mobile radios, communication systems, etc.

FDOT Control #	Agency Control #	Item Description	Model #	Year Purchased	Expected Retirement Date	Donated? (Yes/No) If yes, when was the equipment donated to your agency?	Funding source*
N/A	2539	M5300 Radio 800MHz	MAHKS8MEX	2013	2021	no	5310 FY12/13
N/A	2538	M5300 Radio 800MHz	MAHKS8MEX	2013	2021	no	5310 FY12/13
N/A	2537	M5300 Radio 800MHz	MAHKS8MEX	2014	2021	no	5310 FY12/13
N/A	2567	M5300 Radio 800MHz	MAHKS8MEX	2014	2022	no	5310 Additional
N/A	2570	M5300 Radio 800MHz	MAHKS8MEX	2014	2022	no	Shirley Conroy
N/A	2572	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	Shirley Conroy
N/A	CC1-6181	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	Local funds
N/A	CC1-6182	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	Local funds
N/A	CC1-6179	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	Local funds
N/A	CC1-6180	M5300 Radio 800MHz	MAHKS8MEX	2016	2023	no	Local funds
N/A	CC1-6649	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	5310 FY14/15
N/A	CC1-6645	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	5310 FY14/15
N/A	CC1-6647	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	5310 FY14/15
N/A	CC1-6646	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	5310 FY14/15
N/A	CC1-6648	M5300 Radio 800MHz	MAHKS8MEX	2015	2023	no	5310 FY14/15
N/A	CC1-7162	XG-25M Radio 800MHz	DMM78B	2016	2024	no	5310 FY15/16
N/A	CC1-7187	XG-25M Radio 800MHz	DMM78B	2016	2024	no	5310 FY15/16
N/A	CC1-7166	XG-25M Radio 800MHz	DMM78B	2016	2024	no	5310 FY16/16
N/A	CC1-7164	XG-25M Radio 800MHz	DMM78B	2016	2024	no	5310 FY16/16
N/A	CC1-7183	XG-25M Radio 800 MHz	DMM78B	2016	2024	no	5310 FY16/16
N/A	CC1-7185	XG-25M Radio 800 MHz	DMM78B	2016	2024	no	5310 FY16/16
N/A	CC1-8664	XG-25M Radio 800 MHz	DMM78B	2017	2025	no	5310 FY15/16
N/A	CC1-8655	XG-25M Radio 800 MHz	DMM78B	2017	2025	no	5310 FY16/16
N/A	CC1-8656	XG-25M Radio 800 MHz	DMM78B	2017	2025	no	5310 FY16/17



PART III – OTHER REQUIRED DOCUMENTS

Exhibit I: Leasing

MEMORANDUM for FTA 5339

Date: 12/10/2019

From: William L. McDaniel, Jr., Chairman _____
(Typed name and title) (Signature)

Collier County Board of County Commissioners
(Typed or printed agency name)

To: **Florida Department of Transportation, District Office
Modal Development Office / Public Transit**

Subject: **FFY 2020 GRANT APPLICATION TO THE FEDERAL TRANSIT ADMINISTRATION,
CAPITAL GRANTS FOR NON-URBANIZED AREAS PROGRAM,
49 UNITED STATES CODE SECTION 5339**

Leasing

Will the Collier County Board of County Commissioners, as applicant to the Federal Transit Administration Section 5339 Program, lease the proposed vehicle(s) (or any other equipment that may be awarded to the Applicant) to a third-party?

Yes No

If yes, specify to whom: _____

NOTE: It is the responsibility of the applicant agency to ensure District approval of all lease agreements.



Exhibit J: Certification of Equivalent Service - N/A

CERTIFICATION OF EQUIVALENT SERVICE

Collier County Board of County Commissioners certifies that its demand responsive service offered to individuals with disabilities, including individuals who use wheelchairs, is equivalent to the level and quality of service offered to individuals without disabilities. Such service, when viewed in its entirety, is provided in the most integrated setting feasible and is equivalent with respect to:

1. Response time
2. Fares
3. Geographic service area
4. Hours and days of service
5. Restrictions on trip purpose
6. Availability of information and reservation capability
7. Constraints on capacity or service availability

In accordance with 49 CFR Part 37, public entities operating demand responsive systems for the general public which receive financial assistance under 49 U.S.C. 5310, 5339, and 5311 of the Federal Transit Administration (FTA) funds must file this certification with the appropriate state program office before procuring any non-accessible vehicle. Such public entities not receiving FTA funds shall also file the certification with the appropriate state office program. Such public entities receiving FTA funds under any other section of the FTA Programs must file the certification with the appropriate FTA regional office. This certification is valid for no longer than one year from its date of filing. Non-public transportation systems that serve their own clients, such as social service agencies, are required to complete this form.

Executed this 10th day of December, 2019

Name and title of authorized representative

Signature of authorized representative

ATTEST
CRYSTAL K. KINZEL, CLERK

Approved as to form and legality

BY: _____

Assistant County Attorney

JAB
11/20/19


Exhibit K: Title VI Program - to follow

If an applicant has not previously submitted their Title VI plan to the Department, a copy must be included here.

Exhibit L: Local Clearinghouse Agency Letter - to follow

If grant application is for facilities, please include a copy of the cover letter submitted to the local clearinghouse agency or RPC.

Exhibit M: Protection of the Environment - to follow

Required if the proposed project is for the construction of facilities. Please see Grant Application Instruction Manual for details.





Florida Department of Transportation

RICK SCOTT
GOVERNOR

801 North Broadway Avenue
Bartow, Florida 33830

MIKE DEW
SECRETARY

November 14, 2017

Collier County Board of County Commissioners
Ms. Michelle Arnold
3299 East Tamiami Trail, Suite 103
Naples, FL 34112

Re: Title VI Plan

Dear Ms. Arnold:

The Florida Department of Transportation, District One concurs with the Title VI Plan for Collier County Board of County Commissioners as required for all Federal Transit Administration recipients as per the FTA Circular C4702.1B. This concurrence means that Collier County Board of County Commissioners meets the requirements as set out in the Circular and may receive grant funds. Please continue to follow the requirements set forth in the stated Circular.

Should you have any questions, please contact Pamela Barr via e-mail at Pamela.barr@dot.state.fl.us or by phone at 239-225-1972.

Sincerely,

Pamela Barr
Transit Projects Coordinator

Cc: Matthew Liveringhouse, Collier Area Transit
Michelle S. Peronto, District Transit Programs Administrator, FDOT




Collier County
Public Services Department
Public Transit & Neighborhood Enhancement Division

December 10, 2019

Southwest Florida RPC
Charles Kammerer
IC&R Coordinator
1400 Colonial Blvd, Suite 1
Fort Myers, FL 33907

RE: Transmittal of FY 20 Federal Transit Administration (FTA) 5339 Grant Application for Intergovernmental Coordination and Review, (IC&R)

Dear Mr. Kammerer:

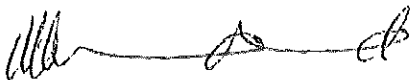
Collier County Board of County Commissioners is submitting this new application to the Florida Department of Transportation for Section FTA 5339 program. Please review this grant application and send a copy of the response letter to:

Charlene Ross, Transit Projects Coordinator
Florida Department of Transportation, District I Modal Development Office/Public Transit.
801 North Broadway Avenue
Bartow, Florida 33830

This Application is submitted on this 10th day of December 2019. Thank you for your assistance in this matter.

All appropriate signatures on these documents will be obtained and will be forwarded to you immediately after.

Sincerely,



Michelle E. Arnold
Director, Public Transit & Neighborhood Enhancement
Collier Area Transit

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(17)

PROPOSED IMMOKALEE SUPERSTOP AND TRANSFER STATION

Sources of federal, state, and local funds and transit nexus:

Federal funding from the Federal Transit Administration is being proposed for use to fund this project. Section 5307 funding is allocated to fund the design and complete any environmental assessment that may be required for this project. Section 5339 funding will be allocated to fund the construction of the project. This project is in the planning phase and a portion of FY17 Section 5307 funding is identified for design. The FY17 5307 and 5339 applications have been awarded by FTA and funding is being used for design and environmental assessments.

Description of existing property:

The proposed project site in the Immokalee Community is on a vacant parcel owned by Collier County. The vacant parcel is a portion of an overall parcel that accommodates a building for the State of Florida Health Department; a satellite facility for the David Lawrence Mental Health Services; and the Immokalee Branch Library. The proposed project site is a grassed field adjacent to a green wooded area with an asphalt/concrete driveway providing vehicular access to the Health Department and a maintenance shed. The property is approximately 1.7 acres in size and is zoned Residential Single Family-3 with a conditional use providing for governmental facilities.

The Zoning on the subject property may have to be rezoned to provide for the Transfer use, but staff is evaluating the need for that action.

Street address:

The subject property does not currently have a physical address, but an address will be assigned once a permit is issued for the proposed facility. The Parcel ID is 00127120009 and is located adjacent to 419 N 1st ST Immokalee, FL 34142.

Photos of property:





Looking South to undeveloped property



Looking South from Immokalee Road



Looking North to undeveloped property

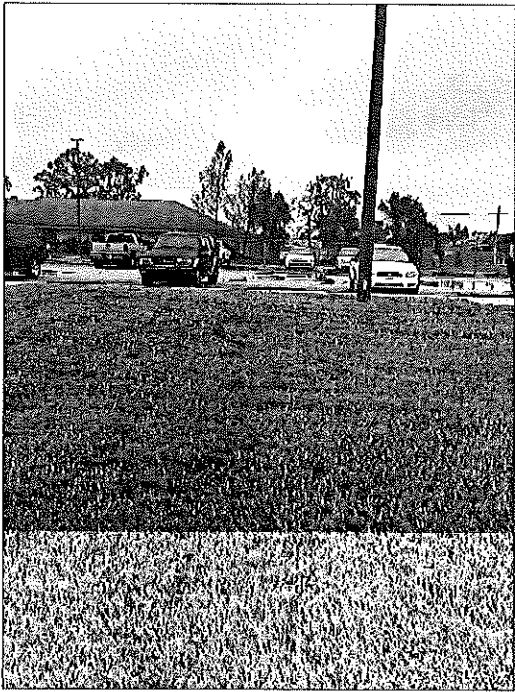


View from Southern Boundary of property

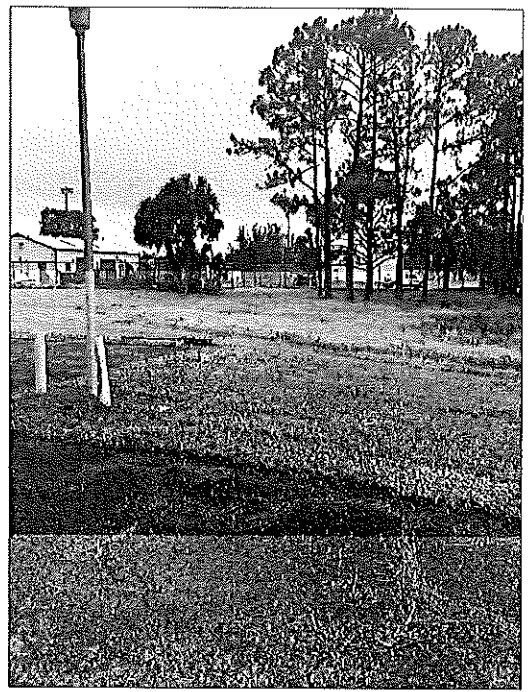
Photos of building on property

There are no buildings on the proposed project site.

Photos of surrounding buildings visible from property



Looking Towards David Lawrence Center



Looking Towards Maintenance Facility



Looking Towards Immokalee Library



Rear of Health Department Building

Looking towards High School Football Field



Description of complete project with site plan

Collier Area Transit (CAT) currently uses the parking lot between the Health Department and the David Lawrence Center to pick-up and drop-off passengers in the Immokalee area. The routes using this area consist of Routes 22 and 23 (Immokalee Circulars); Route 19; and Route 28. The parking lot has no seating or covered area for the passengers to use. The lot has speed bumps that are not ideal for bus usage and pose a safety conflict with cars pulling in and out of spaces while the bus drives through.

The proposed project would consist of sawtooth bays for the buses to pull into off the street; canopy cover for the sheltered transfer of passengers; waiting platform with benches, trash receptacles; vending machines for food and possible fare media; restroom facilities for drivers; and cover for passengers. The site would also be secured with fencing and space to store recovery vehicles and overnight bus storage. An area of the site will be reserved for a food truck.

Construction of the project is anticipated to be completed in a single phase. Other site improvements would include grading, installation of stormwater and drainage infrastructure, construction of sidewalks to connect to adjacent facilities, and landscaping. Additional parking spaces will not be needed as this facility is not intended to have staff working there. The project will begin June 1, 2021 with construction to start November 1, 2021 and be completed by October 30, 2022. Collier County develop an Invitation to Bid as the method of procurement for this project.

Actions required upon existing property to achieve complete project

Other than what was described above, there would not any other physical changes required for the site to facilitate construction.

- Site grading;
- Installation of stormwater and drainage infrastructure;
- Construction of sidewalks to connect to adjacent facilities; and

- Landscaping the site.

Logical, terminal, alignment, mode, and technology

Collier County is in the process of completing all the necessary Planning actions that may be necessary for the completion of this project, including determining applicable NEPA requirements. Design has not yet been initiated for this project.

Public Involvement done to date

No formal public involvement meetings have been conducted to date. If additional planning approvals are required, public participation meetings will be conducted as part of the planning process. Once the design is completed, additional public meetings will be conducted to solicit feedback. It is not anticipated that this item will be controversial.

Provide height of existing and any proposed facilities

All structures built will be single story. The restroom will be the only enclosed structure and will meet the height requirements for the zoning district. The bus bay canopy will be of sufficient height to accommodate full sized fixed route buses.



End of Application

5339 Grant Application Revised on September 13, 2019

Revised by: Erin Schepers, Grant Programs Administrator

FDOT Public Transit Office

605 Suwannee Street (MS 26)

Tallahassee, Florida 32399-0450

Work Phone: 850-414-4526

Email: erin.schepers@dot.state.fl.us