

Central Florida Commuter Rail Commission
Technical Advisory Committee

Meeting Minutes

Date: Wednesday, January 9, 2013
Time: 1:30 p.m.
Location: Florida Department of Transportation
Orlando Urban Office
133 South Semoran Boulevard
Orlando, Florida 32807

- Call to Order – TAC Chairman, Jim Harrison, called the meeting to order at 1:35 p.m.
- Pledge of Allegiance
 1. Confirmation of Quorum
 2. Introductions
 - Ms. Olore introduced Jonathan Duazo, who is running the vehicle and ticket vending machine contracts for FDOT.
 3. Members in attendance were:
 - Tawny Olore, P.E., Florida Department of Transportation
 - Jim Harrison, Orange County
 - John Angiulli, Volusia County
 - Brett Blackadar, Seminole County
 - Tiffany Homler, Osceola County
 - Claudia Korobkoff (for F.J. Flynn), City of Orlando
 - John Omana, City of Lake Mary
 - Jon Williams, City of Longwood
 - Nick Koval, City of DeBary
 - Michael Pleus, City of DeLand
 - Mary Moskowitz, City of Sanford
 - Charlie Wallace, City of Maitland
 - John Sember, City of Altamonte Springs
 - Don Marcotte, City of Winter Park
 - James Arsenault, City of Kissimmee
 - Eric Hill (for Gary Huttman), MetroPlan Orlando
 - Lisa Darnall, LYNX
 - Steven Sherrer, VOTRAN
 4. Members not in attendance were:
 - Lois Bollenback, Volusia TPO
- Agenda Review – Tawny Olore, P.E.
 - Ms. Olore provided the Agenda Review.

ACTION ITEMS

1. Adoption of Minutes from Wednesday, October 3, 2012 meeting.
A motion to adopt the meeting minutes was made by Mr. Koval and seconded by Mr. Hill. The minutes were unanimously adopted.

DISCUSSION ITEMS

1. Chairman's Report – Mr. Harrison
The Chairman noted that his report would be brief and proceeded to defer to Ms. Olore to provide construction updates.
2. Project Update – Tawny Olore, P.E.
Ms. Olore deferred to Ms. Scales to provide an overall construction update since there has been a great deal of activity along the corridor.
3. Construction Updates – Amy Scales, P.E.
 - a. Ms. Scales provided construction photos and gave an overview of each. The first photo Ms. Scales discussed was of platform construction at the LYNX Central station. The Design, Build, Maintain (DBM) contractor completed work on the platforms. The Station Finishes contractor will be coming in shortly to complete work on these platforms. Ms. Scales reported that there are still five platforms under construction which include Longwood, Maitland, Winter Park, Orlando Health and Sand Lake Road.
 - b. Ms. Scales then showed a photo of track equipment in Lake Mary. Ms. Scales noted that the track equipment helps level the track and gives the train a smooth ride. The platform at Lake Mary is complete and the Station Finishes contractor will soon come in to complete their work on the platform. Ms. Scales noted that significant work has been completed on the parking lot at the Lake Mary Station. Ms. Scales showed a photo of the double tracking that has occurred at Lake Mary Boulevard and Country Club Road. Ms. Scales reported that double tracking has occurred as far south as the Lake Mary Station. Ms. Scales noted that work is continuing further south with grading and embankment construction activities. Ms. Scales said that contractors have also been de-stressing the rail that was laid earlier alongside the tracks. \
 - c. Next, Ms. Scales showed a photograph of platform work being done in Longwood. Ms. Scales noted that the DBM is working diligently to complete work in this area.
 - d. Ms. Scales showed a photograph of work being done on the Maitland platform.
 - e. Ms. Scales then showed a photograph of work being done in Winter Park. She noted that work in this area will take a bit longer. This is because the Winter Park platforms are longer and only 300 feet of it belongs to SunRail. In addition, the Amtrak platforms are also being reconstructed due to removal of the center platform and realignment of the tracks. Ms. Scales noted that crews are working diligently to complete this work.
 - f. Ms. Scales displayed a photograph of the Vehicle Storage and Maintenance (VSMF) facility in Sanford. An aerial picture and a side view of the Operations and Control Center (OCC) were shown. Ms. Scales noted that the exterior side of the building is significantly complete. The interior wall studs are up and work is continuing with electrical, phones and cable installation in the walls. Ms. Scales noted that plan, at this point, is to begin occupying the building by the first of March. The entire building may not be completed by then, but the project team still plans to occupy the building in early March. Ms. Olore advised that a board with the interior finishes is on display for TAC members to view. Ms. Scales noted that the process is similar to building a house, picking colors, etc. Ms. Scales noted colors of the building interior and exterior are brick and tan with a blue accent around the edges.
 - g. Ms. Scales noted that station finishes work is being done by Archer Western at seven stations and Welbro is completing station finishes work at five stations.

- h. Next, Ms. Scales showed a photograph of the DeBary station. She noted that the curbs have been poured in this area. However, crews are still holding off on pouring asphalt and lime rock so that they don't create an unsafe condition for the community. Ms. Scales said that the lighting conduits and irrigation system are being installed. Ms. Scales displayed another photo of work at the DeBary station which showed an outline of the parking area.
- i. Ms. Scales showed a photo of Sanford identifying the curb that has been installed. The photo showed the Wayne Densch property. Ms. Olore noted that the company is expanding their beer distributorship immediately adjacent to the SunRail station stop.
- j. Ms. Scales then showed another photo of the Lake Mary station and discussed the status of the parking lot. She indicated that some of the curb has been installed and that crews are completing the drainage work.
- k. Ms. Scales showed an aerial shot of work being done in Longwood. Ms. Scales noted that crews are mobilizing to start the clearing and grubbing of the parking lot in Longwood.
- l. Next, Ms. Scales showed a photo of work being done in Altamonte Springs. The photo depicted a turn lane into the station that has already been built. Ms. Scales noted that the canopies are being installed in Altamonte Springs by the end of the week. She said that the brick inlays on the platform have not been started as yet, however.
- m. Next, Ms. Scales displayed a series of photos including work being done in Maitland and Winter Park.
- n. Ms. Scales showed a photo of work being done at Florida Hospital. She noted that the project team is working with Florida Hospital on coordinating the platform work concurrent to work on their new administration building.
- o. Ms. Scales showed a photo of LYNX Central next. She noted that is going to be a big hub when opened where passengers will be able to get off the train and right on to the bus. Ms. Olore noted that widened platforms have been designed.
- p. Next, Ms. Scales showed a photo of the east and west side platforms at Church Street, which had to be split because of the tight right of way constraints in the downtown area.
- q. Ms. Scales then showed a photo of the Orlando Health/Amtrak station. She noted that a lot of track has been shifted with the platform in the middle. She reported that a lot of work was done last weekend under the curfew with a lot more planned for the coming weekend. The Amtrak center platform had to be removed as well, so a long piece of platform had to be built, according to Ms. Scales. TAC member Don Marcotte of Winter Park asked where the platform was and Ms. Olore indicated on the photograph where the SunRail platform is located. Ms. Scales noted that the rest of the platform will be Amtrak. Ms. Scales noted that originally the platform was between the two tracks and it was moved – and that the station work is very similar to construction activities in Winter Park.
- r. Ms. Scales noted that the Sand Lake Road Station has been a challenge. The Station Finishes contractor has been doing as much work as possible on the parking lot, as there was a very deep muck pocket identified in the area. Ms. Scales noted that the platforms had to be redesigned to create a level platform. As a result, the platform will be built on pilings. In the interim, Ms. Scales said, the contractor is moving forward with the parking lot construction so there will be no impact to the schedule.
- s. Ms. Scales then noted that this weekend, there is another upcoming curfew. She noted that crews are diligently working at the St. Johns River Bridge and hope to have 100 feet of trestle replaced by the end of February. Ms. Scales has a four page list of the places where crews are working now. Ms. Olore noted that if anyone wants to know current work areas, please contact Ms. Scales.

4. Design Update – Tawny Olore, P.E.

- a. Ms. Olore displayed a sample of the train seats. She noted that pictures were shown to the TAC at a previous meeting. Ms. Olore noted that there will be plastic spacers so that riders can spread out and be comfortable on SunRail. Ms. Olore also pointed out the headrest.
 - b. Ms. Olore showed pictures of the first vehicle arriving in Plattsburg to begin final assembly which occurred in November 2012. Jonathan Duazo, Construction Major Projects Manager for FDOT District 5, noted that the cab cars and locomotives are on schedule for July delivery. Ms. Olore then displayed pictures of the first locomotive with the cab front that was manufactured. She noted that what is occurring now is structural integrity testing, which will run through the end of the month.
5. Fare Collection Systems – Tawny Olore, P.E.
- a. Ms. Olore displayed a photo of the ticket vending machine (TVM) and announced that there is a prototype housed at the Urban Office and that ACS Xerox representatives are on-site to answer questions for anyone who wants to take a look after the meeting. Ms. Olore noted that ACS is currently designing the screen flows for the TVMs. There is a 15-inch screen and a map at the top identifying where the stations are located. The prototype was delivered last month and installed on January 8, 2013. Ms. Olore indicated that in August 2013, there will be a prototype area at the Urban Office outside under canopies to simulate where the units would be located at the stations, and training opportunities will be provided. Work will begin with Cheryl Stone and the ADA community groups to see how the machine works, the screen flows and to see how Wi-Fi connections will work with LYNX and VOTRAN. This training period will last through November 2013.
6. Business Development and Marketing – Tawny Olore, P.E.
- a. Ms. Olore noted that work is occurring on an events calendar, station opening celebrations and discussions on what types of events are desired by the community.
 - b. She noted that a “teaser” campaign is being looked at to get the word out to the community, as well as a pre-launch and launch marketing campaigns.
 - c. She noted that at the next TAC meeting there will be an update on the tagline.
7. Public Involvement – Tawny Olore, P.E.
- a. Ms. Olore noted that outreach to communities impacted by construction continues. She noted that Jim Martin, Public Involvement Construction Manager, is working to make sure that businesses and residents are aware of what is going on in communities along the corridor.
 - b. Ms. Olore noted that FDOT is coordinating an aggressive safety plan to educate folks about how to stay safe along the corridor. She said that was critically important, as corridor operations will change significantly once SunRail operations begin.
 - c. Ms. Olore noted that the team continues to conduct outreach to businesses and residents along the corridor to educate them about the benefits of SunRail.
8. TOD Facilitation – Tawny Olore, P.E.
- a. Ms. Olore noted that an update on TOD was provided at the October 2012 TAC meeting. This included information on what the TOD team has been doing in terms of the metrics with Blake Drury of AECOM. Ms. Olore noted that the team is now working through the first four station area implementation plans which are nearing completion. Ms. Olore noted that the team is also looking forward to having another TOD Forum. There is a lot of new development that is coming online because of these stations (Longwood, Lake Mary, LYNX Central Station) and we want to provide an update on all of that.
9. Open Procurements – Tawny Olore, P.E.

- a. Ms. Olore noted that in October 2012, the Operations and Maintenance contract had been advertised. Three firms have been shortlisted – Bombardier, Herzog and Veolia. The technical proposals are due this month, and we will have price proposals shortly. Ms. Olore noted that the contract is on target to be awarded in February. We have also advertised the Signal Maintenance of Way and technical proposals are due this month as well with award anticipation at the end of February.

10. Safety and Security – Tawny Olore, P.E.

- a. Ms. Olore turned over the safety and security update to SunRail Chief Operating Officer (COO) Pete Sklannik. Ms. Olore pointed out we have a strong concern about railroad safety, particularly trespassing along the railroad tracks and grade crossings. She said that we intend to move forward in an aggressive safety campaign through the communities and our constituents to go beyond “look, listen and be alert” in large part due to the fact that the corridor will be double tracked and it will certainly increase train activity. Mr. Sklannik stated that it should not be a surprise to the community, and part of our responsibility is to keep the communities aware of the increased traffic and have them involved in trespass issues and obeying the crossing warnings. Some of the other activities that we continue to do are to provide our public regulators with reports and documentation they require to receive assurance that we continually monitor and oversee the corridor in a safe and effective manner. We are also working closely with the Transportation and Security Administration (TSA) to make sure they are up-to-date and aware of our activities as well as to have them involved with responses to suspicious incidents or events, of which we have had several which turned out to be, fortunately, nothing other than garbage left behind with wires and batteries. He also discussed the Fire/Life/Safety Committee. Mr. Sklannik noted that the purpose of the Fire/ Life/ Safety Committee is to bring first responders, law enforcement personnel, fire personnel and EMS, up-to-date on the project and answer any questions associated with the project. Mr. Sklannik also noted that the team will continue to develop an agenda which we will use for a major training initiative we plan to have probably on or about Saturday, July 13, at the Vehicle Service Building, so we can provide all service responders with an orientation to the new facility and an orientation to the rolling stock and have them engage in a mock exercise involving the new equipment. Mr. Sklannik noted that a training table top exercise is critical to a safe, successful operation of the corridor.
- b. Marianne Gurnee pointed out that there are palm cards in the TAC folders Mr. Sklannik stated that the cards are aimed at getting the message out that if you see something, you say something. Do not take a chance if you see something suspicious or unusual and ignore. We encourage everyone to call the Communications Center at the toll-free number. If there are going to be events planned near or adjacent to the railroad tracks or stations, to provide, if at all possible a four-day minimum notice in advance so we can inform our partners (CSX, Amtrak and Florida Central) of activity along and adjacent to the railroad tracks. The more the operations personnel are up-to-date on what is being planned in the community, the more we can assure a safe operation.

11. Phase II Activities – Tawny Olore, P.E.

- a. Ms. Olore reported that SunRail requested entry into final design in August 2012. With the changes in Map 21, they actually eliminated the request to entry into final design. What they did with our information is they ranked the project as a “medium high”, and gave the notification to Congress that we are within final design and working towards a full funding grant agreement in the latter part of 2013. This year, we have an awful lot going on not only with Phase I but also Phase II South in obtaining that FFGA. In terms of the coordination, we are also meeting with Osceola and Orange Counties and the City of Kissimmee on the design as we work toward our 60% design.

- b. Ms. Olore noted that in regards to plans, we do have right-of-way acquisition underway. Regarding Meadow Woods, we are in negotiations with all of the property owners and all the parcels are ensued. In terms of Osceola Parkway, conveyance documents have been delivered to Tupperware. For Kissimmee, we are coordinating with the city parking for drainage easement. For Poinciana, the closing is actually scheduled to be at the end of the month. That has gone through the Amtrak Board. It has been approved and we have to do the formal closing on the property. The right-of-way is well in hand on that as well.
- c. Ms. Olore noted that the next steps will be advertising some Phase II South Design and Construction bids in the spring of 2014. We are going to do some advance construction on some of the bridges down south because they are timber trestles, and we do need to replace those. We are in the process of obtaining permits for that advanced bridge construction and moving forward with the letters of “no prejudice” with the FTA. We are also going to do our PTC for the whole corridor as there is still a law in place that, by the end of 2015, we must have the positive train control for the entire 61-mile corridor, so we are doing all the bid documents for that now, too.
- d. In terms of Phase II North, Ms. Olore noted that we did coordinate with FTA on their Small Starts Program which changed with Map 21 as well. They requested some information, and we are putting together that additional documentation for FTA and plan to submit by the end of the month. So Phase II North is moving forward as well. It is just on a separate path from Phase II South.
- e. Ms. Olore pointed out that in TAC member packets are two news event items. The Sierra Club ranked the projects “Best and Worst Transportations for the Environment” and the SunRail project was ranked fourth for the whole United States. In the Kiplinger Letter, which is a financial newsletter, SunRail was ranked as a standout to watch from an investor perspective because neighborhoods near commuter rail lines are hot. That goes along with our TOD that the developers all around the United States are looking at, i.e., Orlando, Houston, Phoenix, Denver, Salt Lake City and the San Francisco Bay area due to commuter rail projects. These are national news clips, so thought this was interesting at the start of the New Year, Ms. Olore said. Ms. Olore expressed appreciation for all the support and look forward to opening things up in 2013.
- f. Phase II Questions:
- John Anguilli of Volusia County asked about Phase II North funding. Ms. Olore responded that they want to have the funding in place by the end of 2013 or the beginning of 2014. Once the information is submitted to the FTA, we will begin having more dialogue and firm up the schedule.
 - Nick Koval from the City of DeBary asked about the St. Johns River Bridge work and asked about the improvements as he does not believe that most people in attendance at this meeting are aware of what is happening. Ms. Olore deferred to Amy Scales for a response. Ms. Scales responded saying that at the Bridge, the northern 100 feet of the existing bridge was an old timber trestle so it had timber piles and the rest of the bridge was on concrete piling and a more stable structure. Those timber piles needed to be replaced with a concrete structure by driving some sheet piling to maintain the integrity of the structure. During the last week of February, the railroad will actually be shut down in that area to pull out the old trestle and install the new trestle. Mr. Koval asked about replacing tracks on that section of the bridge, and Ms. Scales replied that was done in October 2012. Mr. Koval noted, a year ago, when he asked about work on that bridge, he was told there was none scheduled. Ms. Scales advised that it was always contemplated. Mr. Koval commented that he was glad to see something was being done so the first SunRail train would not end up over that bridge and in the river.

COMMITTEE MEMBER COMMENTS

1. Mary Moskowitz commented about improvements in Sanford. Ms. Scales replied that they appreciated all the work that the City of Sanford staff has done to assist in getting the water and sewer into the Vehicle Storage and Maintenance Facility and the Operations Control Center.
2. Don Marcotte announced the groundbreaking for the Winter Park Amtrak Station construction on February 13. He then asked if there was a way to have the SunRail calendar connected to the Winter Park events calendar. Ms. Olore asked if the Winter Park website keeps up with all the events at that location. Mr. Marcotte replied that it does with construction updates, and he would like to have Jim Martin available for their events and be able to have it on the calendar versus making a phone call. Ms. Olore suggested a meeting with Mr. Marcotte and appropriate staff members within the City of Winter Park in terms of extra police coverage, etc. as we have more trains operating in order to keep people safe. Ms. Olore is making this an Action Item.
3. Claudia Korobkoff (representing F.J. Flynn) of the City of Orlando asked when we will start to meet with employees. Ms. Olore commented that we had a meeting this week on that subject and the team is putting the final touches on the business development plan and the thought is to have everything set in the months of January and February and moving forward in March to have meetings with locals to discuss our program. More information as to what the program entails will be sometime in February. We will need assistance with the City of Orlando since within those four stations there are about 90,000 employer locations. She noted to Mr. Marcotte that they will pursue the same in Winter Park.

PUBLIC COMMENTS

1. Joanne Cornelius of Lake Mary commented "Go SunRail!"
2. Tom Conley from the City of Lake Mary asked when Phase I will be up and running. Ms. Olore responded that Phase I will be operational in May 2014. We are on schedule at this point.

REVIEW OF NEXT MEETING DATE

The next meeting of the TAC is scheduled for Wednesday, February 6, 2013.

ADJOURNMENT

The meeting was adjourned at 2:18 p.m.