



# CENTRAL FLORIDA COMMUTER RAIL COMMISSION

Quarterly Update

March 29, 2018



## Central Florida Commuter Rail Commission

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**Date:** March 29, 2018  
**Time:** 10:00 a.m.  
**Location:** MetroPlan Orlando  
250 S. Orange Avenue, Suite 200  
Orlando, Florida 32801

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### ***PLEASE SILENCE CELL PHONES***

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- I. Call to Order and Pledge of Allegiance**
  - II. Confirmation of Quorum**
  - III. Announcements**
    - A. Commission Chairman – Commissioner Bob Dallari
    - B. SunRail Chief Executive Officer – Ms. Nicola Liquori
  - IV. Agenda Review**
  - V. Public Comments on Agenda Items**

Comments from the public will be heard pertaining to items on the agenda for this meeting. People wishing to speak must complete a “Speakers Introduction Card”. Each speaker is limited to two minutes. People wishing to speak on other items will be acknowledged under Agenda Item XI.
  - VI. Action Items**
    - A. Approval of Minutes from the December 1, 2017 meeting
    - B. Transition Consultant selection
  - VII. Reports**
    - A. SunRail Customer Advisory Committee – Ms. Karla Keeney
    - B. SunRail Technical Advisory Committee – Mr. James Harrison
      - i. Status of Proposed Amendments to Interlocal Agreements
    - C. Agency Update – Ms. Nicola Liquori
      - i. Phase II South (Southern Expansion) Update
      - ii. PTC Status Update
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## Central Florida Commuter Rail Commission

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### **VIII. Information Items**

- A. Federal Transit Administration (FTA) Quarterly Progress Meeting Summary
- B. Federal Railroad Administration (FRA) PTC Quarterly Meeting Summary

### **IX. Discussion Item**

- A. August Town Hall Meeting

### **X. Board Member Comments**

### **XI. Public Comments (General)**

Comments from the public will be heard pertaining to General Information on the agenda for this meeting. People wishing to speak must complete a "Speakers Introduction Card" at the reception desk. Each speaker is limited to two minutes.

### **XII. Election of Officers**

### **XIII. Next Meeting – May 31, 2018 10:00 a.m. MetroPlan Orlando**

### **XIV. Adjournment**

*Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact Mr. Roger Masten, FDOT Contracts Administrator, 801 SunRail Drive, Sanford, FL 32771, or by phone at 321-257-7161, or by email at [roger.masten@dot.state.fl.us](mailto:roger.masten@dot.state.fl.us) at least three business days prior to the event.*

# Central Florida Commuter Rail Commission Meeting

December 1, 2017

9:00 a.m.

LYNX Central Station

455 N. Garland Avenue

Orlando, Florida 32801

Attendees: Chairman Bob Dallari, Vice Chairman Viviana Janer, Secretary Pat Patterson, Board Members Mayor Teresa Jacobs and Mayor Buddy Dyer

## Minutes

Meeting was called to order by Chairman Bob Dallari at 9:00 a.m.	
Pledge of Allegiance and Confirmation of Quorum	
<b>Commission Chairman's Announcements</b>	Bob Dallari
<ul style="list-style-type: none"><li>He and TAC Chairman, Jim Harrison, spoke with FDOT Secretary, Mike Dew. District 5 Secretary, Steve Martin, and FDOT/CFRC/SunRail CEO, Nicola Liquori, also participated in the call. Discussion included current CFCRC projects, the Transition Committee, and hiring a consultant. The Secretary was receptive to the information. It was communicated that the Inter-local Agreements may be re-opened.</li></ul>	
<b>SunRail CEO Announcements</b>	Nicola Liquori
<ul style="list-style-type: none"><li>Ms. Liquori stated she had no announcements nor changes to the Agenda.</li></ul>	
<b>Public Comments On Agenda Items:</b> <ul style="list-style-type: none"><li>Todd Brown stated that he was new to the community, that the SunRail service is fantastic, and the trains are clean. He encouraged service extend to Deland, the daytime service frequency increased, and weekend service.</li><li>David Porter stated that 9:00 a.m., the hour the Commission scheduled to meet, sends a message to riders that the Commission does not want their comments. He encouraged more communication with the community.</li><li>Joanne Cornelius, stated that she would like SunRail to run 24/7 including nights, weekends and holidays.</li></ul>	
<b>Action Items:</b> <ul style="list-style-type: none"><li>Adoption of meeting minutes from August 30, 2017; <b>Motion</b> to adopt minutes passed unanimously.</li><li>Approval of Escrow Agreement for SunRail consultant services.<ul style="list-style-type: none"><li>Jim Harrison provided that an Interlocal Agreement has been discussed to hire a consultant to assist the CFCRC through the transition process with FDOT. The Agreement was approved by the participating local funding partners. The next step is a Consultant Request for Proposal. Seminole County is preparing the documents and issuance will occur in the coming weeks. The Escrow Agent will be the Orange County Comptroller for the funding partners.</li><li>The Escrow Agreement is an agreement between the CFCRC and the Orange County Comptroller making the Comptroller responsible for holding and disbursement of the funds to the Consultant under the direction of the Steering Committee as set forth in the Interlocal Agreement.</li><li><b>Motion</b> was made for the CFCRC Chairman to have the authority to execute the Escrow Agreement. Motion passed unanimously.</li></ul></li></ul>	
<b>Agenda Item:</b> Customer Advisory Committee Update	<b>Presenter:</b> Jeffery Morris
<ul style="list-style-type: none"><li>Meeting held September 21, 2017<ul style="list-style-type: none"><li>The Committee received SunRail staff's presentation on safety and various issues</li><li>Committee discussion included:<ul style="list-style-type: none"><li>Communication with passengers for service delays. Since Hurricane Irma, communication has improved through texting and social media</li></ul></li></ul></li></ul>	

<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Committee representatives needed from City of Orlando and Seminole County. Orange County has recently appointed 1 member but still has 1 vacancy. <ul style="list-style-type: none"> <li>▪ The Commission asked what the requirements were for serving on the CAC.</li> <li>▪ Mr. Morris provided the Committee members must be a resident of the municipality from which they are appointed and must ride 3 days per week.</li> </ul> </li> <li>○ Guidance from the Commission on Committee members 3-year terms. <ul style="list-style-type: none"> <li>▪ The Commission recommended that the CAC's concerns and recommendations be reviewed by the Technical Advisory Committee (TAC).</li> </ul> </li> </ul> </li> <li>• The Commission requested feed-back from the Committee on the signage identifying stops and the ability to hear conductor announcements.</li> <li>• The Commission requested the Committee discuss and if an annual Town Hall style meeting should be held to gather customer input and if it would be advantageous to conduct surveys of the general community to gather data on what ridership might look like if there was more frequent service. The Commission asked for the Committee's suggestion on whether there would be an advantage to hold joint customer meetings with LYNX.</li> <li>• The Commission also suggested the Committee discuss the use of cell phones and if there would be an advantage to adding signs to remind passengers to be considerate. <ul style="list-style-type: none"> <li>○ Ms. Liquori provided there are "quiet zones" on the train for those passengers that do not want to have that interference and the Conductor's try to ensure the quiet zone is enforced.</li> </ul> </li> </ul>	<p><b>Agenda Item:</b> Technical Advisory Committee Update <span style="float: right;"><b>Presenter:</b> Jim Harrison</span></p> <ul style="list-style-type: none"> <li>• Meeting held November 17, 2017 <ul style="list-style-type: none"> <li>• The Committee received SunRail staff's presentation of the quarterly update, call center statistics, ridership, safety, budget to actual, Phase 2 South construction status, LYNX and Votran connectivity, and public involvement.</li> </ul> </li> </ul>
<p><b>Agenda Item:</b> Agency Update <span style="float: right;"><b>Presenter:</b> Nicola Liquori</span></p> <ul style="list-style-type: none"> <li>• Quarterly Highlights <ul style="list-style-type: none"> <li>• To enhance customer service, SunRail.es was launched. Understanding the diversity of SunRail's customer base, the website is now offered in English and Spanish.</li> <li>• In addition to the Customer Advisory Committee feedback, the texting service was used for a survey of the system's cleanliness. The survey was conducted on October 20<sup>th</sup> to 1,157 riders and received 164 responses. The scores ranged from 4 to 4 ½ out of 5. More surveys will be conducted in the future.</li> <li>• As a follow-up to the Commission's last meeting, staff looked at the gate mechanisms at grade crossings. Maintenance data for the 3rd quarter of the year was examined and activities categorized. While broken gates were the largest segment of maintenance, it includes gates being struck by vehicles or as part of the warning system when the gate lowered, they were broken by a vehicle obstructing the tracks. Equipment failures represented approximately 4% of the maintenance data.</li> <li>• In an effort to raise the profile of SunRail in the Central Florida area, staff has conducted Technical Tours. Tour groups have included ASHE, TeamFL, and Tampa Economic Development group.</li> <li>• The construction of the Phase 2 South project is progressing and aiming toward an opening in July 2018. To gear up for that, staff is working on marketing and business development activities. For the passengers that will be using the system, the Phase 2 South project will become SunRail's "Southern Expansion". Pre-launch planning has begun and stakeholders and media will be introduced to the more identifiable name.</li> <li>• The On-Time Performance of 96% remains above our goal and is important to providing excellent customer service.</li> <li>• An area staff continues to focus on, is the average daily ridership. The trend lines indicate the seasonal ridership and how the system is being used. Ridership in the month of September was heavily impacted by Hurricane Irma.</li> <li>• The Safety &amp; Security data was impacted from August to October with a number of fatalities. For FDOT and SunRail, safety is always front and center. Three distinct areas of the safety initiatives include: <ul style="list-style-type: none"> <li>○ Engineering. Is the corridor safe, gates are working properly, signalization is working as designed, and signage is properly placed. Prior to the start of service, a Safety System Verification is required. The corridor is evaluated, potential hazards are identified, and</li> </ul> </li> </ul> </li> </ul>	

mitigation provided potential hazards. In the initial service phase, 4000 ft of fencing has been installed with an additional 8900 linear ft of fencing scheduled to be installed in the first quarter of 2018. Additionally, Conductors and Engineers have procedures for reporting unusual activity.

- Education outreach. Messages are tailored to audiences of school children and businesses along the corridor. Table top exercises are held with first responders.
- Enforcement. Meetings with law enforcement has increased. Staff attend monthly Community Traffic Safety Team meetings. An item for potential discussion, is the need for additional patrols in and around the crossings. Often the presence of law enforcement encourages people to change unsafe behaviors.
- Other Safety & Security initiatives.
  - Safety and Security activities are incorporated in design and construction. These activities are conducted in conjunction with federal partners, FTA, FRA, and PMOC. These partners provide feedback on hazard analysis and resulting safety measures.
  - Additional safety enhancement projects are ongoing within the existing corridor at grade crossings. This includes additional gates, pedestrian gates, and lighting. In addition, a number of Quiet Zone safety projects are underway at 44 locations. The design is nearing completion and construction is beginning.
  - Positive Trail Control is an additional safety project underway. In 2008 the federal government passed a mandate that all railways will incorporate Positive Train Control. The initial deadline of 2015 has been extended to December 2018. There are four criteria that need to be met by that date. By meeting the criteria, an extension to 2020 will be available for full implementation. Two contractors are assisting with the project – 1 is responsible for design, installation, and implementation and 1 for program management and engineering inspection. Infrastructure includes: onboard vehicle equipment installation and wayside signaling system installation and upgrades.
  - Train safety awareness week included billboards, safety messages and outreach to first responders.
  - Rock the Rails competition. Children K-12 were asked to compose a song and make a presentation. Woodlands Elementary was the 1<sup>st</sup> Place winner.
  - Interaction with first responders. A “Cops in Cabs” video was created to show the train Engineer’s point of view when travelling the corridor. Ms. Liquori invited Commission members to take a ride and experience the view.
  - Safety is a Community responsibility to ensure we live and travel safely.
- Upcoming holiday schedule. SunRail will be closed on December 25<sup>th</sup> and January 1<sup>st</sup>.

#### **Information Items:**

- Federal Transit Administration (FTA) Quarterly Progress Report
- Federal Railroad Administration (FRA) PTC Quarterly Meeting Summary

#### **Discussion Items**

- Follow-Up on November 1<sup>st</sup> Workshop

The Chairman noted that during the November 1<sup>st</sup> workshop, the members’ discussed opening the Interlocal Agreements and asking each partner to participate by generating list of amendments.  
The Chair asked Jim Harrison to provide an update:

  - Part of the discussion on the proposed amendments made by Volusia County, each partner jurisdiction submit a list of suggested amendments to the Interlocal Agreements. Since that meeting, Volusia County proposed some revisions to their amendments. Subsequent to the direction of the Commission, each jurisdiction has had conversation and through that, it is has been recognized that with each amendment proposed, there are interactive effects between each amendment. Staffs have

recommended a more cohesive matrix of recommended amendments that are well vetted with technical, legal and SunRail teams.

- The tentative schedule for presentation would be at the next Commission meeting.
- The Commission recognized Volusia County's desire to have their Amendments incorporated; members reiterated the commitment of the funding partners and FDOT to the completion of Phase 2 North; discussed the importance of each funding partner being afforded the opportunity to propose amendments; and the collective desire for making only one cohesive amendment to the Agreement.
- In summary, the Chair noted that the Technical Advisory Committee has tentatively scheduled having a cohesive list of recommendations for presentation at the March 2018 CFCRC meeting.

**Board Member Comments:**

- Mayor Dyer asked once construction of the Southern Expansion is complete, what will the process be for passenger use.
  - Ms. Liquori provided there will be an extensive system integration test. Once the track construction is complete, the train has to be placed in to service. Over the last months, there have been signal cutovers. This process integrates the construction components to ensure that the signal system is communicating with dispatch, the track is in service and properly aligned. Test trains are run during the construction and signal cutovers. Through the texting service, notifications are sent to the public that test trains are running.
- Mayor Dyer asked if staff will revisit operations on January 1<sup>st</sup> to support the Citrus Bowl game.
  - Ms. Liquori offered to consider.
- The Chair asked staff to work with LYNX for annual or bi-annual town hall forum which would be rotated through-out the region. He asked for staff to bring back a format and time-frame
  - Ms. Liquori provided that as staff examines the operating schedule with the system expansion with the addition of the 4 stations and if there is a need to modify the existing schedule.
  - Commissioner Janer noted her concern of the outreach to the residents in Osceola County
  - Mayor Jacobs stated the importance of having members on the outreach team that could relate culturally as well as from a language standpoint in south Orange and Osceola Counties to riders and potential riders.

**Next Meeting:** Thursday, March 29, 2018 @ 10:00 AM

MetroPlan Orlando

250 S. Orange Ave., Suite 200

Orlando, Florida 32801

**Adjournment:** Meeting adjourned at 10:30 a.m.





# CENTRAL FLORIDA COMMUTER RAIL COMMISSION

Quarterly Meeting

March 29, 2018



# TITLE VI

This meeting, project, or study is being conducted without regard to race, color, national origin, age, sex, religion, disability or family status. Persons wishing to express their concerns relative to FDOT compliance with Title VI may do so by contacting:

**ROGER MASTEN**

SunRail Contracts Manager  
801 SunRail Drive  
Sanford, Florida 32771  
[Roger.Masten@dot.state.fl.us](mailto:Roger.Masten@dot.state.fl.us)

**JACQUELINE PARAMORE**

State Title VI Coordinator  
605 Suwannee Street, Mail Station 65  
Tallahassee, Florida 32399-0450



# ACTION ITEMS

- A. Approval of December 1, 2017 Minutes
- B. Transition Consultant Selection

# REPORTS

- A. Customer Advisory Committee – Ms. Karla Keeney
- B. Technical Advisory Committee – Mr. Jim Harrison
- C. Agency Update – Ms. Nicola Liquori



# AGENCY UPDATE

# SPECIAL SERVICE

- Camping World Stadium Bowl on Thursday, December 28
- Overton's Citrus Bowl on Monday, January 1
- Pro Bowl Sunday on Sunday, January 28

***Total ridership these days: 7,137***



# HONORARY CONDUCTOR

- On January 19, SunRail hosted James, the first Honorary Conductor
- Additional opportunities for outreach are being explored

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***“We have seen it in people with autism, especially boys, that they are fascinated by trains.”***

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- Alycia Halladay  
Autism Science Foundation





# ONBOARD QUIET ZONES

- Located Mid-level next to Engineer
- Quiet Zone Signage with Rules Clearly Posted
- Seating for up to 10 Riders per Vehicle



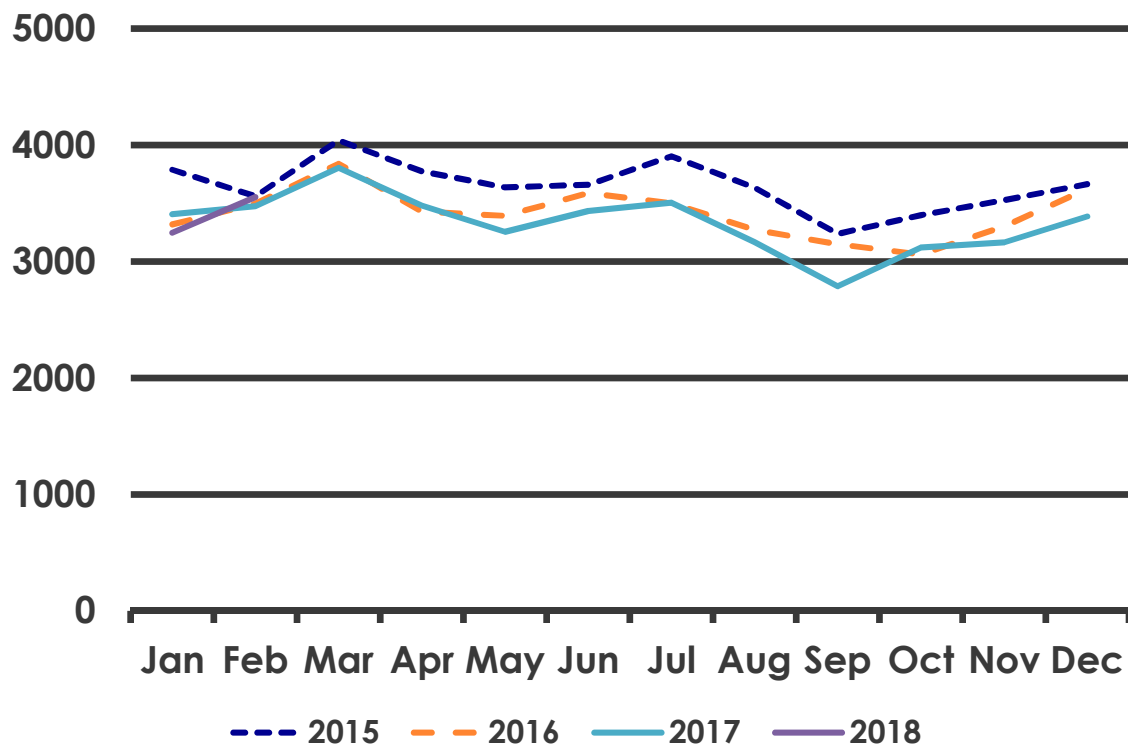
# ONBOARD STATS

## RIDERS

DEC 3,388  
JAN 3,246  
FEB 3,553

## AVERAGE DAILY BY MONTH\*

\*Excludes special service.



Note: Includes impacts from Hurricane Matthew in October 2016 and Hurricane Irma in September 2017.



# TRAIN ARRIVAL STATS

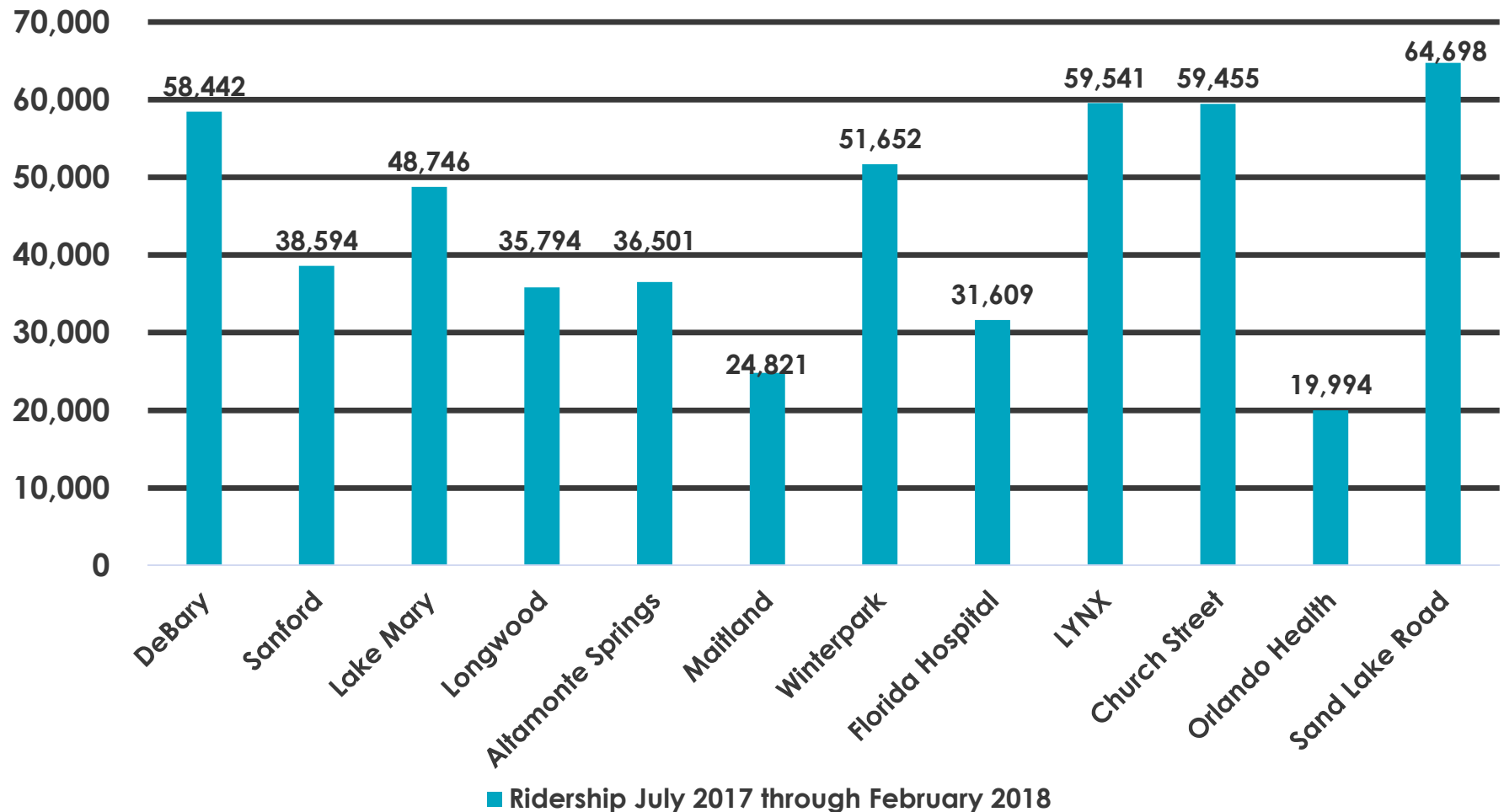
ON-TIME  
AVERAGE

97%

Goal = 95%



# BOARDINGS BY STATION



# LAW ENFORCEMENT

Meetings with law enforcement continue promoting:

- Community education & enforcement
- Enforcement days at grade crossings
- Resources available during incident response
- Training for first responders
- SunRail involvement in Community Traffic Safety Team (CTST) meetings

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***“We are proud to partner with FDOT and SunRail in promoting SunRail safety in our community.”***

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- **Michael Deal**  
Chief of Police  
Winter Park Police Department

# SERVICE DISRUPTIONS

- Customer Service focused
- Coordinating with Lynx and Votran
- Updating select pick up/drop off locations
- Enhancing rider communications
- Utilizing texting service



## BUS BRIDGE



SunRail has activated a bus bridge to efficiently move riders during significant disruptions in service. Buses will transport SunRail passengers to and from affected SunRail stations until train service is fully restored. We apologize for the inconvenience and will do everything possible to deliver you to your station as quickly and as comfortably as possible.

### WHAT YOU NEED TO KNOW

During a bus bridge, SunRail Riders will board specially-marked SunRail buses such as Lynx or Votran.

Buses will be marked northbound or southbound depending on your desired route and will deliver you at not cost to your SunRail station. Buses will make all station stops along this route.

### BUS PICK UP/DROP OFF LOCATIONS

Bus pick up and drop off locations are placed as close as possible to the station. Click on your station below for details.

- |   |   |
|---|---|
| ▶ <a href="#">DeBary</a>                          | ▶ <a href="#">Lynx Central Station</a>  |
| ▶ <a href="#">Sanford</a>                         | ▶ <a href="#">Church Street</a>         |
| ▶ <a href="#">Lake Mary</a>                       | ▶ <a href="#">Orlando Health/Amtrak</a> |
| ▶ <a href="#">Longwood</a>                        | ▶ <a href="#">Sand Lake Road</a>        |
| ▶ <a href="#">Altamonte Springs</a>               | ▶ <a href="#">Meadow Woods</a>          |
| ▶ <a href="#">Maitland</a>                        | ▶ <a href="#">Kissimmee</a>             |
| ▶ <a href="#">Winter Park</a>                     | ▶ <a href="#">Tupperware</a>            |
| ▶ <a href="#">Florida Hospital Health Village</a> | ▶ <a href="#">Poinciana</a>             |

### TEXT ALERTS

For up to the moment notifications during SunRail service disruptions, sign up for text alerts by texting "SunRail" to 31996.

To speak with Customer Service directly, please call 855-724-5411.

Updated 02/2018





# TEXT ALERTS SURVEY

Q: How would you rate SunRail's Text Alerts?

A: Excellent – 41%    Good – 55%    Poor – 4%

Q: Have you found text alerts useful when making travel decisions?

A: Yes – 92%    No – 8%

Q: Would you like to receive text information about the Southern Expansion?

A: Yes – 69%    No – 31%

Q: Will you use a SunRail App if available?

A: Yes – 94%    No – 6%



**DISTRIBUTION SET: 1,184**

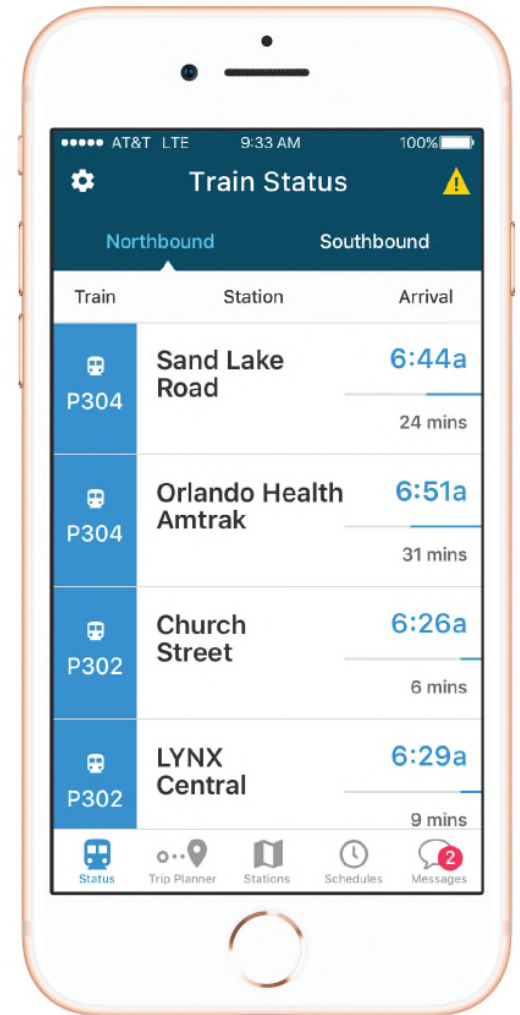
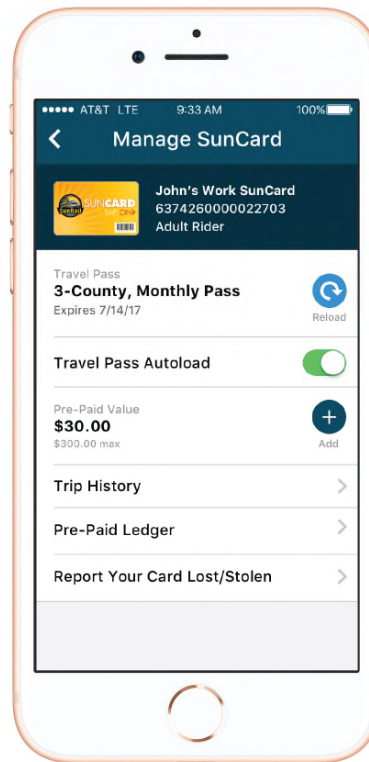
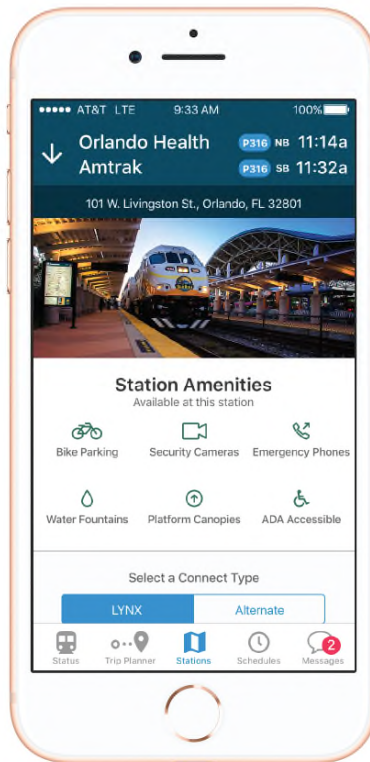
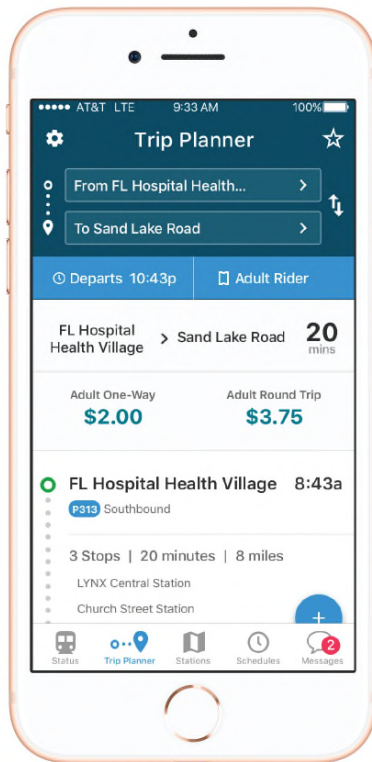
**RESPONSES: 167**

**RESPONSE RATE: 14.1%**

# APP UPDATE

## COMING SOON!

Testing currently underway



SunRail.com



# BUDGET UPDATE

OPERATING REVENUE	ANNUAL BUDGET	YEAR TO DATE FEBRUARY 28, 2018	
		BUDGET	ACTUAL
Farebox revenue	\$2,042,200	\$1,361,467	\$1,164,881
CSX usage fees	\$3,159,592	\$2,106,395	\$1,739,465
Amtrak usage fees	\$1,096,670	\$731,113	\$570,832
FCEN usage fees	\$21,671	\$14,447	\$15,926
Right-of-way lease revenue	\$225,000	\$150,000	\$62,921
Ancillary revenue	\$167,830	\$111,887	\$69,045
Card Revenue	\$-	\$-	\$12,915
<i>Subtotal - System revenue</i>	<i>\$6,712,963</i>	<i>\$4,475,309</i>	<i>\$3,635,985</i>
FTA \$5307 - Urbanized Area Grant Funds	\$9,616,938	\$6,411,292	\$6,411,292
<b>TOTAL OPERATING REVENUE</b>	<b>\$16,329,901</b>	<b>\$10,886,601</b>	<b>\$10,047,277</b>

**NOTE: These numbers are not audited.**



# BUDGET UPDATE

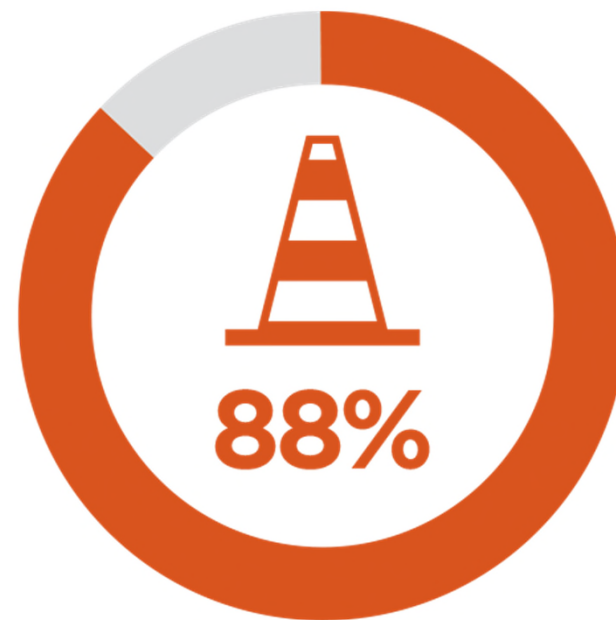
OPERATING COSTS, CAPITAL MAINTENANCE AND CONSULTANT SUPPORT	ANNUAL BUDGET	YEAR TO DATE FEBRUARY, 2018	
		BUDGET	ACTUAL
Bombardier - Operations	\$6,851,085	\$4,567,390	\$4,544,202
Bombardier - Maintenance	\$13,468,967	\$8,979,311	\$8,995,661
Bombardier - Incentive/Disincentive	\$1,016,003	\$677,335	\$664,945
Conduent - Back-of-the-House Hosting	\$883,352	\$588,901	\$579,073
Conduent - Fare Equipment Maintenance	\$1,700,000	\$1,133,333	\$750,000
Herzog - Signal Maintenance of Way	\$2,605,528	\$1,737,019	\$1,692,506
Green's Energy - Fuel	\$1,000,000	\$666,667	\$714,643
Gallagher - Insurance	\$2,000,000	\$2,000,000	\$1,644,905
Amtrak - Heavy Vehicle Maintenance	\$1,210,592	\$807,061	\$817,259
Wells Fargo - Banking Services	\$5,160	\$3,440	\$3,109
Bank of America - Merchant Services (Banking)	\$60,000	\$40,000	\$30,906
MidFlorida - Armored Car Service	\$42,480	\$28,320	\$23,625
AT&T/Verizon - Wi-Fi Service	\$33,600	\$22,400	\$13,240
Fare Media Smart Card	\$134,800	\$89,867	\$-
Limited Use Smart Card	\$30,000	\$20,000	\$215,680
Incomm - Card Distribution & Packaging	\$-	\$-	\$-
<i>Subtotal - System operating costs</i>	<i>\$31,041,567</i>	<i>\$21,361,045</i>	<i>\$20,689,754</i>
Feeder Bus Expenses	\$1,478,375	\$985,583	\$1,023,220
Capital Maintenance	\$7,080,000	\$4,720,000	\$2,080,443
Consultant Support	\$7,463,814	\$4,975,876	\$3,357,814
<b>TOTAL OPERATING COSTS, CAPITAL MAINTENANCE AND CONSULTANT SUPPORT</b>	<b>\$47,063,756</b>	<b>\$32,042,504</b>	<b>\$27,151,231</b>

**NOTE: These numbers are not audited.**





- Exciting plans are underway for community events beginning May
- Working with local community to grow ridership and promote safety
- Working with first responders to provide equipment familiarization and safety training



**Construction**

# BUSINESS DEVELOPMENT

- Creating new connections
- Establishing new programs within major employers such as Tupperware, hospitals and OIA
- Reaching out to a community of leisure and daily riders
- Educating and promoting final destination connections

## NEW MARKETING MATERIALS

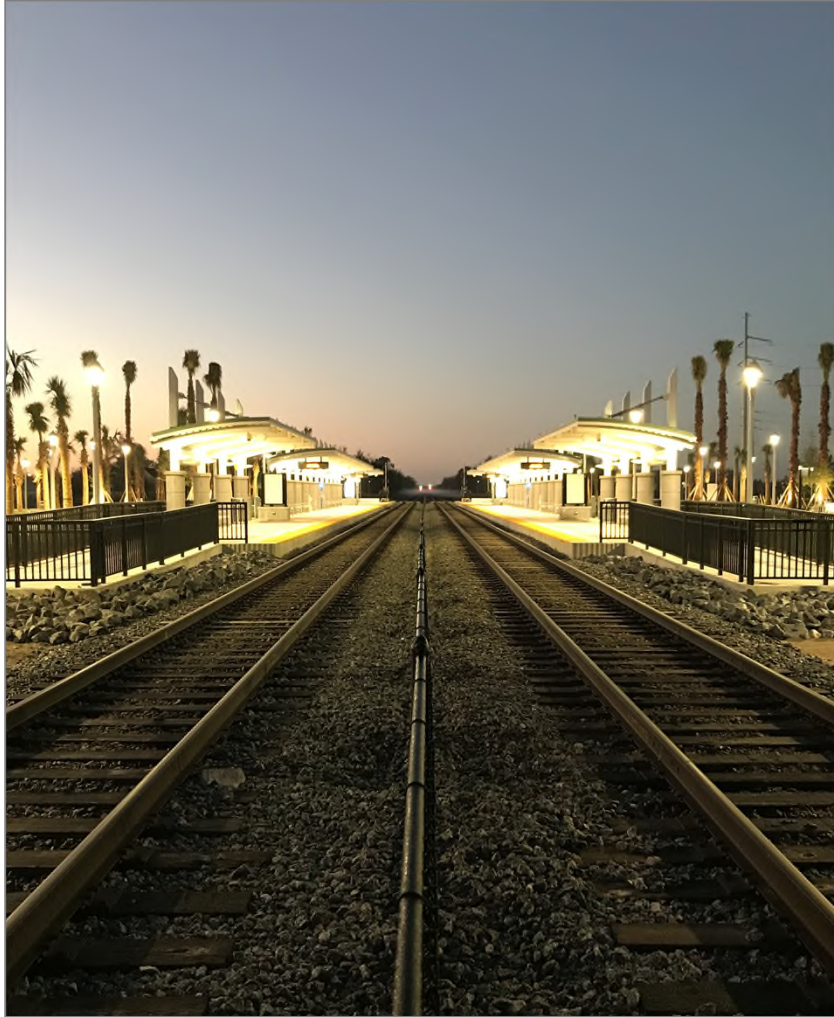




# BUSINESS DEVELOPMENT



# SOUTHERN EXPANSION



Major work items along the corridor are complete including Rail, Signal and Drainage.

Working on:

- System Integration
- Safety and Security Certification
- Preparing for Inspections and Testing Phase



# SOUTHERN HIGHLIGHTS

TVUs ready for installation



Test trains running



Share on social  
media!

SOUTHERN EXPANSION - OPENING 2018  
**CONNECTING COMMUNITIES**



[SunRail.com](http://SunRail.com)



# SUNRAIL FARE STRUCTURE

Number of Zones Traveled	One Way	Reduced One Way	Round Trip	Reduced Round Trip	Weekly	Reduced Weekly	Monthly	Reduced Monthly	Annual	Reduced Annual
1	\$2.00	\$1.00	\$3.75	\$1.75	\$17.00	\$8.50	\$56.00	\$28.00	\$560.00	\$280.00
2	\$3.00	\$1.50	\$5.50	\$2.75	\$25.00	\$12.50	\$84.00	\$42.00	\$840.00	\$420.00
3	\$4.00	\$2.00	\$7.50	\$3.75	\$34.00	\$17.00	\$112.00	\$56.00	\$1,120.00	\$560.00
4	\$5.00	\$2.50	\$9.50	\$4.75	\$42.50	\$21.25	\$140.00	\$70.00	\$1,400.00	\$700.00
Stored Value Purchase Examples				Bonus Value		Smart Card Fee		Stored Value		
\$5				10%		\$5.00		\$5.50		
\$10				10%		\$5.00		\$11.00		
\$25				10%		\$5.00		\$27.50		
\$50				10%		\$5.00		\$55.00		
\$100				10%		\$5.00		\$110.00		
\$200				10%		\$5.00		\$220.00		
\$300				10%		\$5.00		\$330.00		

# POSITIVE TRAIN CONTROL (PTC)

- Install all PTC hardware necessary for implementation
- Acquire all spectrum necessary for implementation
- Complete employee training for all applicable personnel
- Initiate revenue service demonstration on at least one territory that is required to have operations governed by a positive train control system; or
- Meet any other criteria established by the Secretary.



# **Election of Officers**

## **Next Meeting**

May 31, 2018, MetroPlan Orlando – 10 a.m.





# THANK YOU!

Follow us: @RideSunRail



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# **Central Florida Commuter Rail Transit Project**

## **Phase 1 / Phase 2 South**



### **QUARTERLY PROGRESS REPORT**

September 1, 2017 – December 31, 2017



Florida Department of Transportation  
District 5

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- Attachment B2 – Phase 2 South Critical Path Schedule (As-Built)
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## LIST OF ACRONYMS

AA.....	Alternatives Analysis
ADA.....	Americans with Disabilities Act of 1990
BFMP .....	Bus Fleet Management Plan
BOS.....	Back Office Server
CCC.....	Construction Conformance Checklist
CEI .....	Construction, Engineering and Inspection
CFCRC.....	Central Florida Commuter Rail Commission
CFCRT .....	Central Florida Commuter Rail Transit Project (the Project)
CFOMA .....	Central Florida Operating and Management Agreement
CFRC .....	Central Florida Rail Corridor
CIL.....	Certifiable Items List
CPAM.....	Construction Project Administration Manual
CRT .....	Commuter Rail Transit
CSXT.....	CSX Transportation
CWR.....	Continuous Welded Rail
DBB.....	Design-Bid-Build Contractor
DBE .....	Disadvantaged Business Enterprise
DBM .....	Design-Build-Maintain Contractor
DCC.....	Design Conformance Checklist
DHS.....	Department of Homeland Security
ERP.....	Emergency Response Plan
FCEN .....	Florida Central Railroad
FDOT .....	Florida Department of Transportation
FFGA.....	Full Funding Grant Agreement
FRA .....	Federal Railroad Administration
FTA.....	Federal Transit Administration
FTE.....	Full Time Equivalents
FY .....	Fiscal Year
ILA.....	Interlocal Agreement
IOS .....	Initial Operating Segment
KM.....	Kinder Morgan
MOU .....	Memorandum of Understanding
MOW .....	Maintenance of Way
MPI.....	Motive Power Inc.
MPO .....	Metropolitan Planning Organization
NEPA .....	National Environmental Policy Act
NTP .....	Notice to Proceed
OHA.....	Operational Hazard Analysis



PE.....	Preliminary Engineering
PHA.....	Preliminary Hazard Analysis
PMC .....	Project Management Consultant
PMOC .....	Project Management Oversight Contractor
PMP.....	Project Management Plan
PTC .....	Positive Train Control
QA .....	Quality Assurance
QAPP .....	Quality Assurance Program Plan
QA/QC.....	Quality Assurance/Quality Control
QC .....	Quality Control
RAP.....	Rail Activation Plan
RAMP .....	Real Estate Acquisition and Management Plan
RCMP.....	Risk and Contingency Management Plan
RFC.....	Released for Construction
RFMP .....	Rail Fleet Management Plan
RFP .....	Request for Proposal
ROW .....	Right-of-Way
RSD.....	Revenue Services Date
SA.....	Supplemental Agreement
SCC.....	Standard Cost Category
SCIL .....	Safety and Security Critical Item Lists
SEA .....	Supplemental Environmental Assessment
SFWMD.....	South Florida Water Management District
SHPO .....	State Historic Preservation Office
SITP .....	System Integration Testing Plan
SS.....	Small Starts
SSCC .....	Safety and Security Certification Committee
SSCP .....	Safety and Security Certification Plan
SSMP .....	Safety and Security Management Plan
TMOP .....	Transportation and Maintenance Operations Plan
TSP .....	Technical Special Provisions
TTX.....	Table Top Exercise
TVA .....	Threat and Vulnerability Assessment
TVU .....	Ticket Validator Unit
TVM.....	Ticket Vending Machine
VSMF .....	Vehicle Storage and Maintenance Facility
VSLMF .....	Vehicle Storage and Light Maintenance Facility
WO .....	Work Order
YOE.....	Year of Expenditure

## PHASE 1 IOS PROJECT

### 1 FRA Coordination

#### 1.1 Inspections and Violations

*For the 4<sup>th</sup> Quarter of 2017, the CFRC participated in 13 FRA Inspections for an annual total of 52. However, it should be noted; that no violations were issued by the FRA during this quarter.*

#### 1.2 State Safety Oversight (SSO) Reportable Incidents

A summary tracking log of the SunRail SSO reportables for this reporting period is provided below.

Day	Date			Time	MP	Type of Reportable	Location
4 <sup>th</sup> Quarter 2017							
Mon	10	16	2017	08:00	788.97	Grade Crossing	Magnolia Ave grade crossing (Orlando)
Tue	10	17	2017	08:21	777.63	Trespasser Strike	Church Ave grade crossing (Longwood)
Tue	10	24	2017	09:23	791.77	Trespasser Fatality	Kaley St grade crossing (Orlando)
Fri	11	24	2017	16:43	785.67	Security – Person w/Firearm	Winter Park Station
Thu	11	30	2017	11:58	779.52	Grade Crossing	Plumosa Ave grade crossing (Altamonte Springs)
Thu	12	14	2017	08:30	777.81	Grade Crossing	CR 427 grade crossing (Longwood)

### 2 Project Administration

#### 2.1 Ridership

- Average Daily Ridership by Month for the IOS is reported as follows:
  - *September – 2,787*
  - *October – 3,121*
  - *November – 3,164*
  - *December – 3,388*
- Average Daily ADA Boardings by Month
  - *September – 7*
  - *October – 11*
  - *November – 11*
  - *December – 8*

- Average Daily Bicycle Boardings by Month

- *September – 154*
- *October – 166*
- *November – 172*
- *December – 171*

- Monthly Snapshot of Station Parking Utilization

<b>Station</b>	<b><i>Sept</i></b>	<b><i>Oct</i></b>	<b><i>Nov</i></b>	<b><i>Dec</i></b>
DeBary	<i>36%</i>	<i>41%</i>	<i>41%</i>	<i>40%</i>
Sanford	<i>17%</i>	<i>18%</i>	<i>18%</i>	<i>19%</i>
Lake Mary	<i>30%</i>	<i>28%</i>	<i>27%</i>	<i>28%</i>
Longwood	<i>19%</i>	<i>20%</i>	<i>19%</i>	<i>19%</i>
Altamonte Springs	<i>15%</i>	<i>14%</i>	<i>15%</i>	<i>15%</i>
Maitland	<i>52%</i>	<i>52%</i>	<i>54%</i>	<i>56%</i>
Sand Lake Rd	<i>21%</i>	<i>20%</i>	<i>21%</i>	<i>21%</i>

Note: Parking utilization is determined based on a physical observation of occupied parking spaces compared to total parking spaces during a weekday in the reporting month.

## **3 Safety and Security**

### **3.1 Open Items Hazards Assessments**

Permanent Mitigations Implementation Status: Table 1 provides an update of the permanent mitigation measures that were originally included as part of the completed SSCVR for Phase 1. A brief synopsis of these ongoing projects is provided below.

- Short Queuing Lengths and Traffic Signals:
  - *Pedigo Pt.: Work is complete.*
  - *CR 427/Georgia Ave: Remaining work is to sod median separator.*
  - *Station St./Leonard St.: Remaining work is the completion of handrail and curb rework.*
  - *CR 427/Palmetto Signal: Completed final potholing for utility conflict verification. Awaiting final signed and sealed revised plan revisions and remaining work is installation of signals, curbing, paving, and striping.*
  - *CR 427/Leonard Signal: Awaiting revised plans sheets for signal location and remaining work is installation of signals, curbing, paving, and striping.*

*Anticipated completion for this work is April 2018.*

- Signal Crossing Upgrades: *Final design is nearing completion. Preliminary construction activities (i.e., installation of foundations) are underway. Anticipated completion is 4<sup>th</sup> Quarter 2019.*
- Fencing & Trespassing Abatement Measures: *The following projects are underway:*
  - *FDOT and the City of Winter Park have agreed on vegetation around the Winter Park Station and sidewalk and fencing to be installed in specified areas extending south from New England Avenue to Fairbanks Avenue. FDOT issued a Right of Entry permit to the City of Winter Park on December 13, 2017. City staff is in the process of scheduling RWP training for early January with construction anticipated to begin shortly thereafter.*
  - *The Fencing and Sign Installation Contract was advertised on September 28, 2017. Two proposals were received. KMG Fence was ultimately awarded the contract. Final contract execution is anticipated to occur in early January 2018 with NTP to follow.*
- VSMF Track Shift and Noise Wall: *For further details regarding the status of this project, refer to Section 6 of this report.*

Table 1 – Phase 1 Open Items – Hazard Assessment <sup>1</sup>

HA Item	Hazard Description	NTP Issued/ Anticipated Start Date	Anticipated Completion Date	Cost Estimate	Basis of Estimate or Contract	Notes
14	Crossing Surfaces/Panels/ Track Upgrades	1/2016	8/2017 (A)	\$12,376,538	BTNA Contract Amendment	Former RFP #1; additional services by BTNA under O&M Contract; includes CEI services
2 4 5	Short Queuing Lengths - Pedigo Point - Georgia Ave - Leonard St	4/2017	4/2018	\$143,650	Middlesex- Herzog JV Contract	Former RFP #3; within P2S Corridor & Stations DB Contract
20	Traffic Signals - CR 427 at Palmetto Ave - CR 427 at Leonard St	4/2017	4/2018	\$668,628	Middlesex- Herzog JV Contract	Former RFP #3; within P2S Corridor & Stations DB Contract
11	Signal Crossing Upgrades	6/2017	12/2019	\$9,609,172	Herzog Contract Agreement	Former RFP #2; additional services by Herzog under Signal MOW Contract
12	Fencing & Signage Installation	Ant. 1/2018	7/2018	\$252,021	KMG Fence Contract	1,000 ft/yr included in BTNA contract; total length of fencing est. 9,676 ft.
13	VSMF Track Shift and Noise Wall	Ant. 1/2018	3/2019	\$5,757,000	Southland Construction Contract <sup>2</sup>	Noise Wall with track shift included (contractor's price).
<b>Grand Total:</b>				<b>\$28,807,009</b>		

(A) Actual

Notes

1. FDOT submitted 4-23-2017 a draft Budget Revision #4 that includes the items listed above plus some additional Open Hazards (e.g. SJRB 140 ft of walkway). FTA responded with comments in November 2017. FDOT replied to FTA in December 2017.
2. Item 13 - The Design Build procurement documents for the VSMF Environmental Mitigation (1700' long x 22' high Noise Wall) will include a 2,000TF mainline track shift to make room for the wall, temporary works for construction and soft costs. There is approximately \$2.4 million remaining in FFGA line item SCC40.04 for Environmental Mitigation. Capital cost budget is currently \$7.0 million. Therefore, estimate may need \$7.0 – \$2.4 = \$4.6 million from remaining contingency.

## **4 Project Construction/Close-out**

### **4.1 Locomotives**

- The MPI contract remains open. FDOT and MPI have finalized liquidated damages (LDs) disposition for late delivery of the vehicles. MPI and FDOT have agreed for in-kind payment (i.e., capital spare parts and change orders) in lieu of compensation.
- A work authorization was issued to MPI for the purchase of one additional new re-manufactured diesel locomotive (#11). *The locomotive completed all pre-delivery testing at the plant prior to being shipped to Florida. MPI shipped the locomotive in late November and it arrived at CFRC on December 23, 2017. Prior to being placed into service, the new locomotive will undergo additional testing onsite and commissioning.*

### **4.2 Coaches and Cab Cars**

- All coaches and cab cars have been delivered, accepted and certified. FTA previously concurred with the LD settlement proposal. FDOT is working with Bombardier on a contract amendment to memorialize the change orders and additional spare parts that were agreed to in the LD settlement proposal.
- FDOT *issued a purchase order* to procure two additional coaches that are being acquired with state funds only. *FDOT is coordinating with Bombardier regarding a delivery schedule. It is anticipated that the two coaches would be delivered by 1<sup>st</sup> Quarter 2020.*

### **4.3 Fare Collection System**

- The contract with Conduent (f.k.a., Xerox) remains open, and the fare collection system has not been final accepted. All fare collection equipment has been delivered including Phase 2. However, the contractor continues to address ongoing issues with deployments related to hardware and software components of the Ticket Vending Machines and the Ticket Validator Units.
- The recovery plan is now expected to be carried out through *March 2018.*
- *In December*, the contractor performed a release for the *Back-Office Ticket Vending Machines, Ticket Validator Units, and the Hand-Held Ticket Validator Units* to improve the functionality of the equipment *and provide additional features required under the contract.*
- *Maintenance releases are ongoing and continue to be deployed. These releases include functionality for LYNX's usage of the Conduent system.*
- *FDOT is working with a vendor to develop a SunRail mobile application that offers the functionality available on the current SunRail website on a mobile device. The app is in final testing and is expected to roll-out at the end of 1<sup>st</sup> Quarter 2018.*
- FDOT continues to monitor progress with weekly progress reports and weekly management updates.



## **5 Project Finance/Budget**

### **5.1 Total Project Expenditures to Date (by SCC)**

- Total project expenditures to date for Phase 1 as broken out by SCC code is summarized in **Attachment A**.

## **6 Environmental/NEPA**

- VSMF Noise Wall Implementation:
  - FDOT is moving forward with the design/construction of a sound wall (approximately 1,700' long x 22' high) within the current VSMF yard configuration. This project includes the realignment (shift) of the two mainline tracks approximately 15' to the east over a length of approximately 3,000 feet to better accommodate the construction of the noise wall adjacent to the existing train storage area.
  - *The low bid Design Build RFP was advertised on October 9, 2017. One bid was received from Southland Construction. The Department posted its intent to award on December 26, 2017. Construction is expected to begin in 1<sup>st</sup> Quarter 2018.*

## **7 Before and After Study**

- Participating in coordination meetings as required with FTA HQ (Jim Ryan) in regard to the level of documentation needed.
- The predicted versus actual capital costs workbook and narrative was reviewed by FTA and minor comments and edits were received February 27, 2017. Resubmitted final version on August 7, 2017. *Ongoing ridership submittals are being reviewed and edited with FTA.*
- With respect to ridership, FDOT is currently in the process of coordinating activities for ridership on-board surveys (OBS) with LYNX, Votran and SunRail. Lynx OBS and SunRail OBS are ongoing through September 2017. Votran's OBS is ongoing through September 2017.
- FDOT is advancing documentation for Transit Service Levels using the SunRail O&M model.

## PHASE 2 SOUTH PROJECT

### 8 Project Administration/Development

#### 8.1 FTA Coordination

##### 8.1.1 Management Plans for Testing and Revenue Service

Provided below is a status of the various Management Plans currently in progress:

QAPP – The QAPP Rev. 14 was submitted to FTA/PMOC on December 15, 2016. Comments from the PMOC were received June 2, 2017. *The QAPP was updated and Rev. 15 was submitted to the FTA/PMOC on October 20, 2017 for review. One additional comment from the PMOC was received December 3, 2017. FDOT revised and reissued QAPP Rev. 16 to the FTA/PMOC on December 8, 2017.*

RFMP – FTA formally accepted the RFMP Rev. 15 in a letter dated August 9, 2017.

TMOP – The TMOP was updated to include information related to the additional trainset. TMOP Rev. 12 was submitted to FTA/PMOC on February 3, 2017. Comments from the PMOC were received June 2, 2017. An updated TMOP Rev. 13 was submitted for review on August 4, 2017. Subsequently, additional comments from the PMOC were received September 7, 2017. *FDOT is in the process of reviewing and revising the plan.*

SSMP – FTA formally accepted the SSMP Rev. 6 for the Construction phase in a letter dated August 9, 2017.

SSCP – An update to the SSCP Rev. 1 was submitted to the FTA/PMOC on June 29, 2017. Comments from the PMOC were received August 3, 2017. The document has been revised and Rev. 2 was submitted to the FTA/PMOC on September 1, 2017. *Based on discussions with the PMOC, there are no other outstanding comments except for obtaining final signatures. SSCP Rev. 3 was issued with signatures on November 10, 2017. FTA formally accepted the plan for the Construction phase in a letter dated December 21, 2017.*

Risk Register – The PMOC provided comments on the Risk Register on September 26, 2017. *A refresh of the Risk Register was subsequently provided to the FTA/PMOC on December 8, 2017. The Top 10 Risks list for Phase 2 South is presented in Section 15 of this report.*

PMP – Ongoing revisions to the PMP are in progress. Because of the plans mentioned above requiring updates, the respective sections of the PMP are being reviewed and modified accordingly. The update will include but is not limited to staff changes, the addition of new resumes, updated organizational charts, committee makeup descriptions and the project executive management information. In addition, the PMP will need to be updated to address the current budget information in the financial section once agreed upon by all parties as well as updating the plan for Testing and Pre-Revenue phase of the project.

SITP – The SITP *Volume I (Management Approach)* was submitted to the FTA/PMOC on October 31, 2017 for their review. The SITP *Volume II (Test Plan Summary)* was also issued to the FTA/PMOC on November 21, 2017.

### **8.1.2 Staffing**

There are currently no open positions. CFRC/SunRail is fully staffed at this time.

CEI Inspectors – The CEI onsite inspection staff remains at 18 total inspectors: (9) civil/structural, (1) Information Technology Systems (ITS), (4) signal, and (4) track inspectors. *Although the number of FTEs for CEI staff increased from 2<sup>nd</sup> to 4<sup>th</sup> Quarter 2017 that was attributed to the completion of the 54 grade crossings work and having those resources re-distributed. As construction winds down, CEI inspection staff will start to downsize.*

Planned and actual project staffing for management of the Phase 2 South Project is presented in Table 2. *There were 47.75 FTEs contributing to the 4<sup>th</sup> Quarter of 2017.* This total includes not only FDOT staff but also CFRC/SunRail Program Management Team, the Design Consultant, and the CEI.

The DB Contractor shows 325 FTEs contributing to the 4<sup>th</sup> Quarter of 2017 as presented in Table 3. It should be noted that this staff does not include any MOW personnel.

### **8.1.3 Disadvantage Business Enterprises (DBE) Participation**

The D/B Contractor's (Middlesex-Herzog JV) current DBE commitments are 3.9%. A summary of the DBE participation by contract is presented in Table 4.

The team currently meets monthly to discuss status of DBE participation and potential opportunities; however, there are very few remaining opportunities to find new DBE firms on the project. The JV is continuing to track all their efforts to solicit DBE firms in a log. There have been small incremental increases in the JV's commitment to DBE participation.

Table 2 – Phase 2 South Project Staff Loading

Staffing Category	Full Time Equivalents (FTEs)																			
	Status	2014				2015				2016				2017				2018		
		1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr
Project Management	Planned	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
	Actual	2	2	3	3	3	3	3	3	3	3	3	3	3	3	3	3			
Internal FDOT Resources*	Planned	2	2	2	2	3	3.5	3.5	3.5	3.5	2	2	2.75	2.75	2.75	2.75	2.75	2.75	2.75	2.75
	Actual	1.5	1.5	2	3	3	3.5	3.5	3.5	3.5	2	2.75	2.75	2.75	2.75	2.75	2.75			
Design Consultant – AECOM Team	Planned	17.5	17.5	22	17.5	10	8	2	2	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5
	Actual	20	22	24	21	7.5	6	0.25	0	0	0.5	1.5	2.5	2.5	2.5	2.5	2.5			
FDOT Project Controls*	Planned	2	2	2	2	2	2	2	2	2	2	2	2	2	1	1	1	1	1	1
	Actual	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1			
Public Involvement/Business Dev. & Marketing *	Planned	2	2	2	2	2	2	2.5	3	3	3.5	3.5	3.5	4	4	4	4	4	4	4
	Actual	2	2	2	2	2	2	2	1.5	1.5	2	2	3	3.5	4	4	4			
PMC (AECOM) Track / Systems / Structures / Utilities / Comms / Design	Planned	2.5	2.5	2.5	2.5	1.5	1.5	0.25	0.25	0.25	0.25	0.25	0.5	1	1	1	1	1	1	1
	Actual	2.5	2.5	2.5	2.5	1.5	1.5	0.5	0	0	0.25	0.25	0.5	0.5	1	1	1			
PMC (WSP) Rolling Stock/ Design QA	Planned	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
	Actual	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25			
PMC (HNTB) Comms / Systems Integration / Design QA / Procurement	Planned	0.5	0.5	0.5	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	Actual	0.5	0.5	0.5	1	1	1	0.5	1	1	1	1	1	1	1	1	1			
PMC (CTG) Operations Planning/Fare Collection	Planned	0.5	0.5	0.5	0.5	0.5	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
	Actual	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25			
FDOT Construction Office*	Planned	2	2	2	2	2	2	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5
	Actual	1	1	1	2	2	2	2	2	2	2.5	2.5	2.5	2.5	2.5	2.5	2.5			
CFRC Operations Office	Planned	1	1	1.5	2	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	2.5	2.5	2.5	2.5	2.5
	Actual	0.5	0.5	1.5	2	1.5	1.5	1.5	1.5	0.5	1.5	1.5	1.5	1.5	1.5	2.5	2.5			
CEI Consultant	Planned				2	4	2	2	6	10	18	20	22	26	26	26	26	26	16	6
	Actual				2	4	2	3	6	9	15	18	22	23	23	27	27			
Total FTEs per Quarter	Planned	33.5	47.5	52.5	51	45	33.25	21	25.5	29.75	36.75	38.75	41.75	46.75	45.75	46.75	46.75	46.75	36.75	26.75
	Actual	31.75	47.75	52.25	54.25	33.25	28.25	18	20.25	22	29.25	34	40.25	41.75	42.75	47.75	47.75			

\*Note: These staffing categories are outside of the FFGA.

Table 3 – Contractor Project Staff Loading

Staffing Category	Full Time Equivalents (FTEs)											
	Status	2016			2017				2018			
		2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr
M/H II JV	Actual	70	220	315	300	300	300	325				

Table 4 – DBE Participation

Prime Contractors	Contract Type	FDOT Payments to Prime Contractors		Prime Contractor Payments to DBE Subcontractors		Cumulative % DBE Participation to Date
		Period	Cumulative	Period	Cumulative	
M/H II JV	DB*	\$25,387,769	\$139,041,063	\$766,228	\$3,263,710	2.35%
HNTB	CEI**	\$2,198,524	\$9,126,229	\$212,022	\$863,747	9.46%

\* DBE payments to subs are approximately 30 days behind estimate due to reporting payments in EOC.

\*\*Total CEI cumulative dollars was corrected to reflect TWO #1, TWO #6 and TWO #7.

## 8.2 FRA Coordination

### 8.2.1 PTC Implementation Status

#### Plans

- CFRC prepared a Request for Amendment (RFA) to the PTCIP and uploaded it to the SIR site on December 29, 2017.
- A PTC Quarterly Meeting with FRA was held on October 19, 2017 at the OCC. Meeting minutes were distributed to all attendees. A PTC Quarterly Meeting with FRA Headquarters is scheduled for January 16, 2018 in Washington, DC.

#### Procurement Status

- PTC Turn Key Technical Implementation: An Early Works amendment to initiate services as required for PTC was executed utilizing a previous contract (BDX94) on August 16, 2017. The full implementation contract was executed with Xorail on November 28, 2017.
- PTC Program Management and CE&I Services: The contract was awarded to CH2M HILL and executed on December 7, 2017.

### **8.3 Amtrak/CSX Construction Coordination**

- Weekly coordination meetings are ongoing with CSX and bi-weekly with Amtrak to discuss the progress of the construction activities related to Phase 2 South.
- FDOT continues to coordinate with CSX on the work activities along the corridor, track outages required to perform the work, and the upcoming signal cutover(s). The Signal Cutover for Segment 1 was completed on October 6<sup>th</sup> due to extenuating circumstances surrounding Hurricane Irma. Signal Cutover Segment 2 was also completed on October 29, 2017. The final cutover for Segments 3 and 4 was successfully completed on December 20, 2017.
- At this time, there are no issues to report.

### **8.4 Local Coordination**

LYNX: FDOT continues to coordinate with LYNX regarding potential refinements to the feeder bus connectivity and bus bridges. Meetings with LYNX to advance these discussions are ongoing. The proposed bus routes continue to be refined in close coordination with Osceola County.

A draft Feeder Bus Plan and draft Feeder Bus O&M annual cost estimates were provided to LYNX April 10, 2017. Follow-up discussions to finalize the plan are ongoing. A follow-up review meeting with both LYNX and Osceola County was held on October 4, 2017. Two additional feeder bus options were requested for further evaluation by Osceola County. A meeting is scheduled with LYNX to finalize the feeder bus plan in late January.

#### Central Florida Commuter Rail Commission (CFCRC) and Subcommittees:

- A Technical Advisory Committee (TAC) Meeting was held on November 17, 2017. The next meeting is tentatively set for March 7, 2018.
- A Central Florida Commuter Rail Commission occurred on December 1, 2017. The next meeting is tentatively set for March 29, 2018.
- A Customer Advisory Committee (CAC) meeting occurred on December 14, 2017. The next meeting is tentatively set for March 1, 2018.

## 9 Safety and Security

### 9.1 Safety Certification

#### 9.1.1 Hazard Analysis



##### Preliminary Hazard Analysis

As presented in Table 5, 410 hazards, or approximately 90% are now closed which is an increase of 2% from last month. The number of open hazards is now 47 which is 9 less than last month's total of 56. The following items have been closed out this reporting period:

- Fairway Woods Boulevard Pavement Markings
- Donegan Avenue Pavement Markings
- Magnolia Street Pavement Markings
- Park Street Pavement Markings
- Neptune Road Pavement Markings
- Monument Avenue Pavement Markings
- Ruby Avenue Pavement Markings
- Clyde Avenue Pavement Markings
- Poinciana Boulevard Crossing Surface

Trespassing is the largest remaining Open category. Public Outreach will continue until well after revenue operation. Fencing will be discussed in partnership with the FRA for resolution. For the grade crossings that are outside of the FFGA scope, the local governments have agreed to refresh the pavement markings and signage. This effort will be completed by the end of 1<sup>st</sup> Quarter 2018. A copy of the PHA was distributed to FTA, FRA and the PMOC on December 14, 2017.

Table 5 – Preliminary Hazard Analysis Summary, December 2017



	<b>Preliminary Hazard Analysis (PHA) - Collision Hazard Analysis (CHA)</b>								
	Central Florida Rail Corridor - Phase 2 South SunRail Commuter Rail Operations							Date: December 13, 2017	
<b>Category</b>	Queuing	MUTCD	Pedestrian Crossings	Crossing Surfaces	Key Down	Trespassing	VSLMF	Bridges	<b>Total Items</b>
Open Items	2	13	0	3	0	29	0	0	47
Closed Items	35	35	31	23	31	4	57	0	410
Close Pending	0	0	0	0	0	0	0	0	0
<b>Item Totals</b>	<b>37</b>	<b>48</b>	<b>31</b>	<b>26</b>	<b>31</b>	<b>33</b>	<b>57</b>	<b>0</b>	<b>457</b>
<b>Category</b>	Signal Design	Station Platforms	Platform Amenities	Parking Lots	Utility Yard	Drainage	Communications	Track	
Open Items	0	0	0	0	0	0	0	0	
Closed Items	66	29	37	23	2	2	26	9	
Close Pending	0	0	0	0	0	0	0	0	
<b>Item Totals</b>	<b>66</b>	<b>29</b>	<b>37</b>	<b>23</b>	<b>2</b>	<b>2</b>	<b>26</b>	<b>9</b>	



### Operating Hazard Analysis

The OHA continues to be reviewed with the *O&M Contractor and the CFRC*. The collaboration has resulted in the closure of 97 items. As presented in Table 6, the *OHA now has only 48 Open Items which will continue to be refined further in 1<sup>st</sup> Quarter 2018*.

Table 6 – Operating Hazard Analysis Summary, *December 2017*

	<u>Operating Hazard Analysis (OHA)</u>											
	Central Florida Rail Corridor - Phase 2 South FDOT Commuter Rail										Date: <i>January 09, 2018</i>	
Category	Signals	VSLMF	CFRC Dispatching Systems	Station Amenities & Platforms	Adjacent Structures	Training Programs	O&M Procedures	Bridges	Communications	Track	<u>Total Items</u>	
Open Items	3	20	0	2	0	1	7	3	9	3	48	
Closed Items	0	11	1	6	0	0	38	10	0	38	104	
Other Items	0	0	0	0	0	0	0	0	0	0	0	
Item Totals	3	31	1	8	0	1	45	13	9	41	152	

### **9.1.2 Safety and Security Certification Activities**

The Safety and Security Certification activities that are currently underway are summarized below and in Table 7.

Table 7 – Safety and Security Certification Activities, *December 2017*

<u><b>SunRail Phase 2 South Safety and Security Certification Activities</b></u>								
<b>Updated as of December 2017</b>								
Safety and Security Certification Tasks	Status	2017				2018		
		Q1	Q2	Q3	Q4	Q1	Q2	Q3
<u><b>Identify Certifiable Elements</b></u>								
SSCC Approval of Certifiable Elements List	Approved			Reviewed & Updated				
SSCC Approval of Certifiable Items Lists	Under Review							
<u><b>Develop and Complete Conformance Checklists</b></u>								
Submittal of Design Conformance Checklists (DCCs) to SSCC	In Progress							
Submittal of Construction Conformance Checklists (CCCs) to SSCC	In Progress							
Completed Construction Conformance Checklists (CCCs) Field Verification	Scheduled							
<u><b>System Integration Testing</b></u>								
System Integration Testing	Scheduled							
SIT Plan Approval by SSCC	Scheduled							
SIT Plan Tests Results - Approval by SSCC	Scheduled							
<u><b>Drawing Reviews</b></u>								
Drawing Reviews	On-Going							
<u><b>Hazard Analysis &amp; Threat and Vulnerability Assessment</b></u>								
Preliminary Hazard Analysis	In Progress							
SSCC Approval of Preliminary Hazard Analysis	Approved		Reviewed in April					
Operating Hazard Analysis	In Progress							
SSCC Approval of Operating Hazard Analysis	Items Approved		Reviewed in June		Scheduled O&M Review	Scheduled O&M Review		
Threat and Vulnerability Assessment	In Progress							
SSCC Approval of Threat and Vulnerability Assessment	Under Review		Reviewed in June		Scheduled CEI Review	Scheduled O&M Review		
Manage Open Items	On-Going							
<u><b>Committees &amp; Drills</b></u>								
Safety and Security Certification Committee	Activated							
Fire Life Safety Committee (FLSC)	Activated						Rescheduled for Jan	
Drills and Familiarization Training	Activated			LFD: 8/11, 8/18, 8/25			Osceola & Kissimmee	
<u><b>Public Outreach</b></u>								
Safety Public Outreach Coordination	On-Going							
<u><b>Plans</b></u>								
Safety and Security Management Plan (SSMP)	Approved			Accepted 8/9				
Safety and Security Certification Plan (SSCP)	Submitted		Received PMOC Comments (Aug)	Submitted Final 9/1	PMOC Rec. Approval (Sep)			
Verify Operational Readiness	Scheduled							
Safety and Security Certification Verification Report	Scheduled							

Master Certifiable Items List Progress

As of *December 2017*, the Phase 2 South Safety and Security Certification Committee (SSCC) approved the descriptions for all 2,818 Design Conformance Checklist (DCC) items out of an estimated total of 2,818 total items or 100% complete. The SSCC approved the design verification for 2,642 of the DCC items which is an increase of approximately 19.8% from the previous month. Overall, final approval of the DCCs stands at approximately 93.8%.

All 2,959 certifiable items, 100% of the total number of descriptions, have been approved for the Construction Conformance Checklist (CCC) items. The increase *in completed* certifiable items from last month is the result of the approval of *Cutover 3 and VSLMF* items. The verification process is well underway, as the items are reviewed, verified and tracked to closure. Open items from *all signal cutovers* are being tracked to completion and the closures are to be formally approved at *future* SSCC meetings.

A summary of the detailed DCC and CCC progress is provided in Table 8 below.



Table 8 – Master Certifiable Items List, *December 2017*

SunRail Phase 2 South Master CIL DCC-CCC PROGRESS TABLE - December 11, 2017	Design Conformance Checklists Status									Construction Conformance Checklists Status								
	Description Approval			Final Design Verification			Final Approval			Description Approval			Construction Verification			Final Approval		
	Approved	Total	% Approved	Submitted	Total	% Submitted	DCCs Completed	Total Number of DCCs	DCC % Completed	Approved	Total	% Approved	Submitted	Total	% Submitted	CCCs Completed	Total Number of CCCs	CCC % Completed
	2818	2818	100.0%	2642	2818	93.8%	2642	2818	93.8%	2959	2959	100.0%	390	2959	13.2%	390	2959	13.2%
<b>TOTAL DCC &amp; CCC ITEMS</b>	2818	2818	100.0%	2642	2818	93.8%	2642	2818	93.8%	2959	2959	100.0%	390	2959	13.2%	390	2959	13.2%
1.0 ROLLING STOCK	106	106	100.0%	0	106	0.0%	0	106	0.0%	106	106	100.0%	0	106	0.0%	0	106	0.0%
2.0 SIGNALS	935	935	100.0%	894	935	95.6%	894	935	95.6%	1063	1063	100.0%	249	1063	23.4%	249	1063	23.4%
3.0 COMMUNICATIONS	331	331	100.0%	319	331	96.4%	319	331	96.4%	291	291	100.0%	0	291	0.0%	0	291	0.0%
4.0 FARE COLLECTION EQUIPMENT	8	8	100.0%	8	8	100.0%	8	8	100.0%	424	424	100.0%	0	424	0.0%	0	424	0.0%
5.0 TRACK AND STRUCTURES	662	662	100.0%	662	662	100.0%	662	662	100.0%	491	491	100.0%	203	491	41.3%	203	491	41.3%
6.0 STORAGE AND LAYOVER YARD (VSLMF)	84	84	100.0%	39	84	46.4%	39	84	46.4%	95	95	100.0%	0	95	0.0%	0	95	0.0%
7.0 STATION PLATFORMS (INCLUDING MINI-HIGHS)	196	196	100.0%	196	196	100.0%	196	196	100.0%	144	144	100.0%	0	144	0.0%	0	144	0.0%
8.0 STATION PLATFORMS STRUCTURES AND AMENITIES	172	172	100.0%	172	172	100.0%	172	172	100.0%	136	136	100.0%	0	136	0.0%	0	136	0.0%
9.0 STATION PARKING/PLAZA/STATION BOUNDARY	256	256	100.0%	256	256	100.0%	256	256	100.0%	172	172	100.0%	0	172	0.0%	0	172	0.0%
10.0 STATION UTILITY YARD	60	60	100.0%	60	60	100.0%	60	60	100.0%	48	48	100.0%	0	48	0.0%	0	48	0.0%
12.0 BUS SHELTERS (BUS STRUCTURES AND SIGNAGE PROVIDED BY LYNX)	8	8	100.0%	8	8	100.0%	8	8	100.0%	8	8	100.0%	0	8	0.0%	0	8	0.0%
<b>TOTAL PLANS &amp; PROGRAMS</b>										0	54	0.0%	0	54	0.0%	0	54	0.0%
11.0 TEST PLAN										0	5	0.0%	0	5	0.0%	0	5	0.0%
13.0 FRA PLANS AND PROGRAMS										0	18	0.0%	0	18	0.0%	0	18	0.0%
14.0 OPERATING AND MAINTENANCE PROGRAM										0	31	0.0%	0	31	0.0%	0	31	0.0%
<b>TOTAL PROJECT PROGRESS</b>	2818	2818	100.0%	2642	2818	93.8%	2642	2818	93.8%	2959	3013	98.2%	390	3013	12.9%	390	3013	12.9%

### 9.1.3 Threat and Vulnerability Analysis

As presented in Table 9, a total of 65 items are open from the Threat and Vulnerability Assessment. The CEI completed the review of the assessment with each of the individual disciplines in November 2017 *which resulted in the closure of 8 items. Additional updates will occur with the O&M Contractor in January 2018.*

Table 9 – Threat and Vulnerability Analysis Summary, *December 2017*

	Threat and Vulnerability Analysis - Open Items List								
	CFRC- Central Florida Rail Corridor FDOT Commuter Rail						Date: December 18, 2017		
Category	Signals	Communications	TVMs	Track & Structures	VSLMF	Station Platforms	Platform Amenities	Station Parking Lots	Total Items
Open Items	8	4	4	9	4	18	4	11	65
Closed Items	1	3	0	0	0	0	0	0	8
Item Totals	9	7	4	9	4	18	4	11	73
Category	Utility Yard	Drainage Pond	O&M Program						
Open Items	1	1	1						
Closed Items	4	0	0						
Item Totals	5	1	1						

### 9.1.4 System Integration Testing

The System Integration and Testing Committee (SITC) holds regular bi-weekly meetings. The SITP has been divided into three volumes:

#### Volume I – Management Approach

Volume I of the System Integration Test Plan (SITP) was submitted to the PMOC on October 31, 2017 to obtain initial feedback prior to formal approval by the SSCC, *with PMOC comments anticipated in January 2018.* The DB Contractor has continued to refine its schedule. With substantial completion of Volume I, the SITC has focused efforts on honing the placement of integration tests within that test schedule so that it can be incorporated into Volume II. Furthermore, each significant craft (Track, Signal, and Stations) have been tasked with refreshing detailed test procedures of the individual test plans.

#### Volume II – Test Plan

*Volume II was submitted to the FTA/ PMOC on November 21, 2017, to obtain initial feedback prior to formal approval by the SSCC, with PMOC comments anticipated in January 2018.*

#### Volume III – Test Execution and Reporting

*Volume III items were previously submitted to the SITC and were used to populate the Volume II summary sheets. Volume III test procedures will be submitted individually to the PMOC in January 2018. Original efforts were to begin testing mid-December, but more realistic vision is mid-February 2018. Following the holiday break, an accurate detailed schedule is anticipated, which will be added to the next revision of Volume II.*

As the project continues to evolve, the SITP will continue to be refined as it is a living document.

## 9.2 Construction Incidents

Table 10 – Middlesex/Herzog II JV Construction Incident Summary

Event	Sept – Nov 2017	Cumulative Project to Date
Hours Worked*	27,929	525,011
First-Aid Cases	1	9
Medical Cases	2	18
FRA Reportable Cases	2	18
OSHA Recordable Cases	2	18
Lost Time Cases	0	3
Lost Time Days	0	52
Property Damage Claims (\$1,500.00)*	3	19
Incident Investigation Report	15	124
Utility Hits	3	31
Vehicular Accidents	0	14

### Employee Injuries:

- On 9/18/2017 at approximately 8:02 AM an employee sprained their ankle while walking on ballast rock. Employee did not seek medical treatment and immediately returned to work. (Not Reportable/No Lost Time)
- On 10/23/2017 at approximately 2:20 PM an employee began exhibiting signs of heat stress. An ambulance was called and employee was transported to the hospital. The employee was treated with an IV and released without restrictions. (Reportable/ No Lost Time)
- On 10/25/2017 at approximately 5:45 PM an employee was struck in the lower torso with a sledge hammer. The employee was engaged in destressing rail when the hammer ricocheted off a spike lifter. The employee refused medical attention and kept working. (Non-reportable/ No Lost Time)
- On 11/4/2017 at approximately 9:30 AM an employee tripped over a railroad tie and fell on his left shoulder. The incident occurred at MP 809.0. The employee initially declined medical attention but on 11/11/2017 the employee reported he was experiencing discomfort from the incident and requested medical attention. The employee was prescribed medication and placed on light duty. (Reportable/ No Lost Time)

### Property Damage:

- On 9/26/2017 at approximately 11:00 AM a plate lifter sustained damage to the equipment when hydraulic cylinders unexpectedly lost pressure and dropped to the ties. The contact caused the plate lifter to derail. Equipment was located at MP 802 when the issue happened.
- On 9/26/2017 at approximately 11:00 AM near MP 799.5 an employee was attempting to move On-Track equipment into the Circus Track when the equipment struck a fence and gate. The contact damaged the fence and gate.
- On 10/09/2017 at approximately 11:15 AM an employee while engaged in cutting down a pole had the pole strike a signal house. The employee did not make proper cut or use tag line to direct the fall. Significant damage to the roof occurred.

**Utility Hits:**

- On 9/18/2017 at approximately 2:00 PM a dump truck operator caught an elevated ground wire causing it to break. The event occurred at MP 802.5. All operators were reminded to have spotters present when working.
- On 10/02/2017 at approximately 1:50 PM a third-party contractor while working on a road project struck the railroad crossing arm foundation at Oak Street crossing. The foundation was slightly displaced. Repairs were made by HTI.
- On 11/20/2017 at approximately 8:30 AM the boom of a hi-rail excavator struck a utility line just south of Taft Vineland Road crossing.

## **10 Project Development**

### **10.1 Real Estate/Construction Easements**

The Department and Kissimmee Utility Authority (KUA) have executed the necessary easement for the Tupperware Station. *Presently, no additional easements are required.*

## **11 Project Design**

### **11.1 D/B Contract – Civil Corridor, Stations and Wayside Signals**

All plans have been Released for Construction except for the VSLMF building set. Comment resolution meetings were held the week of October 30<sup>th</sup> to resolve the remaining comments which were minor in nature. The next VSLMF submittal is expected to be RFC'd.

Summary of design status is as follows:

<b>Design – Percent Complete</b>	
Earthwork RFC'd	100%
Drainage RFC'd	100%
Structures RFC'd	100%
Roadway (RFC'd	100%
Track (RFC'd)	100%
Fiber Optic Backbone (RFC'd)	100%
Signals (RFC'd)	100%
VSLMF (RFC'd)	90%

## **12 Project Construction**

### **12.1 Utility Relocation**

The JV continues to coordinate with utility providers as utility conflicts are identified for the *ongoing* construction work within the CFRC limits of Phase 2 South. Coordination meetings are held, as needed, to resolve any potential conflicts. *Currently, there are no known utility conflicts that are unresolved.*

### **12.2 Corridor/Trackwork**

#### Zone 1

- Completed remaining trackwork *required for* Cutover #1 which included cut and throw of track for final ML1 and ML2 alignment, removal of turnout, and installation of track panel in conflict with signal house (steps 16, 18, and 19 of work plan).
- Installed IJ's, transition rails, and welds on recently completed track.
- Graded swales north and south of Orange Avenue Overpass.
- Placed hydroseed on disturbed areas from Landstreet to Pine Street.
- *Worked on flatwork, signage and final striping at grade crossings.*
- *Drainage work completed except for one pipe repair in this zone.*
- *Track shift on ML 2 at Sand Lake Road overpass remains. Plans are currently in progress.*
- *Working on punchlist items.*

#### Zone 2

- Installed mitered end sections on cross drains south of Meadow Woods Station.
- Completed new second main through limits.
- Removed Tupperware Station Run Around track.
- Shifted track under the Florida Turnpike.
- Cut and throwed track in final ML1 and ML2 alignment for Cutover #2.
- Installed IJ's, transition rails, and welds on recently completed track.
- Installed 10' ties at Meadow Woods ped crossing.
- *Drainage work completed except for one pipe repair in this zone.*
- *Working on punchlist items.*

#### Zone 3

- Excavated swales west of track on the north and south end of Park Street.
- Crossdrain-234 extension was installed south of Park Street.
- Completed 2<sup>nd</sup> main through limits in preparation for Cutover 3.
- *Completed reconstruction of the Vine Street grade crossing.*
- *Worked on flatwork, signage and final striping at grade crossings.*
- Surfaced turnout at CP 806.
- *Drainage work completed except for one pipe repair in this zone.*
- *Working on punchlist items.*



#### Zone 4

- Brought drainage structures S-286 and S-287 up to grade at John Young Parkway.
- Completed installation of crossovers and turnouts at CP 809 and CP 813.
- Completed remaining track work for Cutover 3 which included the cut and throws at Ruby, Shingle Creek, and Poinciana.
- New second main throughout limits was constructed except for over east Shingle Creek Bridge.
- Constructed new grade crossing at Poinciana Blvd.
- Worked on flatwork, signage and final striping at grade crossings.
- Drainage work completed except for on pipe repair and another pipe being analyzed for repair in this zone.
- Working on punchlist items.

### **12.3 Structures**

#### Shingle Creek Bridge

- The bridge is nearing complete and ready for track construction.
- Completed items include pile driving, cap construction, girder placement, waterproofing, flashing, and wingwall construction.
- Remaining work includes completion of armorflex and handrails.

#### Box Culvert at 805.9

- The contractor completed removal of the existing bridge over the new box culvert on ML 1 track.

### **12.4 Stations**

#### Meadow Woods Station

- Completed installation of the liner in the berm of Pond 2 and placed sod on the slopes
- Installing guardrail on east and west platforms
- Paved west parking lot
- Installing wayfinding signs
- Installing landscaping
- Place concrete for seat walls and sidewalks
- Poured bus loop and Kiss and Ride, sleeper slabs for the transition from the concrete pavement to asphalt. And placed asphalt over sleeper slabs.
- Placed striping in east and west parking lots
- Placed fence around pond 2.

#### Tupperware Station

- Continued to work coating of canopies.
- Installing precast column wraps.
- Installed curbing for parking area and paved parking area.
- Pouring seat walls.
- Installing guardrail, and station signage.
- Installed foundations for the flagpole art in transit.

- *Completed paver placement on west platform.*
- *Installing benches and trashcans.*

#### Kissimmee Station

- *Grading areas adjacent to the platforms*
- *Continue to work on roofing and coating of canopy.*
- *Roughing in electric and installing light pole bases for the west platform.*
- *Installing brick pavers on east platform.*

#### Poinciana Station

- *Installing modified bases for light poles along S. Rail Ave.*
- *Pulled cable for parking lot lighting.*
- *Installing precast column wraps.*
- *Installing brick pavers*
- *Installing guardrail on west platform*
- *Installing fencing throughout station*
- *Reworking embankment on south rail road.*
- *Installed bollards in hardscape areas.*
- *Placed concerted for the sidewalk in the hardscape areas.*
- *Installing wayfinding signage*
- *Continued with landscape installation.*

#### Stations Communications

- *Meadow Woods and Poinciana have CCBs, Cameras, VMSs, PATs, and ECBs with connection to OCC.*
- *Camera's and PA's installed at Tupperware and Kissimmee.*
- *Station UPS's are remaining.*

### **12.5 VSLMF**

- *Building is nearing completion with exterior and interior predominantly complete, working on server room equipment.*
- *Moved electrical, water and compressed air lines that were installed under roadway.*
- *Installing the 2" sanitary force main.*
- *Installed holding tank for sanitary waste from trains.*
- *Graded and excavated swales between Old Tampa and VSLMF.*
- *Started grade work and curbing for parking.*
- *Installed drilled shaft foundations for high mast lights.*
- *Permanent power should be connected to building soon.*
- *All track and switches are constructed, needs initial and final surfacing and grade crossing to be installed.*

## 12.6 Wayside Signals

### Segment 1

- Initiated Signal Cutover #1 on October 6<sup>th</sup> and was successfully completed.

### Segment 2

- Initiated Signal Cutover #2 on October 27<sup>th</sup> and was successfully completed.

### Segment 3

- *Initiated Signal Cutover #3 on December 14<sup>th</sup> and was successfully completed.*

### Segment 4

- *Segment 4 was included with Signal Cutover #3. The tie-in at Poinciana Holdout was coordinated with CSX and successfully implemented. Final testing of ML 2 at Shingle Creek will be completed once the bridge and trackwork is completed.*

Construction – Percent Complete	
Trackwork	97%
Fiber Trunk Line	100%
Structures	97%
Meadow Woods Station	93%
Tupperware Station	82%
Kissimmee Station	81%
Poinciana Station	91%
VSLMF	63%
Wayside Signals	91%

## **13 Project Schedule**

The Contractor's Schedule Update #18 (with a data date of *November 12, 2017*) was submitted and *is under review* by the Department. *The schedule update includes the impacts associated with Hurricane Irma. The Contractor's Ready for Revenue Service date of April 26, 2018 is presented in Update #18.*

The Department received two requests from the Contractor for time extension which are related to the TOHO utility conflict and Hurricane Irma. The Contractor submitted a request of an additional 82 days for the delay due to TOHO's utility conflict. The Contractor also *resubmitted* their impacts due to Hurricane Irma and requested an additional 12 days. *The time extension request of 12 additional days for Hurricane Irma has been approved by the Department.*

*The critical path now runs through the Tupperware Station.* The Department has expressed concerns to the Contractor regarding station construction and overall completion of the VSLMF which is nearing critical path. The Contractor is pushing their subcontractor to complete the stations and have them ready for testing *on February 12, 2018.*

*The As-Built Integrated Project Schedule is showing a Ready for Revenue Service date of June 15, 2018 based on current progress (as compared to the Contractor's schedule based on a data date of November 12, 2017). Station communications at Tupperware is on the critical path. The Contractor is working at an accelerated pace to make up time on the overall schedule. However, based on the As-Built Integrated Project Schedule, the Department is confident Revenue Service will be achieved in Summer 2018.*

The As-Built Integrated Project Schedule (based on CPM Update #18) and the Critical Path Schedule is included as **Attachment B1 and B2**, respectively.

## 14 Project Budget

Table 11 – Sources of Capital Funding & Expenditures, November 2017

Sources of Capital Funding	Agreement Number	Total	Expended to Date	Percent Fund Source Expended to Date <sup>5</sup>	Remaining	Federal Reimbursement to Date <sup>2</sup>
Full Funding Grant Agreement	FL-03-0344-00	\$93,434,665	\$69,540,630.59	74.43%	\$23,894,034	\$49,706,221
Local Funds	Local - Agreement	\$43,400,000	\$31,452,983	74.43%	\$11,947,017	N/A
STTF	State - Contribution above Interlocal Agreement	\$6,634,665	\$6,634,665		\$0	N/A
STTF	State - Agreement STTF	\$43,400,000	\$31,452,983		\$11,947,017	N/A
Sub-Total	FFGA Amount	\$186,869,329	\$139,081,261	74.43%	\$47,788,068	
STTF	State - Contribution to Bid Overage <sup>1,2,3</sup>	\$42,942,248	\$40,758,221	94.91%	\$2,184,027	N/A
STTF	Additional 5% un-allocated contingency to Bid Overage <sup>4</sup>	\$2,147,112	\$0	0.00%	\$2,147,112	N/A
<b>TOTAL PROJECT COST</b>		<b>\$231,958,689</b>	<b>\$179,839,482</b>	<b>77.53%</b>	<b>\$52,119,207</b>	<b>\$49,706,221</b>

STTF: State Transportation Trust Fund

Notes:

1. FDOT carries an additional standard 8% contingency on the entire project budget for Construction (8% of \$146M)
2. Federal Reimbursement to Date as of August 31, 2017.
3. State contribution in Table 11 reduced by \$987,122 for FFGA Project Funding (FTA & FDOT). The JV actual pricing for Non-Phase 2 South FFGA Funded Work in Table 12 below increased by \$987,122. This resulting in a reduction in P2S JV YOY FFGA budget items in Table 13 below. The change is from previous budget item of \$43,929,369 to \$42,942,248.
4. In March 2017 MPR Budget Tables were modified to show an increase in the State contribution to Bid Overage of 5% for additional Un-allocated contingency of 5% x \$42,942,248 = \$2,147,112. This results in an increase to the Total Project Cost budget = \$231,958,689.
5. Adjustment to column "Percent Fund Source Expended to Date" to match 50/50 for FFGA amount.

Table 12 – Funding and Expenditures by SCC Code, November 2017

SCC Code	Description	BUDGET FUNDING SOURCE		BUDGET ALLOCATION		YOE FFGA + FDOT Budget	Total Expended to Date	YOE Estimate at Completion
		Baseline Budget SCC Workbook dated 4/22/15	P2S JV YOE FDOT Funding	P2S JV YOE FFGA Budget Items	Other FFGA Line Items			
10	Guideway & Track Elements	\$29,286,985	\$9,531,684	\$35,822,284		\$38,818,669	\$38,818,671	\$38,818,669
	Long Lead Materials: Supply/Delivery Ties				\$1,350,260			
	Long Lead Materials: Supply/Delivery Rail				\$1,646,126			
20	Stations, Stops, Terminals, Intermodal	\$8,799,563	\$5,038,231	\$13,837,794	\$0	\$13,837,794	\$11,752,288	\$13,837,794
30	Support Facilities, Yards, Shops, & Admin Bldgs.	\$3,877,885	\$2,033,171	\$5,911,056	\$0	\$5,911,056	\$2,859,791	\$5,911,056
40	Sitework & Special Conditions	\$29,324,128	\$13,901,050	\$39,199,157	\$4,026,021	\$43,225,178	\$38,490,579	\$43,225,178
50	Systems	\$34,527,265	\$592,223	\$33,255,497		\$35,119,488	\$26,297,204	\$35,119,488
	SCC 50.06 Fare Collection System Contract				\$1,417,899			
	SCC 50.06 Fare Collection System remaining budget				\$446,092			
60	ROW, Land, Existing Improvements	\$11,714,049	\$0	\$0	\$11,714,049	\$11,714,049	\$11,752,225	\$11,714,049
70	Vehicles Total	\$15,999,164	\$0	\$0		\$15,999,164		\$15,999,164
	- Locomotive Procurement				\$4,826,156		\$4,826,156	
	- Coach & Cab Car Procurement				\$10,442,532		\$10,422,141	
	- Vehicles remaining budget				\$730,476			
80	Professional Services	\$26,993,366	\$11,845,889	\$14,407,500	\$24,431,755	\$38,839,255	\$34,620,427	\$38,839,255
90	Unallocated Contingency <sup>5</sup>	\$25,362,781	\$2,147,112	\$3,220,781	\$24,289,112	\$27,509,893	\$0	\$3,220,781
100	Finance Charges	\$984,143	\$0	\$0	\$984,143	\$984,143	\$0	\$984,143
	<b>Total Project Cost</b>	<b>\$186,869,329</b>	<b>\$45,089,360</b>	<b>\$145,654,069</b>	<b>\$86,304,621</b>	<b>\$231,958,689</b>	<b>\$179,839,482</b>	<b>\$207,669,577</b>
		<b>\$231,958,689</b>		<b>\$231,958,690</b>				

Notes:

1. FFGA YOE total Contingency = allocated + unallocated contingency = \$25,362,781 + \$6,298,992 = \$31,661,773
2. Remaining Contingency at Project Milestone: D/B Construction Contract NTPs = \$22,144 k. Therefore, Market Risk = \$9,517 k
3. The JV actual pricing for Non-Phase 2 South FFGA Funded Work in Table 13 below increased by \$987,122. This resulting in a reduction in P2S JV YOE FFGA budget items in Table 12 to \$229,811,577. Previously was \$230,798,698.
4. In March 2017 MPR Budget Tables were modified to show an increase in the State contribution to Bid Overage of 5% for additional Un-allocated contingency of 5% x \$42,942,248 = \$2,147,112. This results in an increase to the Total Project Cost budget = \$231,958,689
5. Revised YOE "At Completion" SCC90 to be \$3,220,781.

#### **14.1 Construction Cost**

A total of \$129,316,748 has been paid to the DB Contractor which is based on *Pay Estimate #20 (November 2017)*. These payments reflect invoices paid for design, mobilization, stockpiled materials, and construction. The total Phase 2 South FFGA Scope Contract Value is \$147,020,528. It should be noted that the CEI weekly contract summary includes \$150,000 of contingency funding that can be authorized as needed and the \$2,929,332 out of scope (non FFGA funded) work paid by FDOT/Local Stakeholders. Therefore, the current total contract cost to date with SA #1, #3, #4 is \$150,099,859.55. The non FFGA funded work has increased by a total of \$987,122 due to JV actual pricing for non FFGA scope line items.



Table 13 – Construction Cost Summary, November 2017

Phase 2 South FFGA Funded Work 423446-9-52-01 and 423446-9-52-02				
SCC Code		P2S JV YO FFGA Budget Items	Expended Total To-Date	Remaining
10	Guideway & Track Elements	\$26,290,600	\$26,290,600	\$0
20	Stations, Stops, Terminals, Intermodal	\$8,799,563	\$7,473,374	\$1,326,189
30	Support Facilities, Yards, Shops, & Admin Bldgs.	\$3,877,885	\$1,876,135	\$2,001,750
40	Sitework & Special Conditions	\$25,298,107	\$24,840,809	\$457,298
50	Systems	\$32,663,274	\$25,828,896	\$6,834,378
80	Professional Services <sup>1</sup>	\$2,561,610	\$2,248,712.03	\$312,898
90	Unallocated Contingency	\$3,220,781	\$0	\$3,220,781
	<b>Total Phase 2 South FFGA</b>	<b>\$102,711,820</b>	<b>\$88,558,527</b>	<b>\$14,153,293</b>

<sup>1</sup> SCC80 budget for JV includes funding from SCC line items for Survey, Start-up, Design

Phase 2 South FDOT Funded Work				
SCC Code		P2S JV YO FDOT Funding	Expended Total To-Date	Remaining
10	Guideway & Track Elements	\$9,531,684	\$9,531,685	\$0
20	Stations, Stops, Terminals, Intermodal	\$5,038,231	\$4,278,915	\$759,316
30	Support Facilities, Yards, Shops, & Admin Bldgs.	\$2,033,171	\$983,656	\$1,049,515
40	Sitework & Special Conditions	\$13,901,050	\$13,649,770	\$251,280
50	Systems	\$592,223	\$468,308	\$123,915
80	Professional Services	\$11,845,889	\$11,845,889	\$0
90	Unallocated Contingency (5% x \$42,942,248)	\$2,147,112	\$0	\$2,147,112
	<b>Total Phase 2 South FFGA</b>	<b>\$45,089,360</b>	<b>\$40,758,221</b>	<b>\$4,331,139</b>

	<b>TOTAL P2S FFGA + FDOT Contract<sup>2</sup></b>	<b>\$147,801,180</b>	<b>\$129,316,748</b>	<b>\$18,484,432</b>
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Phase 2 South FDOT/Local Stakeholder Funded Work				
	Project	Current Amount	Paid Total To-Date	Remaining
412994-3-52-13	Phase 1 Civil Enhancements	\$655,315	\$0	\$655,315
412994-4-52-15	Seminole Co Mast Arm Upgrades	\$188,060	\$0	\$188,060
423446-9-52-03	CSXT Taft Yard	\$1,087,759	\$0	\$1,087,759
423446-9-52-05	City of Kissimmee (Beaumont & Oak)	\$732,809	\$0	\$732,809
423446-9-52-06	Meadow Woods Station Enhancements	\$140,296	\$0	\$140,296
423446-9-52-07	Osceola Station Enhancements	\$125,093	\$0	\$125,093
	<b>Total Non-Phase 2 FFGA</b>	<b>\$2,929,332</b>	<b>\$0</b>	<b>\$2,929,332</b>

	<b>TOTAL Contract E5W96</b>	<b>\$150,730,512</b>	<b>\$129,316,748</b>	<b>\$21,413,764</b>
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Notes:

- Non FFGA funded work has increased by a total of \$987,122 due to JV actual pricing for these line items.
- In March 2017 MPR Budget Tables were modified to show an increase in the State contribution to Bid Overage of 5% for additional Un-allocated contingency of 5% x \$42,942,248 = \$2,147,112. This resulted in an increase in the E5W96 construction contract Phase 2 South FFGA + State funded work to \$147,801,180 (was \$145,654,067). Note SA#3 and #4 are not included in above JV budget totals.
- Total JV Contract budget amount (FFGA + FDOT Funded + local Stakeholder funded) = \$147,801,180 + \$2,929,332 = \$150,730,512

## 14.2 Supplemental Agreements (SA)

A summary of fully executed and pending Supplemental Agreements with the JV Contractor is presented below in Table 14.

Table 14 – Design Build Supplemental Agreement Log

SA No.	Status	FIN	Description	Funding Source	Approved Amount	Pending Amount	Executed Date
#1	Executed	423446-9-52-01	Phase II South Signals	FFGA	\$35,080,107.55		02/12/16
#2	Executed	Multiple	Move Funds between FINS	N/A	\$0.00		06/27/16
#3	Executed	423446-9-52-02	CAD Systems Modification	FFGA	\$218,865.00		03/20/17
		423446-9-52-01	Oak Street Scope Credit	FFGA	(\$71,122.00)		
		423446-9-52-01	Rail Unloading Credit	FFGA	(\$28,000.00)		
		423446-9-52-01	Storm Water Detention System (Tupperware) Credit	FFGA	(\$102,375.00)		
		436014-1-52-10	Quiet Zone at Clyde Ave	State	\$130,072.00		
		423446-9-52-01	Extended Overhead from SA 1 (111 Days, \$1 Mill Max)	State	\$1,000,000.00		
		433041-2-52-01	Pleasant Hill Quiet Zone (Signal Work and Track)	State	\$89,395.00		
		423446-9-52-11	Repair to Shingle Creek Bridge	State	\$111,128.00		
		423446-9-52-01	DCE Memo 09-15	FFGA	(\$438.00)		
			SA #3 Total		\$1,347,525.00		
UP #4	Executed	423446-9-52-13	Design of Load Transfer Structure	State	\$18,933.00		03/22/17
#5	Executed	433041-2-52-01	Pleasant Hill LAP Project (Civil Work)	Local	\$22,685.00		06/08/17
#6	Executed	423446-9-52-11	Contingency Fund for Project	State	\$150,000.00		05/15/17
#7	Executed	423446-9-52-15	CAD System Modifications (RWIC and Time Table)	State	\$111,026.30		06/08/17
#8	Executed	423446-9-52-11	Existing Culvert Cleaning	State	\$44,517.94		11/15/17
		423446-9-52-02	Temporary Signal Relocation at Taft	FFGA	\$68,501.27		
			SA #8 Total		\$113,019.21		
#9	Pending	442415-1-G2-01	Hurricane Irma Preparation and Idle Time	State			
		442415-1-G2-02	Hurricane Irma Emergency Repairs	State			
#10	Executed	423446-9-52-01	Contingency Fund for Project	FFGA	\$150,000.00		11/15/17

SA No.	Status	FIN	Description	Funding Source	Approved Amount	Pending Amount	Executed Date
#11	Pending	423446-9-52-11	S. Rail Ave Revised for Sidewalk	Local		\$69,467.73	
#12	Pending	423446-9-52-01	Poinciana Concrete Panels	FFGA		\$80,838.63	
#13	Pending	433041-2-52-01	Added Ped Signal at Hoagland Blvd	Local		\$10,055.14	
		423446-9-52-13	Design of Load Transfer Structure (Close out UP)	State		\$10,700.43	
			SA #13 Total			\$20,755.57	
#14	Pending	423446-9-52-XX	Hurricane Matthew/Tropical Storm Colin Bonus Date	State		\$0.00	
			<b>Total Supplemental Agreements</b>		<b>\$36,993,296.06</b>	<b>\$171,061.93</b>	

Table 15 – Phased Cost Contingency

Project Milestone	Milestone Timeframe	Phase Contingency (x1000)	Contingency Used to Date (x1000)	Remaining Contingency (x1000)
FFGA	3Q2015	\$3,163	\$3,163	\$0
D/B Construction Contract NTPs	1Q2016	\$3,163	\$3,163	\$0
Utility Relocation Complete, Issue Signal Drawings for Construction	3Q2016	\$3,163	\$3,163	\$0
Complete Shingle Creek Bridges	3Q2016	\$3,720	\$3,720	\$0
Complete Track	2Q2017	\$2,388	\$2,388	\$0
Complete Signal Systems Testing	3Q2017	\$2,388	\$2,388	\$0
Complete Test and Start-up	4Q2017	\$1,582	\$0	\$1,582
Target Revenue Service Date	4Q2017	\$5,738	\$0	\$5,738
FFGA Revenue Service Date	3Q2019	\$3,163	\$0	\$3,163
<b>TOTAL</b>		<b>\$28,471</b>	<b>\$17,985</b>	<b>\$10,485</b>

## 15 Risks

### 15.1 Top Ten Risks

The Top 10 Risks for the Phase 2 South Project have been rescored based on the *November 2017 refresh* of the Risk Register. Their primary mitigation and status is summarized below.

Table 16 – Top 10 Project Risks

Risk No.	Risk Category		Risk Description	Status/Recommended Actions	Change in Risk Status
	Cost Risk	Sched Risk			
C-41	X	X	Coordination between the D/B Contractor, CFRC Operations, potential PTC Contractor, CEI, and CFRC Operations (O&M Contractor Project Coordination Manager) for providing On-Track Protection (Operating Rule 704 and 707) on the corridor.	CEI Consultant manages coordination effort to mitigate construction and operations conflicts.	No change
C-36	X	X	Failure of the CFRC O&M and Signal Maintenance contractors and the D/B Contractor to coordinate access for the track maintenance activities with construction activities.	CEI Consultant manages coordination effort to mitigate construction and maintenance conflicts.	No change. There are no coordination issues at this time.
C-33	X	X	Coordination between the D/B contractor, CFRC Operations (OCC) and CEI may place severe limitations on when the D/B contractor may work on interfacing new equipment to existing servers and work stations.	CEI Consultant to mitigate construction and operations conflicts.	No change
R-24	X	X	There is a cost and schedule risk until all utility agreements are finalized.	Toho has completed installation of their facility underneath the tracks. This work was completed July 17, 2017.	No change
C-45	X	X	Failure to fully integrate Phase 2 South station communications system into Phase 1 operations control center.	The CFRC Manager of Communications will provide oversight of D/B Design activities as well as will provide oversight of communication system construction and system integration.	No change
D-38	X	X	Construction operations creating delays to train traffic which causes monetary impacts to the CFRC and delays to the operation schedules for Amtrak and CSX.	<i>Signal Cutovers 1 and 2 are complete. The risk of impacts to train traffic is greatly reduced. The last cutover remaining is for Segments 3&amp;4 combined. This work is scheduled for December 14, 2017.</i>	<i>Reduced</i>

Risk No.	Risk Category		Risk Description	Status/Recommended Actions	Change in Risk Status
	Cost Risk	Sched Risk			
R-21	X	X	<i>The Federal requirement to install PTC hardware equipment on the existing system by December 31, 2018 could have an adverse impact on Phase 2S construction work and startup.</i>	<i>The PTC Implementation Contract was executed on November 28, 2017.</i>	<i>New risk</i>
D-1	X	X	<i>There is a cost risk associated with the lack of information related to the necessary earthwork required to construct the guideway on-grade.</i>	<i>Construction activities occurring are all above ground. Track and signal work is complete</i>	<i>New risk</i>
S-4		X	<i>Delays in completing PTC implementation could delay the start-up of revenue service on Phase 2S.</i>	<i>The PTC Implementation Contract was executed on November 28, 2017.</i>	<i>New risk</i>
C-38	X	X	Failure to coordinate for infrastructure upgrades between CSXT operations and the D/B Contractor may negatively impact freight access to CSXT Taft Yard.	<i>CEI Consultant manages coordination effort between CSX and the D/B Contractor to mitigate overall construction and operations conflicts.</i>  <i>Signal Cutovers 1 and 2 successfully completed. The last cutover remaining was for Segments 3&amp;4 combined. This work was also successfully completed.</i>	<i>Reduced</i>

The Mitigation and Monitoring Deliverables table is summarized below and shows the current status.

Table 17 – Mitigation and Monitoring Deliverables

No.	Mitigation Deliverable	Status
1	Resolve Kinder Morgan pipeline conflicts (no agreement – just plans)	Complete
2	Joint Use Agreements for Stations	Complete
3	Revised Project Budget for FFGA	Complete
4	Submit application for FFGA	Complete
5	Receive FFGA	Complete
6	Stations 100% Design Signed and Sealed Documents	Complete
7	Permitting with SFWMD – Stations	Complete
8	Corridor 100% Design Concept Documents	Complete
9	SFWMD approval of revised bridge designs	Complete
10	Permitting with SFWMD – Corridor	Complete
11	Advertise Corridor/Station Contract	Complete
12	Corridor/Station Contractor Bids Received	Complete
13	Corridor/Station Contractor NTP	Complete
14	Corridor/Station Contractor Baseline Schedule	Complete
15	Signal 100% Design Concept Documents	Complete
16	Advertise Wayside Signals Contract	Complete
17	Signals Contractor Bids Received	N/A
18	Signals Contractor NTP	Complete
19	Signals Contractor Baseline Schedule	Complete
20	CFRC (Non-FFGA) PTC Construction Schedule	On-going
21	Integrated Contractor Project Schedule (CEI-controlled)	On-going
22	Adv. for Advanced Procurement of Ties, Rail & Special Trackwork	Complete
23	Issue Purchase Order for Ties, Rail & Special Trackwork	Complete
24	Ties, Rail, & Special Trackwork Delivered	Complete
25	Shingle Creek Bridge – IFC Design Documents	Complete
26	Shingle Creek Bridge Construction Complete	West bridge construction complete
27	Signal Design IFC Drawings Complete	Complete
28	Complete Taft Yard (5 CPs, Track, Grade Crossings)	Complete
29	Complete Station System Integration Testing	
30	Complete Corridor System Integration Testing	
31	Master Project Schedule – Status Update	On-going
32	FDOT Monthly Progress Report – including Top Project Risk Status	Monthly
33	Grade Crossing / Hazard Mitigation Update	Monthly
34	Risk Register Update / Top 10 Risk Refresh	Quarterly
35	Joint Preliminary Hazard Analysis and Mitigation Log Update	Quarterly

## 16 Quality Assurance / Quality Control

### 16.1 QA Audits

A Tentative Audit Schedule (subject to change) is presented in Table 18 and a summary of Audit Report and Findings is presented in Table 19.

Table 18 – Tentative Audit Schedule

DB CONTRACT						
DB DESIGN						
Quarter	Audit Date	Completion Date	Organization	Discipline	Joint Audit	Lead
2017 - 4	11/13/2017	11/27/17*	Jacobs	Drainage, Geotechnical, ITS, Rail, Roadway, Structures	N	AS
2017 - 4	11/15/2017	11/28/17	VHB	VSLMF**	N	AS
2017 - 4	11/17/2017	11/20/17	HTI/XORAIL	Signals**	N	AS
2018 - 1	2/21/2017		HTI/XORAIL	Signals***	N	AS
2018 - 1	2/22/2017		VHB	VSLMF (RFC-resubmittal)	N	AS
2018 - 1	2/26/2017		Jacobs	Drainage, Geotechnical, ITS, Rail, Roadway, Structures	N	AS
DB CONSTRUCTION						
Quarter	Audit Date	Completion Date	Organization	Discipline	Joint Audit	Lead
2017 - 4	10/2/2017	12/4/2017	DB - Middlesex / Herzog II JV	Category 13- Rail Grade Crossing System	N	RW
2017 - 4	11/17/2017	11/27/2017*	DB - Middlesex / Herzog II JV	Category 20- ADA- Accessibility Issues @Stations	N	RW
2018 - 1	1/26/2017		DB - Middlesex / Herzog II JV	Category TBD	N	SP
2018 - 1	2/27/2017		DB - Middlesex / Herzog II JV	Category TBD	N	SP
DB SUPPLIERS/FABRICATORS						
Quarter	Audit Date	Completion Date	Organization	Discipline	Joint Audit	Lead
-	-	-	-	-	-	-

Note: This schedule is subject to change.

\* Required Correction Action items are listed in Table 18.

\*\* No QC activity / design submittals this quarter

\*\*\* No QC activity / design submittals anticipated, audit may be cancelled



Table 19 – Audit Report & Findings

DB CONTRACT													
DB DESIGN													
Quarter	Audit Date	Compilation Date	Org.	Discipline	Finding	Issue ID #	Issue Description	Response Date	Due Date	Required Corrective Action	Status	Verified Corrective Action	Verification Date
2017-3	8/31/17	9/1/17	JACOBS	General	Item of Note	J4-01	Most FDOT submittals were not entered in ERC for comments. No documentation of accept and/or “no comment” by FDOT for 14 submittals from April to Aug 2017	11/27/17	11/13/17	Provide documentation for submittal acceptance	Open	Email documentation provided for 1 of 14 submittals.	11/27/17
2017-3	8/31/17	9/1/17	JACOBS	Rail	Deficiency	J4-02	RL-008: Tupperware Run-Around (Rev1-April27): Missing Level 1 signoff	11/27/17	11/13/17	Provide Level 1 Sign-off sheet.	Closed	Level 2C Spot Review Sign-off provided	11/27/17
2017-4	11/27/17	11/28/17	JACOBS	General	Item of Note	J5-01	FDOT submittals were not entered in ERC for comment. No documentation of accept and/or “no comment” by FDOT for 13 submittals from Aug – Nov 2017		2/26/17	Provide documentation for submittal acceptance	Open		
DB CONSTRUCTION													
Quarter	Audit Date	Compilation Date	Org.	Discipline	Finding	Issue ID #	Issue Description	Response Date	Due Date	Required Corrective Action	Status	Verified Corrective Action	Verification Date
2017-4	11/17/17	11/27/17	DB - Middlesex / Herzog II JV	ADA / Sidewalk	Deficiency	P2SC-004	ADA requirements not met for the following: Meadow Woods Station (cross slope for 2 panels), Poinciana Station (cross slope for 3 panels, and crowns in various locations).		1/26/17	Correct cross slopes and crowns in sidewalk to meet ADA requirements.	Open		

## **17 Environmental/NEPA**

The mitigation measures and other Project features that reduce adverse impacts, to which FTA and FDOT committed in the original EA and FONSI, the 2008 SEA and Addendum to the FONSI and 2010 Second SEA and Second Addendum to the FONSI, which six documents serve as the environmental record for the Project, is summarized in **Attachment C**. The Phase 2 South Mitigation Monitoring Plan is intended to serve as a mechanism for monitoring the implementation of the mitigation measures by FTA and FDOT.

## **18 Community Outreach**

### **18.1 Special and Upcoming Public Events**

- In fulfillment of a marketing agreement, SunRail continues to look for opportunities to engage fans at select sporting venues in discussions on rail safety and general SunRail service and connectivity.

### **18.2 Safety Outreach Activities**

#### September 2017

- *Met with Lyman High School Principal on 9/6 to discuss rail safety opportunities for their students and trespassing mitigation*
- *Safety presentation for 100 special education students at Magnolia Exceptional School on 9/20*
- *Presentation for students and parents at 4c Headstart orientation in downtown Kissimmee on 9/21*
- *9/25-9/29: Celebrated and announced Train Safety Awareness Week through educational social media graphics, website modals, web ads and billboards. Organized law enforcement education and enforcement days providing volunteers with safety literature and giveaways for motorists and pedestrians. Announced "Rock the Rails" safety song competition winners on social media. Safety presentation on 9/28 at Taft Community Center for community members. Onboard safety presentation with Tie on 9/29 to conclude Train Safety Awareness Week.*

#### October 2017

- *Attended Colonialtown National Night Out event on 10/3 with safety literature and giveaways*
- *10/4 Presented Rock the Rails 3rd Place Winner check to Horizon Middle School students*
- *Onboard safety presentation with 43 students and teachers from Altamonte Christian School on 10/6*
- *10/12 Presented Rock the Rails Grand Prize Winner check to Woodlands Elementary School*
- *10/18 Onboard safety presentation with 30 Deltona Middle School students*
- *10/20 Onboard safety presentation with 34 Deltona Middle School students*

#### November 2017

- *11/3 Onboard safety presentation with 77 students and teachers from Magnolia Exceptional School*
- *11/4 Provided safety literature and giveaways for Lake Mary Fire Department Open House event*
- *Met with Maitland Police Department on 11/21 discuss trespassing mitigation and future organized safety outreach at grade crossings*

#### December 2017

- *Met with Winter Park Police Department on 12/7 to discuss trespassing mitigation and future organized safety outreach at grade crossings*
- *Attended Teach-In Day at Cypress Park Elementary School teaching 150 students and teachers rail safety information on 12/13*
- *12/14 Meeting with Osceola County School Transportation to discuss safety outreach to their bus drivers*

## **19 ACTION ITEMS**

### Action Items from Quarterly Meeting – June 21, 2017

#### Phase 1

- FTA and FDOT to review and coordinate for Phase 1 final budget and remaining contingency determination. FDOT provided the budget information in form of a Draft Budget Revision #4 on February 25, 2017 and followed up via teleconference with FTA on March 7, 2017. FDOT provided another update to Budget Revision #4 on March 13, 2017. FTA is reviewing the budget revision including the scope of work with FTA Headquarters and anticipates approval by July 31, 2017. *FTA provided additional comments on November 2, 2017. FDOT responded to comments and resubmitted Budget Revision #4 with requested information on December 28, 2017.*
- FDOT to review and update TMOP based on the updated RFMP. FDOT submitted the TMOP for review on February 3, 2017. The PMOC provided comments to the TMOP for FDOT review. FDOT submitted an updated TMOP, Revision 13 on August 4, 2017; the PMOC provided additional comments on September 7, 2017. *FDOT has reviewed the comments and is working on the next plan revision.*

#### Phase 2 South

- FDOT to update the PMP to include the Wayside Signals DB scope in the Corridor and Station DB Contract. Ongoing, FDOT is also updating the PMP to include additional PHA transfer of responsibility verbiage, organization revisions and resumes. PMP to include revised FFGA budget *once approved by FTA* and process for documenting billing for Electronic Clearing House Operation (ECHO) drawdown. FDOT to incorporate testing and pre-revenue operations procedures with the next PMP submission.
- FDOT committed to working on the budget reconciliation between the FFGA and actual cost, and methodology for FFGA and non-FFGA scope of work and funding verifications, and will follow-up with the FTA and PMOC in the first quarter of 2017. The budget reconciliation between FFGA, FDOT Funded and Non-FFGA Funded items is reflected in

Section 14 of the November 15, 2016 – February 15, 2017 QPR. Additional cost breakdown information was provided to FTA and the PMOC on March 14, 2017. FDOT submitted the Phase 2 South Budget Memorandum on June 20, 2017. FTA to review and provide a response. FTA to coordinate a meeting with FTA/PMOC to review the revised project budget reconciliation.

- FDOT to determine and provide to FTA which potential line items to allow FDOT to drawdown against. FDOT to propose the SCC items for drawdown against the \$2.4 million in the Phase 1 grant allocated to Phase 2 South; the Phase 2 South items outside of the DB Contract and the Phase 2 South items included in the DB Contract. *On December 5, 2017, FDOT, FTA and the PMOC met to discuss the budget and agreed to a final drawdown amount. Subsequently, FDOT Central Office submitted a request to drawdown \$32.28M in December 2017.*
- FDOT to review and update Amendment to Finance Plan based on the revised FFGA budget. The Amendment to the Financial Plan will be reviewed once the revised FFGA budget is accepted by FTA.
- FDOT to submit SITP by the end of October 2017 to the FTA/PMOC. *Volume I of the SITP was transmitted to the PMOC on October 31, 2017.*
- FDOT and FTA/PMOC to coordinate the OP-54 schedule in conjunction with the CPM Update 15/Recovery Schedule, SITP and OP-54 documentation submissions.

## **20 UPCOMING MEETINGS**

- Next Quarterly Progress Review Meeting: April 2018 (TBD) in Atlanta, GA

### Quarterly Progress Report Form – Positive Train Control Implementation

To effectively monitor each railroad's progress implementing a positive train control (PTC) system, the Federal Railroad Administration (FRA) is requiring the submission of quarterly progress reports on this form, beginning June 30, 2016, under its investigative authorities. *See, e.g.*, 49 U.S.C. §§ 20107, 20902, 20157(c)(2); 49 C.F.R. § 236.1009(h). Railroads must use this form to report PTC implementation progress data quarterly, by the due dates set forth in the table below. Each railroad should select the correct quarter and year for each quarterly report.

Quarterly PTC Progress Reports must be submitted electronically to FRA via the FRA Secure Information Repository (SIR) at <https://sir.fra.dot.gov>.

#### Key Dates for PTC Implementation Quarterly Progress Reporting:

Period	Coverage Period	Progress Report Due Date
Q1	January 1 – March 31	April 30
Q2	April 1 – June 30	July 31
Q3	July 1 – September 30	October 31
Q4	October 1 – December 31	January 31

#### General Instructions:

1. References to a railroad's PTC Implementation Plan (PTCIP) in this form refer to the railroad's revised PTCIP submitted under the Positive Train Control Enforcement and Implementation Act of 2015, or the most current amended PTCIP FRA has approved, if any;
2. If a particular category listed in a table does not apply to the railroad's technology, please indicate "N/A"; and
3. For Sections 2, 4, and 6, please select a "Status" option from the drop-down menus provided.

<b>Name of Railroad or Entity Subject to 49 U.S.C. § 20157(a):</b>	
<b>Railroad Code:</b>	
<b>Quarterly PTC Progress Report for:</b>	
<b>Date:</b>	

## Quarterly Progress Report Form – Positive Train Control Implementation

## 1. Summary

Category	Cumulative Quantity Completed To Date	Total Quantity Required for PTC Implementation
Locomotives Fully Equipped and PTC Operable		
Installation/Track Segments Completed		
Radio Towers Fully Installed and Equipped		
Employees Trained		
Territories <sup>1</sup> Where Revenue Service Demonstration Has Been Initiated		
Route Miles in Testing or Revenue Service Demonstration <sup>2</sup>		
Route Miles in PTC Operation		

Provide a narrative summary of overall PTC implementation progress during the applicable quarter:

<sup>1</sup> A territory is an entire installation/track segment as identified in the railroad's PTCIP (*e.g.*, a track segment, territory, subdivision, district, etc.).

<sup>2</sup> Enter the cumulative number of route miles where PTC technology is *currently* undergoing field testing or Revenue Service Demonstration. Railroads must only identify in the "Route Miles in Testing or Revenue Service Demonstration" field any route miles that are still currently undergoing PTC field testing or Revenue Service Demonstration (*e.g.*, in a case where FRA granted a railroad provisional revenue service operations authorization for only a portion of its network but the railroad is still conducting field testing or Revenue Service Demonstration elsewhere in its network). Once a railroad has received written authorization from FRA to operate its PTC system in revenue service (through either provisional operations authorization under 49 U.S.C. 20157(h)(2) or PTC System Certification under 49 U.S.C. 20157(h)(1), the railroad must identify any miles where a PTC system is being operated in revenue service in the "Route Miles in PTC Operation" field. If a railroad is operating the PTC system in revenue service and has completed all field testing and Revenue Service Demonstration, it may write "Complete" in the "Route Miles in Testing or Revenue Service Demonstration" fields.

## Quarterly Progress Report Form – Positive Train Control Implementation

## 2. Quarterly Update on Spectrum

[illegible]

<sup>3</sup> If the railroad reported in its PTCIP that all necessary spectrum had been acquired and was available for use, or the railroad's technology does not require the use of spectrum, please indicate "N/A" in this table.

## Quarterly Progress Report Form – Positive Train Control Implementation

Provide any additional narrative for Spectrum below:

--

## 3. Quarterly Update on Major Milestones

## 3.1 Locomotive Status

Category/Installation Feature	Q1 – Quantity Installed	Q2 – Quantity Installed	Q3 – Quantity Installed	Q4 – Quantity Installed	Sum of Quarterly Totals	PTCIP Year End Goal (if applicable)	Cumulative Quantity Installed	Grand Total Reported in PTCIP (if applicable)
<b>Locomotive (Apparatus) <sup>4</sup></b>								
Locomotives with On-board Computers (e.g., Train Management Computer) Installed								
Locomotives with PTC Displays Installed								
Locomotives with PTC-Capable Event Recorders Installed								
Locomotives with Locomotive Radios Installed – Primary Communications (e.g., 220 MHz radios)								
Transponder Readers (e.g., for non I-ETMS systems)								

<sup>4</sup> If a particular category listed in this table does not apply to the railroad's technology, please indicate "N/A." A railroad may add categories or subcategories if it wants to provide more detail.



### Quarterly Progress Report Form – Positive Train Control Implementation

**PTC Software:** Describe 1) the railroad's approach to installation of PTC software on its locomotive fleet, and 2) any issues the railroad is experiencing with installed versions of train management software (e.g., reverting back to previous software versions due to errors in the current version):

Provide any additional narrative for Locomotive Status below:

### 3.2 Infrastructure/Back Office Status

Infrastructure – Back Office Systems	
How many physical back office locations are required for PTC operations, as reported in the PTCIP?	
How many physical back office locations have been constructed with all necessary equipment installed?	
Are the Back Office Location(s) fully operable with PTC?	
Are the Dispatching Location(s) fully operable with PTC?	

### Quarterly Progress Report Form – Positive Train Control Implementation

Provide any additional narrative for Infrastructure/Back Office Status below:

#### 3.3 Infrastructure/Wayside Status

Category/Installation Feature	Q1 – Quantity Installed	Q2 – Quantity Installed	Q3 – Quantity Installed	Q4 – Quantity Installed	Sum of Quarterly Totals	PTCIP Year End Goal <sup>5</sup>	Cumulative Quantity Installed	Grand Total Reported in PTCIP (if applicable)
<b>Infrastructure – Wayside Installations (Systemwide) <sup>6</sup></b>								
Wayside Interface Units								
Communication Towers or Poles								
Switch Position Monitors								
Wayside Radios								
Base Station Radios								
Are all necessary communication backbone utilities (including fiber, copper, ground wiring etc.) installed and ready for operation?								

<sup>5</sup> Unlike the heading in table 3.1, this heading is not qualified with “(if applicable)” because each railroad was required to provide year-end goals for these particular hardware categories under the PTC Enforcement and Implementation Act of 2015.

<sup>6</sup> If a particular category listed in this table does not apply to the railroad’s technology, please indicate “N/A.” A railroad may add categories or subcategories if it wants to provide more detail.

Quarterly Progress Report Form – Positive Train Control Implementation

Provide any additional narrative for Infrastructure/Wayside Status below:

4. Installation/Track Segment Progress – Current Status<sup>7</sup>

Segment Identification <sup>8</sup>	Q1 Status – Current status of installation/track segment	Q2 Status – Current status of installation/track segment	Q3 Status – Current status of installation/track segment	Q4 Status – Current status of installation/track segment

<sup>7</sup> For passenger rail operations, this information should be further segregated into those routes where it is a host or tenant.

<sup>8</sup> Segment identification should be consistent with installation segments as listed in the railroad’s PTCIP (e.g., by track segment, territory, subdivision, district, etc.).

OMB Approval Granted 8/15/2017  
OMB Approval Expires 8/31/2018

Quarterly Progress Report Form – Positive Train Control Implementation

Segment Identification <sup>8</sup>	Q1 Status – Current status of installation/track segment	Q2 Status – Current status of installation/track segment	Q3 Status – Current status of installation/track segment	Q4 Status – Current status of installation/track segment

If a railroad has more segments where PTC will be implemented, please use the additional rows provided in [Appendix B](#).

Provide any additional narrative for Installation/Track Segment Status below:

## Quarterly Progress Report Form – Positive Train Control Implementation

## 5. Quarterly Update on Employee Training

Employee Category <sup>9</sup>	Q1 – # Employees Trained	Q2 – # Employees Trained	Q3 – # Employees Trained	Q4 – # Employees Trained	Sum of Quarterly Totals	PTCIP Year End Goal	Cumulative # of Employees Trained	Grand Total Reported in PTCIP
Employees who Install, Maintain, Repair, Modify, Inspect, and Test the PTC System								
Employees who Dispatch Train Operations								
Train and Engine (Operations) Employees								
Roadway Worker Employees								
Direct Supervisors of the Above Employees								

Provide any additional narrative for Employee Training below:

<sup>9</sup> See 49 C.F.R. § 236.1041(a).

Quarterly Progress Report Form – Positive Train Control Implementation

6. Quarterly Update on Interoperability Progress and Other Formal Agreements

*This section is provided to help railroads describe interoperability information. Please provide any additional information (e.g., an appendix) as appropriate.*

Required content:

- For host railroads: provide updates to any agreements and key milestones for all tenant operations
- For tenant railroads: provide updates to any agreements and key milestones for all operations over tracks hosted by another railroad

**Host and Tenant Railroads:** Provide a general update on interoperability in the textbox below:

**Host Railroads Only:** For each tenant, provide additional tenant information below:

Tenant Identification	Estimated Quantity of Tenant Rolling Stock to be Equipped with PTC (if the tenant does not have a separate PTCIP on file)	Current Tenant Implementation Status

Quarterly Progress Report Form – Positive Train Control Implementation


Public reporting burden for this information collection is estimated to average 21.60 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. According to the Paperwork Reduction Act of 1995, a federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with, a collection of information unless it displays a currently valid OMB control number. The valid OMB control number for this information collection is **2130-0553**. All responses to this collection of information are mandatory. Send comments regarding this burden estimate or any other aspect of this collection, including suggestions for reducing this burden to OMB’s Office of Information and Regulatory Affairs, Attn: FRA OMB Desk Officer.

## Quarterly Progress Report Form – Positive Train Control Implementation

## Appendix A: Additional Rows for Quarterly Update on Major Milestones

Category/Installation Feature	Q1 – Quantity Installed	Q2 – Quantity Installed	Q3 – Quantity Installed	Q4 – Quantity Installed	Sum of Quarterly Totals	PTCIP Year End Goal (if applicable)	Cumulative Quantity Installed	Grand Total Reported in PTCIP (if applicable)



## Quarterly Progress Report Form – Positive Train Control Implementation

## Appendix B: Additional Rows for Installation/Track Segment Progress – Current Status

[illegible]

OMB Approval Granted 8/15/2017  
OMB Approval Expires 8/31/2018

## Quarterly Progress Report Form – Positive Train Control Implementation

[illegible]

## Quarterly Progress Report Form – Positive Train Control Implementation

[illegible]

## Quarterly Progress Report Form – Positive Train Control Implementation

[illegible]

## Quarterly Progress Report Form – Positive Train Control Implementation

[illegible]

## Quarterly Progress Report Form – Positive Train Control Implementation

[illegible]

## Quarterly Progress Report Form – Positive Train Control Implementation

[illegible]

## Quarterly Progress Report Form – Positive Train Control Implementation

[illegible]



## Quarterly Progress Report Form – Positive Train Control Implementation

[illegible]



## CURRENT SUNRAIL SERVICE

**Orlando Bowl Games and NFL Pro Bowl Service:** We assisted in the coordination with partners and execution of weekend SunRail service to support Orlando's hosting of the Citrus Bowl on January 1st as well as the NFL's Pro Bowl on January 28th.

### Orlando International Airport / LYNX 111 "Train To Plane" Shuttle Schedule Enhancements:

As part of our continuing work with LYNX, we assisted in the development of new service times for the "Train To Plane" shuttle that are better coordinated to allow SunRail riders to have immediate access to an express bus to Orlando International Airport.

- 1) The universe of 20,000 employees that work at OIA
- 2) The general public traveling in/out of OIA

**On Track:** We produced and distributed four new additions of "On Track," SunRail's bi-monthly digital newsletter for Central Florida's business community. All On Track editions are stored on corporate.SunRail.com under the Public Documents drop down menu.

**Ongoing Outreach and Education:** As part of our overall business development strategy, we continued our outreach and education efforts with employers and stakeholders in the Downtown Orlando core and along the SunRail service Line. The Business Development team conducted partnership and educational meetings with stakeholders, including: Downtown Sanford, Orange County Public Works, the Orlando Business Journal, Florida Hospital, Orlando Health and the Downtown Development Board.

**New Sanford Trolley:** In collaboration with the City of Sanford and the Sanford CRA, we have created a new campaign to promote a new trolley service that provides a free "last mile" connection between the Sanford SunRail station and multiple points in downtown Sanford. The trolley is fully ADA-compliant with room for up to 45 passengers. The trolley hours serve SunRail's schedule, Tuesday – Friday starting at noon. This new service comes on the heels of the successful summer campaign, Choo Choo to the Zoo, which utilized a 25-person shuttle to move SunRail passengers between the Sanford SunRail station and the Central Florida Zoo & Botanical Gardens and the downtown Welcome Center on 1st street in Historic Downtown Sanford.

## SOUTHERN EXPANSION

### Materials:

- Completed creative, information "flip book" that serves as a one-stop-shop for information and leave-behind handout for all public outreach

### Events:

- In the process of developing 6-10 showcase events to engage and inform key groups
- Timeline: Will take place during a 2 month window prior to late July launch date

### Presentations:

- Conducted 6 out of approximately 25 scheduled presentations to civic and business groups in our new service area such as the Kissimmee-Osceola Chamber of Commerce Hispanic Business Council, the Downtown Kissimmee Area Council, Kissimmee Main Street, etc.
- Timeline: February - June

### "I Will Ride" Publicity and External Affairs Effort:

- Creating plan to identify "early adopters" (riders who plan to use SunRail's Southern Expansion on Day 1) and create a social media and information campaign styled around the "I Will ride" message that will promote SunRail and the stories of those individuals
- Feb-June = identify potential stories, July = publicize stories

### Southern Expansion Area Hospitals

- Working with three hospitals to develop and execute employee education campaign:
  - Florida Hospital Kissimmee
  - Osceola Regional Medical Center
  - Orlando Health
  - Feb-June = identify potential stories, July = publicize stories
- Timeline: Feb-May Campaign Development, execution takes place in June and July



## SHUTTLES AND/OR VANPOOLS RUNNING TO VARIOUS SUNRAIL STATIONS:

### FROM THE SANFORD STATION:

- One Community Redevelopment Agency (CRA) funded trolley transports SunRail passengers starting at Noon, Tuesday-Friday.

### FROM THE MAITLAND STATION:

- Florida Hospital Maitland funding and running an employee shuttle

### FROM THE ORLANDO HEALTH/AMTRAK STATION:

- Orlando Health funding and running an employee shuttle to their offices in SoDo

### FROM THE SAND LAKE ROAD STATION:

- One employer-funded car shuttling employees to ABC Fine Wine & Spirits
- One employee-funded vanpool for Darden employees
- Two employee-funded vanpools for Lockheed Martin employees
- One employee-funded vanpool for several worksites in the Southpark Center Loop office park
- One employer-funded fleet vehicle for employees of Pan Am Flight Academy
- One employer-funded vanpool for employees of Construction Data Company

### ADDITIONAL FOLLOW-UP NEEDED FOR THE FOLLOWING PRIORITY AREAS:

- Assist the City of Lake Mary in the promotion of their Vanpool Grant Program



# ADVERTISING REVENUE SCORECARD

MARCH 2018

## 2017-18 MEDIA KIT: AVAILABLE NOW

The 2017-18 Media Kit is being distributed through the ad sales team and are available upon request by emailing Caroline Gardner at [caroline@evolvewithtoday.com](mailto:caroline@evolvewithtoday.com) or online <http://corporate.sunrail.com/doing-business-with-sunrail/advertising/>

## ON BOARD ADVERTISING: INVENTORY SOLD OUT THROUGH 8/1/18

Most inventory was sold as one-year contracts.

2017-18 Available Placements:	12
Cost Per Placement:	\$7,600 plus production per year

## ONLINE & MOBILE ADVERTISING: AVAILABLE NOW

Total Placements Available on New Site:	42
Placement Fee Range:	\$350 - \$5,000

## HISPANIC ONLINE & MOBILE ADVERTISING: TAKING PLACEMENTS NOW ON SUNRAIL.ES

Total Placements Available on New Site:	42
Placement Fee Range:	\$350 - \$5,000

## TRAIN SCHEDULE ADVERTISING: AVAILABLE NOW

SunRail has implemented a new display opportunity for businesses to purchase advertising space on the back panel of the train schedule cards. Program details include:

- Inventory - 1 placement
- All contracts are on a 3-month basis
- Pricing is \$300 per location

## STATION KIOSK ADVERTISING: AVAILABLE NOW MOST STATIONS

- Phase 2 Kiosk Reservations Available Now
- Church St. Station - SOLD OUT
- Partners may purchase multiple or individual stations
- All contracts are on an annual basis
- Space pricing is \$3,300/placement



# SUNRAIL MARKETING SCORECARD

MARCH 2018

## SOCIAL MEDIA

The SunRail Social Media Team averages approximately 150 new followers per week across Facebook, Twitter and Instagram. Summary of these followers:

12,543 Facebook followers

15,129 Twitter followers

3,020 Instagram followers

Total Social Media Followers — 30,692

Additionally, SunRail posts a number of Safety and “How To” videos on their Youtube channel. The video Southern Expansion Bird’s Eye View is trending now with a wonderful look at the Phase 2 South Stations’ construction progress.

SunRail Riders have the ability to receive free text messages regarding service delays. The current texting database is 1,198 users.

## NEW SUNRAIL MARKETING INITIATIVES

### Southern Expansion

Phase 2 South has been branded SunRail’s Southern Expansion with an approved project logo and marketing materials in development. SunRail is currently engaged in discussions with Osceola and Orange county officials to determine best practices for spreading the SunRail message. SunRail is currently accepting media proposals for advertising services between May 1 and July 30, 2018. Proposals will be accepted until Monday, April 2, 2018. If you would like to submit a proposal, please email Mark Calvert at [mark@evolvetogether.com](mailto:mark@evolvetogether.com).



### SunRail Mobile APP

SunRail is in the final stages of testing their mobile App and plans are in place for a soft launch in the coming weeks. During this soft launch, users can test the App and provide feedback through the SunRail.com website to assure the App is delivering a positive and helpful user experience.

### Winter Park Arts Festival

SunRail provided regular service to over 5,500 riders on Friday, March 16th which included crowds to the Winter Park Arts Festival.

### System-Wide Makeover

With the addition of four southern stations, all of SunRail’s onboard and platform signs are being updated to reflect new stops, schedules and information.

### [www.SunRail.es](http://www.SunRail.es)

SunRail’s dedicated Hispanic website continues to grow with our extended efforts to Hispanic communities throughout Osceola county.

### Service Text Surveys

SunRail continues to utilize their texting partner for rider surveys that yield nearly a 20% return from our database. The service is a value-add and cuts labor hours significantly over traditional surveys.



# TOD METRICS SUMMARY SCORECARD

MARCH 2018

## SUMMARY OF DEVELOPMENT WITHIN AN ACTUAL 10-MINUTE WALK OF STATIONS IN PHASE 1 & PHASE 2:

### PROJECTS COMPLETED SINCE 2010

Number of Projects: 29

Construction Value: \$991 million

Building Square Footage: 3,536,268 GSF

Residential Units: 1,836

Permanent Employment (jobs): 1,905

Construction Employment (jobs): 2,967

### PROJECTS CURRENTLY UNDER CONSTRUCTION

Number of Projects: 12

Construction Value: \$774,292 million

Building Square Footage: 1,475,122 GSF

Residential Units: 1,633

Permanent Employment (jobs): 1,860

Construction Employment (jobs): 1,874

### PROJECTS IN PIPELINE (ANNOUNCED OR UNDER REVIEW)

Number of Projects: 31

Construction Value: \$1,116 million

Building Square Footage: 12,754,035 GSF

Residential Units: 5,929

Permanent Employment (jobs): 13,069

Construction Employment (jobs): 10,109



## SAFETY OUTREACH ACTIVITIES

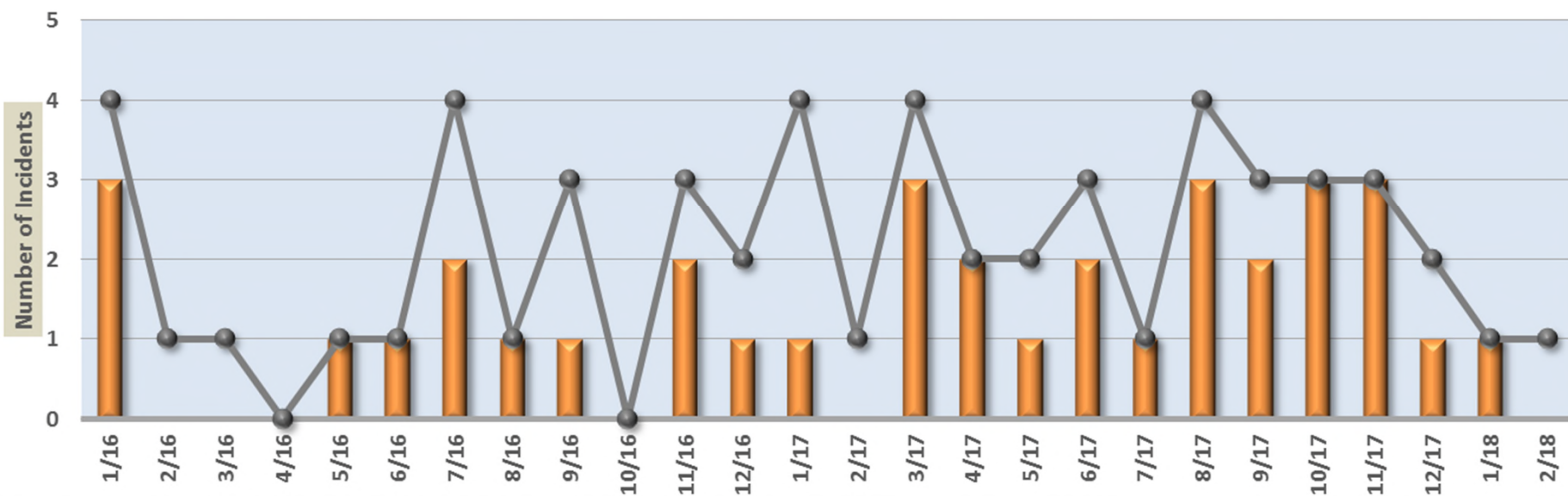
- 2/22/18 Tabling event at Osceola County Schools Horizon Middle School location distributing rail safety literature and giveaways
- 2/22/18 Door to door outreach with door hangers near Poinciana station to homes close to Old Tampa Hwy and Crestridge
- 2/27/18 Delivered safety materials and literature to Southwood Elementary School located across Orange Avenue from the Meadow Woods station
- 3/1/18 Conference call with Orange County Public School Transportation discussing crossing guards at Fairway Woods Blvd near Meadow Woods station. We were directed to contacting the Orange County Sheriff's department and it was noted that elementary students in this neighborhood attend Meadow Woods Elementary and Weatherbee Elementary and do not need to cross the tracks to get to school
- 3/7 Contacted all schools located within 2 miles of the tracks to set up safety presentations. We were able to schedule a meeting with Osceola County School for the Arts and Denn John Middle School to discuss further.
- 3/9 Set up meeting with Osceola County Public Schools for 3/13 to discuss bus stop relocation at Old Tampa Hwy/Crestridge
- 3/13 Meeting with Osceola County Public School Transportation discussing relocation of bus stop located on Old Tampa Hwy. Next steps are to meeting with Osceola County to discuss building a turnaround space towards the near side of the tracks
- 3/14 Conference call with Osceola County School for the Arts. Set up school wide presentation for May 16th to discuss rail safety with students, teachers, faculty and parents
- 3/15 Attended Orange County Town Hall meeting in Meadow Woods addressing rail safety and the opening of the Southern Expansion

# Safety & Security – Incident Graphs

REVENUE INCIDENTS ON CFRC CORRIDOR

January 1, 2016 - February 28, 2018

SunRail CFRC Total

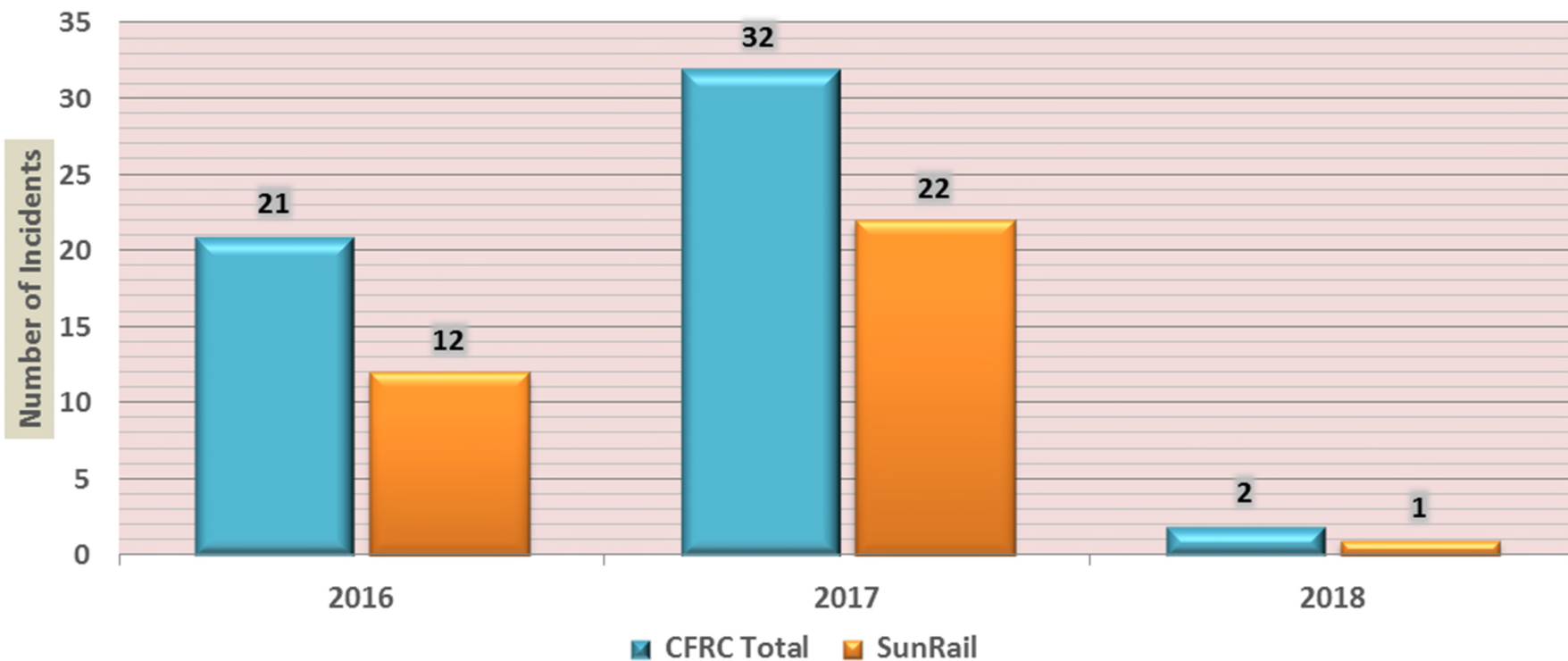




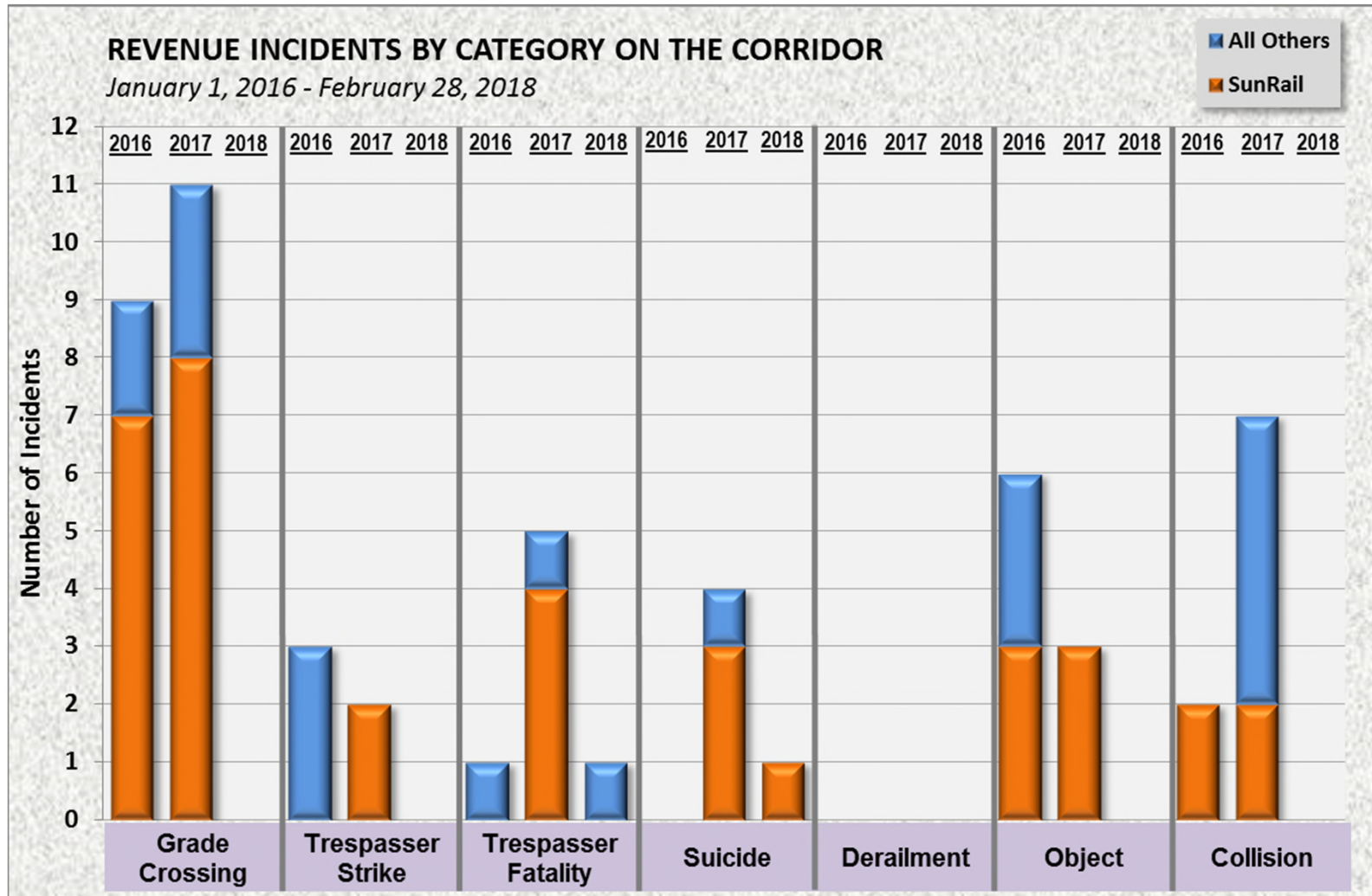
# Safety & Security – Incident Graphs

## REVENUE INCIDENTS ON CFRC CORRIDOR

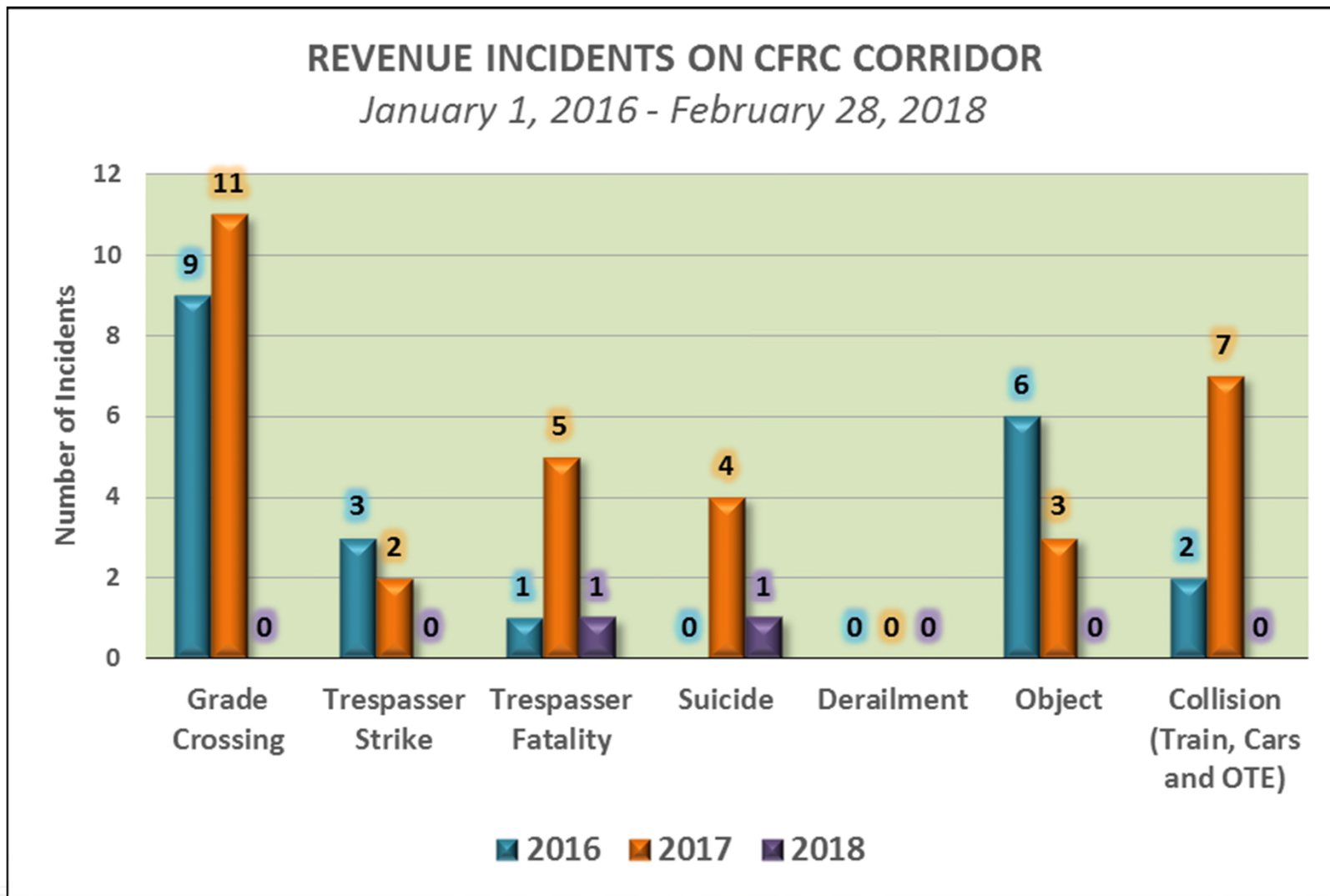
*January 1, 2016 - February 28, 2018*



# Safety & Security – Incident Graphs



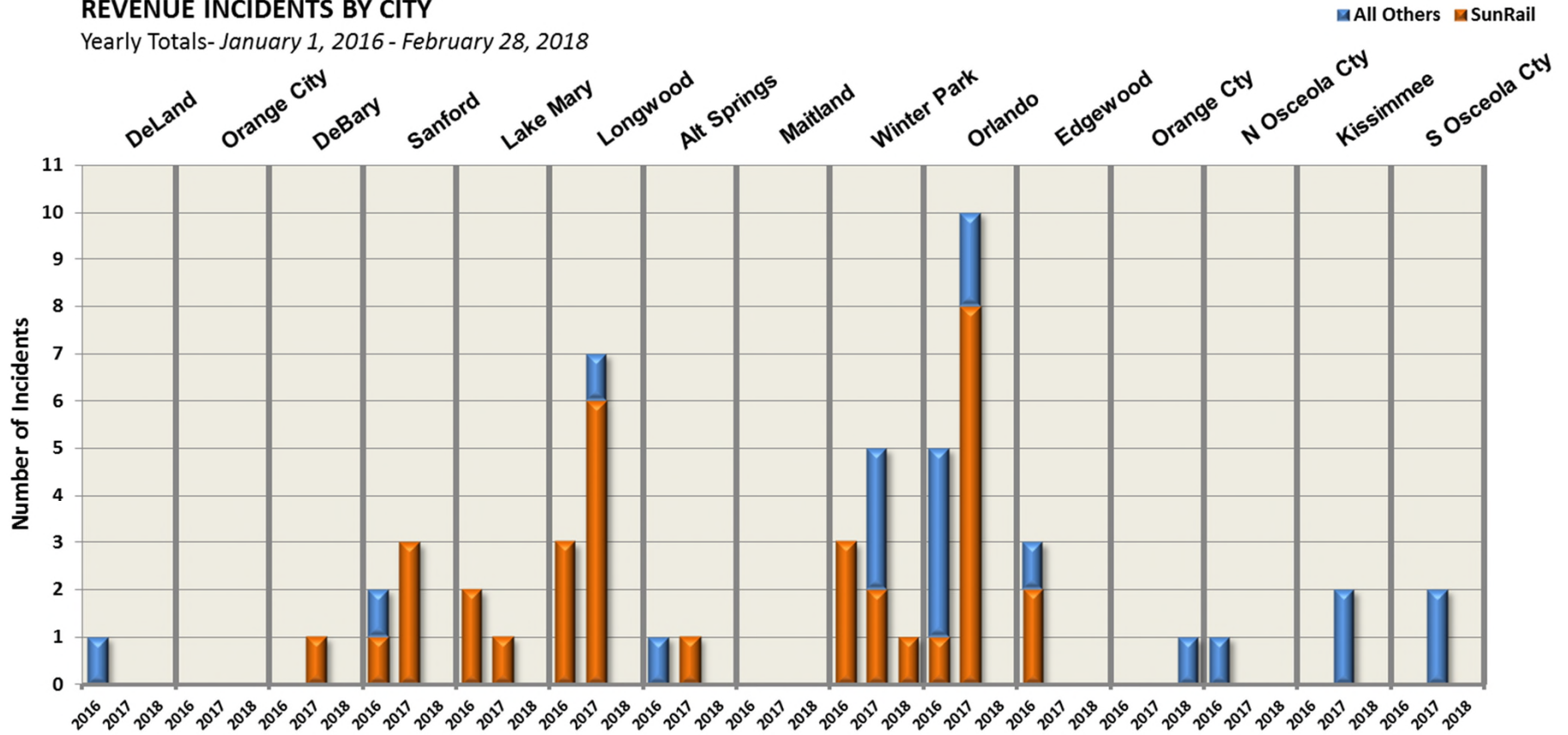
# Safety & Security – Incident Graphs



# Safety & Security – Incident Graphs

## REVENUE INCIDENTS BY CITY

Yearly Totals- January 1, 2016 - February 28, 2018



# UPCOMING MEETINGS

## **Commission Meetings (MetroPlan Boardroom)**

Thursday	May 31	10:00 am – 12:00 noon
Thursday	August 30	10:00 am – 12:00 noon
Thursday	November 29	10:00 am – 12:00 noon

## **Customer Advisory Committee (LYNX Open Space – 2<sup>nd</sup> Floor)**

Thursday	May 3	5:00 pm – 6:00 pm
Thursday	August 2	5:00 pm – 6:00 pm
Thursday	November 1	5:00 pm – 6:00 pm

## **Technical Advisory Committee (LYNX Open Space – 2<sup>nd</sup> Floor)**

Thursday	May 17	1:00 pm – 2:00 pm
Wednesday	August 8	1:00 pm – 2:00 pm
Wednesday	November 7	1:00 pm – 2:00 pm