

# CFRC INFORMATION SUMMARY

## Table of Contents

Introduction .....	1
CORRIDOR INFORMATION.....	1
CONTACT US .....	1
Use of the Corridor .....	2
OBTAINING PERMISSION .....	2
DESIGN AND CONSTRUCTION .....	2
Additional Design Requirements.....	2
Construction Activity Requirements .....	3
BACKGROUND INVESTIGATION REQUIREMENTS .....	3
CFRC CORRIDOR RIGHT-OF-WAY MAPS AND OTHER DOCUMENT REQUESTS .....	4
INSURANCE.....	4
(1) Workers’ Compensation Insurance.....	4
(2) Commercial General Liability Insurance.....	5
(3) Insurance Required for Construction at Railroads.....	5
(4) Insurance for Protection of Utility Owners .....	6
(5) Insurance by Others .....	6
ADDITIONAL INFORMATION FOR CORRIDOR USE.....	7
REVIEW FEES.....	7
REVIEWS.....	7
Appendix .....	8

## **Introduction**

### **CORRIDOR INFORMATION**

The Florida Department of Transportation (FDOT) is the owner of the Central Florida Rail Corridor (CFRC). The limits of the CFRC extend from MP 749.61 to MP 813.82 of the former CSX Transportation, Inc., A-Line. The purpose of this document is to provide information regarding potential future uses by others within the CFRC.

### **CONTACT US**

To report a **railroad emergency**, please contact the Safety and Security Communications Coordinator at **1-877-235-7245 (or 1-877-CFL-RAIL)** immediately.

#### **For Permitting questions contact:**

Florida Department of Transportation  
Attn: Scott Kirts, P.E.  
420 W. Landstreet Rd.  
Orlando, Florida 32824  
(321) 319-8107  
Or via e-mail at: [Scott.Kirts@dot.state.fl.us](mailto:Scott.Kirts@dot.state.fl.us)

Or you may contact:  
Seta Koroitamudu, P.E.  
420 W. Landstreet Rd.  
Orlando, Florida 32824  
(321) 319-8102  
Or via e-mail at: [Seta.Koroitamudu@dot.state.fl.us](mailto:Seta.Koroitamudu@dot.state.fl.us)

#### **For Construction questions contact:**

SunRail Customer Service  
(855) 724-5411 or via e-mail at: [info@sunrail.com](mailto:info@sunrail.com)

#### **For Surplus Leasing Program questions contact:**

Florida Department of  
Transportation Attn: Todd  
Moynihan or Jack Adkins  
719 S. Woodland Blvd.  
DeLand, Florida 32720  
(386) 943-5000  
Or via e-mail at: [Todd.Moynihan@dot.state.fl.us](mailto:Todd.Moynihan@dot.state.fl.us) or [Jack.Adkins@dot.state.fl.us](mailto:Jack.Adkins@dot.state.fl.us)

#### **Other questions involving CFRC:**

SunRail Customer Service  
(855) 724-5411 or via e-mail at: [info@sunrail.com](mailto:info@sunrail.com)

## **Use of the Corridor**

### **OBTAINING PERMISSION**

Entities desiring to make use of the corridor will need to obtain permission. Accessing the corridor without proper permission is trespassing. The FDOT has several standard permitting programs, such as utility and general use permitting, that apply to the Central Florida Rail Corridor (CFRC). Permission for uses falling within those standard permitting programs must be obtained. For proposed uses that do not fall within those standard permitting programs, the FDOT will consider granting permission to use the CFRC under its standard surplus leasing program on a case by case basis.

### **DESIGN AND CONSTRUCTION**

#### **Additional Design Requirements**

Please carefully review CFRC's design and construction requirements prior to designing a proposed use. These requirements can be found at the SunRail Corporate website at [www.corporate.sunrail.com](http://www.corporate.sunrail.com) under the tab "Doing Business", then below the heading "Corridor Use" for the various types of CFRC permits required.

All efforts should be made to comply with CFRC's standard requirements. You may request CFRC to review a design that does not meet the design requirements by submitting a variance proposal; however, approval is not guaranteed.

The American Railway of Engineering and Maintenance of Way Association (AREMA) is also a resource that could prove helpful in designing your project. The AREMA website is [www.arena.org](http://www.arena.org).

All occupancies should be designed and constructed so that rail operations and facilities are not interfered with, interrupted, or endangered. In addition, proposed facilities shall be located to minimize encumbrance to the corridor so that the railroad will have unrestricted use of its corridor for current and future operations. To assist you with preparing drawings, CFRC has identified the information required for FDOT staff to complete a review. See the tab "Doing Business", then below the heading "Corridor Use" on the [www.corporate.sunrail.com](http://www.corporate.sunrail.com) website for details. The documents outline the specific information required for various types of corridor uses. If the required information is not provided with the initial permit submittal, FDOT will issue an official Request for Additional Information (RAI) to obtain the required information. While this information may not be necessary for your operation or industry, it is required for FDOT to properly consider the proposal.

## **Construction Activity Requirements**

The safety, security and integrity of CFRC rail operations is of paramount importance to FDOT. Each project is reviewed by FDOT independently to determine the need for Track Protection Services, Roadway Worker Protection (RWP) Training or Inspection Services. Users will be responsible for the costs of these services and/or training.

**Track Protection Services:** This service shall only be provided by an authorized firm under contract to FDOT to provide these protective services. The CFRC/SunRail Chief Operating Officer (or designee) will review the details of the proposed work. Where there is a concern for safety or the integrity of the CFRC, he/she will identify the type of Track Protection Services to be utilized and any other requirements for the time period requiring such protective services.

If Track Protection Services are required, the contractor shall provide a minimum of 21 days advance notice to the COO (or designee) to arrange for the services.

**Roadway Worker Protection (RWP) Training:** Roadway Worker Protection (RWP) Training in accordance with 49 CFR Part 214 may be required for personnel working within 25 feet of the nearest rail within the CFRC railroad corridor. The requirement for RWP Training will be determined by the CFRC/SunRail Chief Operating Officer (or designee). This training can occur prior to scheduling the project; however, all Roadway Worker Protection Training must be complete prior to the day of beginning installation. All workers on the corridor shall carry on their person at all times the appropriate certification for Roadway Worker Protection Training.

If Roadway Worker Protection Training is required, the contractor shall provide a minimum of 14 days advance notice to the CFRC/SunRail COO (or designee) to arrange for the services.

**Inspection Services:** Inspection by FDOT representatives will be needed for:

- Subgrade: Inspectors required for any project activity on CFRC
- Aerial: Inspectors required for project set-up and final inspection
- Depending on the nature of the project, additional experts may be required

If Inspection Services are required, the contractor shall provide a minimum of 14 days advance notice to the CFRC/SunRail COO (or designee) for inspection services.

## **BACKGROUND INVESTIGATION REQUIREMENTS**

The Florida Department of Transportation no longer requires workers to obtain CFRC e-RailSafe background investigation credentials from e-RailSafe / e-Verifile.

If a worker holds a current CFRC e-RailSafe badge, those credentials are sufficient for authorization to enter the CFRC, until the expiration date of the e-RailSafe badge.

If a worker does not hold a current CFRC e-RailSafe badge, the statement below will apply.

*“No person, whether employed by Vendor, Contractor, Permit Holder, etc., as applicable, or a subcontractor or supplier, may work within the Central Florida Rail Corridor (railroad right of way) unless that person has cleared a reasonable background check within a reasonable time prior to beginning work. Upon request from the Department, Vendor, Contractor, Permit Holder, etc., as applicable, shall provide written documentation that the person cleared said background check.”*

If the worker has cleared a reasonable background investigation within a reasonable amount of time prior to beginning work in the CFRC, that background check is sufficient for the worker to enter the CFRC. Upon request from the Department, the worker’s employer shall provide written documentation to confirm that the person cleared said background check.

## **CFRC CORRIDOR RIGHT-OF-WAY MAPS AND OTHER DOCUMENT REQUESTS**

Right-of-Way Maps for the CFRC are available for informational purposes to assist with your project references. These maps provide the width of the CFRC railroad corridor as well as other railroad nomenclature such as the milepost reference. The most convenient way of obtaining documents is to send an email request to: [publicrecords.d5@dot.state.fl.us](mailto:publicrecords.d5@dot.state.fl.us).

## **INSURANCE**

CFRC requires that insurance coverage be provided prior to any entry and/or work activity within the CFRC corridor during construction of a phase of the railroad corridor by the Department, or during construction performed by the Permittee or Lessee anywhere on the corridor. Certificates of insurance (and other evidence of insurance requested by the Department), including naming the correct named insured(s) or additional insured(s), shall be provided as set forth in this section. The individual project permit or lease agreement defines the specific insurance requirements. But for summary purposes, the following identifies the insurance components (the term “Permittee” applies to a “Permit,” and the term “Lessee” applies to a “Lease Agreement”).

### **(1) Workers’ Compensation Insurance**

Permittee or Lessee shall provide Workers’ Compensation Insurance in accordance with Florida’s Workers’ Compensation law for all employees. If subletting any of the work, ensure that the subcontractor(s) have Workers’ Compensation Insurance for their employees in accordance with Florida’s Workers’ Compensation law. If using “leased employees” or employees obtained through professional employer organizations (“PEO’s”), ensure that such employees are covered by Workers’ Compensation insurance through the PEO’s or other leasing entities. Ensure that any equipment rental agreements that include operators or other personnel who are employees of independent Contractors, sole proprietorships or partners are covered by insurance required under Florida’s Workers’ Compensation law.

## **(2) Commercial General Liability Insurance**

Permittee or Lessee shall carry Commercial General Liability insurance providing continuous coverage for all work or operations performed under the Permit or Lease. Such insurance shall be no more restrictive than that provided by the latest occurrence form edition of the standard Commercial General Liability Coverage Form (ISO Form CG 00 01) as filed for use in the State of Florida. Permittee or Lessee shall cause the Department, and Central Florida Commuter Rail Commission, Volusia County, Seminole County, Orange County, Osceola County, and City of Orlando, each in the State of Florida, to be each made an Additional Insured as to such insurance. Such coverage shall be on an “occurrence” basis and shall include Products/Completed Operations coverage. The coverage afforded to the Department and to each of the other Additional Insureds stated above as an Additional Insured shall be primary as to any other available insurance and shall not be more restrictive than the coverage afforded to the Named Insured. The limits of coverage shall not be less than \$1,000,000 for each occurrence and not less than a \$5,000,000 annual general aggregate, inclusive of amounts provided by an umbrella or excess policy. The limits of coverage described herein shall apply fully to the work or operations performed under the Permit or Lease, and may not be shared with or diminished by claims unrelated to the permit or lease. The policy/ies and coverage described herein may be subject to a deductible. Permittee or Lessee shall pay all deductibles as required by the policy. No policy/ies or coverage described herein may contain or be subject to a Retention or a Self- Insured Retention.

Prior to the execution of the Permit or Lease, and at all renewal periods, if any, which occur prior to termination of the Permit or Lease, the Department shall be provided with an ACORD Certificate of Liability Insurance reflecting the coverage described herein. The Department shall be notified in writing within ten days of any cancellation, notice of cancellation, lapse, renewal, or proposed change to any policy or coverage described herein. The Department’s approval or failure to disapprove any policy/ies, coverage, or ACORD Certificates shall not relieve or excuse any obligation to procure and maintain the insurance required herein, nor serve as a waiver of any rights or defenses the Department may have.

## **(3) Insurance Required for Construction at Railroads**

When the Permit or Lease includes the construction of a railroad grade crossing, railroad overpass or underpass structure, or any other work or operations within the limits of the railroad right-of-way, including any encroachments thereon from work or operations in the vicinity of the railroad right-of-way, Permittee or Lessee shall, in addition to the insurance coverage required pursuant to INSURANCE subsection (2) above, procure and maintain Railroad Protective Liability Coverage (ISO Form CG 00 35) where the Department is the Named Insured, and Central Florida Commuter Rail Commission, Volusia County, Seminole County, Orange County, Osceola County, and City of Orlando, each in the State of Florida, are each an Additional Insured, and where the limits are not less than \$2,000,000 combined single limit for bodily injury and/or property damage per occurrence, and with an annual aggregate limit of not less than \$6,000,000.

Prior to the execution of the Permit or Lease, and at all renewal periods, if any, which occur prior to termination of the permit or lease, the Department shall be provided with an ACORD Certificate of Liability Insurance reflecting the coverage described herein. The insurance described herein shall be maintained through the duration of the permit or lease. The Department shall be notified in writing within ten days of any cancellation, notice of cancellation, renewal, or proposed change to any policy or coverage described herein. The Department's approval or failure to disapprove any policy/ies, coverage, or ACORD Certificates shall not relieve or excuse any obligation to procure and maintain the insurance required herein, nor serve as a waiver of any rights the Department may have.

#### **(4) Insurance for Protection of Utility Owners**

When the Permit or Lease involves work on or near utility-owned property or facilities, the utility shall be added along with the Department, and Central Florida Commuter Rail Commission, Volusia County, Seminole County, Orange County, Osceola County, and City of Orlando, each in the State of Florida, as an Additional Insured on the policy/ies procured pursuant to INSURANCE subsection (2) above.

#### **(5) Insurance by Others**

Permittee or Lessee shall require every subcontractor or other third party who may have a contract with Permittee or Lessee and who may require access on the Corridor during construction to obtain and maintain for the duration of such access an insurance policy or policies with coverage that satisfies the conditions stated in INSURANCE subsections (1), (2), (3), and (4) above, including causing each of the Named Insureds and the Additional Insureds stated in those paragraphs to be Named Insureds and Additional Insureds on such subcontractor and third party policy or policies.

For purposes of this subsection (5) the following applies: "Corridor" has the meaning stated in the "INTERLOCAL OPERATING AGREEMENT FOR OPERATION OF THE CENTRAL FLORIDA COMMUTER RAIL SYSTEM By and Between FLORIDA DEPARTMENT OF TRANSPORTATION AND CENTRAL FLORIDA COMMUTER RAIL COMMISSION," Appendix A, at page A-3. That agreement definition mentioned above, and as heretofore amended, is incorporated by reference and may be accessed at [www.sunrail.com](http://www.sunrail.com).

## **ADDITIONAL INFORMATION FOR CORRIDOR USE**

Project information and Plans/Drawings are required for review and approval of uses in the CFRC right-of-way. Information and supporting drawings and documents should be complete, clear, concise, and accurately reflect design scope of the project and the impact to the CFRC rail corridor or property. The nature of the project prescribes the information required for FDOT to complete a review. To assist you with preparing project information and drawings, CFRC has provided additional information documentation for applicants to provide the necessary information required for FDOT staff to complete a thorough review for each use. The following documents are provided:

- CFRC Right of Entry Permits
- CFRC Grade Crossing Special Events Permits
- CFRC Underground Installation Permits – Pipelines
- CFRC Overhead Installation Permits – Wirelines
- CFRC Tower Installation Permits

Please note that review of each project is dependent upon all the necessary information listed being provided with the initial permit submittal. If not all required information is provided, FDOT will issue an official RAI to obtain the required data.

## **REVIEW FEES**

At this time, there are no review fees for permits or applications submitted to FDOT for review and acceptance.

## **REVIEWS**

FDOT will review each request independently for safety, engineering design and design requirement compliance, and both short-term and long-term impacts to railroad operations and property usage.

For permits, the standard review process provided by FDOT's permitting rules will apply.

For leases, the standard processing procedure for leasing surplus property in the FDOT's right-of-way procedures will apply.

The issuance of the Permit or Lease Agreement by FDOT will be the basis for scheduling all work activities on CFRC property. Activities within the CFRC corridor will be scheduled by the CFRC/SunRail Chief Operating Officer (or designee) once the permit has been issued or lease agreement has been signed by FDOT.

CFRC/SunRail Chief Operating Officer (or designee) will notify the applicant when activities can commence, including the coordination of the necessary inspection and/or protective services deemed necessary in the permit/agreement as identified in the review.



# Appendix

## Permitting and Lease Agreement Links

**SunRail Website:** [www.corporate.sunrail.com](http://www.corporate.sunrail.com)

Permit information location: See tab for “Doing Business” and then “Corridor Use”

### Permit Applications:

Permitting Instructions: CFRC Information Summary

Other Design Requirements: CFRC Design & Construction Requirements – Pipelines  
CFRC Design & Construction Requirements – Wirelines  
Occupancies

Bridges: FDOT Structures Manual  
Interim Guidelines for Horizontal Directional  
Drilling Sample Fraction Mitigation Plan for  
Horizontal Directional Drilling

### Permit Applications:

Right of Entry	General Use Permit
Grade Crossing Special Events	General Use Permit
Underground/Overhead Installations:	Utility Permit
Tower/Co-Location:	Utility Permit
Bridges	Lease Agreement

## Other Links

CFRC Emergency Hotline: 1 -877-CFL-RAIL

CFRC Right-of-Way Map request: [publicrecords.d5@dot.state.fl.us](mailto:publicrecords.d5@dot.state.fl.us)

General information regarding CFRC: (855) 724-5411

American Railway Engineering Maintenance of Way Association: [www.arena.org](http://www.arena.org)

FDOT Structures Manual:

<http://www.dot.state.fl.us/Structures/StructuresManual/CurrentRelease/StructuresManual.shtm>

Florida Administrative Code & Florida Administrative Register: <https://www.flrules.org/>

FDOT Right-of-Way Manual: <http://www.dot.state.fl.us/rightofway/ProceduresManual.shtm>