



CENTRAL FLORIDA COMMUTER RAIL COMMISSION

August 29, 2019



Central Florida Commuter Rail Commission

Date: August 29, 2019
Time: 10:00 a.m.
Location: MetroPlan Orlando
250 S. Orange Avenue, Suite 200
Orlando, Florida 32801

PLEASE SILENCE CELL PHONES

- I. Call to Order and Pledge of Allegiance**
 - II. Confirmation of Quorum**
 - III. Announcements**
 - A. Commission Chairman – Mayor Buddy Dyer
 - B. SunRail Chief Executive Officer – Ms. Nicola Liquori
 - i. District 5 Secretary, Mike Shannon
 - 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. Reports**
 - A. SunRail transition update – Mr. Billy Hattaway, City of Orlando
 - B. SunRail Customer Advisory Committee – Mr. James Grzesik, Chair
 - C. SunRail Technical Advisory Committee – Ms. Tawny Olore, Chair
 - D. Agency Update – Ms. Nicola Liquori
 - E. Bus Connectivity
 - i. LYNX
 - ii. Votran
 - VII. Action Items**
 - A. Approval of Minutes from the May 30, 2019 meeting
 - B. Approval of Minutes from the July 18, 2019 meeting
 - C. Approval of letter to Secretary Thibault from CFCRC
-



Central Florida Commuter Rail Commission

- D. Proposed Fire Station 11 relocation and SunRail/FDOT pond conveyance – Mr. Paul Chipok, Seminole County Attorney
- E. Customer Advisory Committee member appointees – Cmmr. Viviana Janer

VIII. Information Items

- A. Federal Railroad Administration (FRA) Quarterly Report
- B. Federal Transit Administration (FTA) Quarter Progress Report
- C. FDOT Letter to CFCRC from Thomas Byron, Assistant Secretary, Strategic Development

IX. Board Member Comments

X. 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.

XI. Next Meeting – October 31, 2019 10:00 a.m. MetroPlan Orlando

XII. 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/SunRail Title VI Coordinator, 801 SunRail Drive, Sanford, FL 32771, or by phone at 321-257-7161, or by email at roger.masten@dot.state.fl.us at least three business days prior to the event.



CENTRAL FLORIDA COMMUTER RAIL COMMISSION

August 29, 2019

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 Title VI Coordinator
801 SunRail Drive
Sanford, Florida 32771
Roger.Masten@dot.state.fl.us

JACQUELINE PARAMORE

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

PUBLIC COMMENTS

On Agenda Items



REPORTS

- A. CUSTOMER ADVISORY COMMITTEE – Mr. James Grzesik
- B. TECHNICAL ADVISORY COMMITTEE – Ms. Tawny Olore
- C. AGENCY UPDATE – Ms. Nicola Liquori
- D. BUS CONNECTIVITY – LYNX & Votran



AGENCY UPDATE

Ms. Nicola Liquori



MARKETING GOALS

Increase Ridership

- Systemwide
- Special Service
- P338 Schedule Survey

Increase SunCard Usage

- App Launch
- Passes & Stored Value
- New Calculator Tools

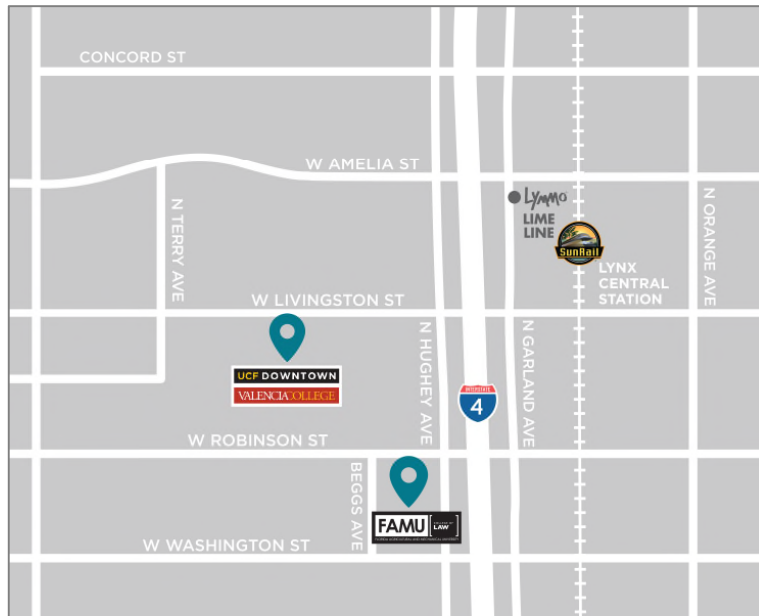
Promote Connectivity

- Osceola & Tupperware
- Choo Choo to the Zoo
- Kissimmee Connector



COUNTDOWN TO CAMPUS

- UCF & Valencia
- FAMU
- Classes begin in August
- Building ridership and SunCard users



YOUR CAMPUS CONNECTION



LIMITED TIME OFFER

CLICK TO LEARN MORE

NEW ADVERTISING

Concept

- Place graphic on coach cars, artwork subject to CFRC approval

Cost

- \$26k per vehicle to install & remove; \$5k per period

Management & Term

- Repairs are responsibility of advertiser; ends April 2021



Conceptual artwork for demonstration purposes only

NEW SAFETY CAMPAIGN

AWARDED 1 OF 10 GRANTS BY OPERATION LIFESAVER & FRA

- Launching exciting new mobile safety studio
- Delivering safety message in fun & engaging way
- Scheduling schools, stations & popular destinations near corridor



ADDITIONAL SAFETY MEASURES

SIGNAL BOXES

- Wrapping additional boxes at Pine St. and Holden Ave. crossings



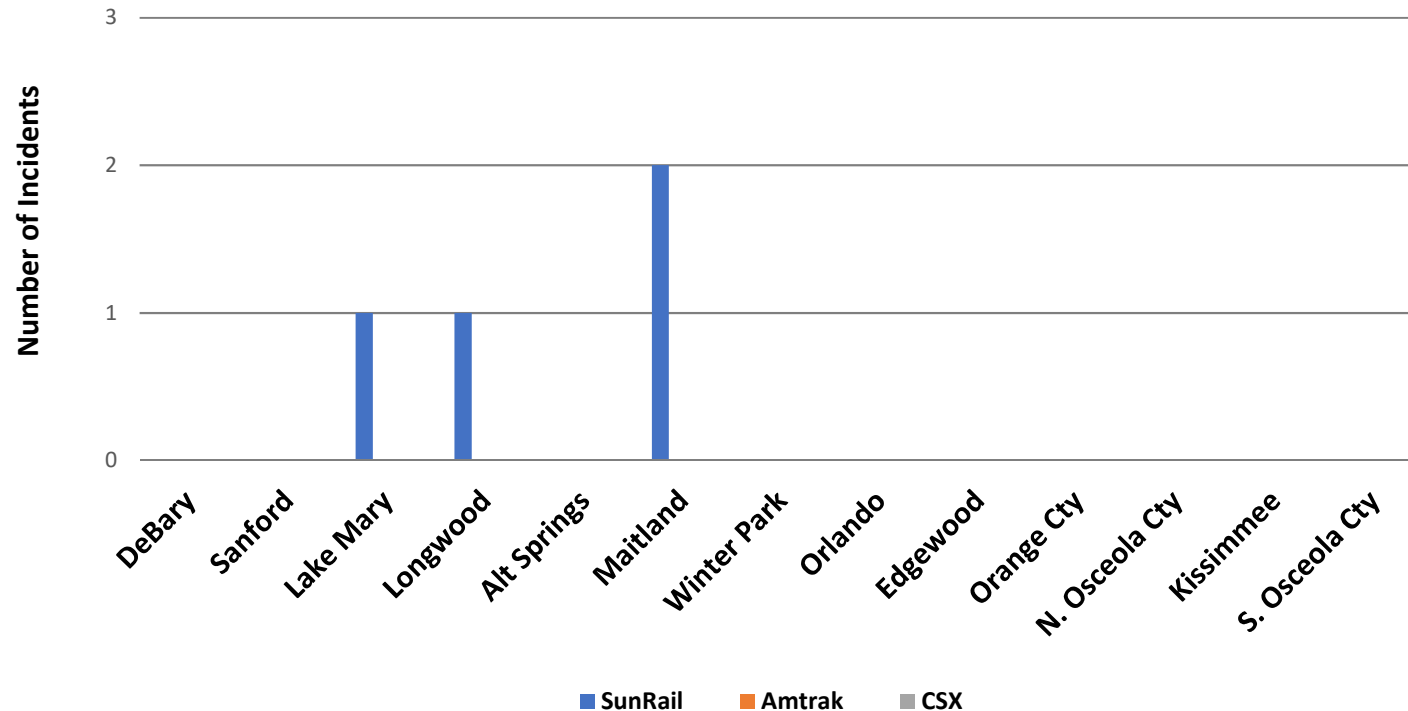
CRISIS SIGNS

- Installing new help signs along the corridor



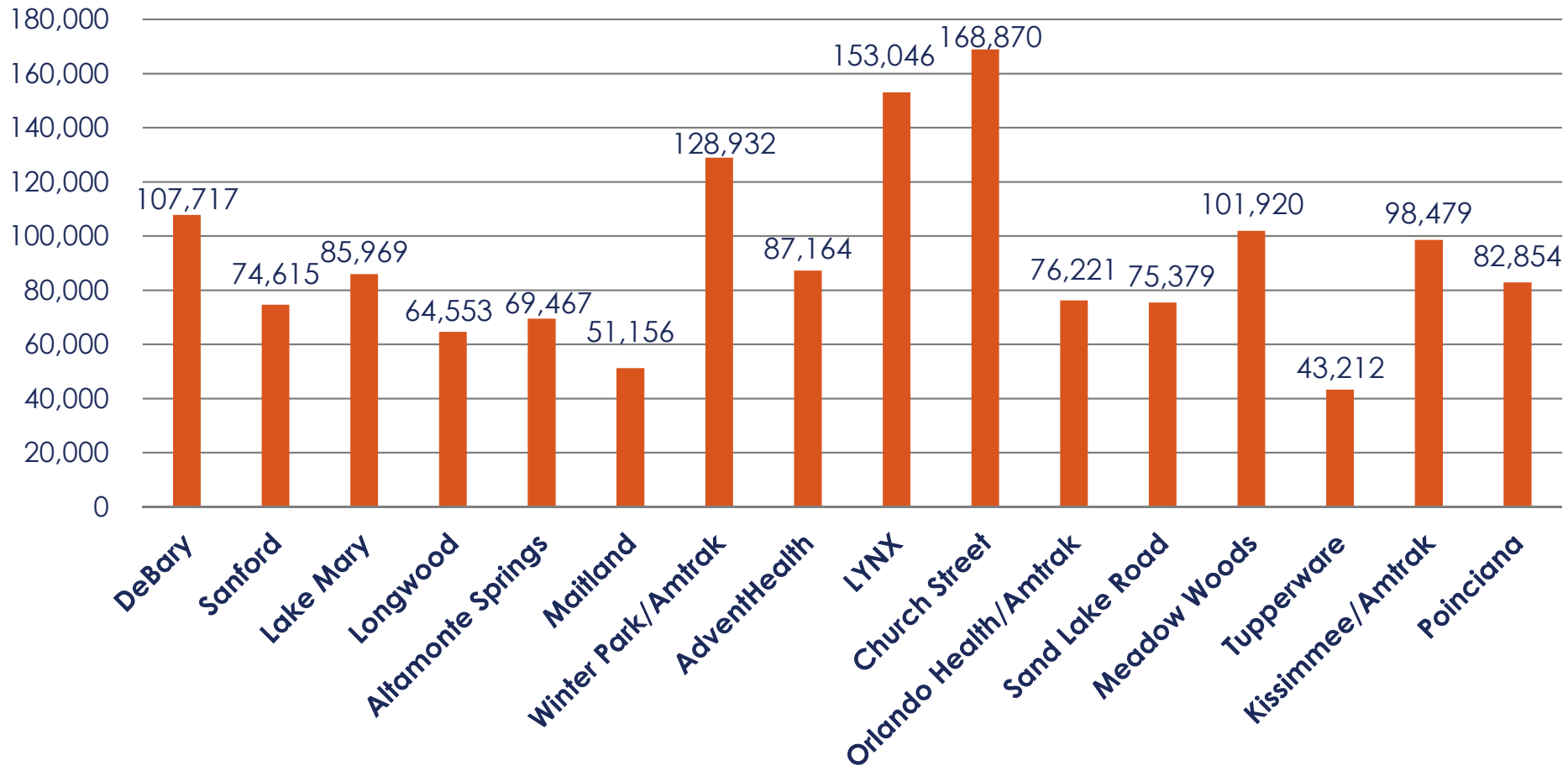
GRADE CROSSINGS

Grade Crossing incidents by City/County
May - June 2019



OPERATIONAL PERFORMANCE

BOARDINGS BY STATION



Ridership July through June 2019

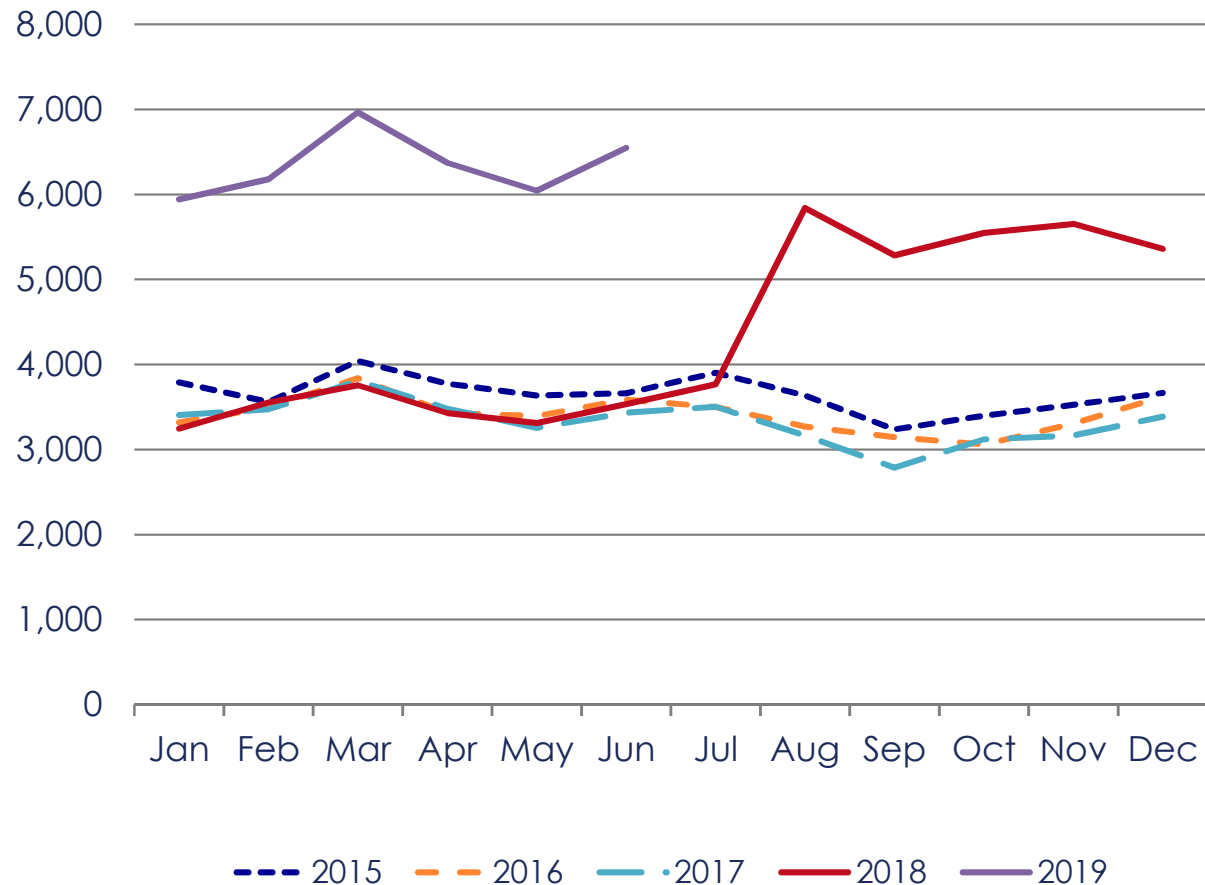
OPERATIONAL PERFORMANCE

AVERAGE DAILY RIDERSHIP

2019 AVERAGE DAILY RIDERSHIP BY MONTH

MAY 6,045

JUN 6,546

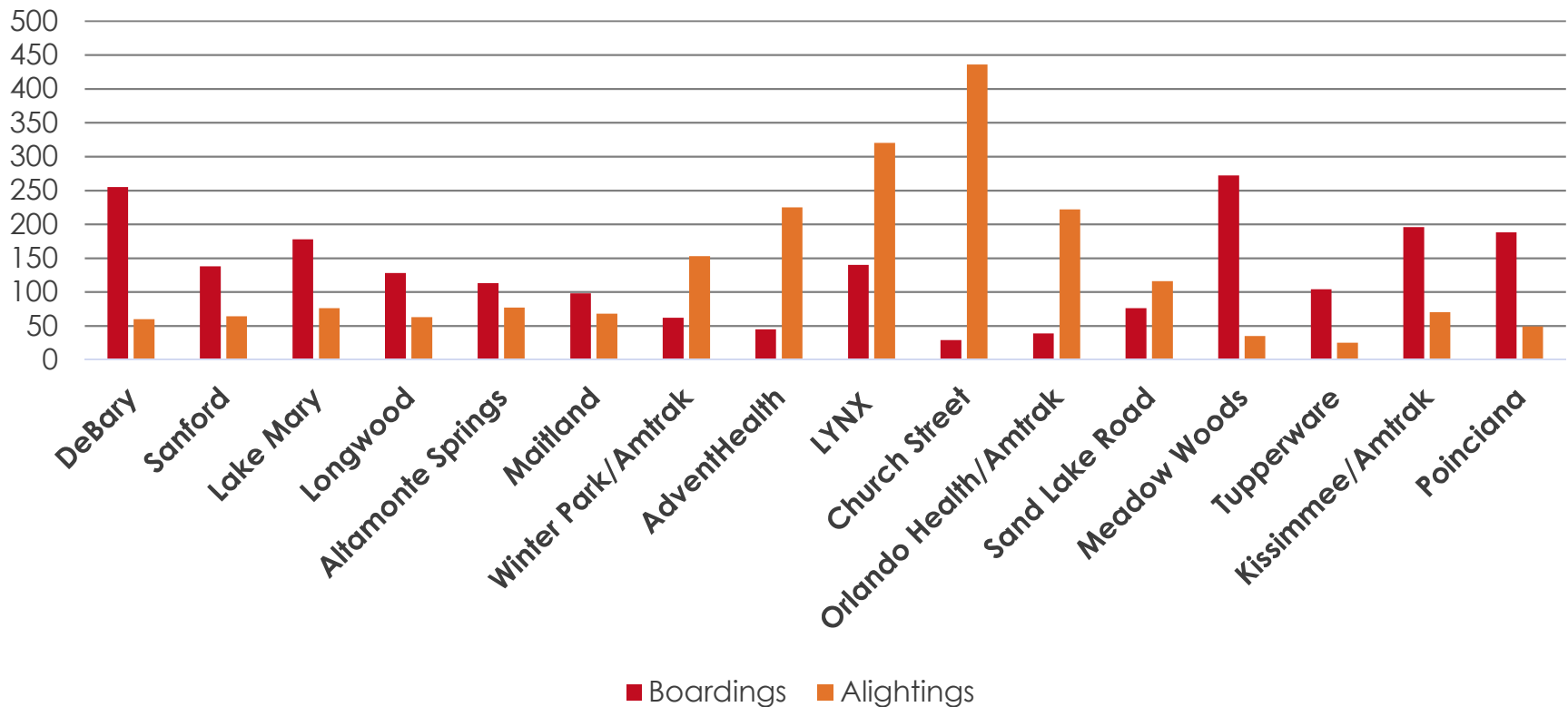


OPERATIONAL PERFORMANCE

BOARDINGS & ALIGHTINGS

AM PEAK

August 20, 2018 – June 30, 2019

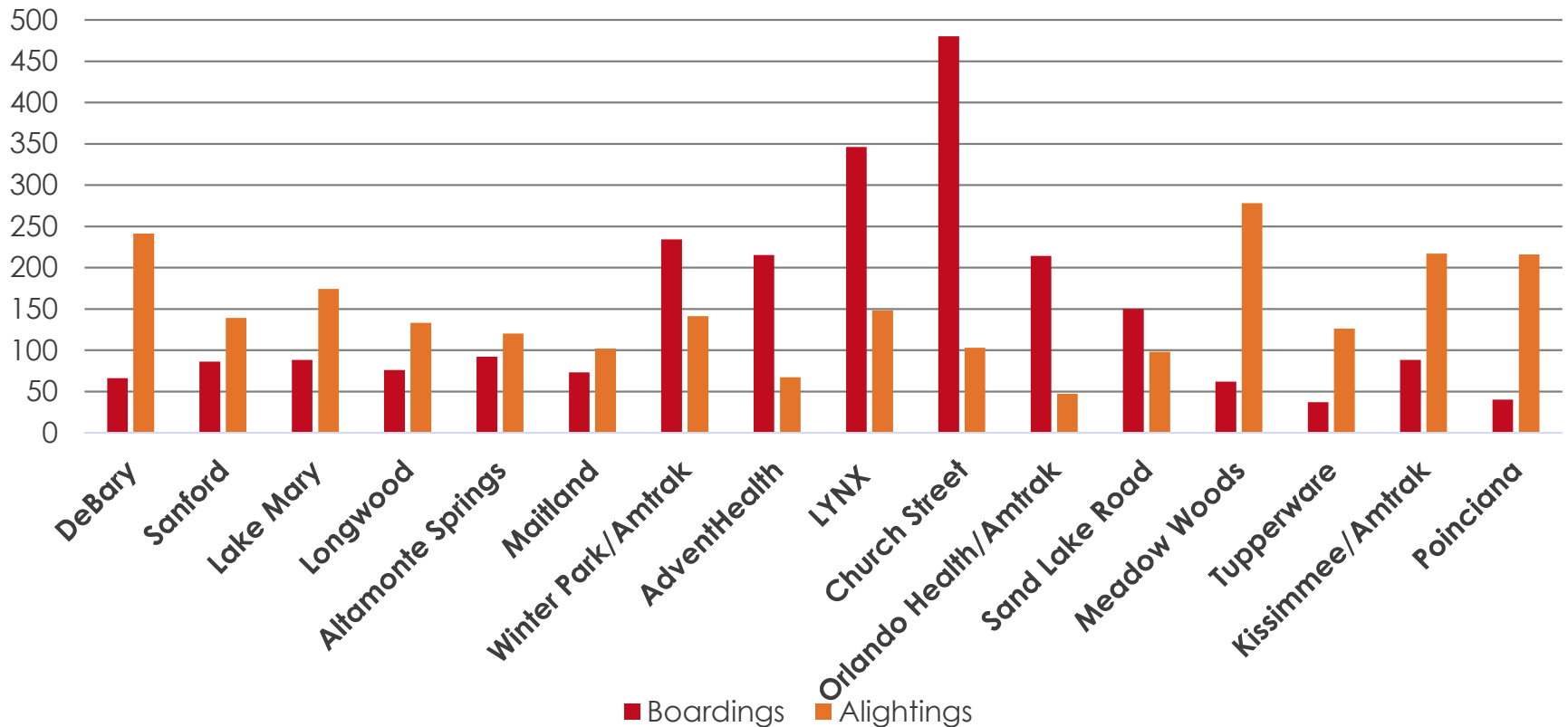


OPERATIONAL PERFORMANCE

BOARDINGS & ALIGHTINGS

PM PEAK

August 20, 2018 – June 30, 2019

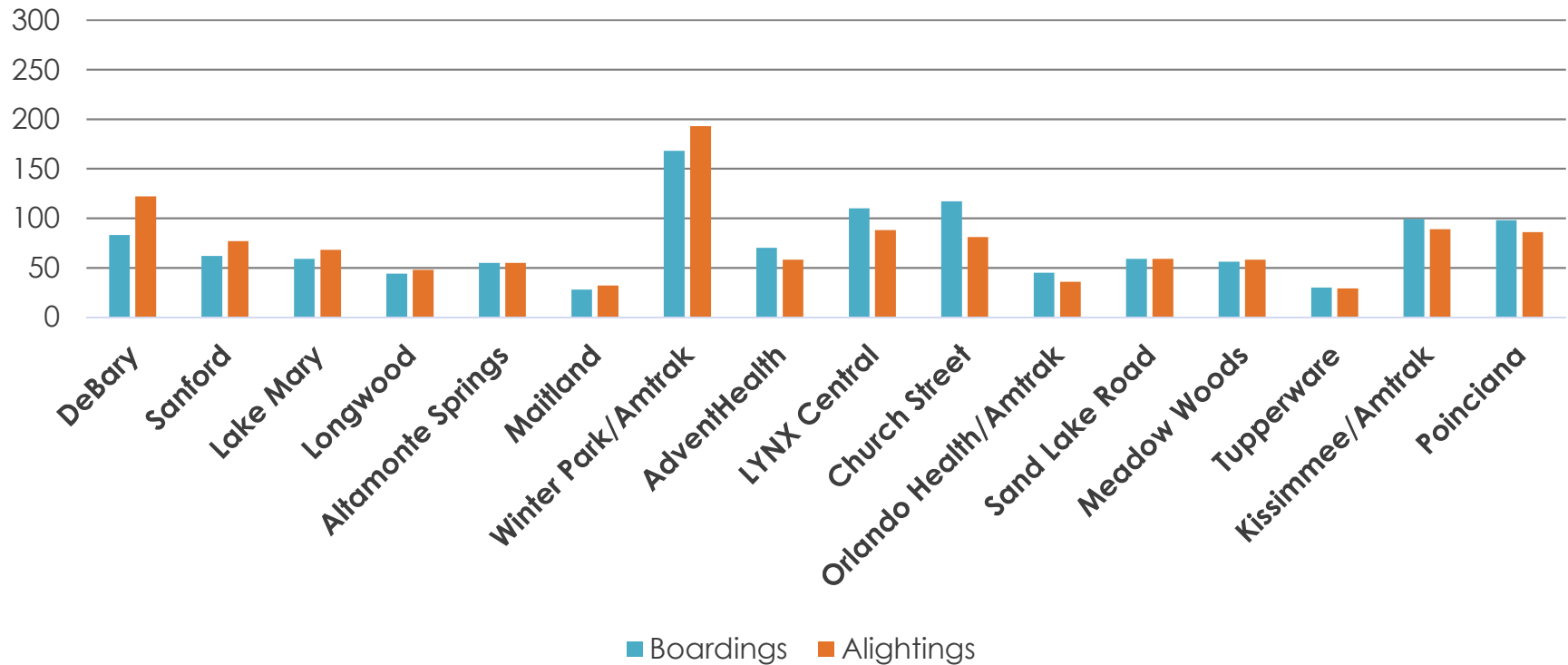


OPERATIONAL PERFORMANCE

BOARDINGS & ALIGHTINGS

OFF PEAK

August 20, 2018 – June 30, 2019

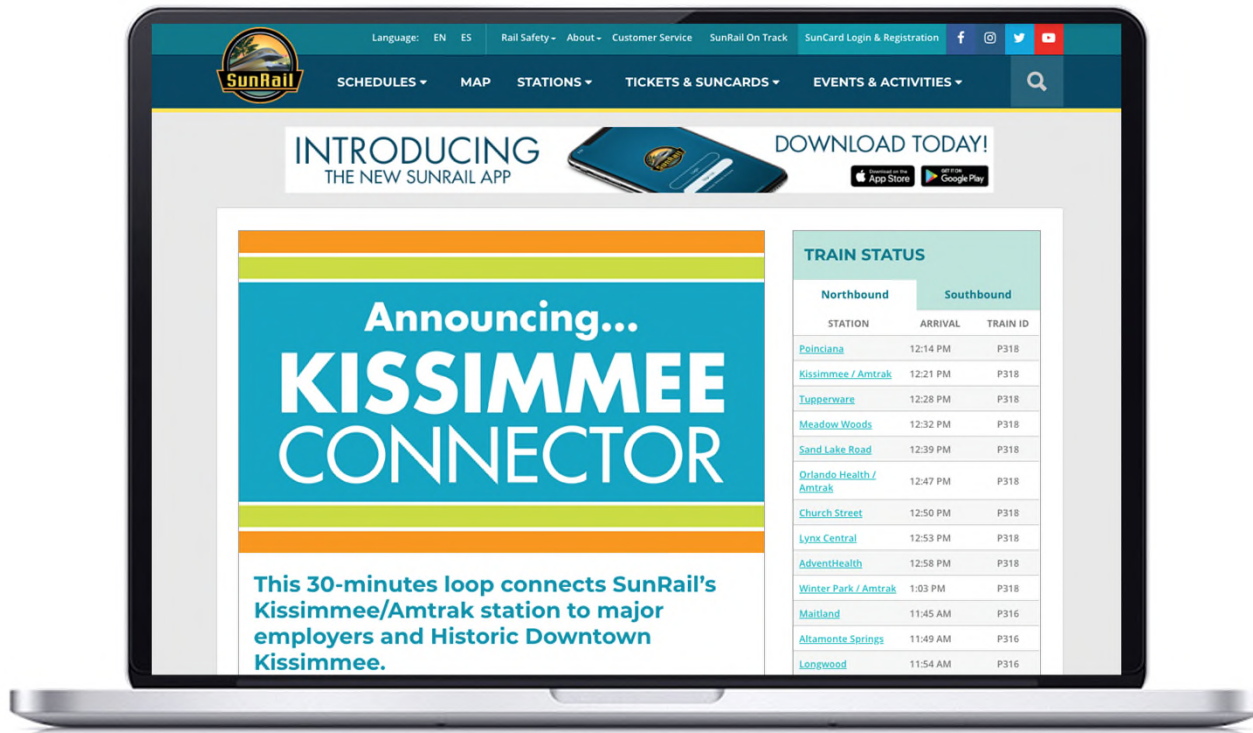


OPERATIONAL PERFORMANCE

AVAILABLE ONLINE

Ridership by Train Now Available

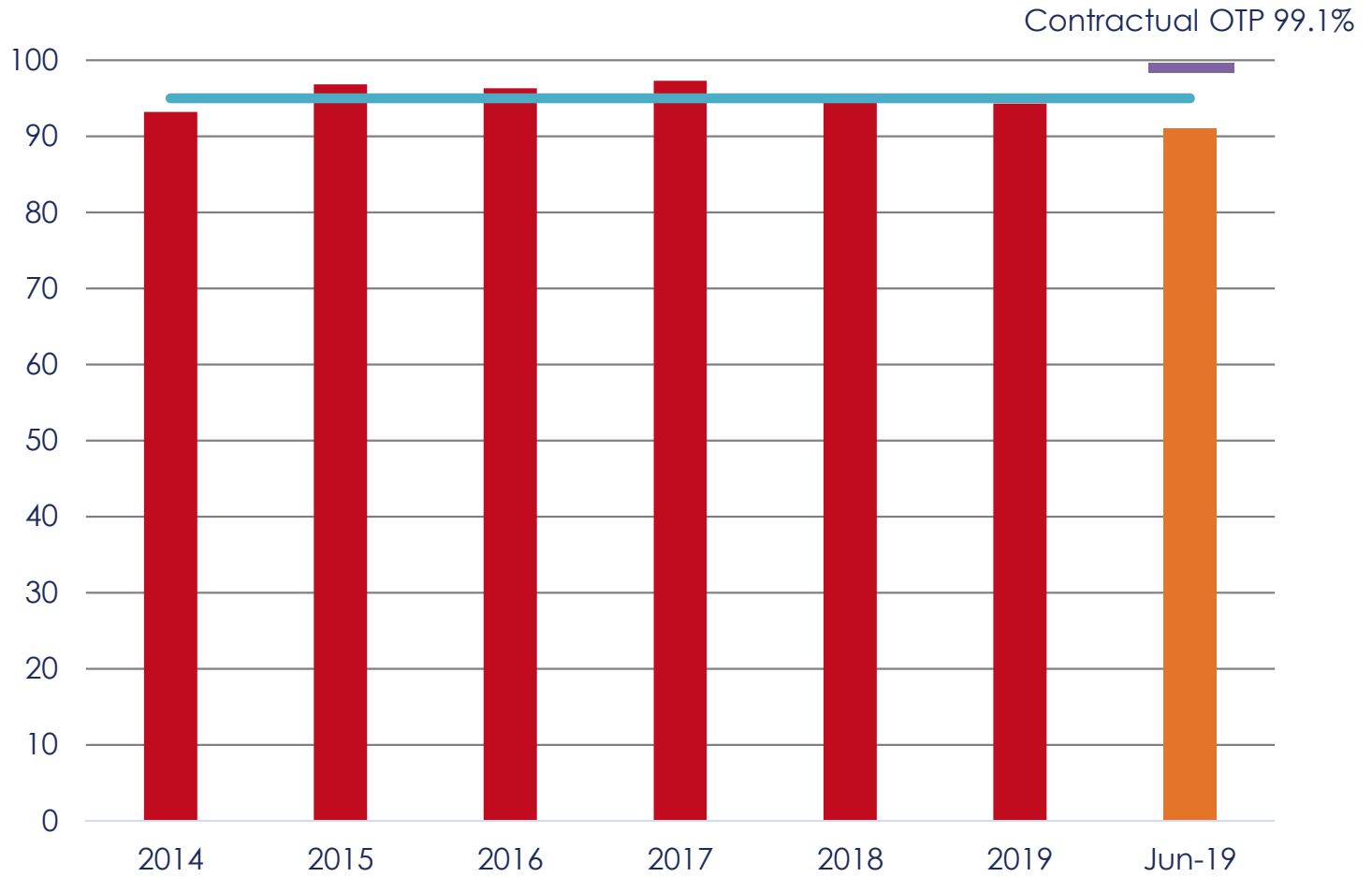
SunRail.com/About/TrainInformation



ON-TIME PERFORMANCE AVERAGE

From Inception and Current Month

GOAL IS
GREATER
THAN OR
EQUAL TO
95%



ON-TIME PERFORMANCE AVERAGE

MAY - JUNE 2019

On-Time Performance Average: 91%

Train Performance Overview	
Operating Days: 42	
Number of Days Operating 95% and Above: 29	
On-Time	1,529
Late	132
Annulled	19
Total Trains Operated	1,680

Performance Detail	Percent of Total Trains
Weather	4.6%
Trespasser/Crossing Accident/Near Misses	1.2%
ROW Foul	1.2%
Mechanical	0.7%
Signals & Components	0.4%
PD Activity	0.2%
Train Interference	0.2%
Passengers	0.2%
Maintenance of Way	0.1%
Other	0.2%
Total (rounded)	9%

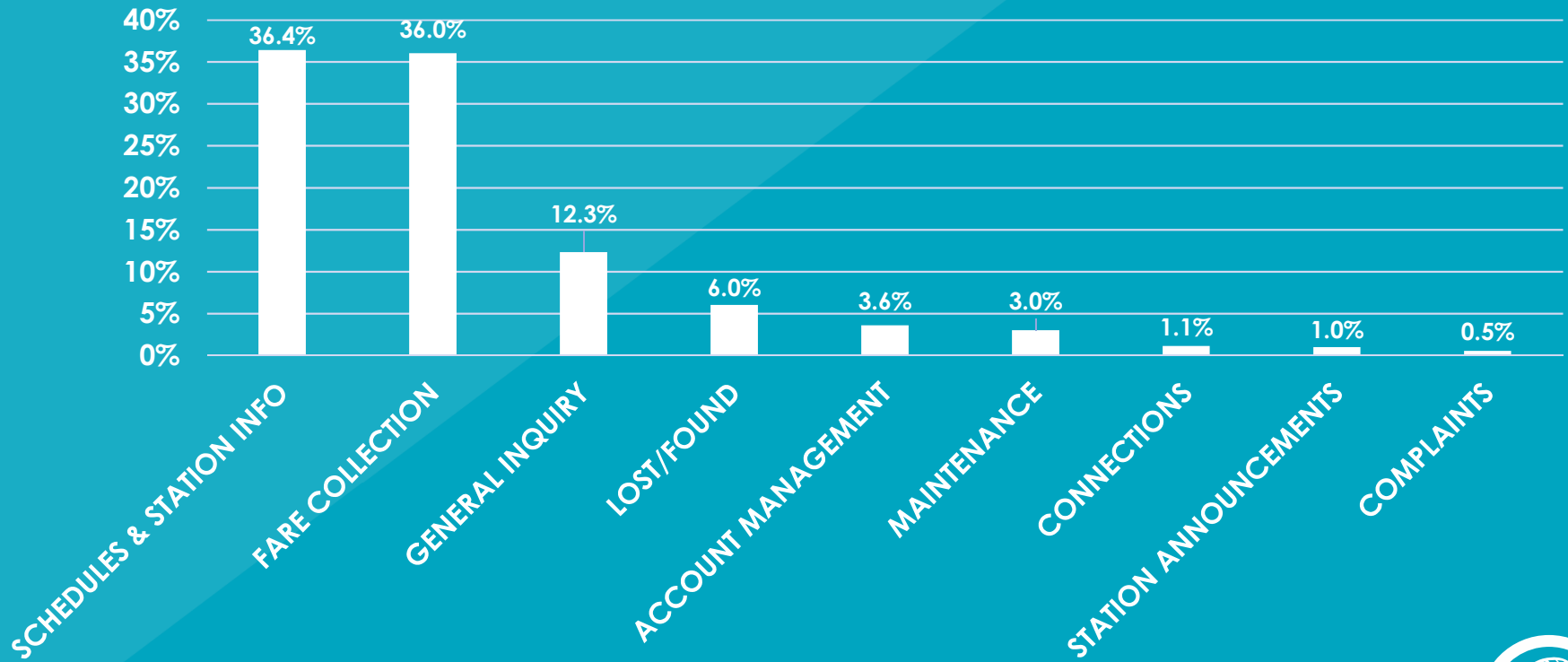
Note: Only categories with a value greater than zero are displayed and rounded to one decimal.

CUSTOMER SERVICE

BUILDING RIDER LOYALTY

Total Calls May & June 2019

5,025



FY19 OPERATING BUDGET UPDATE

OPERATING REVENUE	YEAR ENDED JUNE 30, 2019	
	BUDGET	ACTUAL
Farebox revenue	\$3,551,400	\$3,129,787
CSX usage fees	\$3,231,836	\$3,253,225
Amtrak usage fees	\$1,013,494	\$983,483
FCEN usage fees	\$23,361	\$25,344
Right-of-way lease revenue	\$107,221	\$117,712
Ancillary revenue	\$307,490	\$328,971
<i>Subtotal - System revenue</i>	<i>\$8,234,802</i>	<i>\$7,838,522</i>
FTA \$5307 - Urbanized Area Grant Funds	\$9,809,729	\$9,809,729
TOTAL OPERATING REVENUE	\$18,044,531	\$17,648,251

NOTE: These numbers are not audited.

FY19 OPERATING BUDGET UPDATE

OPERATING COSTS, CAPITAL MAINTENANCE AND CONSULTANT SUPPORT	YEAR ENDED JUNE 30, 2019	
	BUDGET	ACTUAL
Bombardier - Operations	\$10,309,865	\$10,393,860
Bombardier - Maintenance	\$15,887,162	\$15,246,471
Bombardier - Incentive/Disincentive	\$1,309,851	\$1,183,642
Conduent - Back-of-the-House Hosting	\$906,140	\$906,141
Conduent - Fare Equipment Maintenance	\$2,163,268	\$2,046,765
Herzog - Signal Maintenance of Way	\$3,162,514	\$3,155,972
Green's Energy - Fuel	\$2,206,080	\$1,905,386
Gallagher - Insurance	\$2,050,000	\$1,695,918
Amtrak - Heavy Vehicle Maintenance	\$1,664,521	\$1,069,233
Wells Fargo - Banking Services	\$6,880	\$4,784
Bank of America - Merchant Services (Banking)	\$90,000	\$93,998
MidFlorida - Armored Car Service	\$52,480	\$43,200
AT&T/Verizon - Wi-Fi Service	\$34,440	\$32,184
Fare Media Smart Card	\$-	\$-
Limited Use Smart Card	\$269,600	\$402,800
Incomm - Card Distribution & Packaging	\$-	\$-
<i>Subtotal - System operating costs</i>	<i>\$40,112,801</i>	<i>\$38,180,354</i>
Feeder Bus Expenses	\$1,843,865	\$1,341,213
Capital Maintenance	\$7,188,940	\$790,623
Consultant Support	\$8,814,461	\$5,842,232
TOTAL OPERATING COSTS, CAPITAL MAINTENANCE AND CONSULTANT SUPPORT	\$57,960,067	\$46,154,422

NOTE: These numbers are not audited.

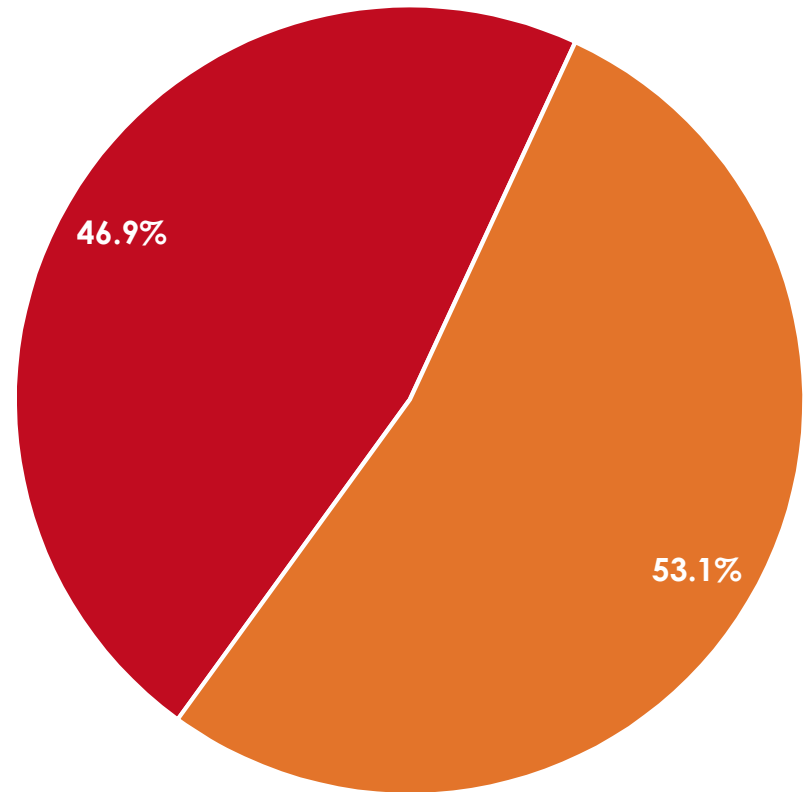
CAPITAL MAINTENANCE

Maintenance ■

Non-recurring corrective or preventive maintenance or in-kind replacement

Improvements ■

Extend the useful life, increase the value or add new uses



■ Maintenance ■ Improvements

FY20 OPERATING BUDGET

OPERATING REVENUE	FY2020 BUDGET
Farebox revenue	\$3,366,644
CSX usage fees	\$3,293,401
Amtrak usage fees	\$1,028,530
FCEN usage fees	\$25,568
Right-of-way lease revenue	\$120,066
Ancillary revenue	\$336,986
<i>Subtotal - System revenue</i>	<i>\$8,171,195</i>
FTA §5307 - Urbanized Area Grant Funds	\$10,021,711
TOTAL OPERATING REVENUE	\$18,192,906

FY20 OPERATING BUDGET

OPERATING COSTS, CAPITAL MAINTENANCE AND CONSULTANT SUPPORT	FY2020 BUDGET
Bombardier - Operations	\$10,511,193
Bombardier - Maintenance	\$16,101,451
Bombardier - Incentive/Disincentive	\$1,330,632
Conduent - Back-of-the-House Hosting	\$933,325
Conduent - Fare Equipment Maintenance	\$2,214,588
Herzog - Signal Maintenance of Way	\$3,162,374
Green's Energy - Fuel	\$1,965,924
Gallagher - Insurance	\$1,900,000
Amtrak - Heavy Vehicle Maintenance	\$1,368,067
Wells Fargo - Banking Services	\$4,906
Bank of America - Merchant Services (Banking)	\$95,408
MidFlorida - Armored Car Service	\$44,280
AT&T/Verizon - Wi-Fi Service	\$34,402
Fare Media Smart Card	
Limited Use Smart Card	\$424,620
<i>Subtotal - System operating costs</i>	<i>\$40,091,170</i>
Feeder Bus Expenses	\$1,978,793
Capital Maintenance	\$7,188,940
Consultant Support	\$8,845,417
TOTAL OPERATING COSTS, CAPITAL MAINTENANCE AND CONSULTANT SUPPORT	\$58,104,320

LYNX CONNECTIONS

LYNX Fixed-Route Average Daily Boardings & Alightings by SunRail Station Area													
SUNRAIL STATION	Fiscal Year 2019												ANNUAL DAILY AVERAGE
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Sanford	151	336	339	100	302	358	390	412	409				311
Lake Mary	58	15	62	80	74	116	124	117	98				83
Longwood	40	51	73	53	54	90	102	82	72				69
Altamonte Springs	225	195	192	205	240	171	38	230	91				176
Maitland	27	30	29	12	18	18	26	22	28				23
Winter Park	212	273	286	187	206	269	255	316	310				257
AdventHealth	359	399	380	314	327	266	322	326	362				339
LYNX Central Station													-
Church Street Station													-
Orlando Health/Amtrak	27	34	28	35	26	35	27	22	10				27
Sand Lake Road	248	255	209	193	201	62	54	78	86				154
Meadow Woods	130	120	116	120	115	63	107	167	103				116
Tupperware	23	18	9	N/A	N/A	N/A	N/A	N/A	4				14
Kissimmee Intermodal													-
Poinciana	3	6	5	6	N/A	3	1	N/A	N/A				4
Total - All Stations	1,503	1,732	1,728	1,305	1,563	1,451	1,446	1,772	1,573	-	-	-	1,573

VOTRAN CONNECTIONS

VOTRAN SUNRAIL CONNECTIVITY - June 2019

NOTE: Beginning October 2016 driver keys count only boardings and alightings at DeBary Station. Fiscal years 2014, 2015, and 2016 data reported boardings along SunRail Routes.

Votran Fixed-Route Average Daily Boardings & Alightings at DeBary Station													
Activity at DeBary Station	Fiscal year 2017												Annual Daily Average
	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	
Days of operation	21	21	22	22	20	23	20	22	22	20	23	13	249
Avg Daily Ridership	54	48	68	69	43	46	47	50	58	67	83	80	59

Note: Hurricane Irma in 2017 interrupted SunRail from September 11 to September 19.

Votran Fixed-Route Average Daily Boardings & Alightings at DeBary Station													
Activity at DeBary Station	Fiscal year 2018												Annual Daily Average
	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	
Days of operation	22	21	20	22	20	22	21	22	21	21	23	19	254
Avg Daily Ridership	96	76	79	63	62	69	69	67	61	72	79	72	72

Votran Fixed-Route Average Daily Boardings & Alightings at DeBary Station													
Activity at DeBary Station	Fiscal year 2019												Annual Daily Average
	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	
Days of operation	23	21	20	22	20	21	22	22	20				191
Avg Daily Ridership	98	66	85	89	64	76	66	61	59				74

No SunRail service on Thanksgiving, Christmas, New Year's Day Independence Day, Labor Day, Memorial Day, and Martin Luther King Jr. Day.

* May 2019 Corrected boardings

ACTION ITEMS

- A. Approve Meeting Minutes – May 30
- B. Approve Meeting Minutes – July 18
- C. Approval of Letter to Secretary Thibault from CFCRC
- D. Proposed Fire Station 11 Relocation – Mr. Paul Chipok
- E. Customer Advisory Committee Member Appointees: Ms. Viviana Janer



INFORMATION ITEMS

- A. Federal Railroad Administration (FRA) Quarterly Report
- B. Federal Transit Administration (FTA) Quarterly Progress Report
- C. FDOT Letter to CFCRC from Thomas Byron, Assistant Secretary, Strategic Development



BOARD MEMBER COMMENTS

NEXT MEETING 10/31/19



PUBLIC COMMENTS

General





THANK YOU



@RideSunRail | [SunRail.com](https://www.sunrail.com)

Central Florida Commuter Rail Commission Meeting

May 30, 2019

10:00 a.m.

MetroPlan Orlando

250 South Orange Avenue

Orlando, Florida 32801

Attendees: Chair Mayor Buddy Dyer, Vice-Chair Commissioner Bob Dallari, Secretary Mayor Jerry Demings, Board Members Commissioner Viviana Janer and Councilman Fred Lowry, Alternate

Minutes

Meeting was called to order by Chairman Dyer at 10:04 a.m.	
Pledge of Allegiance and Confirmation of Quorum	
Commission Chair's Announcements	Chairman Dyer
<ul style="list-style-type: none">• The Chair welcomed Fred Lowry, Volusia Councilman, appointed by the Council to sit in place of Councilman Ed Kelly who was unable to attend today's meeting.• The Chair recognized May 1st as SunRail's 5th Anniversary.• The Chair noted that Phase 2 South will reach its 1st Anniversary soon and ridership continues to grow.• When the Orlando Magic made the playoffs, SunRail promoted "Train to the Game". Ridership was high for both home games.• Later on the Agenda he noted, Lochner will provide their Transition Analysis and Recommendations.• The Chair stated he would be discussing expanded service with Ms. Liquori in the coming weeks.• The Chair welcomed the new FDOT Secretary, Kevin Thibault, and invited him to address the vision for SunRail's next two years, the transition to the Commission, and the extension of service from DeBary to DeLand.<ul style="list-style-type: none">➢ Secretary Thibault thanked the Chair for suggesting he talk about vision. Approximately 15 years ago, the Region had a vision of how to efficiently and effectively move people through the I-4 corridor and the need for mobility options. Ms. Liquori will present the growth of SunRail. SunRail is capturing that vision. FDOT wants to continue with the collaboration toward a successful transition and support the Region's original vision. FDOT purchased the 61-mile corridor and will continue to be the land owner.➢ The Chair noted the Secretary designated the SunRail CEO as the point-of-contact for the transition negotiations.	
SunRail CEO Announcements	Nicola Liquori
<ul style="list-style-type: none">• Ms. Liquori noted the meeting materials include the PTC 2018 Annual Report. As reported at the January meeting, the milestones were met to obtain an extension for implementation to 2020; however, the goal remains to complete the full implementation by the end of 2019. Additionally, the 1st Quarter PTC Report is also included in the materials.• Ms. Liquori also pointed to an Article included in the materials that FRA Administrator, Ron Batory, distributed recently and contains a very important safety message about staying vigilant at rail crossings.<ul style="list-style-type: none">➢ Members provided concerns over the timely receipt of meeting materials	
Agenda Item: Customer Advisory Committee Update	Presenter: Karla Keeney
<ul style="list-style-type: none">• Chair Keeney reported this is her last meeting and introduced James Grzeski as the new Chair for the CAC• Meeting was held May 2, 2019 at LYNX Central Station<ul style="list-style-type: none">▪ A quorum was present.▪ The Committee received Public Comment regarding SunRail's consideration of a fare discount for visually impaired riders and the uncleanliness of the LYNX NB Platform.▪ Committee recommendations:	

<ul style="list-style-type: none"> ○ The vandalism issues that were reported at the Sand Lake Station have greatly reduced. With additional security provided by Orange County on a trial basis, the Committee would recommend its continuation. ○ The Committee noted some SB trains with standing-room only. ○ Monthly passes be marketed to area businesses as pre-tax benefit. ○ Riders provided comments regarding the need for additional on-board bicycle storage. ○ Bus connectivity concerns were noted. • The Committee held election of officers: <ul style="list-style-type: none"> ▪ James Grzesik was elected Chair ▪ Mayebelle Bryant-James was elected Vice-Chair ➤ The CFCRC thanked Ms. Keeney for her service on the Committee. 	<p>Agenda Item: Technical Advisory Committee Presenter: Tawny Olore</p> <ul style="list-style-type: none"> • Meeting was held May 9, 2019 <ul style="list-style-type: none"> ▪ Recognized the growth in ridership ▪ The Committee discussed the promotion of the UCF/Valencia downtown campuses ▪ SunRail’s App interoperability with LYNX ▪ The Committee reviewed the FY19 budget and proposed FY20 budget ▪ The Committee received an update on Quiet Zones and PTC ▪ A special next meeting will be held on June 6th
<p>Agenda Item: Agency Update Presenter: Nicola Liquori</p> <ul style="list-style-type: none"> • Quarterly Highlights <ul style="list-style-type: none"> ▪ SunRail’s 2019 goals and Marketing Plan <ul style="list-style-type: none"> ○ Increase Ridership <ul style="list-style-type: none"> ➤ Downtown UCF/Valencia Campus provides opportunity for promotion to new riders <ul style="list-style-type: none"> ▪ Outreach to new generation of commuters ▪ A “Try the Train” promotion similar to opening Phase 1 and Phase 2 South, ▪ Offer to faculty and staff from August 1 through end of September ▪ Offer to students from Mid-August through end of September ➤ Magic Game 16 SB trains at 10:30 PM matching the regularly scheduled NB trains departing Church St. added approximately 200 transactions to the average daily ➤ Increased ridership at Advent Health up 77% and Orlando Health up 139% ○ Increase SunCard usage <ul style="list-style-type: none"> ➤ SunCard is a pre-paid card with an established account and provides for weekly, monthly or annual passes. The card allows for stored value which provides a 10% bonus. Ability to manage account with SunRail App. If the card is registered, riders can receive notifications from SunRail, offers a balance protection feature, provides the opportunity for balance reimbursement ➤ Ambassador has resources to engage riders with the card’s benefits ○ Promote Connectivity <ul style="list-style-type: none"> ➤ Review of connection times, new signage, and working with SunRail partners to assist with communication ➤ Making connection easier and more convenient <ul style="list-style-type: none"> ▪ Kissimmee Connector launched the end of January increasing ridership from 10 to 50 per day ▪ Signage added at Kissimmee/Amtrak ▪ Sanford Trolley has expanded the system with additional platform signage with schedules ▪ Improved Train to Plane signage at Sand Lake Road. ○ SunRail App launch <ul style="list-style-type: none"> ➤ Soft launch rolled out May 13 to CFCRC, TAC, CAC Members and Test subscribers ➤ Public launch rolled out May 16, to date a total of 3,668 downloads ➤ Trip Planning, train status, fare price, connections to feeder buses, account management ➤ Can be linked to LYNX’ mobile app in the future ▪ Safety Enhancement 	

- Wrap of signal box at Fairbanks “Do Not Stop On Tracks” and since added locations at: CR 427, SR 434, Horatio, Lancaster, Landstreet and Carroll
- SunRail team works closely with local law enforcement on incident management to quickly attend to anyone injured, passenger attendance, notification to trains on the corridor, inspect the train and tracks, release crew and then wait for law enforcement to release the corridor. An after-action review is conducted to look at contributing factors, response time and opportunity for improved safety messaging.
- Operational Performance
 - Ridership Reporting
 - Boardings by Station is provided July 2018 through April 2019 with approximately 1.2m for the Fiscal Year. Downtown core remains strong, increase at the two hospitals, with solid ridership at the external points
 - Average Daily Ridership is provided for January through April 2019 with March statistically being a strong month
 - Boardings & Alightings by AM, PM and OFF Peak is provided August 20, 2018 through April 30, 2019
 - Ridership statistics often requested and can now be located on SunRail.com/About/TrainInformation. By July, our goal is to add Ridership by Train to the site.
- On-Time Performance
 - Indicates the reliability of the system and for the month of April is 96.5% which is greater than the goal of 95%
 - SunRail staff often receive questions as to how OTP is calculated. SunRail runs a 40-train schedule, there were 22 service days in the month of April, therefore, the total trains operated was 880 for the month. Of the 880 trains operated, 849 trains were on-time, 30 trains were late and 1 train annulled. As an additional point of information, of the 22 service days, 15 service days had 100% OTP and 4 days had 95% or better. Looking at the breakdown of the late or annulled trains, 14 trains related to grade crossing collision on April 10th and 7 trains were related to signal issues from a severe lightning storm which impacted operations.
- Call Center Stats
 - Staff continues to review the statistics and responses
 - Complaints are less than 1%
- Budget Update
 - FY19 Budget was provided from July 2018 through April 2019. The amounts shown are on a cash basis and a true-up will occur at the full year-end which will be presented at the August meeting.
 - The FY19 farebox revenue budget was challenging with the start of Southern Expansion. In creating a budget where historical information is available, that historical information is used in the budget development. In the budget development for Phase 1, historical information was available; however, for Phase 2 South, a number of variables existed, such as: the number of riders that choose a monthly pass, the number of riders that utilize the free bus transfer, riders that avail themselves of the offered discounts, and other variables beyond ridership that can impact what the average fare/fare collection is going to be. What staff elected to do in the budget creation was utilize the most recent Ridership and Revenue Study conducted, the FY2015 Finance Plan completed in conjunction with the Phase 2 South Full Funding Grant Agreement. Realizing a variety of changes since the 2015 Plan, staff utilized the historical information from Phase 1 to develop a revenue factor. That factor was then applied to the Phase 2 South estimate from the FY2015 Finance Plan. When Phase 1 actual revenue is compared to the FY2015 Finance Plan, the factor was 80%. That 80% factor was applied to the incremental revenue associated with Phase 2 South. This analytical process was in lieu of the expenditure for a new ridership study. When developing the FY20 budget, there was 11 months of actual data from Phase 1 and Phase 2 South from FY19.
 - There are few differences in Operating Costs. Insurance came in under budget.
 - Feeder bus expense is a timing difference and is expected to be what was budgeted.
 - The members questioned the difference of expenditures for capital maintenance from what was budgeted.
 - Ms. Liquori provided the budget for capital maintenance and consultant support are not reflected as projected expenditures put as the resources

	<p>available in work programming. The 2 line items will appear as significantly under-budget. The funds are available if needed. Additionally, there are projects that are completed using those resources. If the funds are not utilized, they are rolled-forward to the next fiscal year. There is a level of capital maintenance that is in the system operating costs which are contractual obligations such as: Bombardier maintenance, Herzog maintenance, and Amtrak maintenance. Funds that are available in the capital maintenance line item can also be used for improvements for example: if there was a drainage issue along the corridor</p> <ul style="list-style-type: none"> ▪ The members asked Ms. Liquori to provide more detail related to capital maintenance. <ul style="list-style-type: none"> ○ The FY20 Preliminary Budget <ul style="list-style-type: none"> ➤ The Operating Revenue. As noted earlier, actual FY19 farebox revenue was used to provide the revised projection. <ul style="list-style-type: none"> ▪ The members noted that looking at the FY19 year-to-date actuals and comparing the farebox revenue to the FY20 farebox revenue budget, the budget appears low based on the increased ridership. Ms. Liquori was asked to relook at the projected revenue and the calculations to reach the projection. Further, the FY20 projected farebox revenue and the cost of Conduent appears the farebox revenue covers the cost of fare collection. ▪ Ms. Liquori provided when looking at the operational costs for the system, there are different indices used but all have an inflationary increase in them. The farebox revenue does not. The Fare Policy has been static since first introduced in 2014 and perhaps it could be revisited. There has not been an inflationary increase. Additionally, she noted that a review of riders utilizing passes versus the zone being purchased for the trip has an impact on average fare. While Conductors are checking a percentage of tickets, other agencies have instituted 100% fare-check days periodically. ▪ The members asked if staff could provide some comparisons of other agencies costs for revenue collection. ▪ Ms. Liquori noted that staff would conduct and provide information from an industry scan. ➤ The Operating Costs. The costs were adjusted downward based on actual performance such as: fuel costs and insurance premiums ➤ When comparing the FY20 budget to the 2015 Finance Plan, there is a reduction in the total Operating Costs. ○ Positive Train Control <ul style="list-style-type: none"> ➤ At the last meeting, it was reported that the milestone had been met and the request was sent to the FRA to Enter Revenue Service Demonstration (RSD) on the 12-mile test territory. Approval from the FRA was received around the end of March and RSD began in April. Data from the testing is reported to the FRA. ➤ Full implementation is progressing on schedule which includes interoperability with the tenant railroads.
<p>LYNX Bus Connectivity:</p> <ul style="list-style-type: none"> • LYNX is transitioning the Computer Automated Dispatch (CAD) and the Automatic Vehicle Locator (AVL) systems. The AVL together with Automatic Passenger Counts (APC) system are utilized to track buses. Prior to the transitioning, some buses did not have functioning APC system; however, the transition from Clever to Ranger has been completed and now requires the procurement of an APC system. LYNX is releasing a Request For Proposal (RFP) to procure the system. • With the opening of the Southern Expansion, LYNX has extended feeder bus service and introduced Link 155. Fixed route service ridership is increasing while NeighborLink ridership is decreasing. 	<p style="text-align: right;">Presenter: Tomika Monterville</p>
<p>Votran Bus Connectivity:</p> <ul style="list-style-type: none"> • Connectivity chart provided <ul style="list-style-type: none"> ▪ Votran is reporting increased usage at DeBary. ▪ Votran is an excellent partner. When SunRail experiences delays due to an incident, Votran makes service adjustments to serve the riders. 	<p style="text-align: right;">Presenter: Nicola Liquori</p>

Follow-Up Item:**Presenter: Nicola Liquori**

- Holiday Service
 - Per the InterLocal Operating Agreement weekends and holidays are outside of base service and require separate funding to accommodate that service.
 - In response to the members request to determine the cost to provide service on the 7 holidays per calendar year where service is not provided, the cost estimate is approximately \$98K per holiday. For the 7 holidays, the cost estimate is approximately \$690K. The estimate is based on full service of 40 trains. There are some variations that could be reviewed if the Commission would like.
 - Staff did review ridership on a couple of holidays. Both the day prior and the day after the holiday. The findings showed ridership was approximately 85% of average. As an example, Christmas Eve was approximately 50% of average.

Action Items:

- Adoption of meeting minutes from January 31, 2019. **Motion** to adopt minutes passed unanimously
- Lease Request by JBR Holidays
 - Mr. Robert McDaniel, FDOT/CFRC/SunRail, Corridor and Facilities Manager, presented a request for a Lease over of a strip on the westerly side of the CFRC Right-of-Way (ROW) which is 28' W X 151.6' L totaling 4,245 sq. ft. The Leased property will be used for access and parking for the existing business on the adjoining private property. Within 21 days from the date of the Lease execution, the Lessee, at their expense, must install a 6' H chain link fence along the east boundary of the Lease parcel. The location of the parcel is at 826 N. Orange Ave. and 834 N. Orange Ave., Winter Park, FL. The term of the Lease is 5 years with an option to renew for 5 years. The Lease may be terminated by either party with 30 days written notice. The annual Lease amount is \$6,400.
 - The members discussed the beginning and ending date of the Lease, the determination of the annual lease rent, use of the parcel and the urgency for the Commission's decision.
 - After discussion, **Motion** was made and seconded to continue the action on the Lease request to the next appropriate meeting of the CFCRC. The Motion passed unanimously.
- Final Report on SunRail Transition Analysis
 - Ms. Andrea Ostrodka, Lochner, presented the results of the Transition Analysis and Final Report
 - The analysis began summer of 2018
 - The consulting team was contracted to provide the Commission:
 - History of SunRail from inception to present
 - Summarize and analyze the Interlocal Agreements: Governance, Operations and Funding
 - Inventory and documentation of Contracts and Agreements
 - Transition framework
 - Current Organizational Structure
 - Budget and Financial Information including items that impact decisions
 - Vendor Contracts and Agreements
 - Recommendations
- Transition Working Group
 - Ms. Tawny Olore provided the Transition Working Group meets on a monthly basis with representatives from the Local Funding Partners.
 - Next Steps
 - Transition Consultant Contract
 - Develop Transition Plan
 - The members discussed a July meeting to review a Transition Consultant Contract proposal.
 - Ms. Olore responded the Working Group would be prepared to make a recommendation in July
 - Ms. Olore provided that once the CFCRC approves the Contract proposal, the Contract would need to be on the Agenda of each Funding Partner
- **Motion** was made and seconded to accept the Final Report and Transition Analysis. Motion passed unanimously.
- The Chair recognized Jim Harrison to discuss Escrow Agreement and Payment
 - Mr. Harrison noted that with the Commission's acceptance of the Final Report and Transition Analysis, this phase of Lochner's Contract is concluded.
 - The Orange County Comptroller agreed to act as Escrow Agent for the Interlocal Agreements that provided the funding for the Transition Analysis. The Escrow Agreement between CFCRC and the Comptroller provides the funding would be released to the CFCRC who in turn would provide the funds to the Consultant.

- Based on the next scheduled meeting of the CFCRC, the Comptroller has agreed that with a minor amendment to the Escrow Agreement, as Escrow Agent, the Comptroller could release the funds directly to the Consultant.
- **Motion** was made and seconded to approve the Amendment to Escrow Agreement as presented. Motion passed unanimously.
- **Motion** was made and seconded to accept the thirteen recommendations outlined in the Transition Analysis and for the Transition Working Group to develop a Transition Plan which will include the analysis recommendations and bring it back to the Commission. Motion was passed unanimously.

Committee Comments

- The Chair recognized Secretary Thibault. The Chair noted that the CFCRC has been working on the completion of the final segment for service from DeBary to DeLand. The local community remains committed to this. The Chair asked the Secretary to comment on the final phase of the project.
 - Secretary Thibault noted that he met recently with Volusia Councilman Kelley.
 - FDOT remains committed to the funding partnership with the Local, State and Federal partners.
 - The State has its funding share in the 5-year Work Program
 - The Department is proposing to look for opportunities to receive a redistribution of Federal funds. Every year the States that obligate all of their funds from Federal Highway have an opportunity to receive a redistribution from those States that do not. These are funds we would request to close the funding gap, i.e., the Federal funding portion.
 - The Department anticipates receiving notification in August, the Department would then request the FTA to allow for the funds to be flexed over to that program. There is a path for this process and staff stands ready to complete the necessary requests to flex the funds.
 - The members discussed the costs of operation as well as the system deficits and inquired of the Secretary if the Department would consider extending the deadline beyond May 2021.
 - The Secretary noted the importance of a schedule. The Transition Plan is a first step and the schedule contained within the Plan will provide the means to reach the transition.
 - The members discussed the current or future safety of the St Johns River Bridge and the responsibility of the Departments to provide for that.
 - Secretary Thibault provided the requirements on the Department to evaluate the structure every two years. The team of District 5 is looking at the structural evaluation and will be prepared to present the evaluation as a part of the transition. The Secretary also noted the Department is responsible of ensuring the current and future safety of the structure.
- The members asked the TAC to review the requirements of serving and the terms for the CAC.

Information Items:

- FRA/PTC Annual Report
- FRA/PTC 1st Quarter Report

Public Comments:

- Steve Kreidt noted he owns property adjacent to the Kissimmee Station. He encouraged the Transition Plan to include promoting local businesses and Station development similar to what BrightLine has included in their model.
- Joanne Counelis stated that SunRail needs to be available 24/7, holidays, nights and weekends.
- Logan Bartholomew noted Federal law provides for a pre-tax transit benefit and encouraged SunRail to pursue public and private employers to provide this benefit to employees. Additionally, he suggested a shuttle bus from the Sanford Station to the Sanford Airport.

Next Meeting: Thursday, August 29, 2019 @ 10:00 AM

MetroPlan Orlando
250 S. Orange Ave., Suite 200
Orlando, Florida 32801

Adjournment: Meeting adjourned at 12:25 p.m.

July 18, 2019

Central Florida

1:30 p.m.

Commuter Rail

Metro Plan Orlando

Commission Meeting

250 South Orange Avenue

Orlando, Florida 32801

Attendees: Chairman Mayor Buddy Dyer, Vice Chairman Commissioner Bob Dallari, Secretary Mayor Jerry Demings, Board Members Commissioner Viviana Janer and Chairman Ed Kelley

Minutes

Meeting was called to order by Chairman Mayor Buddy Dyer

Pledge of Allegiance and Confirmation of Quorum

Commission Chair's Announcements:

Since meeting last time:

- On June 18th, President Trump visited Orlando and SunRail train service was extended late into the evening. As a result, SunRail had the highest ridership ever (14,000 riders that day).
- Through recent correspondence, FDOT notified the Commission that it has identified an opportunity for Federal funding to support Phase II of SunRail to Deland.
- Discussion among members confirmed the commitment of the Commission to moving forward with FDOT relating to the implementation of Phase II of SunRail to Deland.
- Chairman Mayor Buddy Dyer distributed a draft response to the June 28th letter from FDOT, to be signed by each Commission Member, memorializing the Commission's support for Phase II of SunRail to Deland.
- Board Member Chairman Kelley confirmed that Volusia County is committed to its contractual obligations related to Phase II of SunRail to Deland.
- Secretary Mayor Jerry Demings stated his support for the draft letter distributed by Chairman Mayor Buddy Dyer, providing a joint response to FDOT's June 28th letter.

- Vice Chairman Commissioner Bob Dallari expressed support for a joint response so long as the Commission was not releasing any obligations under the prior Agreements with FDOT related to SunRail.
- Chairman Mayor Buddy Dyer then asked each Commission Member to review the letter with their legal and administrative staff and return comments by the end of the following week.

SunRail CEO Announcements:

Nicola Liquori, CEO

- At the Commission meeting in May, FDOT Secretary Kevin Thibault outlined a potential federal funding opportunity for Phase II of SunRail to Deland utilizing the federal redistribution process.
- At the end of August, the Federal Highway Administration will make its determination as to whether additional funding will be made available.
- State and local commitments for Phase II of SunRail to Deland need to be confirmed by end August so that FDOT and the Commission are in the best possible position to move forward.

Public Comments:

- Joanne Conellas, resident from Lake Mary, spoke about her support for Phase II, SunRail, north to Deland and the overall need for train and bus service in Central Florida, including holidays, weekends and at night. She recommended that service should be every half-hour in order to close the gaps.

Action Items:

A. Lease Agreement - JBR Global Holdings, LLC

Mr. Rob McDaniel, FDOT-CRCRS/SunRail, Corridor & Facilities Manager provided a summary of the lease agreement.

- Commissioner Viviana Janer stated her support for the lease agreement and moved for approval.
- Commissioner Bob Dallari also stated his support for the lease agreement but asked several questions regarding the lease terms which Mr. McDaniel addressed.
- Dean Cannon, Esq. spoke, as the representative of JBR Global Holdings and confirmed his client's approval of the lease terms.

- Commissioner Ed Kelley stated he did not support moving forward with the lease agreement due to the lack of data on the overall encroachment status of the SunRail corridor and the impact of the lease agreement on SunRail operations.
- After further discussion, the Motion to approve the lease agreement passed by a four to one vote with Board Member Chairman Ed Kelley dissenting.

Information Items:

- Jim Harrison, of Orange County, spoke about the transition update stating there was a kickoff meeting earlier in the day between the technical staff and attorneys representing the local governments and the FDOT. Mr. Harrison stated there is a lot of willingness to work together to work out the many issues, so they will continue to meet regularly and report back as those meetings continue. The local technical team is working together to develop a scope of services for the next phase of the transition analysis. At the same time they are working on preparing a revised interlocal agreement for funding the additional scope of work and hope to bring it to the next meeting.
- Commissioner Viviana Janer spoke about noise complaints she had received from constituents and/or residents by the Poinciana station. She asked if a noise and vibration study has been completed relating to the Phase II South and if so, what were the results.
- Nicola Liquori responded that the noise and vibration study has not yet been done. Ms. Liquori stated it was not a requirement but that the study was something FDOT was evaluating. She also stated that they could share the information that comes through the call center as it relates to complaints so that Commissioners have the information.
- Commissioner Viviana Janer reiterated that she would like to know about complaints. She also stated it was her understanding that the noise and vibration study was to be completed after the southern expansion began operation.

Chairman Mayor Buddy Dyer then adjourned the meeting.

August 29, 2019

The Honorable Kevin J. Thibault, P.E.
Florida Department of Transportation
605 Suwanee Street
Tallahassee, Florida 32399

Dear Secretary Thibault,

Thank you for taking the time to personally visit with us at our last Central Florida Commuter Rail Commission (CFCRC) meeting. We were encouraged by your comments and commitment to work collaboratively through our discussions regarding the transition of SunRail operations to the CFCRC in the future.

Since that time, there has been a number of letters related to that topic sent from representatives of the Florida Department of Transportation. And, most recently, we received a response from Volusia County conveying their perspective on some of these matters. We recognize that there are many complex issues to address during our upcoming negotiations that will be challenging. However, we fully expect that your staff and the Local Government Partner working group will work cooperatively and diligently to bring forward a positive resolution to each issue.

Several years ago, the efforts to bring our first Commuter Rail System to Central Florida was the ultimate example of intergovernmental collaboration toward a common community goal. SunRail is now operating along a portion of the 61- mile corridor providing an essential means of transportation to thousands of Central Florida residents.

Similarly, as community partners today, we should all be striving to bring forth a comprehensive and realistic plan for the transition of SunRail to the Central Florida Commuter Rail Commission that ensures successful operation into the future. It is in that spirit, that we look forward to our continued efforts toward that goal.

Sincerely,

Buddy Dyer
Chairman of Central Florida Commuter Rail Commission

Bob Dallari, Vice- Chair of Central Florida Commuter Rail Commission, Seminole County

Mayor Jerry Demings, Secretary of Central Florida Commuter Rail Commission, Orange County

Viviana Janer, Board Member of Central Florida Commuter Rail Commission, Osceola County

PUBLIC WORKS DEPARTMENT
BUSINESS OFFICE



August 20, 2019

Ms. Tanya Wilder
Transportation Policy Advisor
City of Orlando
400 South Orange Avenue, 7th Floor
Orlando, Florida 32801

Re: Proposed Fire Station 11 Relocation and FDOT/SunRail Pond Conveyance;
Revisions to Request for Placement on the August 29, 2019 CFCRC Agenda

Dear Ms. Wilder:

As a follow-up to my previous letter of August 8, 2019, Seminole County has met with representatives of FDOT and the Federal Transportation Agency (FTA).

From that meeting, Seminole County is slightly modifying its request as follows:

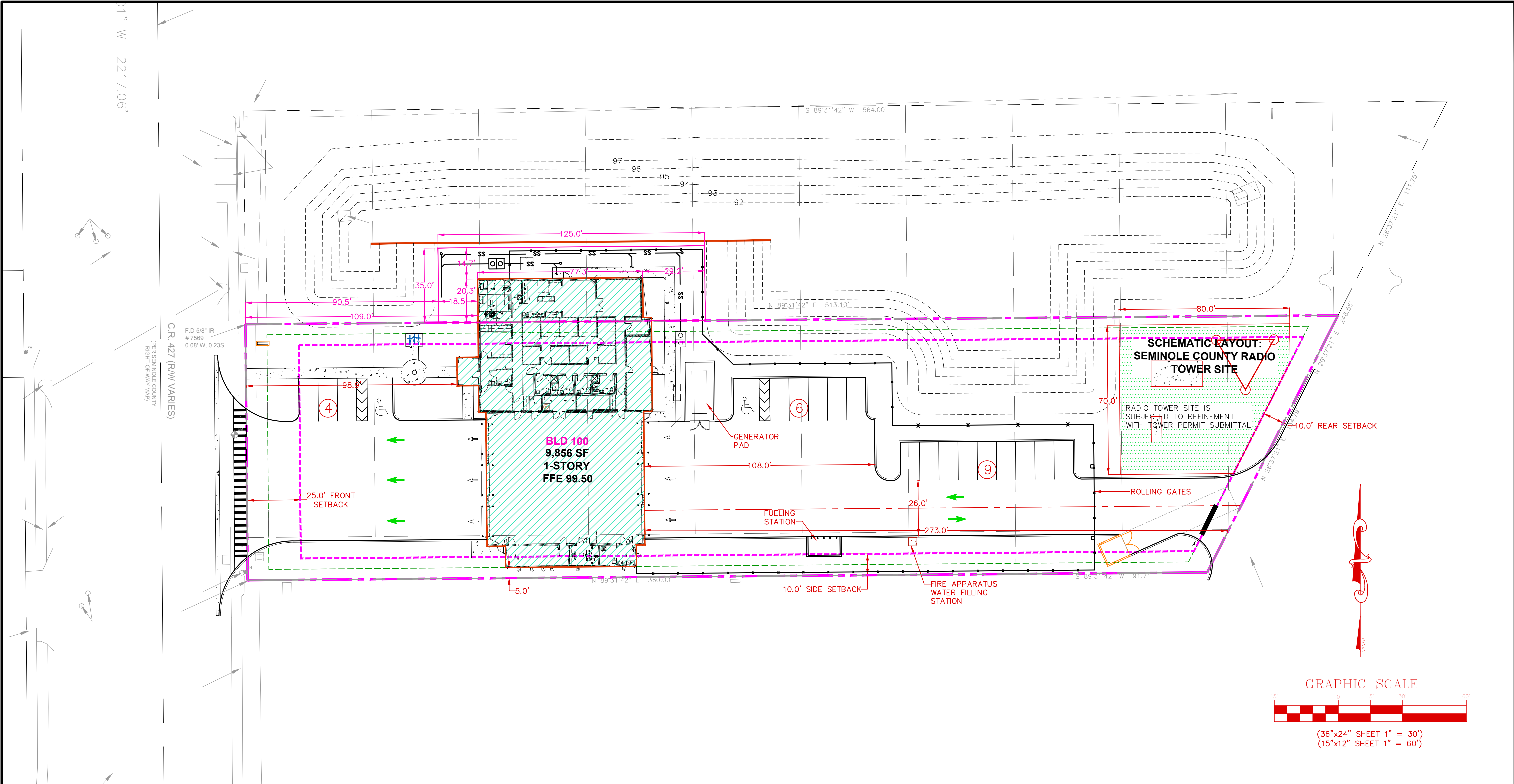
1. Defederalization of the 35' by 125' strip of the SunRail Stormwater Pond to accommodate Fire Station 11. This will entail purchase of the strip from FDOT by the County and then FDOT reimburses FTA its proportionate share. The County will have title to the property needed for Fire Station 11.
2. Preparation of a Drainage Easement for the Joint Use Pond to accommodate the SunRail Station property and Fire Station 11. This will allow for construction of the modified pond.

Seminole County Board of County Commissioners is seeking the approval of the CFCRC for their request.

Sincerely,

Jean Jreij
Director, Public Works Department

Copy: Paul Chipok, Deputy County Attorney, County Attorney's Office
Tony Nelson, Deputy Public Works Director/Deputy County Engineer
Matt Hassan, Professional Engineer
Neil Newton, Real Estate Management Supervisor
Deborah Morrow, SunRail



SITE IDENTIFICATION

PARCEL IDENTIFICATION No. 18-21-30-508-0000-0600, -0680, AND -0710
SECTION 18, TOWNSHIP 21S, RANGE 30E
ADDRESS: 2721 S RONALD REAGAN BLVD
ALTAMONTE SPRINGS, FL 32701
LATITUDE: 81° 21' 29"W
LONGITUDE: 28° 39' 52"N
INTENDED USE: FIRE STATION

SITE AREA & OPEN SPACE CALC.

EXISTING AREAS	SE	AC	%
EXISTING BUILDING PADS	7,636 SF	0.175 AC	(13%)
EXIST. CONCRETE/PAVEMENT	35,482 SF	0.815 AC	(63%)
TOTAL EXISTING IMPERVIOUS	43,118 SF	0.990 AC	(76%)
PERVIOUS AREA	13,641 SF	0.313 AC	(24%)
TOTAL SITE AREA	56,759 SF	1.303 AC	(100%)

PROPOSE AREAS	SE	AC	%
BUILDING 100	9,856 SF	0.226 AC	(17.3%)
PAVEMENT & SIDEWALK	30,304 SF	0.696 AC	(53.4%)
TOTAL IMPERVIOUS	40,160 SF	0.922 AC	(71%)
PERVIOUS/OPEN SPACE AREA	16,599 SF	0.381 AC	(29%)
TOTAL SITE AREA	56,759 SF	1.303 AC	(100%)

BUILDING AREA

PROPOSE BUILDING	SE	AC
100 - FIRE STATION	9,856 SF	
TOTAL	9,856 SF => F.A.R. 0.17	

BUILDING DATA

BUILDING HEIGHT	7 STORIES
PERMITTED	1 STORY (33'-8" TOP OF ROOF)
PROPOSED	
BUILDING SETBACK	
FRONT	REQUIRED (MIN.) 25 FT
SIDE	PROPOSE 15 FT (NORTH)
BACK/REAR	5 FT (SOUTH)
	273 FT

LANDSCAPE BUFFER DATA

LEVEL 1 - BUFFER YARD AREAS FOR ALL SIDES

LANDSCAPE BUFFER	REQUIRED	PROPOSED
FRONT/WEST	10 FT	10 FT
SIDE/NORTH	5 FT	5 FT
SIDE/SOUTH	5 FT	5 FT
REAR/EAST	10 FT	10 FT

SITE ZONING

EXISTING ZONING	MOC-2
EXISTING LAND USE	POSTAL OFFICE
PROPOSE LAND USE	FIRE STATION
FUTURE LAND USE	AC - EAST TOWN CENTER

SURROUNDING ZONING AND FUTURE LAND USE

	ZONING	FUTURE LAND USE
EAST	MOC-2	AC - EAST TOWN CENTER
WEST	MOC-2	AC - EAST TOWN CENTER
NORTH	SEMINOLE COUNTY	SEMINOLE COUNTY
SOUTH	MOC-2	AC- EAST TOWN CENTER

PARKING DATA

PARKING SPACES PROVIDED	
PROPOSED PARKING SPACES (9'x20')	8
PROPOSED PARKING SPACES (9'x18')	9
HANDICAP PARKING SPACE (12'x20')	2
TOTAL PARKING SPACES	19 SPACES

SITE LEGEND

- PROPERTY LINE
- PROPOSED CONCRETE PAVEMENT
- PROPOSE BUILDING
- PARKING COUNT (TOTAL 22)

LAM
Civil Engineering, Inc.
1320 W PINE STREET
ORLANDO, FL 32805
PHONE: 407-254-0040
CELL: 407-234-8944
CERTIFICATE OF
AUTHORIZATION No. 27340

GENERAL NOTES

- THE BOUNDARY AND TOPOGRAPHIC SURVEY FOR THIS PROJECT WERE FURNISHED BY THE CLIENT. LAM CIVIL ENGINEERING, INC. ASSUMES NO RESPONSIBILITY FOR THE COMPLETENESS AND ACCURACY OF THE SURVEY. LAM CIVIL ENGINEERING, INC. HAS USED THESE SURVEY IN PREPARING THE CIVIL SITE PLANS. THE CONTRACTOR SHALL VERIFY THE EXISTING TOPOGRAPHIC DATA, THE LOCATION OF EXISTING SITE FEATURES, UTILITIES, AND ALL OTHER SITE CONDITIONS SHOWN ON THE PLANS PRIOR TO COMMENCING WORK. ANY SITE CONDITIONS DIFFERENT FROM PLANS SHALL BE DISCLOSED AS DESCRIBED IN GENERAL NOTES NUMBER 2.
- ANY SITE CONDITIONS DIFFERENT FROM THAT WHICH IS REPRESENTED HEREON, WHETHER ABOVE, ON OR BELOW THE SURFACE OF THE GROUND, THE CONTRACTOR SHALL BRING THE DISCREPANCY TO THE IMMEDIATE ATTENTION OF THE OWNER/CLIENT OR ENGINEER OR ARCHITECT IN WRITING WITHIN 48 HOURS OF DISCOVERY. NO CLAIM FOR EXPENSES INCURRED BY THE CONTRACTOR DUE TO SUCH DIFFERING CONDITIONS WILL BE ALLOWED IF HE OR SHE FAILS TO PROVIDE WRITTEN NOTIFICATION TO THE OWNER/CLIENT OR ARCHITECT OR ENGINEER.
- THE LOCATION OF ALL EXISTING UTILITY SERVICES, FACILITIES AND STRUCTURAL FEATURES SHOWN ON THE PLANS HAVE BEEN DETERMINED FROM THE BEST AVAILABLE INFORMATION AND ARE PROVIDED FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER DOES NOT GUARANTEE THE ACCURACY OF THE COMPLETENESS OF THE INFORMATION PROVIDED. ANY INACCURACY OR OMISSION IN SUCH INFORMATION SHALL NOT RELIEVE THE CONTRACTOR OF HIS RESPONSIBILITY TO PROTECT SUCH EXISTING FEATURES FROM DAMAGE OR UNSCHEDULED INTERRUPTION OF SERVICES. SHOULD A DISCREPANCY ARISE BETWEEN THESE PLANS AND ACTUAL FIELD CONDITIONS, CONTRACTOR SHALL BE DISCLOSED AS DESCRIBED IN GENERAL NOTES NUMBER 2.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND VERIFYING ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION, AND FOR NOTIFYING THE VARIOUS UTILITY COMPANIES TO MAKE THE NECESSARY ARRANGEMENTS FOR ANY RELOCATION, DISRUPTION OF SERVICE, OR CLARIFICATION WITH THE UTILITY COMPANIES. THE CONTRACTOR SHALL EXERCISE CAUTION WHEN CROSSING AN UNDERGROUND UTILITY, WHETHER SHOWN ON THESE PLANS OR FIELD LOCATED. PRIVATE UTILITIES WHICH INTERFERE WITH THE PROPOSED CONSTRUCTION SHALL BE RELOCATED BY THE RESPECTIVE UTILITY COMPANY AND THE CONTRACTOR SHALL COOPERATE WITH THE UTILITY COMPANY DURING RELOCATION OPERATIONS. ANY DELAY OR INCONVENIENCE BY THE VARIOUS UTILITY COMPANIES SHALL BE INCIDENTAL TO THE CONTRACT.
- THE CONTRACTOR SHALL EXAMINE THE SITE FOR ALL CONDITIONS WHICH MAY AFFECT THIS PROJECT EITHER WITHIN THE PROJECT LIMITS AND/OR ADJACENT AREAS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING AND ASSURING THAT NO EXISTING UTILITIES, DRAINAGE SYSTEM STRUCTURES, OR PHYSICAL STRUCTURE IS WITHIN THE LIMITS OF THE PROJECT. THE OWNER AND THE ENGINEER ASSUME NO RESPONSIBILITY FOR SUBSURFACE CONDITIONS OR FOR THE CONTRACTOR'S FAILURE TO IDENTIFY, LOCATE, AND PROTECT EXISTING FACILITIES.
- THE CONTRACTOR SHALL LOCATE AND VERIFY THE DEPTHS AND LOCATIONS OF ALL EXISTING UTILITIES FOR THE PROJECT, PRIOR TO ORDERING ANY STRUCTURES.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING THAT ALL REQUIRED PERMITS HAVE BEEN OBTAINED AND IN-HAND PRIOR TO COMMENCING WORK.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR SATISFYING ALL REQUIREMENTS OF REGULATORY AGENCY PERMITS CONDITIONS REGARDING CONSTRUCTION AND MAINTENANCE ACTIVITIES AND CONDITIONS STATED THEREIN.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR MEETING ALL INSPECTION CRITERIA, INSPECTION SCHEDULES AND SIGNING REQUIRED INSPECTIONS.
- ALL WORK SHALL BE OPEN TO AND SUBJECT TO INSPECTION BY AUTHORIZED PERSONNEL OF THE CITY AND/OR COUNTY, OWNER, INVOLVED UTILITY COMPANIES, PROJECT ENGINEER AND REGULATORY AGENCIES.

GENERAL NOTES (Continue)

- ALL MATERIALS, INSTALLATION, AND TEST SHALL BE IN ACCORDANCE WITH LOCAL AND FLORIDA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION. WHERE THE SPECIFICATIONS CONFLICTS, THE MORE STRINGENT SPECIFICATION SHALL APPLY.
- THE CONTRACTOR SHALL SUBMIT COPIES OF ALL TESTING REPORTS TO THE OWNER AND ENGINEER FOR ACCEPTANCE AND CERTIFICATIONS.
- THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS TO ENGINEER AND REGULATORY AGENCIES APPROVAL PRIOR TO PROCUREMENT OF MATERIALS.
- AS-BUILT DRAWINGS SHALL BE KEPT BY THE CONTRACTOR AND SUBMITTED TO THE ENGINEER UPON PROJECT CONSTRUCTION COMPLETION BUT PRIOR TO FINAL CERTIFICATION OF COMPLETION BY THE ENGINEER AND LOCAL REGULATORY AGENCIES (SEE AS-BUILT NOTES FOR SPECIFICS REQUIREMENTS).
- THE CONTRACTOR SHALL COORDINATE BETWEEN MECHANICAL, ELECTRICAL, IRRIGATION, ARCHITECTURAL, CIVIL, AND ETC... IF ANY DISCREPANCIES ARE FOUND THE CONTRACTOR IS TO NOTIFY THE OWNER AND ARCHITECT IN WRITING IMMEDIATELY.
- ALL HANDICAP ACCESSIBLE CURB RAMPS SHALL BE CONSTRUCTED WITH A CONCRETE IN COMPLIANCE WITH THE FLORIDA ACCESSIBILITY CODE FOR BUILDING CONSTRUCTION, SECTION 11-4.29.2, AND THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT). ALL HANDICAP ACCESSIBLE CURB RAMPS SHALL HAVE CURB RAMP DETECTABLE WARNINGS AS OUTLINED IN FDOT DESIGN STANDARDS INDEX #304 (PUBLIC SIDEWALK CURB RAMPS).
- ALL MANHOLES, INLETS, AND JUNCTION BOX STRUCTURES SHALL BE PRE-CAST AND IN ACCORDANCE WITH ASTM C-478 UNLESS SPECIFIED ELSEWHERE (I.E. PLANS AND SPECIFICATIONS).
- BURNING WILL NOT BE ALLOWED UNLESS THE APPROPRIATE PERMIT AND/OR APPROVAL IS OBTAINED FROM THE GOVERNMENTAL ENTITY HAVING JURISDICTION OVER THE BURNING ACTIVITIES AT THE LOCATION WHERE THE PROPOSED BURNING ACTIVITY IS REQUESTED.
- PRIOR TO COMMENCING WORK, THE CONTRACTOR SHALL FURNISH, ERECT AND MAINTAIN ALL NECESSARY TRAFFIC CONTROL AND SAFETY DEVICES IN ACCORDANCE WITH THE "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES" AND THE LATEST FLORIDA DEPARTMENT OF TRANSPORTATION "ROADWAY DESIGN STANDARDS" INDEX 600, SUCH AS TO EFFECTIVELY PREVENT ACCIDENTS IN ALL PLACES WHERE WORK CAUSES OBSTRUCTION TO THE NORMAL TRAFFIC PATTERN AND/OR FLOW OR CONSTITUTES IN ANY WAY A HAZARD TO THE PUBLIC. IF DURING CONSTRUCTION ACCESS FOR LOCAL TRAFFIC IS CHANGED, THEN THE CONTRACTOR SHALL NOTIFY THE APPROPRIATE GOVERNMENTAL JURISDICTIONAL AGENCY A MINIMUM OF THREE (3) WORKING DAYS IN ADVANCE.
- SIGNAGE AND STRIPING SHALL CONFORM TO THE FDOT DESIGN STANDARD LATEST EDITION AND THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) 2009 EDITION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTION ALL EXISTING CORNER MONUMENT AND/OR BENCHMARKS. DISTURBED CORNER MONUMENT AND/OR BENCHMARKS SHALL BE RESTORED BY FLORIDA LICENSED SURVEYOR SELECTED BY THE OWNER AT THE CONTRACTOR'S EXPENSE.
- SOIL TYPE URBAN LAND, ASTATULA - APOPKA FINE SANDS, AND TAVARES - MILLHOPPER WITH HYDROLOGIC SOIL GROUP N/A, 'A', AND 'A' RESPECTIVELY.

SITE NOTE

- 24-INCH STOP BAR SHALL BE WHITE THERMOPLASTIC AND STOP SIGN SHALL BE 30 INCHES WITH HIGH INTENSITY REFLECTION.
- ALL DIMENSIONS SHOWN ARE FROM FACE OF CURB, UNLESS OTHER NOTED.
- BUILDINGS OF LESS THAN 5,000 SQUARE FEET WILL BE REQUIRED TO HAVE AT LEAST ONE LOADING SPACE TO BE NO LESS THAN 12 FEET IN WIDTH AND 20 IN LENGTH.
- SECURITY LIGHTS WILL BE PLACED ABOVE DOORWAY/EXITS AND OTHER AREAS ON PERIMETER OF BUILDING. DOORWAYS/EXITS SHALL HAVE WALL MOUNTED FIXTURES. ADDITIONAL SECURITY LIGHTING SHALL BE EITHER WALL MOUNTED OR BY OTHER BUILDING ACCENT LIGHTING. FINAL DETAILS AND TYPE OF FIXTURES USED SHALL BE SUBMITTED WITH THE FINAL ENGINEERING PLAN. ALL LIGHTING POTENTIALLY VISIBLE FROM AN ADJACENT STREET OR RESIDENTIAL AREA SHOULD BE INDIRECT OR INCORPORATE A FULL CUT-OFF SHIELD TYPE FIXTURE.
- ROOF-TOP MECHANICAL EQUIPMENT WILL BE SCREENED FROM VIEW FROM ALL ADJACENT PROPERTIES AND ADJACENT RIGHTS-OF-WAY.
- DURING CONSTRUCTION, STABILIZED ACCESS ROADS AND SUITABLE WATER SUPPLY ACCEPTABLE TO THE FIRE DEPARTMENT SHALL BE PROVIDED AND MAINTAINED.
- ADDRESS NUMBERS SHALL BE PROVIDED IN ACCORDANCE WITH LAND DEVELOPMENT CODE ARTICLE 14.
- ADJACENT PROPERTY TO THE NORTH IS BEING ANNEX INTO THE CITY WITH THE ASSUMED ZONING MOC-2 AND FLU AS ACTIVITY CENTER - EAST TOWN CENTER.



Owner
BOARD OF COUNTY COMMISSIONERS
1101 E. FIRST STREET
SANFORD, FL 32711-1468

Architect
C.T. HSU + ASSOCIATES, P.A.
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QUANG T. LAM, P.E.
STATE OF FLORIDA
PROFESSIONAL ENGINEER
LICENSE No. 62550

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QUANG T. LAM, P.E. No. 62550

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No. By Date Revision

No. By Date Issued for

SITE, MARKING, SIGNAGE PLAN AND ADDRESS

Sheet Title
Job No. 2019.999.19
Date JULY 19, 2019
Drawn JV
Checked QL
Scale

SHEET C1

BOARD OF COUNTY COMMISSIONERS



May 14th, 2019

Ms. Nicola A. Liquori, CPA
SunRail Chief Executive Officer
801 SunRail Drive
Sanford, FL 32771

Re: SunRail Customer Advisory Committee (CAC) Appointments

Dear Ms. Liquori:

Per the Commuter Rail Commission's approval to allow the appointment of a member and alternate member to the Customer Advisory Committee, Osceola County appoints the following:

Member: John Foster
609-680-5829
E-mail: john.foster2016@yahoo.com

Member: Justin Mitchell
321-300-5591
E-mail: justin@sofriendly.com

Cordially,

A handwritten signature in black ink, appearing to read "Beth Anne Knight", is written over a horizontal line.

Beth Anne Knight
Deputy County Manager

Beth Anne Knight
Deputy County Manager
Beth.Knight@osceola.org

1 Courthouse Square
Suite 4700
Kissimmee, FL 34741

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. A railroad must submit quarterly reports until a PTC system is fully implemented on all required main lines under 49 U.S.C. § 20157 and 49 CFR part 236, subpart I, including a quarterly report for the quarter in which the railroad completes full PTC system implementation.

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:

- 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;
- If a particular category listed in a table does not apply to the railroad's technology, please indicate "N/A"; and
- For Sections 2, 4, and 6, please select a "Status" option from the drop-down menus provided.

Name of Railroad or Entity Subject to 49 U.S.C. § 20157(a):	Central Florida Rail Cor
Railroad Code:	CFRC
Quarterly PTC Progress Report for:	Q2 2019
Date:	7/24/2019

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	24	24
Installation/Track Segments Completed	4	4
Radio Towers Fully Installed and Equipped	8	8
Employees Trained	116	50
Territories ¹ in Revenue Service Demonstration or in PTC Operation	1	2
Route Miles in Field Testing ²	61.4	61.4
Route Miles in Revenue Service Demonstration ²	12	61.4
Route Miles in PTC Operation	0.0	61.4

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

PTCIP Ver 10.2 was submitted on March 28, 2019 with approval received June 20, 2019. PTCIP Ver. 10.2 updated the date proposed to initiate RSD on the CFRC Test Territory to no later than April 30, 2019.

On March 28, 2019, CFRC received Conditional Approval for the request to initiate RSD. CFRC initiated RSD operations on the CFRC Test Territory on April 22, 2019. As of July 1, 2019, CFRC is running 28 of 40 daily service trains in Revenue Service Demonstration and will continue to add trains until all trains are running in PTC enabled mode.

The two territories, as shown above, include the PTC Test Track and the remaining CFRC Track or as described by the FRA in the Conditional Approval Letter the Extended RSD Phase 2.

SubDiv file creation for the 61.4 mile CFRC has been completed and the Critical Feature Validation testing was completed on July 17, 2019.

¹ A territory is an entire installation/track segment as identified in the railroad's PTCIP (e.g., a track segment, territory, subdivision, district, etc.) consistent with 49 U.S.C. 20157(a)(3)(B)(vi), 49 CFR part 236, subpart 1.

² As applicable, enter the number of route miles where a PTC system is currently undergoing field testing in one row and, in a separate row, the number of route miles where a PTC system is currently in revenue service demonstration. Railroads must only identify in the "Route Miles in Field Testing" and "Route Miles in Revenue Service Demonstration" fields any route miles that are still currently undergoing PTC field testing and/or revenue service demonstration. For example, if field testing is complete and a railroad is operating its PTC system in revenue service demonstration exclusively, a railroad may write "Complete" in the "Route Miles in Field Testing" fields.

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 route 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 Field Testing" and "Route Miles in Revenue Service Demonstration" fields.

Quarterly Progress Report Form – Positive Train Control Implementation

2. Quarterly Update on Spectrum

[illegible]

³ 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:

The 220 MHz spectrum acquired for PTC is in service and operational.

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)
Locomotive (Apparatus) ⁴								
Locomotives with On-board Computers (e.g., Train Management Computer) Installed	0	0	0	0	0	24	24	24
Locomotives with PTC Displays Installed	0	0	0	0	0	24	24	24
Locomotives with PTC-Capable Event Recorders Installed	0	0	0	0	0	24	24	24
Locomotives with Locomotive Radios Installed – Primary Communications (e.g., 220 MHz radios)	0	0	0	0	0	24	24	24
Transponder Readers (e.g., for non I-ETMS systems)	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A

⁴ 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 in [Appendix A](#) 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):

TMC/Meteorcomm software has been installed 11 of 11 locomotives and 13 of 13 cab cars and are being used in Revenue Service Demonstration.

Provide any additional narrative for Locomotive Status below:

All locomotives and cab cars have PTC equipment installed and functional.

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?	1
How many physical back office locations have been constructed with all necessary equipment installed?	2
Are the Back Office Location(s) fully operable with PTC?	Yes
Are the Dispatching Location(s) fully operable with PTC?	Yes

Quarterly Progress Report Form – Positive Train Control Implementation

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

CFRC is using a hosted Back Office. One BOS is required for PTC operations – a second, redundant BOS has been installed to provide a backup in the event of a failure of the main BOS.

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 ⁵	Cumulative Quantity Installed	Grand Total Reported in PTCIP (if applicable)
Infrastructure – Wayside Installations (Systemwide) ⁶								
Wayside Interface Units	0	0	0	0	0	0	85	85
Communication Towers or Poles	0	0	0	0	0	0	8	8
Switch Position Monitors	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Wayside Radios	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Base Station Radios	0	0	0	0	0	0	8	8
Are all necessary communication backbone utilities (including fiber, copper, ground wiring etc.) installed and ready for operation?							Yes	

⁵ 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.

⁶ 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 in [Appendix A](#) if it wants to provide more detail.

Quarterly Progress Report Form – Positive Train Control Implementation

5. Quarterly Update on Employee Training

Employee Category ⁹	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	0	0	0		0	22	30	22
Employees who Dispatch Train Operations	0	0	0		0	12	13	12
Train and Engine (Operations) Employees	0	0	0		0	10	42	10
Roadway Worker Employees	0	0	0		0	0	0	0
Direct Supervisors of the Above Employees	0	0	0		0	6	31	6

Provide any additional narrative for Employee Training below:

During 2018, CFRC trained a total of 116 employees including O&M Contractors, FDOT employees and FDOT consultants who will be working with PTC. CFRC exceeded its stated goal for training personnel and was able to complete the training of all personnel that required training for PTC implementation.

An overview of PTC and instructions that provided an understanding of how the PTC System affects their safety and how to avoid interfering with its proper functioning was provided to all CFRC personnel using Job Briefings, instruction in the CFRC PTC Critical Asset Change Standard Operating Procedure and a PTC Management Workshop. CFRC personnel included the Roadway Worker Employees.

⁹ 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:

CFRC has established a BOS connection from the CFRC hosted environment to CSXT BOS in August 2018 and the Amtrak BOS in September 2018. Completion of interoperability testing to include full interoperability with the tenant railroads is scheduled for no later than November 2020.

CSXT and Amtrak continue to hold PTC Status Meetings with the CFRC/FDOT to discuss project milestones, particularly the scheduling of interoperability testing and RSD. Both CSXT and Amtrak interoperability testing are scheduled to begin in December 2019 during CFRC extended RSD.

FCEN, a tenant Class 3 Short Line freight railroad was granted an FRA approved exception to 49 CFR 236.1006 to operate non-PTC equipped locomotives on the CFRC corridor for interchange purposes on June 27, 2018.

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

Tenant Identification	Estimated Quantity of Tenant Rolling Stock to be Equipped with PTC	Scheduled Completion Date for Interoperability Testing	Current Tenant Implementation Status
CSXT	In Tenant's PTCIP	November 2020	Installing
Amtrak	In Tenant's PTCIP	November 2020	Installing
Florida Central Railroad (FCEN)	N/A	N/A	Operational/Complete
			Choose Status.
			Choose Status.
			Choose Status.
			Choose Status.
			Choose Status.
			Choose Status.

Central Florida Commuter Rail Transit Project

Phase 1 / Phase 2 South



QUARTERLY PROGRESS REPORT

April 1, 2019 – June 30, 2019



Florida Department of Transportation
District 5

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LIST OF ACRONYMS

CCC.....	Construction Conformance Checklist
CEI	Construction, Engineering and Inspection
CFCRT	Central Florida Commuter Rail Transit Project (the Project)
CFRC	Central Florida Rail Corridor
CIL.....	Certifiable Items List
CRT	Commuter Rail Transit
CSXT.....	CSX Transportation
DB	Design Build
DBB.....	Design-Bid-Build Contractor
DCC.....	Design Conformance Checklist
FDOT	Florida Department of Transportation
FFGA.....	Full Funding Grant Agreement
FMOC.....	Financial Management Oversight Contractor
FRA	Federal Railroad Administration
FTA.....	Federal Transit Administration
IOS	Initial Operating Segment
NTP	Notice to Proceed
OHA.....	Operational Hazard Analysis
PE.....	Preliminary Engineering
PHA.....	Preliminary Hazard Analysis
PMOC	Project Management Oversight Contractor
PTC	Positive Train Control
QA	Quality Assurance
QC	Quality Control
RFC	Released for Construction
RFP	Request for Proposal
SA.....	Supplemental Agreement
SCIL	Safety and Security Critical Item Lists
SITP	System Integration Testing Plan
SSCC	Safety and Security Certification Committee
SSCVR.....	Safety and Security Certification Verification Report
VSMF	Vehicle Storage and Maintenance Facility
VSLMF	Vehicle Storage and Light Maintenance Facility

PHASE 1 IOS PROJECT

1 Safety and Security

1.1 Open Items Hazards Assessment

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.

- Signal Crossing Upgrades (a.k.a. Grade Crossing Enhancements):
 - Procurement of materials is 100% complete and construction activities are winding down at approximately 95% complete. Cut over and system testing is ongoing and will continue over the next few months.
 - CCCs continue to be reviewed and closed out as construction activities are completed.
 - Anticipated project completion: 4th Quarter 2019
- VSMF Track Shift and Noise Wall:
 - Installation of the sound wall panels, application of the non-sacrificial anti-graffiti coating, final grading, and hydroseeding is complete. This concludes all construction activities.
 - As-built plans have been submitted and are currently under review.
 - Verification and sign-off of CCCs is in progress. Safety certification documentation is being finalized. It is anticipated to be approved at the Safety and Security Certification Committee (SSCC) meeting tentatively scheduled for July 11, 2019.
 - Final acceptance is expected to occur in July followed by project closeout.
 - Anticipated project completion: 3rd Quarter 2019
- Fencing Installation:
 - Approximately five miles of fencing within the CFRC through the limits of Phase 1 are being added. Locations are in the process of being finalized. These locations are being evaluated to fully expend the remainder of \$1.0 million in funding as identified in Budget Revision #4 which was approved by FTA on February 22, 2019. This is in addition to the original quantity of fencing that was completed in July 2018 (see Table 1, Item 12a).
 - Anticipated project completion: end of 4th Quarter 2019

Table 1 – Phase 1 Open Items – Hazard Assessment¹

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 (A)	8/2017(A)	\$12,425,991 (A)	BTNA Contract Amendments	Complete
2 4 5	Short Queuing Lengths - Pedigo Point - Georgia Ave - Leonard St	4/2017 (A)	8/2018 (A)	\$143,650 (A)	Middlesex-Herzog JV Contract	Complete
20	Traffic Signals - CR 427 at Palmetto Ave - CR 427 at Leonard St	4/2017 (A)	12/2018 (A)	\$668,628 (A)	Middlesex-Herzog JV Contract	Complete
11	Signal Crossing Upgrades ¹	6/2017 (A)	Ant. 12/2019	\$6,933,531 (A)	Herzog Contract	Ongoing – construction activities on schedule.
12a	Fencing & Signage Installation	1/2018 (A)	7/2018 (A)	\$253,609 (A)	KMG Fence Contract	Complete
12b	Fencing & Signage Installation	Ant. 9/2019	Ant. 12/2019	\$746,931	TBD	Additional locations have been evaluated for supplementary fencing approved in BR #4.
13	VSMF Track Shift and Noise Wall ²	2/2018 (A)	Ant. 7/2019	\$5,865,141(A)	Southland Construction Contract ²	Ongoing – construction complete, final acceptance is pending.
14	SJRB Walkway - 140' west side of south approach trestle	9/2018 (A)	3/2019 (A)	\$273,543 (A)	BTNA Contract Amendments	Complete

(A) Actual

Notes

- Budget Revision #4 was approved by FTA on 2/22/2019. Budget Revision #4 includes additional funding for an amendment to Item 11 for mitigating hazards at Ped Crossings at several IOS stations.
- Item 13 - The Design Build procurement for the VSMF Environmental Mitigation (1700' long x 22' high Noise Wall) includes a 2,000 TF mainline track shift to make room for the wall, temporary works for construction and soft costs. Total Track Shift & Noise Wall costs = Contractor costs \$5,865,141 + supply of rail by FDOT \$125,827 + On Track Protection by BMTC \$274,347 + CEI costs \$824,922 = \$7,090,238. There is \$2,467,000 remaining in FFGA line item SCC40.04 for Environmental Mitigation. Therefore, \$7,090,238 – \$2,467,000 = \$4,623,238 to be used from remaining contingency shown in Table 2 for proposed Budget Revision #5.

2 Project Budget

Total project expenditures to date for Phase 1 are summarized below in Table 2. *FDOT submitted a draft Budget Revision #5 for design, construction and CEI services for the VSMF track shift and noise wall project on June 1, 2019 to FTA.*

Table 2 – Phase 1 Project Cost Summary by SCC Code

Phase 1 Project Cost Summary by SCC Code, June 2019 (formerly Table 18)

Phase 1 Project Cost Summary by SCC Code, June 2019 (formerly Table 18)													Approved Budget Revisions					Proposed Budget Revisions	Proposed Budget Revisions	
													#1		#2	#3	#4	#5	#6	
FTA SCC Code	DESCRIPTION	CURRENT FFGA BUDGET (incl contingency)		Contingency Budget (Allocated + Un-allocated)	TOTAL EXPENDED TO DATE (Federal, State & Local)	EARNED VALUE	Earned Value %	ESTIMATE AT COMPLETION	FFGA budget Remaining	Approved BR #1,2,3,4	FFGA BUDGET after BR #1,2,3,4	FFGA budget Remainin g (see Note 1 below)	Increased TVM cost	Increase SF#2 Cost	Safety & Security Items Feb 2014	Approved SAs	Safety & Security Items (see Notes 1,2,3 below)	Environmental Mitigation (VSMF Noise Wall) Reserve	Safety & Security Items Reserve	
10	Guideway & Track Elements	\$38,959,911	\$19,479,956	\$0	\$38,959,911	\$38,959,911	100.00%	\$38,959,911	\$0	\$5,452,652	\$44,412,564	\$0	\$0	\$0	\$2,316,212	\$27,874	\$3,108,566			
20	Stations, Stops, Terminals, Intermodal	\$15,386,680	\$7,693,340	\$2,002,524	\$15,386,680	\$15,386,680	100.00%	\$15,386,680	\$0	\$3,284,000	\$18,670,682	\$0	\$0	\$2,237,780	\$0	\$1,046,220	\$0			
30	Support Facilities, yards, shops, admin bldgs.	\$10,176,130	\$5,088,065	\$0	\$10,176,130	\$10,176,130	100.00%	\$10,176,130	\$0	\$5,598	\$10,181,728	\$0	\$0	\$0	\$0	\$5,598	\$0			
40	Sitework & special conditions	\$39,894,678	\$19,947,339	\$4,212,390	\$36,154,135	\$36,154,135	90.62%	\$38,621,135	\$1,273,543	\$11,115,240	\$51,009,920	\$0	\$0	\$0	\$2,021,032	\$1,021,400	\$8,072,808	\$3,798,316		
50	Systems	\$83,360,797	\$41,680,399	\$2,108,998	\$73,900,038	\$73,900,038	88.65%	\$76,144,797	\$7,216,000	\$7,968,714	\$91,329,514	\$0	\$3,293,032	\$0	\$1,245,028	\$78,292	\$3,352,362			
60	ROW, Land, existing improvements	\$38,492,120	\$19,246,060	\$1,371,000	\$31,704,740	\$31,704,740	82.37%	\$31,704,740	\$6,787,380	(\$6,787,380)	\$31,704,740	\$0					(\$6,787,380)			
70	Vehicles - Locomotives	\$18,293,476	\$9,146,738	\$532,820	\$15,905,578	\$15,905,578	86.95%	\$17,494,582	\$798,894	(\$1,370,914)	\$59,657,542	\$386,702	\$0	\$0	\$0	\$0				
70	Vehicles - Cab Cars	\$28,356,975	\$14,178,488	\$825,931	\$27,691,403	\$27,691,403	97.65%	\$27,720,811	\$636,164				\$0	\$0	\$0	\$0				
70	Vehicles - Coaches	\$14,378,004	\$7,189,002	\$418,777	\$14,040,535	\$14,040,535	97.65%	\$14,055,446	\$322,558				\$0	\$0	\$0	\$0		(\$1,370,914)		
80	Professional Services, including CEI for Systems/Track/P M	\$26,728,255	\$13,364,128	\$1,445,431	\$26,728,255	\$26,728,255	100.00%	\$26,728,255	\$0	\$1,088,534	\$40,357,336	\$0	\$0	\$0	\$0	\$0	\$1,088,534			
80	Professional Services, CEI/PM for Stations	\$12,540,558	\$6,270,279	\$678,178	\$12,540,558	\$12,540,558	100.00%	\$12,540,558	\$0				\$0	\$0	\$0	\$0	\$0	\$824,922		
	Subtotal	\$326,567,584	\$163,283,792	\$13,596,049	\$303,187,963	\$303,187,963	92.8%	\$309,533,045	\$17,034,539	\$20,756,444	\$347,324,028	\$386,702	\$3,293,032	\$2,237,780	\$5,582,272	\$2,179,384	\$7,463,976	\$4,623,238		
90	Unallocated Contingency (Allocated + Un-allocated)	\$29,865,428	\$14,932,714	\$29,865,428	\$0	\$0	0.0%	\$0	\$29,865,428	(\$20,087,816)	\$9,777,612	\$9,777,612	(\$3,293,032)	(\$2,237,780)	(\$5,582,272)	(\$2,179,384)	(\$6,795,348)	(\$4,623,238)		
100	Finance Charges	\$792,000	\$396,000		\$0	\$0	0.00%	\$0	\$792,000	(\$668,628)	\$123,372	\$123,372					(\$668,628)			
	Total Project Cost	\$357,225,012	\$178,612,506	\$43,461,477	\$303,187,963	\$303,187,963	84.9%	\$309,533,045	\$47,691,967	(\$0)	\$357,225,012	\$10,287,686	\$0	\$0	\$0	(\$0)	\$0	\$0	\$5,664,448	
Note 5													Note 3			Notes 1,2,3			Note 4	Note 5

Note 5

Note 3

Notes 1,2,3

Note 4

Note 5

Notes

- 1
- BR#4 shows the net change to SCC codes resulting from the SAs totaling \$22,102,314. The total budget to be used for Safety and Security items includes \$2,009,500 remaining in SCC50.02. Therefore the total BR#4 is \$24,111,812. BR#4 was entered in to TRAMS by FDOT and approved by FTA Guanying Lei on 2/22/2019.
- 2
- BR#4 - is a combination of the reallocation of drawdowns of remaining budget in line items SCC 40, 50, 60, 70, 100 plus the re-allocation of \$6.8 million of SCC90 Unallocated Contingency to line items SCC 10, 40, 50, 80 to fund BR#4 SAs.
- 3
- Using the 4-24-2017 Final FTA column after BR#4 result in approximately \$10.3 million remaining in SCC 70, 90, 100. See file: Draft Back-up for BR#4 3-13-2017 Table for S & S Items in Phase I - IOS\FTA Grant Amendments\Contingency\Submit to FTA BR#4 Jan-Feb-Mar-2019.
- 4
- The SCC40 "Estimate at Complete" cell includes \$2,467,000 for noise mitigation. It was known that noise mitigation was required at the VSMF for some time and therefore had been included in the estimate to complete for SCC40 and was assumed to be used. Therefore, the FFGA Budget remaining after BR#1,2,3,4 did not include this balance. The end result is BR#5 SCC40 = \$3,798,316 (\$6,265,316-\$2,467,000) reflects a combination of remaining SCC40 + SCC90 in covering the cost of the track shift/noise wall at the VSMF.
- 5
- Remaining unused budget = \$5,664,448 = Vehicles (\$386,702) + Un-allocated Contingency (\$9,777,612 - (\$7,090,238-2,467,000) = \$5,124,372) + Finance Charges (123,372)

PHASE 2 SOUTH PROJECT

3 Safety and Security

3.1 Open Items Hazards Assessment

Table 3 provides an update of the mitigation measures that were included as part of Rev. 2 of the SSCVR for Phase 2 South. A brief status update of these projects is provided below.

- Queuing – Neptune Road Crossing:
 - A permanent solution (i.e., design/construction of a pre-signal) has been included in the City of Kissimmee's FY2019 budget.
 - *Design was completed in March 2019. Construction documents are in development with construction activities anticipated to begin by summer 2019.*
 - Anticipated completion: 4th Quarter 2019
- Communications:
 - Low coverage areas for Radio System, addressed in Handheld Radio Transmission Memo dated May 17, 2018. Glen Rose Tower antenna was replaced.
 - *Installation of a radio receiver voting system is required to address the low radio coverage transmission between MP 801.3 and MP 804.0 near the Tupperware Station. A Supplemental Agreement has been executed to commence this work. Procurement of materials is underway. Note: slight delay in project completion due to lead time for the antenna mast.*
 - Anticipated completion: 3rd Quarter 2019

Table 3 – Phase 2 South Open Items – Hazard Assessment

HA Item	Hazard Description	NTP Issued/ Anticipated Start Date	Anticipated/ Completion Date	Notes
QA-014	Queuing: Neptune Rd Crossing	12/2018 (A)	Ant. 12/2019	Ongoing – Design is complete, construction anticipated to begin by summer 2019.
TRES-034-037	Trespassing: - 034 (MP 808.28-808.50) - 035 (MP 808.20-809.62) - 036 (MP 809.62-810.45) - 037 (MP 808.10-808.15)	11/2018 (A)	12/2018 (A)	Complete
SI-013 SI-014	System Integration Testing: - OCC/CP Integration - PA/VMS Integration	9/2018 (A) 5/2018 (A)	10/2018 (A) 7/2018 (A)	Complete Complete
COM-010	Communication: - Replace Glen Rose Tower antenna and install repeaters	8/2018 (A)	Ant. 9/2019	Ongoing – Procurement of materials is underway.
CEL 9.3	CCCs: Station Drainage	7/2018 (A)	12/2018 (A)	Complete

4 Project Budget

Table 4 – Phase 2 South Sources of Capital Funding & Expenditures, *June 2019*

Sources of Capital Funding	Agreement Number	Total	Expended to Date	Percent Fund Source Expended to Date	Remaining	Federal Reimbursement to Date ^{3, 4}
Full Funding Grant Agreement	FL-03-0344-03 (\$91,007,420) & FL-03-0323-05 (\$2,427,245)	\$93,434,665	\$93,434,665	100.00%	\$0	\$92,999,527
Local Funds	Local - Agreement	\$43,400,000	\$43,400,000	100.00%	\$0	N/A
STTF	State - Contribution above Interlocal Agreement	\$6,634,665	\$6,634,665		\$0	N/A
STTF	State - Agreement STTF	\$43,400,000	\$43,400,000		\$0	N/A
Sub-Total	FFGA Amount	\$186,869,330	\$186,869,330	100.00%	\$0	
STTF	State - Contribution to Bid Overage	\$15,297,541	\$15,297,541	100.00%	\$0	N/A
STTF	Additional 5% un-allocated contingency to Bid Overage	\$0	\$0	0.00%	\$0	N/A
TOTAL PROJECT COST		\$202,166,871	\$202,166,871	100.00%	\$0	\$92,999,527
	Total FDOT + Local	\$108,732,206	\$108,732,206	100.00%	\$0	N/A
	Total FTA	\$93,434,665	\$93,434,665	100.00%	\$0	\$92,999,527

STTF: State Transportation Trust Fund

Notes:

1. Table 4 reflects *FTA approved Budget Revision #1, to move excess budget to cover shortages of some ALIs to match the actual costs for all Scopes/ALIs.*
2. The total cost of the Phase 2 South project is \$202,166,870. The total cost exceeds the FFGA by \$15,297,541 that is entirely funded by FDOT.
3. FDOT total drawdown = \$92,999,527 as of June 2019.
4. *Federal Reimbursement shown to date is from FL-03-0344-03.*

4.1 Construction Cost

A total of \$148,034,921 for contract work inside the FFGA has been paid to the DB Contractor which is based on Pay Estimate #32 (December 2018). These payments reflect invoices paid for design, mobilization, stockpiled materials, and construction. This payment total includes the reduction for the \$987,122 increase in non-FFGA funded work.

The total Phase 2 South FFGA Scope Contract Value is \$148,034,921 including funded change orders. The current total JV contract budget (FFGA + non FFGA) is \$153,649,094.

Table 5 – Phase 2 South Funding and Expenditures by SCC Code, June 2019

	FFGA = \$186,889,330						
	Original FTA Award Budget per Grant Agreement	FDOT Proposed Revised FFGA = \$186,889 million dated 09/02/18	JV FFGA Expenditures (Pay Est# 29 Capped at revised FFGA)	Remaining un-billed FFGA Budget (JV) After Invoice #33	FDOT Paid Expenditures non JV FFGA	Remaining un-billed FFGA Budget (non JV)	FDOT Paid Expenditures = JV Actual Pay Est #33 above revised FFGA Cap (Note 1)
10 GUIDEWAY & TRACK ELEMENTS (17.2 route miles)	29,286,985	43,818,573	40,822,280	0	2,996,292	0	542,440
10.01 Guideway: At-grade exclusive right-of-way	3,824,543	11,904,831	11,904,831	0	0	0	25,349
10.02 Guideway: At-grade semi-exclusive (above cross-tie/c)		0					
10.03 Guideway: At-grade in mixed traffic		0					
10.04 Guideway: Aerial structure	4,820,130	5,308,075	5,308,075	0	0	0	0
10.05 Guideway: Built-up fill		0					
10.06 Guideway: Underground cut & cover		0					
10.07 Guideway: Underground tunnel		0					
10.08 Guideway: Retained cut or fill	89,300	0	0	0	0	0	0
10.09 Track: Direct location		0					
10.10 Track: Embedded		0					
10.11 Track: Ballasted	15,741,805	14,901,195	11,904,701	0	2,996,305	0	407,759
10.12 Track: Special (switches, turnouts)	5,010,967	7,544,000	7,544,000	0	0	0	32,339
10.13 Track: Vibration and noise dampening		0					
20 STATIONS, STOPS, TERMINALS, INTERMODAL (4)	8,795,563	13,067,943	13,067,943	0	0	0	8,791
20.01 At-grade station, stop, shelter, mall, terminal, platform	8,795,563	13,067,943	13,067,943	0	0	0	8,791
20.02 Aerial station, stop, shelter, mall, terminal, platform		0					
20.03 Underground station, stop, shelter, mall, terminal, platform		0					
20.04 Other stations, landings, terminals, intermodal, ferry, trolley, etc.		0					
20.05 Joint development		0					
20.06 Automobile parking multi-story structure		0					
20.07 Elevation, excavations		0					
30 SUPPORT FACILITIES: YARDS, SHOPS, ADMIN. BLDGS	3,877,885	5,911,556	5,911,556	0	0	0	50,171
30.01 Administration Building: Office, sales, storage, revenue counting	302,690	1,041,319	1,041,319	0	0	0	12,341
30.02 Light Maintenance Facility		0					
30.03 Heavy Maintenance Facility		0					
30.04 Storage or Maintenance of Way Building	1,350,585	2,789,145	2,789,145		0	0	17,937
30.05 Yard and Yard Track	2,210,610	2,080,591	2,080,591		0	0	0
40 SITEWORK & SPECIAL CONDITIONS	29,324,129	43,615,818	41,348,136	0	2,268,782	0	2,810,981
40.01 Demolition, Clearing, Earthwork	905,412.0	4,000,272	4,000,272	0	0	0	0
40.02 Site Utilities, Utility Relocation	10,320,010.0	4,112,693	2,740,471	0	1,372,222	0	12,779
40.03 Visc. mat'l, contain'd soil removal/mitigation, ground water treatments		354,912.0					
40.04 Environmental mitigation, e.g. wetlands, historic/archeologic, parks	1,005,877.0	854,561		0	854,561	0	0
40.05 Site structures including retaining walls, sound walls	1,413,887.0	0					
40.06 Pedestrian / bike access and accommodation, landscaping	3,268,555.0	1,456,307	1,456,307	0	0	0	499,303
40.07 Automobile, bus, van accessways including roads, parking lots	8,611,804.0	7,732,617	7,732,617	0	0	0	1,119,893
40.08 Temporary Facilities and other indirect costs during construction	5,285,104.0	28,385,459	28,385,459	0	0	0	815,767
50 SYSTEMS	34,327,360	29,589,180	28,403,030	0	1,844,425	118,410	598,315
50.01 Train control and signals	14,070,720.0	10,804,915	10,804,915		0	0	267,398
50.02 Traffic signals and crossing protection	6,030,201.0	10,987,332	10,985,013	0	0	0	69,038
50.03 Traction power supply: substations		0					
50.04 Traction power distribution: catenary and third rail		0					
50.05 Communications	10,408,039.0	8,500,100	8,500,100	0	0	0	0
50.06 Fare collection system and equipment	1,895,897.0	1,185,833	0	0	1,844,425	118,410	0
50.07 Central Control	1,316,310.0	0					
Construction Subtotal (10 – 50)	185,815,828	136,622,771	130,183,451	0	6,337,591	118,410	3,451,651
60 ROW, LAND, EXISTING IMPROVEMENTS	11,714,049	11,782,326	0	0	11,782,326	0	0
60.01 Purchase or lease of real estate	11,034,517	11,075,495	0	0	11,075,495	0	0
60.02 Relocation of existing households and businesses	679,532	706,831	0	0	706,831	0	0
70 VEHICLES (number)	18,386,164	18,386,164	0	0	18,348,329	750,567	0
70.01 Light Rail		0					
70.02 Heavy Rail		0					
70.03 Commuter Rail	18,427,367	18,348,329	0	0	18,348,329	0	0
70.04 Bus		0					
70.05 Other		0					
70.06 Non-revenue vehicles		0					
70.07 Spare parts	57,1243	750,367	0	0		750,367	0
80 PROFESSIONAL SERVICES (applies to Cata, 10-50)	20,393,365	23,515,189	2,061,610	0	19,393,559	0	11,946,391
80.01 Project Development	3,284,284	2,714,545	0	0	2,714,545	0	0
80.02 Engineering	11,508,495	12,094,377	2,561,610	0	9,532,767	0	11,702,491
80.03 Project Management for Design and Construction	3,176,315	1,693,305	0	0	1,693,305	0	0
80.04 Construction Administration & Management	6,350,631	5,819,460	0	0	5,819,460	0	63,400
80.05 Professional Liability and other Non-Construction Insurance		0					
80.06 Legal: Permits, Review Fees by other agencies, dssa, etc.		0					
80.07 Surveys, Testing, Investigation, Inspection	433,773	0					
80.08 Start up	2,358,867	233,475	0	0	233,475	0	
Subtotal (10 - 80)	186,822,406	186,889,330	132,715,061	0	63,281,673	870,277	15,297,541
90 UNALLOCATED CONTINGENCY	25,362,781	0	0	0	0	0	0
Subtotal (10 - 90)	185,885,187	186,889,330	132,715,061	0	63,281,673	870,277	15,297,541
100 FINANCE CHARGES	984,143	0	0	0	0	0	0
Total Project Cost (10 - 100)	186,869,330	186,889,330	132,715,061	0	63,281,673	870,277	15,297,541

Notes:

- 1 Paid by FDOT column total includes SAs = \$1,282,946 for scope inside FFGA coded as SC000 in JV Pay Est#29

186,847,811	15,297,541
FFGA Funded only	FDOT Funded

303,144,353
Total In Scope FFGA = FFGA Funds + FDOT Adm'l Funds

132,715,061	15,297,541
148,012,602	
JV Pay Est #33 FFGA In-Scope Total Contract = \$148,034,922	



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.
SECRETARY

August 19, 2019

The Honorable Buddy Dyer
The Honorable Bob Dallari
The Honorable Jerry L. Demmings
The Honorable Viviana Janer
The Honorable Ed Kelley
Central Florida Commuter Rail Commission

Dear Commission Members:

I wanted to draw your attention to an organizational change with the Chief Executive Officer for the Central Florida Commuter Rail Transit (SunRail).

Nicola Liquori has served commendably as the CEO of SunRail. At this time, she is moving on to be the Executive Director of the Florida Turnpike Enterprise and SunRail will be under the leadership of District 5 and by Mr. Mike Shannon, District 5 Secretary.

This organizational change will better position the Department to meet its transportation commitments at the federal, state and local level. Mr. Shannon is perfectly suited to the challenges ahead for SunRail and is positioned ideally to assist in the transition to CFCRC oversight and authority by the May 2021 date.

Sincerely,

Thomas C. Byron, P.E.
Assistant Secretary, Strategic Development

TB/ccl

cc: Nicola Liquori, Executive Director, Florida Turnpike Enterprise
Mike Shannon, District 5 Secretary



UCF Downtown and Valencia College Downtown Campus

- Researched, developed and launched campaign to educate new students about SunRail.
 - Created student, faculty and staff temporary SunCard, offering free travel from August – September and almost 800 individuals are currently registered.
 - Partnered with UCF for student outreach events to students/prospective riders.
 - Developed program to encourage converting to a Suncard after free travel period.

Extended Service for Special Events

- Explored potential plan for special Saturday service as requested by community partners.

Advocate and Promote Connectivity

- Choo Choo to the Zoo
 - Partnered with the Central Florida Zoo and the Sanford CRA to promote “Choo Choo to the Zoo,” a direct shuttle service to/from the Sanford SunRail station, during the Summer, June 3 - August 9.
- Sanford Trolley
 - Continued to partner with the Sanford CRA to create a new schedule that times the free trolley to all SunRail trains, Monday – Thursday, from 12 – 8PM and on Friday, from 12 – 9 PM.
 - Added sign on trolley to promote Choo Choo to the Zoo for the Summer
- Kissimmee Connector
 - Continued to partner with the City of Kissimmee and LYNX to brand the new, free Kissimmee Connector that connects the Kissimmee/Amtrak SunRail station and the LYNX Intermodal station with major employers and areas of interest in Historic Downtown Kissimmee, through SunRail.com and social media.
 - Partnered with Osceola Regional Medical Center to promote SunRail and the Kissimmee Connector to employees and visitors with screensavers, table tops, rack cards and four tabling events in the main hospital building.
- Train to Plane
 - Continued promotion on SunRail websites and social media for summer travel.
- Group Travel
 - Facilitated 22 groups with over 900 new passengers through June 30, 2019 including schools, seniors and passengers needing special assistance.

Additional Initiatives

- Conducted survey to evaluate impact of a 30-minute schedule change to P338 to better accommodate hospital shifts.
- Enhanced the interactive online “Events Calendar” and separate “Daily Activities” listing and renamed it “Station Destinations”. Continually promoting these events and activities through social media.
- Enhancements to the “On Track” email newsletter in December 2018 have resulted in a 3% in open rate, over 20% increase in engagement and 21% increase in subscriptions.



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, Monday-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
- 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 Construct Connect
- One employee-funded vanpool to Kirkman Pointe Office Park

NEW FROM THE KISSIMMEE/AMTRAK STATION

- Two City of Kissimmee-funded shuttles transport SunRail passengers to major employers and other destinations throughout Historic Downtown Kissimmee. The shuttles meet all SunRail trains.

ADDITIONAL FOLLOW-UP NEEDED FOR THE FOLLOWING PRIORITY AREAS:

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



ADVERTISING REVENUE SCORECARD

JULY 2019

2019 MEDIA KIT: AVAILABLE NOW

The current Media Kit is being distributed through the ad sales team and is available upon request by emailing Caroline Gardner at caroline@evolvetogether.com or online <http://corporate.sunrail.com/doing-business-with-sunrail/advertising/>

ON BOARD ADVERTISING: SOLD OUT THROUGH MARCH 2020

Most inventory was sold as one-year contracts.

Total Placements Available:	12
Placement Fee:	\$7,600 plus production per year

SUNRAIL.COM & SUNRAIL.ES ONLINE & MOBILE ADVERTISING: AVAILABLE NOW

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

TRAIN SCHEDULE ADVERTISING: AVAILABLE NOW

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

Total Placements Available:	1
Placement Fee:	\$500 per month

STATION KIOSK ADVERTISING: AVAILABLE NOW AT MOST STATIONS

CHURCH STREET STATION AND LAKE MARY STATION ARE SOLD OUT

All contracts are on an annual basis

Partners may purchase multiple or individual stations

Total Placements Available:	66
Placement Fee:	\$3,300 per placement



SOCIAL MEDIA

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

15,002 Facebook

16,756 Twitter

4,259 Instagram

Total Social Media Followers – 36,017

Sign Up for Free SunRail Text Alerts

Over 2,500 riders receive free text alerts to keep them up-to-date on any potential schedule change. Just text SUNRAIL to 31996 on your cell phone to receive your free alerts today. In the event of an unexpected incident, riders may now customize their text alert settings.

NEW SUNRAIL MARKETING INITIATIVES

SunRail App Launch

The SunRail Marketing team launched the official SunRail App in both Android and iOS and has received over 8,000 downloads in first five weeks. Customer engagement has been extremely positive with the SunRail App receiving a 4.6 (out of 5) Star rating. The App was built to incorporate all local connectivity and continues to push updates to users.

SunRail Text App Service

To consolidate technologies and offer better customer service, the SunRail App will offer service alerts similar to the current text program. Following a user sunset program the text service will be replaced by the App.

UCF Downtown and Valencia Downtown Campus Promotion

SunRail has partnered with the new downtown campus to showcase the ease and benefits of taking SunRail via Lynx Central Station. A free ridership promotion begins August 1st for faculty and staff and August 26th for students. The promotion runs through September 30th with over 800 people signed up as of July. Marketing efforts to convert promotional riders to permanent riders will take place throughout the promotion.

President Trump Event Special Service

SunRail partnered with Bombardier to promote and offer additional evening service to over 6,000 Trump event attendees during the June 18th Amway event. Seven additional trains were deployed to provide safe rides home to everyone on the two Church Street Station platforms. The service occurred without any incidents and served as a perfect example of how effective SunRail is as a preferred transportation solution.

Osceola County/Tupperware Station Marketing

The SunRail Marketing team is constantly looking at opportunities for ridership growth at developing stations and new technologies that offer cost effective means to market the service. To maximize ridership at the Tupperware station, SunRail has focused initiatives to the East Osceola Parkway region where static billboards, geo-fenced digital media and soon-to-be Lynx bus wraps will push messaging of the benefits of commuter rail and the close proximity of the Tupperware station.



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



ONGOING OUTREACH

As part of the ongoing strategy for SunRail public safety outreach, this program connects to the community through a variety of efforts including but not limited to: door-to-door outreach to residents and businesses near tracks; presentations in schools, community centers, at SunRail stations and onboard trains; direct mail; community events; coordination with law enforcement agencies and first responders; featured media buys in high-visibility areas; inclusion of safety messaging in business development and marketing programs; social media; training with public and school transportation groups and coordination with FRA, TSA and Operation Lifesaver.

- Posted safety messages through social media at a rate of 1 – 3 messages per week reaching more than 36,000 followers.
- Signed up over 100 new businesses for SunRail's Safety Watch Program.
- Developed collision prevention handout for distribution near Vineland/Taft Grade Crossing.
- Successfully received Operation Lifesaver (OLI) Grant for Mobile Safety Studio.
- The following summarizes safety presentations and tabling events within the community and onboard SunRail between May and July:
 - Onboard safety presentation with 30 students and 12 adults from Reading Edge Academy
 - Onboard safety presentation with Sandpiper Singles 15 seniors
 - Onboard safety presentation with 28 youth and 4 adults from Kid City USA
 - Onboard safety presentation with 20 children, 25 youth, and 5 adults from Ace Gymnastics
 - Onboard safety presentation with 5 children, 8 youth, 10 adults, and 28 seniors from ASREP of Florida
 - Onboard safety presentation with 53 seniors from Guido's Tours and Travel
 - Onboard safety presentation with 30 youth and 6 adults from Winter Park Chamber of Commerce
 - Onboard safety presentation for 17 disabled students and 6 adults from Caring 4U Academy
 - Onboard safety presentation for 15 students and 2 adults from Longwood Community Preschool
 - Onboard safety presentation with 100 students and 8 adults from Starchild Academy Lake Mary
 - Onboard safety presentation with 35 children, 60 youth, and 7 adults from Skate and Shake, Inc
 - Onboard safety presentation with 34 students and 10 adults from Kidzville Academy
 - Safety and Informative Presentation at Florida Division of Blind Services with 15 adults
 - Onboard safety presentation with 13 students and 2 adults from Friends Preschool Academy

UPCOMING MEETINGS

Commission Meetings (MetroPlan Boardroom)

Thursday October 31 10:00 am – 12:00 noon

Customer Advisory Committee (LYNX Open Space – 2nd Floor)

Thursday October 3 5:00 pm – 6:00 pm

Technical Advisory Committee (LYNX Open Space – 2nd Floor)

Wednesday October 9 1:00 pm – 2:00 pm