

## AUTHORIZING RESOLUTION

A resolution of the Board of Sumter County Commissioners, hereinafter BOARD, making a commitment as the Designated Official Planning Agency and Community Transportation Coordinator, authorizing the signing and submission of a grant application and supporting documents and assurances to the Florida Department of Transportation, and the acceptance of a grant award from the Department.

WHEREAS, the Board has the authority to apply for and accept grant awards made by the Florida Department of transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration act of 1964, as amended.

NOW, THEREFORE, BE IT RESOLVED THAT:

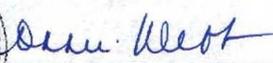
1. This resolution applies to Public Transit Service Development Program Funds.
2. The submission of a grant application, supporting documents, and assurances to the Florida Department of Transportation is approved.
3. Mr. Joey A. Chandler, Chairman is authorized to sign the application and accept a grant award, unless specifically rescinded.
4. The BOARD authorizes the County Administrator or Community Services Director to sign any and all assurances, reimbursement invoices, warranties, certifications and any other documents that may be required in connection with the application or subsequent agreements.

DULY PASSED AND ADOPTED THIS 30<sup>th</sup> day of May, 2006

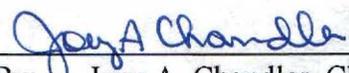
ATTEST:

Gloria R. Hayward  
CLERK and AUDITOR



  
\_\_\_\_\_  
Deputy Clerk

Board of Sumter County Commissioners

  
\_\_\_\_\_  
By: Joey A. Chandler, Chairman

## **SERVICE DEVELOPMENT PROJECT PROPOSAL**

AGENCY: Board of Sumter County Commissioners, d/b/a Sumter County Transit

PUBLIC AGENCY FOR  
PASS-THROUGH FUNDING: N.A.

PROJECT TYPE: Service Route with Point Deviations - Paratransit Service

MAXIMUM DURATION: 2 years

PROJECT LOCATION: Sumter County

PROJECT INITIATION/COMPLETION DATES: This project is a plan to expand service in The Villages area by re-working the two existing routes and adding a third route. We currently have a total of seven buses dedicated to fixed routes with deviations with two of those buses running in The Villages area. Our implementation date is scheduled for October 1, 2006, or as soon as funds are available. Our planned completion date for this project is September 30, 2008 or two years after start date.

BACKGROUND: Sumter County adopted its Transportation Disadvantaged Service Plan (TDSP) in September 2003. The TDSP identified areas of the county to be served by a service route. Since the inception of our service routes, customers have been both appreciative and loyal riders, and the routes have been successful. The buses on the service routes and a proposed new circulator route in The Villages will be allowed to deviate. The routes currently include a transfer point, and an additional transfer point would merge the two systems together, and in the future, if Lake County begins a route linking up with their route as well. The Villages community is the most populated portion of Sumter County, and is currently serviced by our two circulator service routes with a total of seventeen stops that each of the two buses stop at three to four times each per day, and which run approximately eight and a half hours each Monday through Friday. In addition to the residential growth in The Villages, many more medical facilities are scheduled to be added to the area. A hospital has been added to serve the area and is set for expansion in the near future. The area is growing rapidly and the current service cannot keep up with demand.

PROJECT GOALS/OBJECTIVES: The Board of Sumter County Commissioners proposes to provide enhanced comprehensive transportation services to the citizens of Sumter County. This plan will allow flexibility and increase travel opportunities for transit users from both the cities and the rural areas. Because of the reductions of funds for the transportation of the special transit user groups, both the additional route and the modifications to the existing service routes with point deviations are recommended solutions to better serve the citizens of Sumter County. The current service routes in The Villages will be updated making them feeder routes, and a new main route in The Villages area is proposed as an additional preliminary route to the anticipated

Lake/Sumter bus route in the urbanized area of The Villages along Hwy. 441/27. For this proposed portion of our bus route system three buses would be used for the project, with spare buses available. The buses are wheelchair equipped and seat 12-20 ambulatory passengers, and have at least two wheelchair positions. Sumter County Transit will use existing buses, capital expense for buses is not included in this proposal. The buses will be scheduled to operate a total of 8.5 hours per day, five days per week, 52 weeks per year. The total hours of operation for the year are approximately 6,630. The rate per vehicle hour is \$40. The per-vehicle hourly rate includes administration, salaries, maintenance, and operating costs. New schedules will be printed and dispersed in advance of the start date. Additionally, The Villages community is quite an active community. There are many residents utilizing bicycles both for pleasure and transportation. The addition of bike racks to buses would allow residents to utilize transit services in combination with their bicycles allowing a broader range of access to goods and services. Three bike racks for the three buses would total approximately \$2,696. The total estimated cost of the two-year project is \$533,096.

Our objectives are as follows:

1. Increase travel opportunities for the general public as well as special transit users and meet their travel needs at a lower cost than by using the demand response services. This objective will be measured by comparing the cost and number of passenger trips per month transported during the same month of the previous year. The cost per passenger trip on demand response will be compared to the per passenger trip cost on the service route. Sumter County Transit will submit to the Florida Department of Transportation (FDOT) the last 12 months' monthly total passenger trips and the monthly total cost. This information will be used as a measure to determine the performance of Sumter County Transit on this project.
2. Achieve a farebox return of 10 percent or greater of the total project cost upon completion of the project.

CRITERIA FOR SUCCESS: Sumter County Transit will monitor the number of passenger trips that are being transferred from the demand response services (door to door) to the service routes. The per-passenger trip cost of the demand response services and for the service routes will be compared to determine the amount of savings incurred. The frequencies of travel by the users of the service routes will also be monitored and compared to their travel frequencies on the demand response system. If the frequency of travel is greater on the service routes than on demand response and the cost is reduced, then this service development project will be deemed successful. The second criterion for success is to achieve overall average farebox revenue of 10 percent of the total project cost.

PROGRESS REPORT: The progress of the project will be monitored on a daily basis and a Semiannual Report will be prepared and submitted to FDOT. At anytime when the project appears to fall below expectations, a complete review of the project will be

accomplished to determine whether it should be modified or terminated. If the decision is to terminate the project, then a Final Report will be prepared summarizing the reasons the project failed. If the project is to be continued, a request for continuance shall be submitted with recommendations on how the project can be improved. Upon successful completion of the project, a Final Report will be prepared summarizing the performance achieved based on criteria established at the beginning of the project, and whether or not Sumter County Transit will continue service.

OPERATIONAL RESPONSIBILITIES: Sumter County Transit will be responsible for implementing this project with planning and financial assistance from Sumter County.

BENEFIT TO OTHER SYSTEMS: Other transit systems may use data collected during project development to assist them in developing their service routes. Marketing plans and materials used to promote the project may be available to others. The Final Report may include problems experienced that others can avoid during implementation of their projects. Success stories may be shared with other systems.

PROJECT BUDGET: This project is local in scope.

I. Project Cost	<u>Year One</u>	<u>Year Two</u>	<u>Total</u>
Three routes			
Operating/Administrative Costs (6,630 Hours/Year X \$40/Hour)	\$265,200	\$265,200	\$530,400
Bike Racks	\$2,696		
Capital Costs	0	0	0
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Total Project Costs	\$267,896	\$265,200	\$533,096
II. Participation			
Local Share	120,553	119,340	239,893
Farebox Revenue	26,790	26,520	53,310
State Share (Up to 50% Total Project Costs Less Farebox)	120,553	119,340	239,893
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Total Project Costs	\$267,896	\$265,200	\$533,096

# Sumter County Transit

## Marketing Plan

The Board of Sumter County Commissioners desires to provide the best transportation service in the most cost effective manner to the citizens of Sumter County. In an effort to accomplish this goal Sumter County Transit (SCT), in cooperation with the Florida Department of Transportation, will add a transfer station, add bike racks to the buses, will begin a new route in The Villages and will restructure existing routes to include more stops. Sumter County libraries, including the newest one at The Villages, have been added to the routes. To maximize efficiency, the buses on the service routes will be allowed to deviate for passenger pick up and delivery. The routes also include transfer points to bring the buses together simultaneously to facilitate passenger transfer.

SCT will continue a marketing campaign to inform the residents of services currently available and begin a campaign for the expanded services prior to implementation:

By providing press releases to local newspapers.

Developing and distributing route schedules to current and prospective customers.

SCT will place advertisements explaining available services in local newspapers.

In addition to our regular handouts SCT will distribute literature to regular customers and make material available to the public at numerous locations.

Call intake personnel will inform passengers of the new service and schedule them as appropriate.

Staff will give presentations explaining the new services at meetings such as the Sumter County Interagency Council, Sumter County Chamber of Commerce, Sumter County Economic Development, Rotary and Kiwanis Clubs, The Villages Chamber of Commerce, The Bike Club, various service organizations within the development area, etc.

The new schedules, transfer station locations and map along with a press release will be posted on our web site.