

| |
|-----------------|
| Meeting Date |
| 09/16/14 |



| | |
|----------|---------------|
| AGENDA | |
| Section | CONSENT |
| Item No. | <i>II.B.5</i> |

AGENDA REPORT
 BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

| | |
|-------------------|--|
| SUBJECT: | Approval of Resolutions and Supplemental Joint Participation Agreements, Re: Transit Corridor Grants for SR520 and SRA1A Fixed Route Bus Service (Fiscal Impact \$742,000) |
| DEPT/OFFICE: | Transit Services Department/Space Coast Area Transit |
| Requested Action: | |

It is requested that the Board approve and authorize the Chairman to sign the Resolutions and Supplemental Joint Participation Agreements (JPA) with the Florida Department of Transportation in the amount of \$371,000 each for Transit Corridor Grants for SR520 and SRA1A Fixed Route Bus Service. It is further recommended that the Board authorize the Chairman to sign any follow-up documents (upon Risk Management and County Attorney approval) and any budget changes.

Summary Explanation & Background:

SCAT provides fixed route bus service in both the SR520 corridor (Route 4) and the A1A corridor (Route 9, Trolley Bus). Both routes have the highest concentration of bus service in the SCAT system. Both routes operate 7 days a week with bus service every ½ hour from 6:00 am to 6:30 pm and hourly service until 11:00 pm Monday through Saturday and Sunday from 8:00 am to 6:00 pm. In July 2014, a third weekday bus was added to Route 4 to provide peak hour service in an effort to spread out the ridership among three buses and help improve the on-time performance. These routes carry the most passengers in our system and account for 26% of the fixed route ridership through July 2014.

Transit Corridor funding is meant for high level, high use transit service. Examples include downtown Orlando's Lymmo service and Bus Rapid Transit service in Miami-Dade county. Staff has asked that Route 4 and Route 9 continue to be considered for corridor funding. The FDOT District 5 staff has agreed and funded the project again this fiscal year, the corridor funds for these routes first began in 2006.

The current funding (per grant) is for \$371,000 for FY 2014/15 in each of the corridors. Even though these grants do not require a match, corridor funding does not cover all of the operating and maintenance costs. Funds for each corridor have been allocated in the FDOT Work program for the next five years in amounts ranging from \$371,000 to \$419,257, yearly. The funding requires no match and the Corridor Grant is included in the Transit Services' Fiscal 2014-2015 Budget.

These grants require performance measures to be met including ridership, on-time performance, service availability, shelters, bus stops, costs and fare recovery on a semi-annual basis.

| | | | | |
|-----------------------|---------------|-------------|-----------|-----------------|
| Fiscal Impact: | | | | |
| | Business Area | Cost Center | Amount | Description |
| FY2014-15 | 4135 | 303200 | \$371,000 | SR 520 Corridor |
| FY2014-15 | 4135 | 303201 | \$371,000 | A1A Corridor |

Clerk to the Board instruction:

Exhibits Attached: (2) Authorizing Resolutions; (4) Supplemental JPA #AOE60; (4) Supplemental JPA #AOE59

| | | | | | | | |
|------------------------------------|-----------------------------|-----|-------------------------------------|----|--------------------------|----|--------------------------|
| Contract /Agreement (If attached): | Reviewed by County Attorney | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> | PR | <input type="checkbox"/> |
|------------------------------------|-----------------------------|-----|-------------------------------------|----|--------------------------|----|--------------------------|

| | | |
|--------------------|-------------------------------------|---|
| County Manager | Deputy County Manager | Department Director / Extension |
| <i>[Signature]</i> | Assistant County Manager | James P. Liesenfelt, Transit Services Director |
| Stockton Whitten | Venetta Valdengo <i>[Signature]</i> | Jim.Liesenfelt@brevardcounty.us 635-7815 ext. 601 <i>[Signature]</i> |



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972

September 17, 2014

MEMORANDUM

TO: James Liesenfelt, Transit Services Director

RE: Item II.B.5., Resolutions and Supplemental Joint Participation Agreements with Florida Department of Transportation for Transit Corridor Grants for State Road 520 and State Road A1A Fixed Route Bus Service

The Board of County Commissioners, in regular session on September 16, 2014, adopted Resolution Nos. 14-155 and 14-156; and approved Supplemental Joint Participation Agreements with the Florida Department of Transportation, in the amount of \$371,000 each for Transit Corridor Grants for State Road 520 and State Road A1A Fixed Route Bus Service; authorized the Chairman to execute any follow-up documents upon Risk Management and County Attorney approval; and authorized any budget change requests. Enclosed are fully-executed and one certified copy of each Resolution, and four executed copies of each Supplemental Joint Participation Agreements for your action.

Upon execution by the Florida Department of Transportation, please return the fully-executed copy of each Agreement to this office for inclusion in the official minutes.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge, Deputy Clerk

/ds

Encls. (12)

cc: Risk Management
County Attorney
Contracts Administration
Finance
Budget

RESOLUTION NO. 14- 155

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, ON BEHALF OF SPACE COAST AREA TRANSIT, AUTHORIZING THE EXECUTION OF SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, has the authority to enter into a Grant Agreement with the Florida Department of Transportation to undertake a project as authorized by Chapter 341.051 (1) of the Florida Statutes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, THAT:

1. The Chairman of the Board of County Commissioners of Brevard County, Florida is authorized to execute the Supplemental Joint Participation Agreement for State FM Number 420643-184-01.
2. The Chairman of the Board of County Commissioners of Brevard County, Florida is authorized to execute the Agreement, Addendums, and Amendments with the Florida Department of Transportation.
3. That the Transit Director of Space Coast Area Transit is authorized to sign any and all assurances, certifications, reimbursement invoices, and other documents, which may be required in connection with the Agreement.
4. This Resolution shall take effect immediately upon its adoption.

DULY PASSED AND ADOPTED THIS 16TH DAY OF SEPTEMBER, 2014.

BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS



Scott Ellis, Clerk

BY 

MARY BOLIN LEWIS, CHAIRMAN

AS APPROVED BY THE BOARD ON SEPTEMBER 16, 2014

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION
SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT
Number 10

725-030-07
 PUBLIC TRANSPORTATION
 06/11
 Page 1 of 4

| | | |
|---|---|--|
| Financial Project No.: <u>42064218401</u> <small>(item-segment-phase-sequence)</small> Contract No.: <u>AOE59</u> Catalog of Federal Domestic Assistance Number: <u>n/a</u> | Fund: <u>010</u> Function: <u>683</u> Federal No.: <u>n/a</u> DUNS No.: <u>80-939-7102</u> | FLAIR Category: <u>088774</u> Object Code: <u>750013</u> Org. Code: <u>55052000530</u> Vendor No.: <u>F596-000-523-038</u> Catalog of State Financial Assistance Number: <u>55.013</u> |
|---|---|--|

THIS AGREEMENT, made and entered into this _____ day of _____, _____, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida, hereinafter referred to as the Department, and Brevard County Board of County Commissioners d/b/a Space Coast Area Transit, P.O. Box 1496, Titusville, FL 32781 hereinafter referred to as Agency.

WITNESSETH:

WHEREAS, the Department and the Agency heretofore on the 22nd day of May, 2006, entered into a Joint Participation Agreement; and

WHEREAS, the Agency desires to accomplish certain project items as outlined in the Attachment "A" appended hereto; and

WHEREAS, the Department desires to participate in all eligible items for this project as outlined in Attachment "A" for a total Department Share of \$3,616,556.00

NOW, THEREFORE THIS INDENTURE WITNESSETH: that for and in consideration of the mutual benefits to flow from each to the other, the parties hereto agree that the above described Joint Participation Agreement is to be amended and supplemented as follows:

1.00 Project Description: The project description is amended to provide funding for fixed route service along Space Coast Area Transit's Route 4 which runs along the SR520 corridor in Brevard County from Cocoa to Cocoa Beach.

2.00 Project Cost:

Paragraph 3.00 of said Agreement is increased by \$371,000.00
bringing the revised total cost of the project to \$3,616,556.00

Paragraph 4.00 of said Agreement is increased by \$371,000.00
bringing the Department's revised total cost of the project to \$3,616,556.00

3.00 Amended Exhibits:

Exhibit(s) B, D of said Agreement is amended by Attachment "A".

4.00 Contract Time:

Paragraph 18.00 of said Agreement October 1st, 2015

5.00 E-Verify

Vendors/Contractors:

1. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Vendor/Contractor during the term of the contract; and
2. shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

Financial Project No. 42064218401
Contract No. AOE59
Agreement Date _____

Except as hereby modified, amended or changed, all other terms of said Agreement dated May 22nd, 2006 and any subsequent supplements shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first above written.

AGENCY

Brevard County Board of County Commissioners
AGENCY NAME

Mary Bolin Lewis

SIGNATORY (PRINTED OR TYPED)


SIGNATURE

Chairman

TITLE

As approved by the Board on September 16, 2014.

Reviewed for Legal Form and Content by:

 8/15/14
Matthew Soss, Asst. County Atty. - Date

FDOT

See attached Encumbrance Form for date of Funding Approval by Comptroller

LEGAL REVIEW
DEPARTMENT OF TRANSPORTATION

District Director of Transportation Development
DEPARTMENT OF TRANSPORTATION

TITLE

Financial Project No. 42064218401
 Contract No. AOE59
 Agreement Date _____

**ATTACHMENT "A"
 SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT**

This Attachment forms an integral part of that certain Supplemental Joint Participation Agreement between the State of Florida, Department of Transportation and Brevard County Board of County Commissioners
d/b/a Space Coast Area Transit, P.O. Box 1496, Titusville, FL 32781

dated _____

DESCRIPTION OF SUPPLEMENT (Include justification for cost change):

To provide funding for FY 2014/15 for Space Coast Area Transit Route 4 fixed route bus service which runs along the SR520 corridor from Cocoa to Cocoa Beach.

| | | | | |
|-----|---------------------|----------------|----------------|--------------|
| I. | Project Cost: | As Approved | As Amended | Net Change |
| | | \$3,245,556.00 | \$3,616,556.00 | \$371,000.00 |
| | Total Project Cost | \$3,245,556.00 | \$3,616,556.00 | \$371,000.00 |
| II. | Fund Participation: | As Approved | As Amended | Net Change |
| | Department: | \$3,245,556.00 | \$3,616,556.00 | \$371,000.00 |
| | Agency: | | | \$0.00 |
| | Total Project Cost | \$3,245,556.00 | \$3,616,556.00 | \$371,000.00 |

Comments: _____

**EXHIBIT "B"
 PROJECT BUDGET**

This exhibit forms an integral part of that certain Joint Participation Agreement between the State of Florida, Department of Transportation and Brevard County Board of County Commissioners, d/b/a Space Coast Area Transit, 401 S. Varr Avenue, Cocoa, Florida 32922 dated _____.

I. PROJECT COST:

Fixed route bus operating service along SR520 Corridor in Brevard County from Cocoa to Cocoa Beach.

5,439.88 hrs/yr x \$68.20/hr. \$371,000.00

TOTAL PROJECT COST: **\$371,000.00**

II. PARTICIPATION:

| | | | |
|---|---------|----|---------------|
| Maximum Federal Participation (FTA), (FAA) | (%) | or | \$ |
| Agency Participation | | | |
| In-Kind | (%) | | |
| Cash | | or | \$ |
| Other (Farebox) | (%) | | \$ |
| Maximum Department Participation | | | |
| Primary (DPTO) (DS) (DIM) (PORT) | (100%) | | \$371,000.00* |
| Federal Reimbursable (DU) (FRA) (DFTA) | (%) | or | \$ |
| Local Reimbursable (DL) | (%) | or | \$ _____ |

TOTAL PROJECT COST: **\$371,000.00**

*The Department will fund up to 100% of the net operating cost (i.e., operating less farebox) not to exceed \$371,000.00.

EXHIBIT "D"

STATE AGENCY: Florida Department of Transportation

CSFA #: 55.013

TITLE: Transit Corridor Program

AMOUNT: \$371,000

COMPLIANCE REQUIREMENTS

Objectives:

To fund cost effective methods of relieving congestion and improving capacity within a transit corridor.

Allowed Activities:

Services necessary to plan and execute a transit corridor project include, but are not limited to:

Operational costs including:

1. pre-service preparation;
2. services operating deficits;
3. marketing and public relations;
4. project administration;
5. security and traffic control
6. equipment and project leases, including appraisals;
7. commuter transportation services;
8. carpool and vanpool activities; and
9. other Transportation Demand Management strategies targeting employers along the corridor or legitimate costs deemed appropriate by the district office.

Matching:

The District may program up to 100 percent of the cost for transit corridor projects.

Restrictions:

Department participation shall be based on documentation by the Department that the project is the most cost-effective method of relieving congestion and improving capacity within the identified corridor. As funding allows, this program will consider improvements on facilities designed to prevent them from becoming constrained.

Compliance Requirements Applicable to the State Resources Awarded Pursuant to This Agreement are as follows:

The recipient of Transit Corridor Program funding must comply with the statutory requirements in 341.05(5) (e) Florida Statutes.

RESOLUTION NO. 14-156

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, ON BEHALF OF SPACE COAST AREA TRANSIT, AUTHORIZING THE EXECUTION OF SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, has the authority to enter into a Grant Agreement with the Florida Department of Transportation to undertake a project as authorized by Chapter 341.051 (1) of the Florida Statutes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, THAT:

1. The Chairman of the Board of County Commissioners of Brevard County, Florida is authorized to execute the Supplemental Joint Participation Agreement for State FM Number 420643-184-01.
2. The Chairman of the Board of County Commissioners of Brevard County, Florida is authorized to execute the Agreement, Addendums, and Amendments with the Florida Department of Transportation.
3. That the Transit Director of Space Coast Area Transit is authorized to sign any and all assurances, certifications, reimbursement invoices, and other documents, which may be required in connection with the Agreement.
4. This Resolution shall take effect immediately upon its adoption.

DULY PASSED AND ADOPTED THIS 16TH DAY OF SEPTEMBER, 2014.

BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS



Scott Ellis, Clerk

BY 
MARY BOLIN LEWIS, CHAIRMAN

AS APPROVED BY THE BOARD ON SEPTEMBER 16, 2014

PUBLIC TRANSPORTATION

SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT

Number 10

| | | |
|---|--|---|
| Financial Project No.: 42064318401 <small>(item-segment-phase-sequence)</small> | Fund: 010 Function: 683 Federal No.: n/a | FLAIR Category: 088774 Object Code: 750013 Org. Code: 55052000530 |
| Contract No.: AOE60 | DUNS No.: 80-939-7102 | Vendor No.: F596-000-523-038 |
| Catalog of Federal Domestic Assistance Number: n/a | | Catalog of State Financial Assistance Number: 55.013 |

THIS AGREEMENT, made and entered into this _____ day of _____, _____, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida, hereinafter referred to as the Department, and Brevard County Board of County Commissioners d/b/a Space Coast Area Transit, P.O. Box 1496, Titusville, FL 32781 hereinafter referred to as Agency.

WITNESSETH:

WHEREAS, the Department and the Agency heretofore on the 22nd day of May, 2006, entered into a Joint Participation Agreement; and

WHEREAS, the Agency desires to accomplish certain project items as outlined in the Attachment "A" appended hereto; and

WHEREAS, the Department desires to participate in all eligible items for this project as outlined in Attachment "A" for a total Department Share of \$3,616,556.00

NOW, THEREFORE THIS INDENTURE WITNESSETH: that for and in consideration of the mutual benefits to flow from each to the other, the parties hereto agree that the above described Joint Participation Agreement is to be amended and supplemented as follows:

1.00 Project Description: The project description is amended to provide funding for bus trolley service along the A1A corridor in Brevard County from Port Canaveral to 13th St. South in Cocoa Beach.

2.00 Project Cost:

Paragraph 3.00 of said Agreement is increased by \$371,000.00
bringing the revised total cost of the project to \$3,616,556.00

Paragraph 4.00 of said Agreement is increased by \$371,000.00
bringing the Department's revised total cost of the project to \$3,616,556.00

3.00 Amended Exhibits:

Exhibit(s) B, D of said Agreement is amended by Attachment "A".

4.00 Contract Time:

Paragraph 18.00 of said Agreement October 1st, 2015

5.00 E-Verify

Vendors/Contractors:

1. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Vendor/Contractor during the term of the contract; and
2. shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

Financial Project No. 42064318401
Contract No. AOE60
Agreement Date _____

Except as hereby modified, amended or changed, all other terms of said Agreement dated May 22nd, 2006 and any subsequent supplements shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first above written.

AGENCY

FDOT

Brevard County Board of County Commissioners
AGENCY NAME

See attached Encumbrance Form for date of Funding Approval by Comptroller

Mary Bolin Lewis
SIGNATORY (PRINTED OR TYPED)

LEGAL REVIEW
DEPARTMENT OF TRANSPORTATION

Mary Bolin Lewis
SIGNATURE

District Director of Transportation Development
DEPARTMENT OF TRANSPORTATION

Chairman
TITLE

TITLE

Reviewed for Legal Form and Content by:

Matthew Soss 8/25/14
Matthew Soss, Asst. County Atty. - Date

As approved by the Board
on SEP 16 2014

Item # 11. B.5

Financial Project No. 42064318401
 Contract No. AOE60
 Agreement Date _____

**ATTACHMENT "A"
 SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT**

This Attachment forms an integral part of that certain Supplemental Joint Participation Agreement between the State of Florida, Department of Transportation and Brevard County Board of County Commissioners
d/b/a Space Coast Area Transit, P.O. Box 1496, Titusville, FL 32781
 dated _____.

DESCRIPTION OF SUPPLEMENT (Include justification for cost change):

To provide funding for FY 2014/15 for Space Coast Area Transit bus trolley service on the A1A corridor in Cocoa Beach.

| I. Project Cost: | As Approved | As Amended | Net Change |
|---------------------------|-----------------------|-----------------------|---------------------|
| | \$3,245,556.00 | \$3,616,556.00 | \$371,000.00 |
| Total Project Cost | \$3,245,556.00 | \$3,616,556.00 | \$371,000.00 |
| | | | |
| II. Fund Participation: | As Approved | As Amended | Net Change |
| Department: | \$3,245,556.00 | \$3,616,556.00 | \$371,000.00 |
| Agency: | | | \$0.00 |
| | | | \$0.00 |
| Total Project Cost | \$3,245,556.00 | \$3,616,556.00 | \$371,000.00 |

Comments:

**EXHIBIT "B"
 PROJECT BUDGET**

This exhibit forms an integral part of that certain Joint Participation Agreement between the State of Florida, Department of Transportation and Brevard County Board of County Commissioners, d/b/a Space Coast Area Transit, 401 S. Varr Avenue, Cocoa, Florida 32922 dated _____.

I. PROJECT COST:

Bus trolley operating service along the A1A corridor in Brevard County from Port Canaveral to 13th Street in Cocoa Beach.

5,439.88 hrs/yr x \$68.20/hr. \$371,000.00

TOTAL PROJECT COST: \$371,000.00

II. PARTICIPATION:

| | | | |
|---|---------|----|---------------|
| Maximum Federal Participation (FTA), (FAA) | (%) | or | \$ |
| Agency Participation | | | |
| In-Kind | (%) | | |
| Cash | | or | \$ |
| Other (Farebox) | (%) | | \$ |
| Maximum Department Participation | | | |
| Primary (DPTO) (DS) (DIM) (PORT) | (100%) | | \$371,000.00* |
| Federal Reimbursable (DU) (FRA) (DFTA) | (%) | or | \$ |
| Local Reimbursable (DL) | (%) | or | \$ _____ |

TOTAL PROJECT COST: \$371,000.00

*The Department will fund up to 100% of the net operating cost (i.e., operating less farebox) not to exceed \$371,000.

EXHIBIT "D"

STATE AGENCY: Florida Department of Transportation

CSFA #: 55.013

TITLE: Transit Corridor Program

AMOUNT: \$371,000

COMPLIANCE REQUIREMENTS

Objectives:

To fund cost effective methods of relieving congestion and improving capacity within a transit corridor.

Allowed Activities:

Services necessary to plan and execute a transit corridor project include, but are not limited to:

Operational costs including:

1. pre-service preparation;
2. services operating deficits;
3. marketing and public relations;
4. project administration;
5. security and traffic control
6. equipment and project leases, including appraisals;
7. commuter transportation services;
8. carpool and vanpool activities; and
9. other Transportation Demand Management strategies targeting employers along the corridor or legitimate costs deemed appropriate by the district office.

Matching:

The District may program up to 100 percent of the cost for transit corridor projects.

Restrictions:

Department participation shall be based on documentation by the Department that the project is the most cost-effective method of relieving congestion and improving capacity within the identified corridor. As funding allows, this program will consider improvements on facilities designed to prevent them from becoming constrained.

Compliance Requirements Applicable to the State Resources Awarded Pursuant to This Agreement are as follows:

The recipient of Transit Corridor Program funding must comply with the statutory requirements in 341.05(5) (e) Florida Statutes.

BOARD OF COUNTY COMMISSIONERS

INITIAL CONTRACT FORM

| | |
|--|--|
| 1. Contractor: Florida Dept of Transportation | |
| 2. Fund/Account #: 4135-303200 | 3 Division Name: TRANSIT SERVICES |
| 4. Contract Description: Supplemental No. 10 – Joint Participation Agreement – AOE59 | |
| 5. Contract Monitor: Cathy Lively | 6. Mail Stop #: 44 |
| 7. Dept/Office Director: James Liesenfelt | 8. Class Code: ZIGS |
| ACTION DATE: 30 days from entry | ACTION REQUIREMENT: Need complete data |

SECTION II

The following departments must approve all contracts submitted to the Board:

APPROVAL

| COUNTY OFFICE | Yes | no | INITIALS | Date |
|-----------------|-----|----|----------|----------|
| User Agency | X | 0 | JPL | 08/18/14 |
| Risk Management | X | 0 | GV | 8/19/14 |
| County Attorney | 0 | 0 | | |
| User Agency | 0 | 0 | | |

If any office denies approval, the package will be returned immediately to the User Agency.

NOTE: This form should be attached to all new contracts being submitted to the Board for approval. After the contract has been approved, the contract package, including this form, will go to the Clerk to the Board. The Clerk's office will then forward the Initial Contract Form to Contracts Administration and the contract will be entered into the Contract Monitoring System. This initial entry will generate an entry on your monthly contract report and the first report will always show a "Required Action" for the contract. See AO-29 for additional information.

NOTE: PLEASE REVIEW AND RETURN BY _____, IN ORDER TO MEET DEADLINES FOR THE
 ___09/16/14___ BCC MEETING.

RECEIVED

AO-29: EXHIBIT

SPACE COAST AREA TRANSIT

BOARD OF COUNTY COMMISSIONERS

INITIAL CONTRACT FORM

| | |
|--|--|
| 1. Contractor: Florida Dept of Transportation | |
| 2. Fund/Account #: 4135-303200 | 3 Division Name: TRANSIT SERVICES |
| 4. Contract Description: Supplemental No. 10 – Joint Participation Agreement – AOE59 | |
| 5. Contract Monitor: Cathy Lively | 6. Mail Stop #: 44 |
| 7. Dept/Office Director: James Liesenfelt | 8. Class Code: ZIGS |
| ACTION DATE: 30 days from entry | ACTION REQUIREMENT: Need complete data |

SECTION II

The following departments must approve all contracts submitted to the Board:

APPROVAL

| COUNTY OFFICE | Yes | no | INITIALS | Date |
|-----------------|----------|----------|------------|----------------|
| User Agency | X | 0 | JPL | 08/18/14 |
| Risk Management | 0 | 0 | | |
| County Attorney | <i>0</i> | 0 | <i>MDS</i> | <i>8/25/14</i> |
| User Agency | 0 | 0 | | |

If any office denies approval, the package will be returned immediately to the User Agency.

NOTE: This form should be attached to all new contracts being submitted to the Board for approval. After the contract has been approved, the contract package, including this form, will go to the Clerk to the Board. The Clerk's office will then forward the Initial Contract Form to Contracts Administration and the contract will be entered into the Contract Monitoring System. This initial entry will generate an entry on your monthly contract report and the first report will always show a "Required Action" for the contract. See AO-29 for additional information.

NOTE: PLEASE REVIEW AND RETURN BY _____, IN ORDER TO MEET DEADLINES FOR THE
 __09/16/14__ BCC MEETING.

BOARD OF COUNTY COMMISSIONERS

INITIAL CONTRACT FORM

| | |
|--|--|
| 1. Contractor: Florida Dept of Transportation | |
| 2. Fund/Account #: 4135-303201 | 3 Division Name: TRANSIT SERVICES |
| 4. Contract Description: Supplemental No. 10 – Joint Participation Agreement – AOE60 | |
| 5. Contract Monitor: Cathy Lively | 6. Mail Stop #: 44 |
| 7. Dept/Office Director: James Liesenfelt | 8. Class Code: ZIGS |
| ACTION DATE: 30 days from entry | ACTION REQUIREMENT: Need complete data |

SECTION II

The following departments must approve all contracts submitted to the Board:

APPROVAL

| COUNTY OFFICE | Yes | no | INITIALS | Date |
|-----------------|-----|----|----------|----------|
| User Agency | X | 0 | JPL | 08/18/14 |
| Risk Management | X | 0 | GV | 8/19/14 |
| County Attorney | 0 | 0 | | |
| User Agency | 0 | 0 | | |

If any office denies approval, the package will be returned immediately to the User Agency.

NOTE: This form should be attached to all new contracts being submitted to the Board for approval. After the contract has been approved, the contract package, including this form, will go to the Clerk to the Board. The Clerk's office will then forward the Initial Contract Form to Contracts Administration and the contract will be entered into the Contract Monitoring System. This initial entry will generate an entry on your monthly contract report and the first report will always show a "Required Action" for the contract. See AO-29 for additional information.

NOTE: PLEASE REVIEW AND RETURN BY _____, IN ORDER TO MEET DEADLINES FOR THE
 ___09/16/14___ BCC MEETING.

RECEIVED

AUG 21

AO-29: EXHIBIT

SPACE COAST AREA TRANSIT

BOARD OF COUNTY COMMISSIONERS

INITIAL CONTRACT FORM

| | |
|--|--|
| 1. Contractor: Florida Dept of Transportation | |
| 2. Fund/Account #: 4135-303200 | 3 Division Name: TRANSIT SERVICES |
| 4. Contract Description: Supplemental No. 10 – Joint Participation Agreement – AOE59 | |
| 5. Contract Monitor: Cathy Lively | 6. Mail Stop #: 44 |
| 7. Dept/Office Director: James Liesenfelt | 8. Class Code: ZIGS |
| ACTION DATE: 30 days from entry | ACTION REQUIREMENT: Need complete data |

SECTION II

The following departments must approve all contracts submitted to the Board:

APPROVAL

| COUNTY OFFICE | Yes | no | INITIALS | Date |
|-----------------|----------|----------|------------|----------|
| User Agency | X | 0 | JPL | 08/18/14 |
| Risk Management | 0 | 0 | | |
| County Attorney | 0 | 0 | MDS | 8/25/14 |
| User Agency | 0 | 0 | | |

If any office denies approval, the package will be returned immediately to the User Agency.

NOTE: This form should be attached to all new contracts being submitted to the Board for approval. After the contract has been approved, the contract package, including this form, will go to the Clerk to the Board. The Clerk's office will then forward the Initial Contract Form to Contracts Administration and the contract will be entered into the Contract Monitoring System. This initial entry will generate an entry on your monthly contract report and the first report will always show a "Required Action" for the contract. See AO-29 for additional information.

NOTE: PLEASE REVIEW AND RETURN BY _____, IN ORDER TO MEET DEADLINES FOR THE ___09/16/14___ BCC MEETING.