CITT

CITIZENS' INDEPENDENT TRANSPORTATION TRUST

90-Day Report

The People's Transportation Plan

4th Quarter: FY 03-04

REVISED JUNE 28, 2004

90-Day Report

The People's Transportation Plan

4th Quarter: FY 03-04

Summary

This report provides a recap of activities related to the People's Transportation Plan (PTP) for the 90-day period beginning July 1, 2004, through September 30, 2004. Listings of previous and life-to-date accomplishments are available at trafficrelief.com. The implementation of the PTP continues with accelerated planning for projects and improvements included in the PTP.

In addition to the PTP projects that were realized during this quarter, it is noteworthy to mention five significant actions:

In response to RFP 427a for Financial Consultant to the Citizens' Independent Transportation Trust (CITT), two proposals were received on July 9, 2004, from Rodriguez, Trueba & Company, CPA, PA; and Infrastructure Management Group, Inc. Oral presentations were held on August 10 and 18, 2004. However, as a result of the recent U.S. District Court decision regarding the County's Black, Hispanic, and Women Business Enterprise (B/H/WBE) programs and to avoid further delays that may negatively impact public perception and reflect unfavorably on the PTP, we requested the Department of Procurement Management (DPM) to move forward in rejecting the proposals and reissue an RFP that enhances the competitive bid process. The new RFP will not include references to race, ethnic and gender conscious measures.

To fill existing vacancies in Commission Districts 8, and 13, as well as to ensure an updated, ample pool of potential applicants, the OCITT coordinated two media campaigns utilizing radio and print ads, as well as targeting a database comprised of approximately 1000 organizations and individuals. First campaign ran from June 9 through July 9, 2004, and resulted in 62 new applicants. Second campaign was initiated on September 6 and ran through October 6, 2004.

An introductory, joint BCC/CITT workshop—the first in a series of future monthly meetings—was held on July 19, 2004, with Members of the Board of County Commissioners and the Citizens' Independent Transportation Trust (CITT) to discuss County Ordinance No. 02-117, Surtax distributions, and projects listed in the People's Transportation Plan (PTP).

As a result of the BCC/CITT workshop and to provide continuity in the event that a District Commissioner leaves office, the Honorable Dennis C. Moss, Commissioner, District 9, sponsored an amendment to Ordinance 02-117, which states that that whenever a District Commissioner leaves office, his or her appointee to the CITT shall continue to serve until the successor Commissioner makes an appointment; and providing that a successor Commissioner may re-appoint his or her District's currently sitting Trust member without the need for the nominating committee to submit a slate of candidates. The item is expected to be heard by the Board of County Commissioners on November 16, 2004.

Lastly, following a strong, unanimous recommendation from the five-member Selection Committee, the County Manager appointed Nan A. Markowitz as the new CITT Executive Director. Ms. Markowitz' official start date was August 30, 2004. Ms. Markowitz has extensive experience in local transportation issues, having served more than 11 years as Director of Administration for the Florida Department of Transportation, District 6. Prior to her appointment as CITT Executive Director, Ms. Markowitz served as Director of Government and Public Relations for the Eleventh Judicial Circuit.

New Initiatives

Miami-Dade County has earned the Center for Transportation Excellence's (CFTE) "Most Innovative Coalition Building" award in recognition of its successful campaign – including its use of the Web – for the $17 billion, 25-year People's Transportation Plan (PTP) and the half-percent transportation surtax referendum in 2002. The County was recognized for its efforts in bringing together a broad array of taxpayers, municipalities and community groups to develop and maintain support for the PTP, both before and after the referendum, especially through the County's use of the Internet, community meetings, and the creation of a citizens' oversight board. The award was presented at the CFTE's first-ever Transit Initiative Awards competition at the Rail-Volution conference in California on September 20, 2004.

The Department established a timeline for major updates and changes to trafficrelief.com and the creation of a new Departmental site. Staff has already achieved several milestones on time and continues on track with this project. In the week ending August 27, 2004, the OCITT launched the new website www.miamidade.gov/citt, which features CITT and OCITT information taken from trafficrelief.com, which is now devoted to updates on the progress of the People's Transportation Plan.

The new CITT site includes information on the powers of the CITT, member biographies, newly posted member photos, information on how members are selected, as well as meeting schedules and copies of all agendas and minutes from all Trust and committee meetings.

New Initiatives (Continued)

The homepage features a listing of upcoming meetings, with a link to the page containing each agenda. The site also provides additional Departmental information that was not included in trafficrelief.com., for example, staff contact information and email links, the duties of the various divisions and a bio and photo of the Executive Director. The new site also features several links to trafficrelief.com.

Trafficrelief.com also completed numerous updates, including:

- Updated maps of the various rail corridors to be constructed under Metrorail's expansion. Miami-Dade Transit's (MDT) Project Control Division has agreed to provide continual updates on Requests for Proposals for the various corridors as they are issued as well as when they close.
- Most Transportation Plans for individual municipalities have been posted.
- A new section was created called "Transportation and Half Penny in the News" featuring links to transportation-related newspaper articles and PDF files of county-produced advertorials regarding the accomplishments of the half-percent transportation surtax.
- Posted the 314-page PTP Status Report, which provides detailed information about the People's Transportation Plan, including cost and construction timetables for individual projects.
- The site's glossary of transportation-related terms was updated to include new terms and acronyms.
- Links to the new CITT site were also added.

Plans are in the works for a revamp of trafficrelief.com for a mid-October or November launch. The revamp will feature a more streamlined look, easier navigability, and the addition of applications, such as a neighborhood mapping feature that will bring up any surtax-funded improvements in a selected area.

Contract Reviews

The following contracts were presented to the CITT for its consideration during the quarter:

Resolution by the Citizens' Independent Transportation Trust approving the Miami-Dade Board of County Commissioners' (BCC) action authorizing execution of a Joint Participation Agreement (JPA) with the Florida Department of Transportation (FDOT) for $450,000 in state funds to be provided for the South Miami pedestrian overpass and authorizing the County Manager to receive and expend funds and to commit up to $450,000 in People's Transportation Plan (PTP) surtax funds as a local match, as specified in the JPA.

Contract Reviews (Continued)

Resolution by the Citizens' Independent Transportation Trust (CITT) approving the Miami-Dade Board of County Commissioners' (BCC) action awarding a contract between H & R Paving, Inc., and the Public Works Department (PWD), for the People's Transportation Plan (PTP) project number 20030002 – resurfacing. ($1 million)

Resolution by the Citizens' Independent Transportation Trust (CITT) approving the Miami-Dade Board of County Commissioners' (BCC) action awarding a contract between H & R Paving, Inc., and the Public Works Department (PWD), for the People's Transportation Plan (PTP) project number 20030003 – resurfacing. ($1 million)

Resolution by the Citizens' Independent Transportation Trust (CITT) approving the Miami-Dade Board of County Commissioners' (BCC) action awarding a contract between General Asphalt Co., Inc., and the Public Works Department (PWD), for the People's Transportation Plan (PTP) project number 20030004 – resurfacing. ($1 million)

Resolution by the Citizens' Independent Transportation Trust (CITT) approving the Miami-Dade Board of County Commissioners' (BCC) action awarding a contract between Fortex Construction, Inc., and the Public Works Department (PWD), for the People's Transportation Plan (PTP) project number 20030010 – annual pavement striping. ($500,000)

Resolution by the Citizens' Independent Transportation Trust (CITT) approving the Miami-Dade Board of County Commissioners' (BCC) action authorizing the Public Works Department (PWD) use of bid 1480-4/08 (sign blanks and posts) for the People's Transportation Plan (PTP) projects. ($600,000)

Resolution by the Citizens' Independent Transportation Trust (CITT) approving the Miami-Dade Board of County Commissioners' (BCC) action awarding a contract between Petro Hydro, Inc., and the Public Works Department (PWD) for the People's Transportation Plan (PTP) project number 20030009 – drainage. ($1 million)

Resolution by the Citizens' Independent Transportation Trust (CITT) approving the Miami-Dade Board of County Commissioners' (BCC) action authorizing a loan from the Sunshine State Governmental Financing Commission (Sunshine Commission) in the amount not to exceed $100 million for paying or reimbursing the cost of acquiring certain transit assets.

Resolution by the Citizens' Independent Transportation Trust (CITT) approving the Miami-Dade Board of County Commissioners' (BCC) action awarding a contract between Raydan Electric, Inc., and the Public Works Department (PWD), for the People's Transporation Plan (PTP) project number 20030015 – traffic signals. ($1 million)

Contract Reviews (Continued)

Resolution by the Citizens' Independent Transportation Trust (CITT) approving the Miami-Dade Board of County Commissioners' (BCC) action awarding a contract between H & J Asphalt, Inc., and the Public Works Department (PWD) for the People's Transporation Plan (PTP) project number 20030005 – resurfacing. ($1 million)

Resolution by the Citizens' Independent Transportation Trust (CITT) approving the Miami-Dade Board of County Commissioners' (BCC) action awarding contract TA3-MB2 and authorizing the use of surtax funds for the purchase of seventy (70), 30-foot low-floor transit coaches (mini transit buses) with North American Bus Industries (NABI) for the implementation of bus service improvements. ($18,242,881)

Resolution by the Citizens' Independent Transportation Trust (CITT) approving the Miami-Dade Board of County Commissioners' (BCC) action authorizing the execution of the Twelfth Supplemental Agreement to the Professional Services Agreement between Miami-Dade Transit and Parsons Brinckerhoff Quade & Douglas, Inc., to prepare an application package to request permission from the Federal Transit Administration to enter into preliminary engineering, to prepare and submit a New Starts application, and complete the Final Environmental Impact Statement (FEIS) for the Miami Intermodal Center (MIC)/Earlington Heights Connector. ($303,463)

Resolution by the Citizens' Independent Transportation Trust approving the Miami-Dade Board of County Commissioners' (BCC) action authorizing the County Manager to execute a contract between the Wackenhut Corporation and Miami-Dade Transit for provision of security services with a total compensation ceiling not to exceed $89.5 million.

PTP Amendments

The following PTP amendments were considered by the CITT during the quarter:

Resolution by the Citizens' Independent Transportation Trust (CITT) recommending to the Miami-Dade Board of County Commissioners (BCC) that the People's Transportation Plan's (PTP) Transit Capital Projects list be amended to include the procurement of twelve (12) Metromover vehicle cars and the retrofit and rehabilitation of the remaining seventeen (17) Metromover cars.

Resolution by the Citizens' Independent Transportation Trust recommending the Board of County Commissioners (BCC) approve the adjustment to the Public Works Department's 2-year Plan for People's Transportation Plan projects, removing school flashing signals from the Commission Districts' yearly allocation and reassigning it within the Countywide Neighborhood Improvements Section.

CITT Resolutions

Resolution by the Citizens' Independent Transportation Trust encouraging all municipalities, eligible to receive a portion of the twenty percent municipal share of the Charter County Transit System Surtax proceeds (Surtax), to comply with the certification requirements, as outlined in the Interlocal Agreement, by September 30 of each year, and recommending to the Board of County Commissioners to withhold Surtax funds to those municipalities failing to comply with the certification requirement.

Resolution by the Citizens' Independent Transportation Trust (CITT) recommending to the Miami-Dade Board of County Commissioners' (BCC) that the BCC explore the policy and legality of taking into account the ethnic/gender composition of the Board of Directors of companies in the awarding of county contracts.

Resolution by the Citizens' Independent Transportation Trust (CITT) recognizing and commending Chief Herminio Lorenzo for his exemplary dedication and contribution to public service.

Resolution by the Citizens' Independent Transportation Trust (CITT) recognizing and commending Hilda M. Fernandez for her leadership, guidance and exemplary dedication to public service.

Note: A listing of all Resolutions to date are posted on trafficrelief.com

Miami-Dade Transit

Rapid Transit Corridors:

Program Management Consultant: The first tier meeting of the consultant selection process took place on July 21, 2004. The Inspector General is currently performing a Due Diligence Review of the two proposing firms.

East-West Planning Consultant: The County Manager concurred with the Selection Committee's selection of HNTB as the East-West consultant and has also named a Negotiation Committee to handle the negotiations that commenced on June 17, 2004. The selected consultant submitted a detailed proposal and cost estimate on July 23, 2004. Negotiations were finalized on September 9, 2004.

Bus Lineup: MDT implemented a lineup (set of service changes) on July 18, 2004, which changed the schedules on 31 routes. Specific recommendations/improvements from the Comprehensive Bus Operations Analysis (CBOA) were implemented on eight (8) routes and other improvements were made on eleven (11) routes. Bus types (minibus vs. full sized buses) were exchanged so that capacity better fit demand on six (6) routes, and provisions were made in the schedules of six (6) routes to account for construction that will be taking place at the South Miami Metrorail station. In total, there were 8,790 additional annualized revenue hours and 38,403 additional annualized revenue miles implemented during this quarter.

Transit (Continued)

Bus Maintenance Apprenticeship Program:

- MDT has received positive feedback from the community on this program, which generates a lot of interest because it provides fundamental training and a well paying job to people who have little or no experience working in automotives. MDT implemented this initiative under the sponsorship of Commissioner Jimmy Morales with the approval of the BCC, in conjunction with the School Board, South Florida Workforce and Miami-Dade Employee Relations Department (ERD) to enhance employment opportunities in the community.

- New Hires: MDT continues its promise to create more jobs and provide more buses. During this quarter, as of September 28, 2004, there were approximately 132 new Bus Operators hired.

Metrorail/Metromover Rehabilitation:

- The resolution authorizing issuance of the Request for Proposals (RFP 439) for the rehabilitation of the 136 Metrorail vehicles was passed by the Transportation Committee on July 22, 2004.

- Negotiations commenced on August 24, 2004, with Bombardier Transporation for the sole-source procurement of 12 Metromover vehicles to replace the original Phase 1 vehicles that have now reached its useful life of 20 years. Negotiations are expected to be completed by September/October 2004.

Golden Passport:

To date, there are 108,959 active patron accounts. During this quarter, 5,076 Golden Passports were issued. In November 2002, there were 51,082 active accounts. From November 2002 to September 2004, 57,877 additional passports were issued. This represents a program growth of approximately 113.3 percent. In June 2004 MDT implemented the Patriot Passport for honorably discharged veterans with an income of $22,000 and less. To date 949 Patriot Passports have been issued.

- Marketing: To promote the advances of the PTP and to keep all stakeholders informed, in-house MDT staff, in conjunction with the OCITT and PWD, has produced several advertorials, which have been published in the *Miami Herald.*

- The Joint Marketing Task Force continues promoting PTP projects with construction signs that feature Pete, "Your Half-Penny at Work." This character is also featured in other PTP-related publications.

Public Works Department

The following activities relating to the PTP's Major Highway and Road Improvements and Neighborhood Improvements (public works) occurred during this quarter:

- The $5.5 million NW 62 Avenue project in Hialeah began construction on May 3, 2004. The contractor is working on drainage, subgrade, and roadway base preparation, flatwork, and electrical. Work is approximately 15% complete.

- Six design contracts have completed negotiations and are scheduled to be heard by the Transportation Committee in September. The 6 contracts will address the following projects in the PWD 2-year PTP plan:

  - Dist. 3 - NE 2nd Avenue from West Little River to NE 91 Street (Street and Traffic Operational Improvements)
  - Dist. 6 – SW 62 Avenue from SW 24 Street to NW 7 Street (Street and Traffic Operational Improvements)
  - Dist. 7 – SW 62 Avenue from SW 70 Street to SW 64 Street (Reduce from 5 to 2 lanes)
  - Dist. 9 – SW 160 Street from SW 147 Avenue to SW 137 Avenue (New 4 lane road)
  - Dist. 12 – New 5 lane bridge over the Miami River Canal at NW 138 Street
  - Dist. 11 – New access to Country Walk from SW 136 Street.

- A ground breaking for the Grand Avenue Project occurred on September 22, 2004, at 2 p.m. The project cost is $3.7 million and combines funding from PTP, as well as other County funding sources.

- The County and the City of Miami are working on new JPAs to address several other projects in the 2-year plan. NE 2nd Ave from NE 36 Street to NE 43 Street, NE 2nd Ave from NE 43 Street to NE 62 Street, and South Miami Avenue from SW 25 Road to SW 15 Road.

- Miami River Tunnel Feasibility Study is being redrafted with active input from the City of Miami and FDOT.

- PWD is in the process of developing a new RFP for the Advanced Traffic Management Systems (ATMS). Responses to the RFI have been received by PWD and are being reviewed. County experts will soon be visiting various sites nationwide to determine if there is an ATMS on the market that can be implemented in Miami-Dade County in a relatively short period of time.

Public Works (Continued)

The PWD is working closely with each of the County Commissioner's Offices to discuss the Neighborhood Improvement Projects. Contracts for these Neighborhood Improvements (Non-Site Specific Projects) are being moved forward.

- Resurfacing, Sidewalks, Drainage, Striping, ADA Sidewalks, School Flashing Signals

- 11 PTP Construction contracts have been approved by the CITT and BCC.

Multiple work orders commenced in September on Neighborhood Improvements:

  - ✓ School Flashing Signals (Greynolds Park El – D4, Kinlock Park El – D6, Gulfstream El – D8, Lake Stevens El – D1, Shenandoah El – D5)
  - ✓ Resurfacing in Districts 1&7 for roads with poor pavement conditions, Resurfacing on Arterials, ADA accessibility to sidewalks on heavily traveled bus routes, New Sidewalks / ADA accessibility on Arterials.

- PTP funds are being used to replace street name signs at a rapid pace. PWD crews are working overtime to replace faded signs with the new sign design. To date, 8000 new street name signs have been replaced.

- PWD is hiring staff and acquiring equipment to accelerate the street name sign effort. Nine additional PTP employees have been hired during this quarter.

The positions are as follows:

- Six (6) - PWD Inspector 1s for construction. These employees will be directly involved in the new construction projects that PWD is implementing for the PTP.

- One (1) Office Support Specialist 2, and one (1) Public Works Supervisor 3 in the Traffic Signals and Signs Division. Both of these employees are integral to the expedited sign installation program for the PTP.

- One (1) Traffic Analyst 2 in the Traffic Engineering Division. This employee will be assisting in the increased effort to implement traffic calming, school flashing signals, and traffic signals.

- PWD has ordered the illuminated street name signs for the countywide pilot program. The new, more visible, signs are going up throughout the County at the following locations:

Public Works (Continued)

- District 1 - Douglas Rd & NW 199th St
- District 2 - N Miami Ave & 111th St
- District 3 - NW 17th Ave & 30th St
- District 4 - Ives Dairy Rd @ NE 14 Ave
- District 5 - NW 12th Ave & NW 7th St
- District 6 - SW 67th Ave & SW 16th St
- District 7 - SW 67th Ave & SW 88th St
- District 8 - SW 127th Ave & SW 184 St
- District 7&8 - US-1 & SW 98 Street
- District 9 - SW 137th Ave & SW 128th St
- District 10 - SW 117th Ave & SW 56th St
- District 10 - Bird Rd & SW 87 Ave
- District 10 - Bird Rd & SW 102 Ave
- District 10 - Bird Rd & SW 92 Ave
- District 11 - SW 152nd Ave & SW 72nd St
- District 12 - NW 67th Ave & W 84th St
- District 13 - Miami Lakes Rd & Ludlam Rd

PTP Municipal Component

The following PTP's municipal component activities occurred during the last quarter:

- Developed an Action Plan delineating the steps that OCITT staff will follow to ensure compliance of Interlocal Agreements between municipalities and the County.

- Conducted 30 visits to 23 of the 31 municipalities currently receiving PTP Surtax funds.

- Staff participated and toured PTP project sites in North Miami Beach and Miami Beach.

- The City of **North Miami** initiated its "NOMI Express" mini-bus circulator system on July 19, 2004. The four white buses, stamped with a blue-and-green NoMi Express logo, will operate between the hours of 7 a.m. and 9 p.m. weekdays, taking four circuitous routes that take 30 and 60 minutes to complete. Some stops will connect with the Miami-Dade public transportation system. The service is open to the general public. The buses operate under a contract with LLS Ground Transportation. The annual $480,000 contract is funded with money from the PTP.

- The Village of **Bal Harbour** initiated its "Bal Harbour Express" circulator bus system using PTP surtax funds.

- The Village of **Bay Harbor Islands** has just completed Phase I of their Street Improvements Project. Project includes street resurfacing, drainage, landscaping, and sidewalk improvements. The Village just entered Phase 2 and is planning to combine Phase 3 and 4 to expedite the entire project. The Village also hired consultants to design bus shelters. Designs are currently under review by the City administration.

PTP Municipal Component (Continued)

- **The City of Miami** broke ground on its Grand Avenue project. The project calls for drainage improvements, curb cuts, better lighting and signalization, and will include street beautification elements, such as brick sidewalks, tree grates, benches, and landscaping.

- The **City of Hialeah** is averaging between 1900 and 2000 boardings a day on their transit system. This is an increase of approximately 500 boardings per day as compared to the same time last year.

- **Palmetto Bay** just completed a Transportation Master Plan that will be presented to its City Commission in October.

- The **City of Homestead** contracted with Bermello & Ajamil to develop its Transportation Master Plan. The Plan is expected to be finished in 6 months.

- The municipalities of **Miami Shores, Sunny Isles Beach, Surfside, and Aventura** supplied our office with their "Maintenance of Effort" reports for fiscal year 2001-02, thus bringing all the municipalities into compliance as required by the Interlocal Agreements with the County.

- **The Village of Biscayne Park** has selected consultants to prepare a Comprehensive Traffic Study. Additionally, it has selected a separate consultant to prepare a Standing Water Study.

- South Florida Commuter Services nominated **Coral Gables** for the Wheels in Motion Award – Public Sector – for their innovative and successful implementation of the Coral Gables Trolley. Average daily boardings are 2800; with Friday boardings increasing to over 3000.

- **Town of Miami Lakes** issued a Notice to Proceed for bus shelters.

CITT Board

The CITT continues to be very busy fine tuning and implementing its processes and procedures to ensure that they are fulfilling their responsibility to "monitor, oversee, review, audit and investigate" the implementation of the PTP. The full CITT Board met two (2) times during the quarter (July 28, 2004, No Meeting in August – Recess, September 30, 2004). A quorum was present at all full CITT Board meetings.

- Presently there are three (3) vacancies on the CITT. (Commission District 4, 8 and 13).

- The Honorable Michael Abrams, CITT representative for Commission District 4, submitted his letter of resignation at the September 30, 2004, CITT meeting.

CITT Board (Continued)

- A vacancy was created in Commission District 13 when Chief Herminio Lorenzo submitted his letter of resignation on July 14, 2004, after being appointed as the new Miami-Dade County Fire Chief.

- CITT Committees met on a regular basis during the quarter and, as per their respective subject areas, reviewed items to be forwarded to the full CITT for its consideration. A total of 15 Committee meetings were held during the quarter.

- In accordance with the CITT By-Laws, elections were held at this September's Full Trust Meeting. Marc Buoniconti was re-elected as Chairman of the CITT and the Honorable Luis Morse was re-elected as Vice-Chairman.

Major activities included:

- The CITT passed 19 resolutions that included the consideration of 13 contracts and the recommendation of two (2) PTP amendments.

Office of the Citizens' Independent Transportation Trust (OCITT)

- Provided staff support to all CITT and CITT Committee meetings, including public notice requirements, meeting minutes, agenda development, item research and recommendation.

- Developed a list of administrative tasks delineating each step that staff will take in notifying and reminding municipalities of their commitment to submit certification requirements as outlined in the Interlocal Agreements.

- Developed internal procedures identifying each staff member's responsibility in the preparation of CITT Agenda items.

- Developed a check list and internal procedures to manage the annual Countywide CITT member recruitment process, which includes courtesy notifications to the Mayor, Board of County Commissioners, and the County Manager prior to any advertising.

- Continued fine tuning the concurrent review process to facilitate the submission and review of items for CITT consideration.

Office of the Citizens' Independent Transportation Trust (Continued)

- All municipal transportation plans were reviewed for compliance under state and local governing laws. Visits and on-going communications continue with each municipality to address questions, concerns, and legal issues.

- Prepared financial reports requested by the Budget and Finance committee.

- During the quarter, the OCITT has received $28,573,078 in surtax proceeds. $26,586,126 were transferred to MDT, and $11,420,841 were transferred to eligible municipalities as part of the established municipal share.

- Since the passing of the half-percent sales tax the CITT:

  - Received $227,495,390 in cash
  - Earned $1,069,440 in interest
  - Transferred $97,114,489 to Miami-Dade Transit
  - Transferred $45,498,366 to municipalities
  - Maintains a cash balance of $85,951,975

Note: The numbers presented above are preliminary as of 9/30/04. The numbers will change once year-end entries are completed.

- Proactively sought to increase public participation at CITT/PTP meetings through press releases and ongoing communications with more than 400 community based organizations.

- In conjunction with our Departmental Preparedness Program, monitored the readiness levels of the Office of Emergency Management to provide and obtain information while preparing for Hurricanes Charlie, Frances, Ivan, and Jeanne. Updated the CITT's Continuity of Operations Plan (COOP) and emergency contact information for staff.

- Requested DPM to move forward in rejecting the two proposals submitted in response to RFP 427a for a CITT Financial Consultant and reissue an RFP without reference to race, ethnic and gender conscious measures.

- Public inquiries and response time: The Department received 20 emails and phone calls from citizens consisting of suggestions, compliments and/or requests for information. Preliminary responses were provided within 24 hours. For the most part, final responses were provided within four business days.

Office of the Citizens' Independent Transportation Trust (Continued)

Press releases/articles:

The OCITT issued the following 10 press releases during the quarter:

- Press release to promote the CITT July Committee meetings
- Press release to promote the July full CITT meeting
- Drafted advertorial/article explaining the origins and duties of the CITT and its accomplishments. Published in the *Miami Herald* and other local newspapers
- Drafted advertorial/article describing how municipalities have been using the municipal share of the transportation surtax on local transit and road projects.
- Drafted and distributed press release regarding the launching of the new CITT website www.miamidade.gov/citt, which features CITT meetings information, resolutions, etc.
- Press release on the appointment of the new Executive Director.
- Press release on CITT vacancies.
- Press release on the County receiving the Center for Transportation Excellence's "Most Innovative Coalition Building" award for the PTP.
- Press release promoting the CITT September Committee meetings.
- Press release to promote the September full CITT meeting.

Public Relations/Outreach Effort:

- Conducted and coordinated 22 PTP update presentations to community organizations during August and September reaching more than 485 citizens in attendance.
- Attended FAU Transportation Forum; spoke on "How to Secure a Dedicated Source of Funding."
- Attended Bal Harbour Transportation Workshop; spoke on CITT role and oversight of Municipal Transportation Program.
- Coordinated interview on Telemiami TV; LtCol Colmenares and Rep. Luis Morse attended.
- Coordinated four (4) radio interviews with various CITT members.
- Coordinated interview on MDTV with LtCol Colmenares.

Other Accomplishments:

- Developed and distributed Business Interruption Mitigation Survey to 12 transit properties nationwide; seeking data on how other cities handle impacts to businesses caused by construction of transportation and transit projects; incorporated technical description of FDOT SW 8th street reconstruction project for comparison purposes.

- Presented Building Better Communities program to OCITT staff in support of the GOB questions on the November ballot, responded to questions and comments.

Upcoming Initiatives, activities, and Improvements in next quarter

- Convene the CITT Nominating Committee on October 13, 2004, at 2 p.m., to select a slate of four names for the selection of a CITT Member for Commission Districts 4, 8, and 13.

- Revise the OCITT Business Plan and post on the website.

- Continue working through the joint Marketing Task Force to promote the advances of the PTP.

- Finalize a streamlined Committee Agenda Review process that will eliminate wasteful paper in the forms of hard-copies of contracts, etc., and instead making them available on-line via web links, and other related sites.

- The OCITT Executive Director attended the Goods & Services Committee Meeting on October 4, 2004, at 2 p.m., to discuss the CITT's crucial need for expediting the Financial Consultant RFP process.

- The next Joint BCC/CITT meeting will take place on October 12, 2004, at 10 a.m., in the BCC's 2nd Floor Conference Room. The Honorable Commissioners Barbara Carey-Schuler, Ed.D., Chairperson, and Dennis C. Moss, Transportation Committee Chairperson, are hosting the meeting.

Future plans for the website include:

- A new section devoted to surtax-funded public works projects.
- The posting of all surtax-funded new, improved and planned bus route maps.
- A photo gallery of PTP-funded projects and transit initiatives.
- Organizing and dividing information included in the 314-page PTP status report into a more user friendly format.
- Provide a user-friendly format for municipalities to post their transportation plans onto the website.
- Developing an online form to enable civic groups and homeowners associations, etc. to request a speaker from the Department.
- Develop a way to let people request to be added to a mailing distribution list for a CITT meetings calendar.

- Public Hearings for the Public Management Consultant are tentatively scheduled for October 2004, and the Notice-to-Proceed to the consultant is currently projected for April/May 2005.

- Transportation Committee, Board of County Commission, and CITT approval of the East-West Planning Consultant contract with HNTB is expected in October/November 2004. Notice to Proceed to the selected consultant is currently scheduled to be issued in January 2005.