



90-Day Report

The People's Transportation Plan

2nd Quarter: FY 03-04

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Summary

This report provides a recap of activities related to the People's Transportation Plan (PTP) for the 90-day period beginning January 1, 2004, through March 31, 2004. A listing of previous and life-to-date accomplishments is available at trafficrelief.com. The implementation of the PTP continues with accelerated planning for the public works improvements included in the PTP. While no new bus line-up was put in service during this reporting period, previously implemented improvements continue to provide enhanced service. The process to select consultants to re-visit earlier assumptions on the various Metrorail projects also began.

New Initiatives

The following major initiatives occurred during the last quarter:

- **Municipal Boilerplate:** Developed and distributed to all eligible municipalities a new "boilerplate" for the submission of their Five-Year Municipal Transportation Plan.
 - **Industry Day:** On January 12, 2004, The BCC's Transportation Committee, through Committee Chairman Dennis Moss, hosted an "Industry Day" to provide information on the PTP to interested stakeholders.
 - **Concurrent Contract Review Process:** The Citizens' Independent Transportation Trust (CITT) initiated a "Concurrent Contract Review" process to expedite the review and consideration of contracts funded wholly or in part with Charter County Transit System Sales Surtax ("Surtax") proceeds. This new review process eliminated delays between the approval of contracts by the BCC and the consideration by the CITT.
 - **Program Management Consultant:** Miami-Dade Transit (MDT) advertised the availability of a competitive process for the selection of a Program Management Consultant (PMC) to assist the County in the development of PTP projects. While primarily to be used for Transit projects, the PMC will be available to provide support to the Public Works Department (PWD).
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Contract Reviews

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

- Approved the BCC's action in approving the PWD's request for waiver of competitive bids and approval of change order No. 2 to the contract with H & J Asphalt Co., Inc., for QNIP 2, resurfacing, to permit the use of this contract to implement projects listed in the PWD's 2-Year Plan. The change order also Increases the contract amount by \$300,000.
- Approved the BCC's action in approving the PWD's request for waiver of competitive bids and approval of change order No. 1, to the contract with H & R Paving Inc., for QNIP road resurfacing, to permit the use of this contract to implement projects listed in the PWD's 2-Year Plan. The change order also Increases the contract by \$300,000.
- Approved the BCC's action in approving the PWD's use of their Engineering Consultant Services contract with San Martin Associates, Inc., for general engineering consulting services to permit the use of this contract (originally valued at \$4 million) for work associated with projects listed in the PWD's 2-Year Plan.
- Approved the BCC's action in approving the PWD's use of the Engineering Consultant Services contract with Civil-Cadd for general engineering consulting services to permit the use of this contract (originally valued at \$4 million) for work associated with projects listed in the PWD's 2-Year Plan.
- Approved the BCC's action in approving the PWD's use of the Engineering Consultant Services contract with CES Consultants for general engineering consulting services to permit the use of this contract (originally valued at \$4 million) for work associated with projects listed in the PWD's 2-Year Plan.
- Approved the BCC's action in approving the PWD's use of the General Engineering Consultant Services contract with Network Engineering Services Inc., for general engineering consulting services to permit the use of this contract (originally valued at \$4 million) for work associated with projects listed in the PWD's 2-Year Plan.
- Approved the BCC's action in authorizing the execution of Amendment No. 1 to contract TA99-SOS, with the Wackenhut Corporation for provision of Security Officer Services. This amendment increases the existing \$42,500,000 contract ceiling by \$14,800,000, to cover costs associated with post "Sept 11" increased security measures and PTP improvements not contemplated at the time of contract execution in 1999.
- Approved the BCC's action in the execution of a Joint Participation Agreement (JPA) between Miami-Dade County and the City of Miami for roadway improvements along Grand Avenue from SW 37th Avenue to Matilda Street. This project is included in the PWD's 2-Year Plan. The City of Miami will provide additional funding for enhancements to the project. Total project cost is \$3.7 million. The County will provide \$500,000 in Road Impact Fees, \$350,000 in Secondary Gas Tax Funds, and \$2 million in PTP funds. The remainder of the funding, \$850,000 will come from the City of Miami.
- Approved the BCC's action in awarding two contracts for a marketing pool to provide marketing support and public relations services to MDT, related to the PTP. The total contract value for the pool is \$2 million (ceiling), with work to be distributed equally between two firms: Kelly Swofford Roy, Inc., and Carmen Morris and Associates Inc. /Creative Ideas, Inc., Joint Venture. Initial term is two years, with a two-year renewal option.

PTP Amendments

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

- At the request of MDT, the CITT recommended to the BCC an amendment to the PTP to eliminate the 24-Hour Metrorail and Metromover service, due to low ridership. The 24-hour service will be eliminated in April 2004, and a new bus service (Metrobus route 500) will be implemented at that time to serve impacted users.
- At the request of MDT, the CITT recommended to the BCC to approve an amendment to the PTP to revert back to the 5-Year Bus Service Improvement Plan that was originally approved as a part of Ordinance 02-116. This 5-Year Plan replaced the 3-Year Plan that had been approved by the CITT and recommended to the BCC on June 23, 2003. This recommended change is due to county staff's determination that the 3-Year Plan created a negative impact on MDT's budget.
- At the request of the PWD, the CITT recommended to the BCC that the Neighborhood Improvement section in Exhibit 1 of the PTP be amended to include roadway signage, roadway lighting, pavement markings, and traffic calming devices. These activities are eligible under applicable state statutes and have been included in the PWD's 2-Year Plan. The PWD has indicated a continued level of non-PTP funding for these activities.

Note: A listing and information on all PTP amendments is available at trafficrelief.com.

Other Resolutions

The CITT considered the following resolutions during the quarter:

- At the request of the PWD, the CITT recommended to the BCC to approve the amended PWD 2-Year Plan (Fiscal Years 2003-04 and 2004-05). The amendment reinstates two City of Miami NE 2nd Avenue projects that were removed from the 2-Year Plan due to a need for further clarification. Both projects were listed in the original PTP listing of activities.
- At the request of the PWD, the CITT passed a Resolution approving the PWD's amendment to the PWD's 2-Year Plan, to reflect a change in the funding source for the NW 62nd Avenue Project. Consistent with the intent of Exhibit 1 of the PTP, the total project cost will be shared (\$2.4 million in Road Impact Fees and \$3.15 million in PTP funds).
- Resolution approving the OCITT's 2003-04 and 2004-05 fiscal year budgets for a total amount of \$3,600,000 and \$4,200,000 respectively.
- The CITT passed a resolution providing MDT with discretionary powers to implement certain bus service improvements when they are related to improvements listed in the PTP Bus Service Improvement Five-Year Action Plan and when they are not subject to requirements of County Code (2-150), consistent with existing authority granted to MDT for non-PTP projects.
- Resolution by the CITT acknowledging MDT's agreement to provide a Marketing Plan and Expenditure Budget to the CITT's External Affairs Committee.
- Resolution approving MDT's Annual workplan for FY 02-03 and FY 03-04 (partial).
- Resolution supporting the PWD's recommendation to delete CSBE/CBE measures from the Hialeah MOU (NW 62nd Avenue project).

Transit Improvements

The following activities were accomplished during the last quarter:

- Rapid Transit Corridors
 - The Florida Department of Transportation (FDOT) earmarked \$100 million for Metrorail's Earlington Heights/MIC Connector, which will link the rapid transit system to Miami International Airport through the Miami Intermodal Center.
 - Advertised for professional consultant for planning and preliminary engineering services for the East-West Corridor.
 - Advertised for professional consultant for planning and preliminary engineering services for the South Dade Corridor.
 - Began consultant selection process for the North Corridor's preliminary engineering.
- Bus
 - There were no new bus routes implemented during this quarter. Planning began on the April 2004 line-up.
 - MDT began upgrading its Fare Collection System.
 - Bus ridership for January 2004 was 5,636,355, a 6% increase from January 2003. Ridership for February 2004 also increased by 5%, as compared to February 2003. Ridership for March was not available at the time of this report.
- Rail
 - There were no new rail improvements during this quarter.
 - Rail ridership: There were 1,205,232 Rail boardings in January 2004. This represents an increase of 7% in ridership, as compared to January 2003, and an increase of 2% when comparing February 2004 to February 2003.
- New Jobs: There were a 103 new employees hired in MDT during the quarter.
- Golden Passport: The Golden Passport Program continued a steady growth during the quarter. To date, there are 99,125 active patron accounts. During this quarter, 9,151 Golden Passports were issued. In November 2002, there were 51,082 active accounts. From November 2002 to March 2004, 48,043 additional passports were issued. This represents a program growth of approximately 94 percent.

Public Works Improvements

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

- The PWD held a groundbreaking on January 29, 2004, for the first PTP project, which encompasses road resurfacing and remarking. The project is located in Commission District 1, at the southwest corner of NW 157th Street and NW 47th Avenue.
- A second road resurfacing and remarking project was implemented in District 7 (SW 77 Avenue to 81 Avenue, from SW 56 Street to 72 Street).
- The PWD hired seven (7) new PTP-related employees during this quarter.
- Bids have been received for 7 construction contracts for resurfacing, sidewalks, drainage, ADA sidewalks, and school flashers; activities will begin next quarter.

Municipal Improvements

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

- While no new municipal improvements were implemented in this quarter, previously implemented improvements, especially the City of Coral Gables' Trolley and the City of Hialeah's Transit System, continue to provide enhanced municipal services.
- Fifty-four (54) visits were made to thirty-one of the thirty-two (32) eligible municipalities to discuss project eligibility and status.
- The following municipalities made presentations before the CITT's Projects Review Committee: Homestead, North Miami Beach, Aventura, Opa Locka, Miami, Coral Gables, Hialeah, and Miami Beach.
- Twenty-nine (29) Municipal Transportation Improvement Plans were received and reviewed during this period. Two municipalities, Golden Beach and Town of Medley still remain in non-compliance.
- A total of \$7,349,652 in Surtax funds under the Municipal Share was transferred during the quarter to all municipalities in compliance with the Interlocal Agreement.
- Provided technical assistance to municipalities in developing their Municipal Transportation Improvement Plans.

CITT Board

The CITT has been very busy the past few months developing 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 three (3) times during the quarter (January 28, 2004, February 25, 2004, and March 31, 2004). A quorum was present at all full CITT Board meetings. One vacancy remained at the end of the quarter.

The CITT's 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 21 Committee meetings were held during the quarter.

Major activities included:

- During this quarter, the CITT passed 21 resolutions that included the consideration of 10 contracts and the recommendation of 3 PTP amendments (as previously delineated in detail).
- Revised procedures to expedite the CITT's review and approval of contracts to reduce gaps between the BCC's review and approval process. Seven (7) of the ten (10) contracts approved this quarter were considered through this process, which averaged a nine (9) day lapse between BCC approval and CITT consideration.
- Participated in numerous community meetings and made presentations at the request of the Chamber South, The Miami-Dade Chapter of Surveyors and Mapping Society, the Coconut Grove Chamber of Commerce, the Dade League of Cities, and the Urban Environment League of Greater Miami.
- Received the MDT "Workplan" detailing proposed PTP expenditures for FY 02-03 and FY 03-04.
- Obtained legislative updates on the state and federal funding status of rail projects

Office of the Citizens' Independent Transportation Trust (OCITT)

The Office of the Citizens' Independent Transportation Trust's (OCITT) was created in September through the FY 03-04 Budget Approval process, to provide staff support to the CITT. The following activities related to the OCITT occurred during the past quarter:

- Met with Finance and MDT to determine accounting treatment of financing activities related to the PTP (Actual Surtax receipts for this quarter were \$41,237,045).
- Provided staff support to all CITT and CITT Committee meetings, including public notice requirements, meeting minutes, agenda development, item research and recommendation, etc.
- Developed a process to facilitate the submission and review of items for the consideration of the CITT.
- Updated the website on a monthly basis, to include press releases, meeting notices, etc. Managed the trafficrelief.com website's email inquiries and provided responses accordingly. This Quarter the OCITT received 22 emails consisting of suggestions and requests for information. Furthermore, we implemented a mechanism to monitor the response rate and activities.
- Prepared financial reports requested by the Budget and Finance committee.
- Developed a survey to determine public participation at CITT/PTP meetings.
- Prepared and submitted a draft copy of the OCITT's Continuity of Operations Plan; revised Department's Business Plan.
- Prepared, received CITT approval, & submitted for County approval OCITT Budgets for FY 03/04 & 04/05.
- Attended MDT, PWD, & OCITT budget hearings.
- Advertised an RFP to secure a Financial Advisor for the CITT. The County Manager's Evaluation Committee recommended rejection of proposals and recommended re-issue of the RFP.

Nominating Committee

Pursuant to Ordinance No. 02-116, vacancies on the CITT must be filled through a Nominating Committee Process. One vacant seat on the CITT remained during this quarter. The Nominating Committee met during this quarter and developed and submitted a slate of candidates for the consideration of the applicable County Commissioner.

In addition, the Nominating Committee adopted policies to facilitate the application process and ensure a pool of sufficient potential applicants at all times. This includes an annual application cycle, the automatic opening of solicitations for new applicants when a District pool has less than eight (8) applicants and a two-year life for all applications.

Proposed Initiatives and Improvements to be implemented in next quarter

It is expected that the following activities will occur during the next quarter:

- The April Bus Line-up will be implemented, including the addition of a new bus route to replace discontinued overnight rail and mover service.
- Grand opening of the new bus maintenance garage in the Town of Medley (Penske Lease).
- The implementation of additional Public Works projects, including roadway signage.
- Review of the results of the Comprehensive Bus Operations Analysis (CBOA).

- Begin preliminary re-design of trafficrelief.com, to add project status information.
- Finalize OCITT business plan and post on OCITT website.
- Compile and review all Municipal transportation plans for consistency with local and state regulations; develop a master municipal transportation plan to be posted on trafficrelief.com.
- Develop Public Marketing Outreach Campaign.
- Develop OCITT department website for inclusion in the County's portal.
- Host municipal workshop.
- PWD construction contracts for resurfacing, sidewalk, drainage, ADA sidewalks, and school flashers are expected to be awarded.
- Implement the designed marketing campaign, which features Pete, "Your Half-Penny at Work," in MDT advertising signs, PTP project construction signs, and wherever PTP funds are used.
- The latest PTP improvements will be outlined in an eight (8) page newsletter in English, Spanish, and Creole. The newsletter will include a map of planned rapid transit expansion projects, all the new and improved bus routes, and the PTP's municipal transportation component.