

TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD

Ocala Citizens Service Center
201 SE 3rd Street, Ocala, FL 34471

**April 20, 2017
2:30 PM**



MEETING AGENDA

1. Call to Order and Roll Call
2. Proof of Publication
3. Transportation Disadvantaged Service Plan Update
4. FY 2017 Proposed Trip Rate for Marion Transit Services
5. Comments by TDLCB Members
6. Comments by Community Transportation Coordinator (CTC)
7. Comments by TPO Staff
8. Public Comment
9. Adjournment

The next meeting of the TDLCB will be held on Thursday, July 20, 2017.

If reasonable accommodations are needed for you to participate in this meeting, please call the TPO Office at (352) 629-8297 forty-eight (48) hours in advance, so arrangements can be made.



Ocala/Marion County TDSP

Transportation Disadvantaged Service
Plan

April 2017



Tindale
Oliver



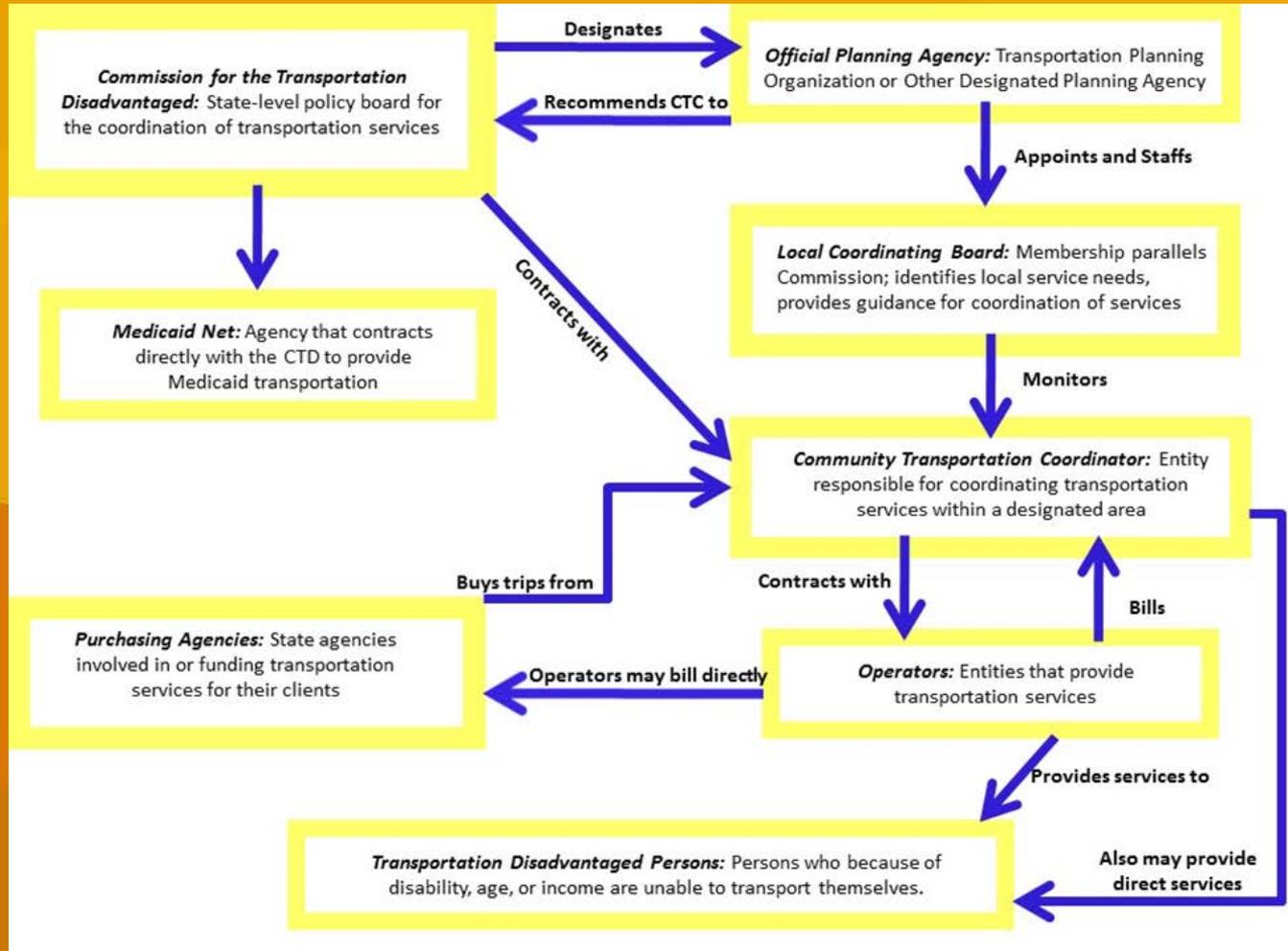


TDSP Overview

- Last Major Update in 2012
- Strategic Plan
 - Development Plan
 - Service Plan
 - Quality Assurance
 - Cost/Revenue Allocations and Fare Justifications
- Updates
 - Annual and every 5 years
- Developed by Ocala/Marion TPO
- Reviewed and approved by TDLCB

TDSP Overview

Florida's Coordinated Transportation System Organization Chart





TDSP Overview

- **Development Plan**
 - Review of Existing Plans and Documents
 - Service Area Profile and Review of Demographics
 - TD Trends and Service Analysis
 - TD Demand Projections
 - CTC Trend Analysis
 - Needs Assessment
 - Identify TD needs
 - Public Involvement
 - Barriers to Coordination
 - Goals, Objectives and Strategies
 - Implementation Plan
 - Five-Year TD Program



Background

- Marion Transit Services (MTS) providing service since 1976
- Serves
 - Medical
 - Life-Sustaining Activities
 - Education
 - Work
 - Business
 - Recreational

Trip Prioritization

1. Medical

- a. Kidney Dialysis
- b. Cancer Treatments
- c. Doctor Appointments
- d. Therapy

2. Life-Sustaining Activities

- a. Food/Food Stamps
- b. Prescriptions
- c. Medicaid Recertification
- d. Shopping

3. Education

- a. Life Skills Training
- b. Day Treatment Programs

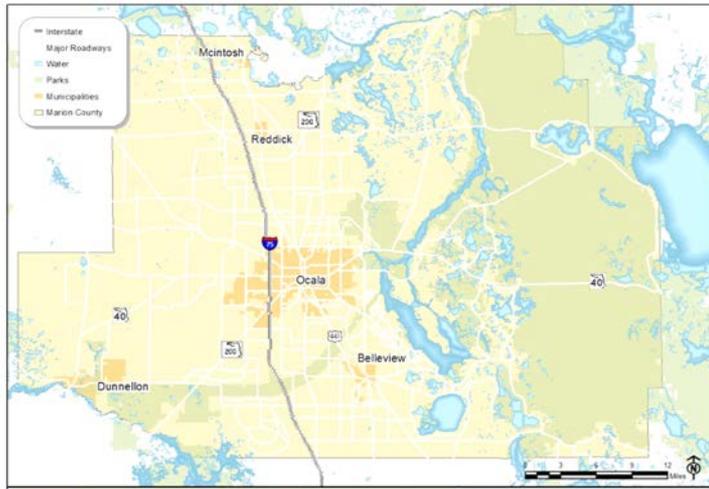
4. Work

5. Business

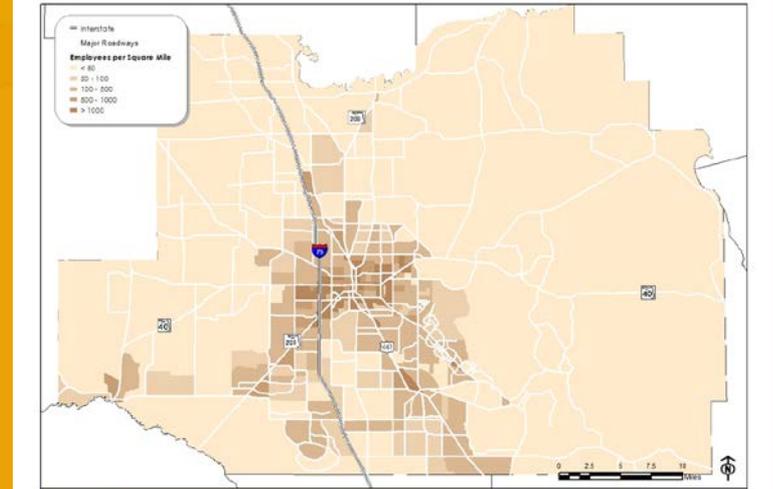
- a. Banking
- b. Social Security
- c. Visits to Hospitals/Nursing Homes

6. Recreational Trips

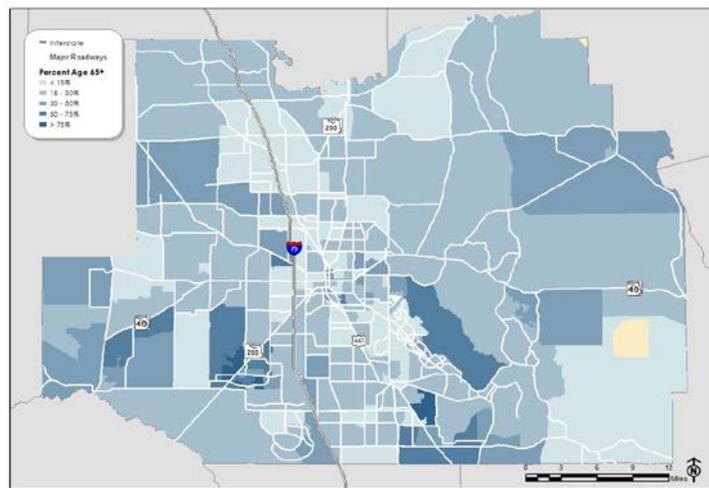
Service Area Demographics



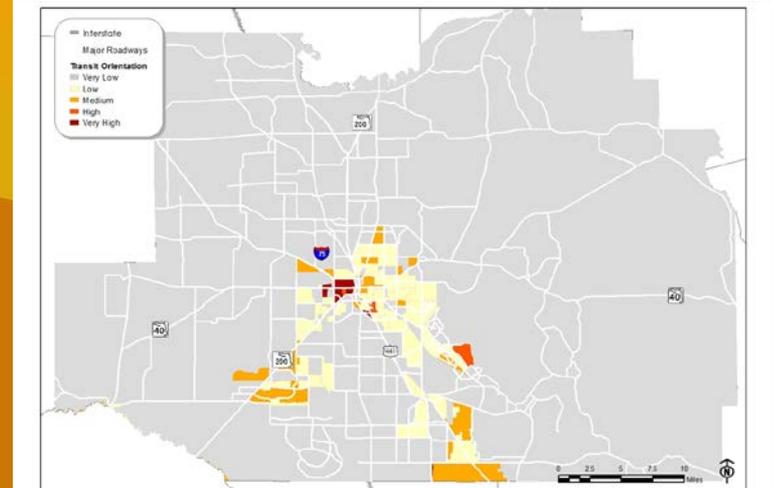
Study Area



Existing Employment Density

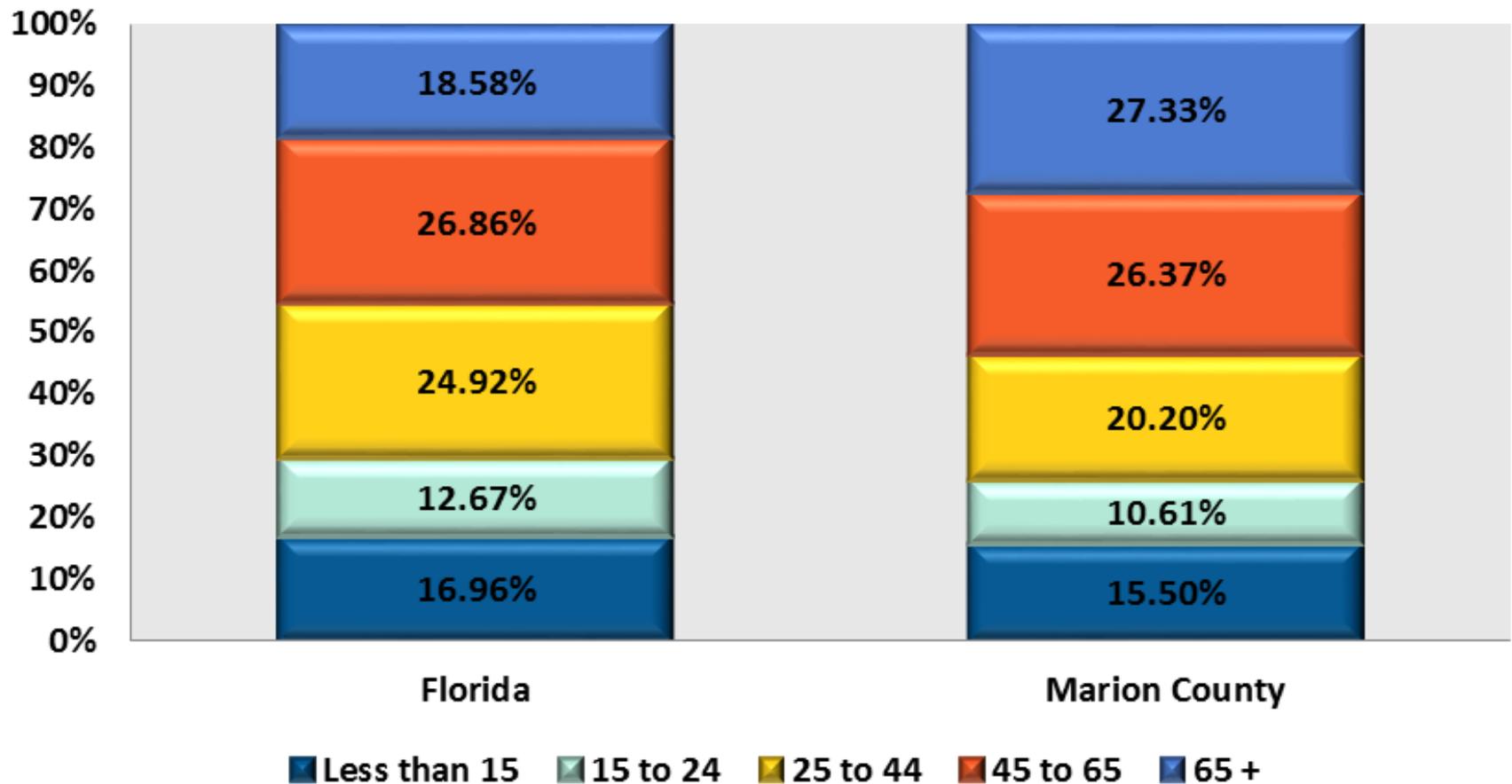


2014 Older Adults

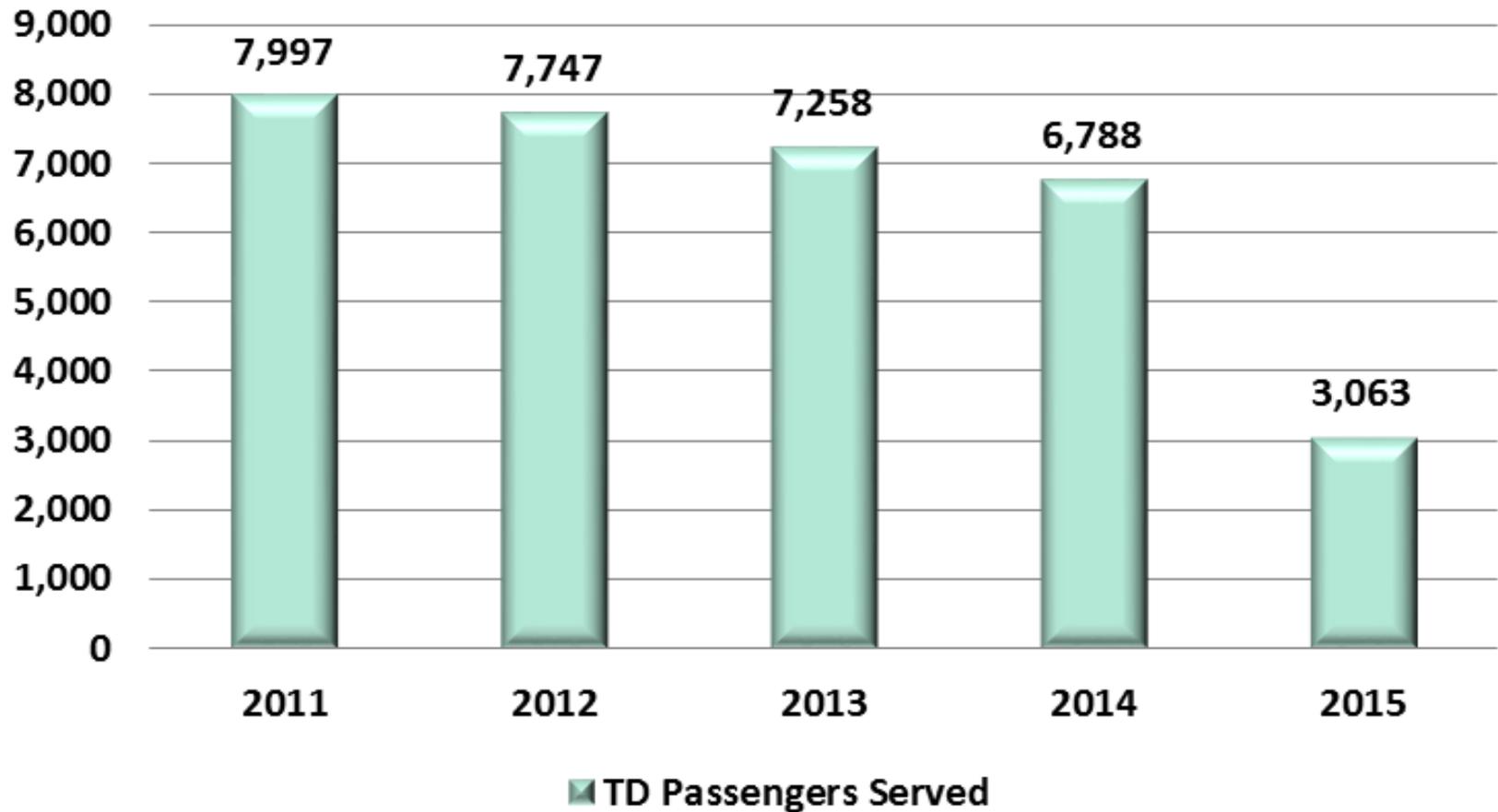


Transit Orientation Index

Age Distribution



TD Passengers Served

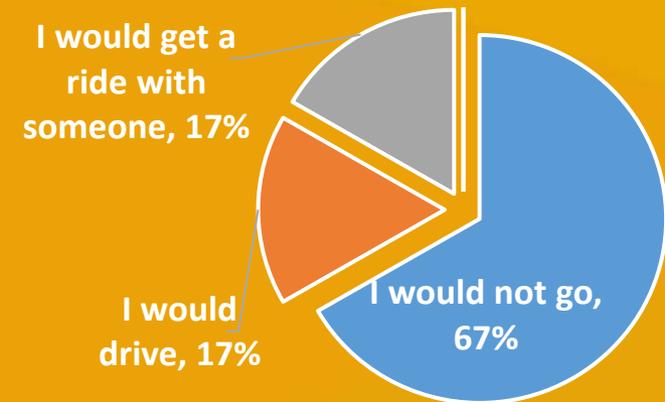


Public Involvement

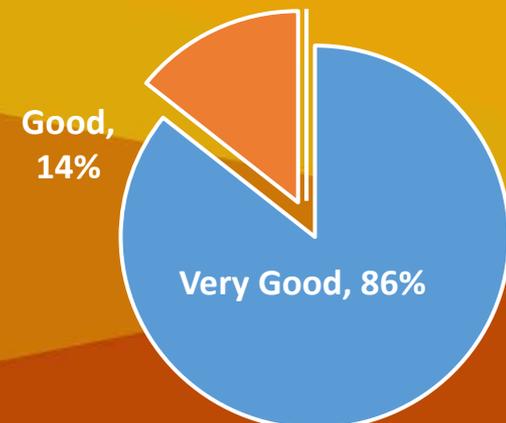
• Paratransit Survey

- Robocall for TD customers
- Service:
 - Most use service for medical purposes and grocery visits
 - Use service 3 or more days a week
 - Highly dependent on service
- Satisfaction:
 - Respondents felt service was dependable (88%)
 - Satisfied with total waiting time (86%)

If not by MTS, how would you make this trip?



Overall satisfaction of services





Service Plan

- **Operations Element**
 - MCSS (MTS) is the CTC
 - Monday – Friday, 5 AM to 6 PM or until all passenger trips completed
 - Service available 24 hrs a day, 7 days a week, through contract operators
- **Service Standards**
- **Local Grievance Procedures/Process**



Quality Assurance and Cost/Revenue Allocation

- **Monitoring and Evaluation Process**
 - CTC Evaluation Process
- **Cost/Revenue Allocation and Justification**
 - Reviews calculated rates and fare structure

FCTD Calculated Rates
Ambulatory (and Escort)
Base Charge: \$3.27
Wheelchair
Base Charge: \$5.61
Stretcher (Contracted)*
Base Charge: \$10.00

Questions/Comments





MEMORANDUM

APRIL 18, 2017

TO: TDLCB MEMBERS

FROM: KENNETH ODOM, TRANSPORTATION PLANNER

SUBJECT: FY 2018 PROPOSED TRIP RATE FOR MARION TRANSIT SERVICES

Each year, the TDLCB is required to approve Marion Transit Services (MTS) proposed trip rates. MTS, as required, utilizes the Commission for Transportation Disadvantaged (CTD) Trip Rate Calculation process. The Trip Rate Calculation process takes into account numerous costs items including labor, fringe benefits and insurance as well as program income to determine the trip rates. This year, MTS is proposing a slight decrease in the per-mile charge for ambulatory and wheelchair patients with no increase for stretcher patients.

TPO staff has reviewed the Trip Rate Calculation and concurs with the results. The proposed rates are as follows:

	<u>Current Rate</u>	<u>Proposed Rate</u>
Ambulatory Per Mile	\$3.27	\$3.37 (0.03%)
Wheelchair Per Mile	\$5.61	\$5.78 (0.03%)

The Trip Rate Calculation is enclosed for your review. Staff is requesting approval of the rates as proposed. If you have any questions or would like to discuss this proposal further, please contact our office at 629-8297.

Preliminary Information Worksheet

Version 1.4

CTC Name: Marion Senior Services, Inc.

County (Service Area): Marion

Contact Person: Tom Wilder/Julie Poole

Phone # (352)620-3519 / (352)620-3501

Throughout this version you will see yellow triangles that include explanatory comments for your review. When you hover your cursor over the triangles, you will see the comment.

Check Applicable Characteristic:

ORGANIZATIONAL TYPE:

- Governmental
- Private Non-Profit
- Private For Profit

NETWORK TYPE:

- Fully Brokered
- Partially Brokered
- Sole Source

Once completed, proceed to the Worksheet entitled "Comprehensive Budget"

Comprehensive Budget Worksheet

Version 1.4

CTC: Marion Senior Services, Inc.
County: Marion

1. Complete applicable **GREEN** cells in columns 2, 3, 4, and 7

1	2	3	4	5	6	7

REVENUES (CTC/Operators ONLY / Do NOT include coordination contractors!)

Local Non-Govt

Farebox	\$ 91,734	\$ 92,800	\$ 92,800	1.2%	0.0%	
Medicaid Co-Pay Received						
Donations/ Contributions						
In-Kind, Contributed Services						
Other		\$ -	\$ -			
Bus Pass Program Revenue						

Local Government

District School Board						County cash is used as a match for capital equipment and trips.
Compl. ADA Services						
County Cash	\$ 1,129,246	\$ 850,735	\$ 825,735	-24.7%	-2.9%	
County In-Kind, Contributed Services						
City Cash		\$ 434,500	\$ 434,500		0.0%	
City In-kind, Contributed Services						
Other Cash						
Other In-Kind, Contributed Services						
Bus Pass Program Revenue						

CTD

Non-Spons. Trip Program	\$ 878,159	\$ 934,010	\$ 822,169	6.4%	-12.0%	2017 One time Capital purchase of cameras for buses not equipped from Shirley Conroy Grant.
Non-Spons. Capital Equipment						
Rural Capital Equipment		\$ 63,088			-100.0%	
Other TD (specify in explanation)						
Bus Pass Program Revenue						

USDOT & FDOT

49 USC 5307						2016 Scheduling Software one time purchase. 2017 - 2018 budget for 5 replacement buses purchases with negotiated rate increase by state.
49 USC 5310	\$ 220,131	\$ 351,000	\$ 409,145	59.5%	16.6%	
49 USC 5311 (Operating)	\$ 689,650	\$ 770,718	\$ 770,718	11.8%	0.0%	
49 USC 5311(Capital)						
Block Grant						
Service Development						
Commuter Assistance						
Other DOT (specify in explanation)						
Bus Pass Program Revenue						

AHCA

Medicaid						Funds received from Access2Care - Broker facilitating transportation for Medicaid beneficiaries. Less trips requested.
Other AHCA (specify in explanation)	\$ 377,819	\$ 420,000	\$ 375,000	11.2%	-10.7%	
Bus Pass Program Revenue						

DCF

Alcohol, Drug & Mental Health						
Family Safety & Preservation						
Comm. Care Dis./Aging & Adult Serv.						
Other DCF (specify in explanation)						
Bus Pass Program Revenue						

DOH

Children Medical Services						
County Public Health						
Other DOH (specify in explanation)						
Bus Pass Program Revenue						

DOE (state)

Carl Perkins						
Div of Blind Services						
Vocational Rehabilitation						
Day Care Programs						
Other DOE (specify in explanation)						
Bus Pass Program Revenue						

AWI

WAGES/Workforce Board						
Other AWI (specify in explanation)						
Bus Pass Program Revenue						

DOEA

Older Americans Act						Other includes OAA,CCE and Managed Care contracts not at the prices calculated by this spreadsheet.
Community Care for Elderly						
Other DOEA (specify in explanation)	\$ 2,537	\$ 2,355	\$ 2,355	-7.2%	0.0%	
Bus Pass Program Revenue						

DCA

Community Services						
Other DCA (specify in explanation)						
Bus Pass Admin. Revenue						

Comprehensive Budget Worksheet

Version 1.4

CTC: Marion Senior Services, Inc.
County: Marion

1. Complete applicable **GREEN** cells in columns 2, 3, 4, and 7

1	2	3	4	5	6	7

APD

Office of Disability Determination						
Developmental Services						
Other APD (specify in explanation)						
Bus Pass Program Revenue						

DJJ

(specify in explanation)						
Bus Pass Program Revenue						

Other Fed or State

xxx						
xxx						
xxx						
Bus Pass Program Revenue						

Other Revenues

Interest Earnings						
Insurance Loss Reimbursement	\$ 1,745			-100.0%		
Fuel Tax Refund/Gain loss fixed asset/misc	\$ 46,245			-100.0%		
Bus Pass Program Revenue						

Balancing Revenue to Prevent Deficit

Actual or Planned Use of Cash Reserve						
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Balancing Revenue is Short By =						
Total Revenues =	\$3,437,265	\$3,919,206	\$3,732,422	14.0%	-4.8%	

EXPENDITURES (CTC/Operators ONLY / Do NOT include Coordination Contractors!)

Operating Expenditures

Labor	\$ 1,255,867	\$ 1,322,980	\$ 1,272,230	5.3%	-3.8%	\$117,000 of 2016 gain will be used in 2018 as a Rate Base Adjustment.
Fringe Benefits	\$ 365,558	\$ 414,902	\$ 363,675	13.5%	-12.3%	
Services	\$ 376,733	\$ 525,625	\$ 433,785	39.5%	-17.5%	
Materials and Supplies	\$ 363,657	\$ 525,080	\$ 522,518	44.4%	-0.5%	
Utilities	\$ 25,716	\$ 26,108	\$ 26,108	1.5%	0.0%	
Casualty and Liability	\$ 154,051	\$ 161,535	\$ 169,612	4.9%	5.0%	
Taxes	\$ 1,224	\$ 750	\$ 750	-38.7%	0.0%	
Purchased Transportation:						
Purchased Bus Pass Expenses						
School Bus Utilization Expenses						
Contracted Transportation Services						
Other						
Miscellaneous	\$ 49,971	\$ 18,561	\$ 18,561	-62.9%	0.0%	
Operating Debt Service - Principal & Interest						
Leases and Rentals	\$ 1,310	\$ 1,550	\$ 1,550	18.4%	0.0%	
Contrib. to Capital Equip. Replacement Fund						
In-Kind, Contributed Services	\$ -	\$ -	\$ -			
Allocated Indirect						

Capital Expenditures

Equip. Purchases with Grant Funds	\$ 220,131	\$ 407,779	\$ 409,145	85.2%	0.3%
Equip. Purchases with Local Revenue	\$ 24,459	\$ 45,309	\$ 45,461	85.2%	0.3%
Equip. Purchases with Rate Generated Rev.					
Capital Debt Service - Principal & Interest					
	\$ 381,561	\$ 469,026	\$ 469,026	22.9%	0.0%

ACTUAL YEAR GAIN	\$217,027				
Total Expenditures =	\$3,220,238	\$3,919,206	\$3,732,422	21.7%	-4.8%

See NOTES Below.

Once completed, proceed to the Worksheet entitled "Budgeted Rate Base"

ACTUAL year GAIN (program revenue) MUST be reinvested as a trip or system subsidy. Adjustments must be Identified and explained in a following year, or applied as a Rate Base Adjustment to proposed year's rates on the next sheet.

Worksheet for Program-wide Rates

CTC: Marion Senior Serv Version 1.4
County: Marion

1. Complete Total Projected Passenger Miles and ONE-WAY Passenger Trips (**GREEN** cells) below

- Do **NOT** include trips or miles related to Coordination Contractors!
- Do **NOT** include School Board trips or miles UNLESS.....
- INCLUDE** all ONE-WAY passenger trips and passenger miles related to services you purchased from your transportation operators!
- Do **NOT** include trips or miles for services provided to the general public/private pay UNLESS..
- Do **NOT** include escort activity as passenger trips or passenger miles unless charged the full rate for service!
- Do **NOT** include fixed route bus program trips or passenger miles!

PROGRAM-WIDE RATES	
Total <u>Projected</u> Passenger Miles =	734,500
Rate Per Passenger Mile = \$	3.65
Total <u>Projected</u> Passenger Trips =	83,000
Rate Per Passenger Trip = \$	32.30

Fiscal Year

2018

Avg. Passenger Trip Length =	8.8 Miles
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Rates If No Revenue Funds Were Identified As Subsidy Funds	
Rate Per Passenger Mile = \$	4.28
Rate Per Passenger Trip = \$	37.91

Once Completed, Proceed to the Worksheet entitled "Multiple Service Rates"

Vehicle Miles

The miles that a vehicle is scheduled to or actually travels from the time it pulls out from its garage to go into revenue service to the time it pulls in from revenue service.

Vehicle Revenue Miles (VRM)

The miles that vehicles are scheduled to or actually travel while in revenue service. Vehicle revenue miles exclude:

- Deadhead
- Operator training, and
- Vehicle maintenance testing, as well as
- School bus and charter services.

Passenger Miles (PM)

The cumulative sum of the distances ridden by each passenger.

Worksheet for Multiple Service Rates

CTC: Marion Senior S Version 1.4
 County: Marion

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers

SECTION I: Services Provided

1. Will the CTC be providing any of these Services to transportation disadvantaged passengers in the upcoming budget year?.....

Ambulatory	Wheelchair	Stretcher	Group
<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes
<input type="radio"/> No	<input type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No
Go to Section II for Ambulatory Service	Go to Section II for Wheelchair Service	STOP! Do NOT Complete Sections II - V for Stretcher Service	STOP! Do NOT Complete Sections II - V for Group Service

SECTION II: Contracted Services

1. Will the CTC be contracting out any of these Services TOTALLY in the upcoming budget year?....

Ambulatory	Wheelchair	Stretcher	Group
<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes
<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No
Skip # 2, 3 & 4 and Go to Section III for Ambulatory Service	Skip # 2, 3 & 4 and Go to Section III for Wheelchair Service	Do NOT Complete Section II for Stretcher Service	Do NOT Complete Section II for Group Service

2. If you answered YES to #1 above, do you want to arrive at the billing rate by simply dividing the proposed contract amount by the projected Passenger Miles / passenger trips?.....

Ambulatory	Wheelchair	Stretcher	Group
<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes
<input checked="" type="radio"/> No			

3. If you answered YES to #1 & #2 above, how much is the proposed contract amount for the service?
 How many of the total projected Passenger Miles relate to the contracted service?
 How many of the total projected passenger trips relate to the contracted service?

Ambulatory	Wheelchair	Stretcher	Group
Leave Blank	Leave Blank	Do NOT Complete Section II for Stretcher Service	Do NOT Complete Section II for Group Service

Effective Rate for Contracted Services:
 per Passenger Mile =
 per Passenger Trip =

Ambulatory	Wheelchair	Stretcher	Group
Go to Section III for Ambulatory Service	Go to Section III for Wheelchair Service	Do NOT Complete Section II for Stretcher Service	Do NOT Complete Section II for Group Service

4. If you answered # 3 & want a Combined Rate per Trip PLUS a per Mile add-on for 1 or more services, INPUT the Desired per Trip Rate (but must be less than per trip rate in #3 above) =
 Rate per Passenger Mile for Balance =

Combination Trip and Mile Rate			
Leave Blank and Go to Section III for Ambulatory Service	Leave Blank and Go to Section III for Wheelchair Service	Do NOT Complete Section II for Stretcher Service	Do NOT Complete Section II for Group Service

Worksheet for Multiple Service Rates

CTC: Marion Senior S Version 1.4
 County: Marion

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers

SECTION III: Escort Service

1. Do you want to charge all escorts a fee?.....

Yes
 No

Skip #2 - 4 and Section IV and Go to Section V

2. If you answered Yes to #1, do you want to charge the fee per passenger trip OR
 per passenger mile?.....

Pass. Trip **Leave Blank**
 Pass. Mile

3. If you answered Yes to # 1 and completed # 2, for how many of the projected
 Passenger Trips / Passenger Miles will a passenger be accompanied by an escort? Leave Blank

4. How much will you charge each escort?..... Leave Blank

SECTION IV: Group Service Loading

1. If the message "You Must Complete This Section" appears to the right, what is the projected total
 number of Group Service Passenger Miles? (otherwise leave blank).....

Do NOT Complete Section IV

..... And what is the projected total number of Group Vehicle Revenue Miles? **Loading Rate**
 0.00 to 1.00

SECTION V: Rate Calculations for Multiple Services:

1. Input Projected Passenger Miles and Passenger Trips for each Service in the GREEN cells and the Rates for each Service will be calculated automatically

- * Miles and Trips you input must sum to the total for all Services entered on the "Program-wide Rates" Worksheet, MINUS miles and trips for contracted services IF the rates were calculated in the Section II above
- * Be sure to leave the service BLANK if you answered NO in Section I or YES to question #2 in Section II

		RATES FOR FY: 2018			
		Ambul	Wheel Chair	Stretcher	Group
Projected Passenger Miles (excluding totally contracted services addressed in Section II) =	734,500	650,000	84,500	Leave Blank	Leave Blank
Rate per Passenger Mile =		\$3.37	\$5.78	\$0.00	\$0.00
				per passenger	per group
Projected Passenger Trips (excluding totally contracted services addressed in Section II) =	83,000	75,000	8,000	Leave Blank	Leave Blank
Rate per Passenger Trip =		\$30.22	\$51.80	\$0.00	\$0.00
				per passenger	per group

2. If you answered # 1 above and want a COMBINED Rate per Trip PLUS a per Mile add-on for 1 or more services,...

		Combination Trip and Mile Rate			
		Ambul	Wheel Chair	Stretcher	Group
...INPUT the Desired Rate per Trip (but must be less than per trip rate above) =				Leave Blank	Leave Blank
Rate per Passenger Mile for Balance =		\$3.37	\$5.78	\$0.00	\$0.00
				per passenger	per group

		Rates If No Revenue Funds Were Identified As Subsidy Funds			
		Ambul	Wheel Chair	Stretcher	Group
Rate per Passenger Mile =		\$3.96	\$6.79	\$0.00	\$0.00
				per passenger	per group
Rate per Passenger Trip =		\$35.47	\$60.80	\$0.00	\$0.00
				per passenger	per group

Program These Rates Into Your Medicaid Encounter Data