

**KEY WEST TRANSIT DEPARTMENT
TRANSIT DEVELOPMENT PLAN
2014 MAJOR UPDATE PROPOSAL**



**City of Key West, Florida
Request for Proposal #002-14**

Submitted By:

**Omnibus Innovations Group, Inc.
4637 Vincennes Boulevard - Suite 1
Cape Coral, FL 33904**

In Partnership with the:

**Center for Urban Transportation Research
University of South Florida
Tampa, Florida**

February 2014

OMNIBUS INNOVATIONS GROUP, INC.
JULIA B. DAVIS, AICP, PRESIDENT
4637 VINCENNES BLVD., SUITE 1, CAPE CORAL, FLORIDA 33904
CELLULAR PHONE (239) 560-2114
JBDAVIS1AICP@AOL.COM
WWW.OMNIBUSINNOVATIONSGROUP.COM



**WOMEN BUSINESS ENTERPRISE (WBE) CERTIFICATION, WITH THE FLORIDA DEPARTMENT OF MANAGEMENT SERVICES, OFFICE OF SUPPLIER DIVERSITY
DISADVANTAGED BUSINESS ENTERPRISE, (DBE) CERTIFICATION, WITH THE FLORIDA UNIFIED CERTIFICATION PROGRAM, FOR USDOT PROGRAMS**

February 14, 2014

Ms. Cheri Smith, City Clerk
City of Key West
3126 Flagler Avenue
Key West, FL 33040

RE: Response to Request for Proposal # 002-14 for the Key West Transit Department, Transit Development Plan 2014 Major Update

Dear Ms. Smith:

Omnibus Innovations Group Inc. is very excited to submit this proposal to the City of Key West in response to the RFP #002-14: Transit Development Plan (TDP) 2014 Major Update. We have created a partnership with the **University of South Florida (USF), Center of Urban Transportation Research (CUTR)** to provide the City with the most experienced and knowledgeable project team in Florida specifically related to creating a TDP compliant with Florida Statutes and the Florida Department of Transportation (FDOT) rules and procedures. This project team in fact "wrote the book" on developing TDP's with the manual entitled "Florida Department of Transportation Guidance for Producing a Transit Development Plan." We are committing a staff of senior individuals which have a unique combination of skills, knowledge and experience that include managing transit agencies, administering FDOT programs, conducting public involvement programs, funding operating and capital budgets, and designing efficient public transportation services. We have hands-on experience with all facets of a public transportation organization and have been used as a resource with local agencies throughout Florida.

The **Omnibus Innovations Group, Inc.** is a transit planning and program management consultancy which was formed by Ms. Julia B. Davis, AICP, who will serve as the overall project manager of this TDP. Ms. Davis has over 30 years' experience in transit planning and program management in Florida and is a member of the American Institute of Certified Planners. Omnibus is a certified Women Owned Business and a Certified Disadvantaged Business Enterprise.

The Center for Urban Transportation Research (CUTR) is celebrating its 25th year of existence and is a nationally recognized University Transportation Center established by the U.S. Department of Transportation. CUTR was originally created under Florida Statutes to serve as a resource to Florida governments and agencies. CUTR has designated key personnel to serve on the Omnibus Innovations Group team that include individuals who have served as transit agency executive directors, mobility services managers, operational planning and scheduling supervisors and senior strategic planners.

The **Omnibus Innovations Group, Inc. and CUTR Team** are excited to work together on this project. The TDP process normally takes 9-12 months to complete. Due to the short time frame inherent in this project, time is of the essence. Because of our long standing cooperative working relationship, Omnibus is confident that by partnering with CUTR on this effort that our team has the capacity to start immediately, and devote substantial resources and personnel to develop the TDP. We are so excited and committed about this opportunity to serve Key West our team has begun reviewing pertinent information (such as the previous Transportation Development Plan,) and begun our analysis for the update effort. We are ready to formally get started!

If you have additional questions or need more information, please contact me at (239) 560-2114 or via email: JBDavis1AICP@aol.com.

Sincerely,

A handwritten signature in blue ink that reads "Julia B. Davis, AICP". The signature is written in a cursive style.

Julia B., Davis, AICP, President
Omnibus Innovations Group, Inc.

Attachment: Proposal

**KEY WEST TRANSIT DEPARTMENT
TRANSIT DEVELOPMENT PLAN
2014 MAJOR UPDATE PROPOSAL**



**City of Key West, Florida
Request for Proposal #002-14**

Submitted By:

**Omnibus Innovations Group, Inc.
4637 Vincennes Boulevard - Suite 1
Cape Coral, FL 33904**

Project Manager Contact Information:

**Julia B. Davis, AICP, President
Omnibus Innovations Group, Inc.
Telephone: 239-560-2114
Email: JBDavis1AICP@aol.com
Website: www.omnibusinnovationsgroup.com**

***Planning, training, and management services to transit agencies,
community transportation coordinators, and their planning partners
Certified WBE and Certified DBE***

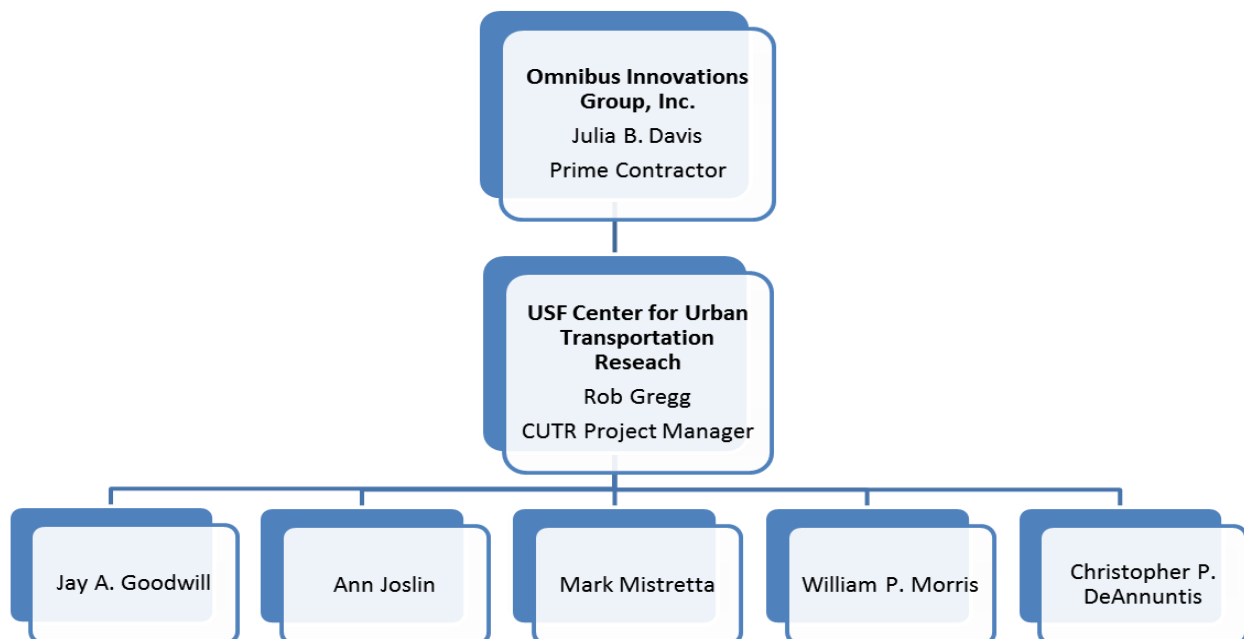
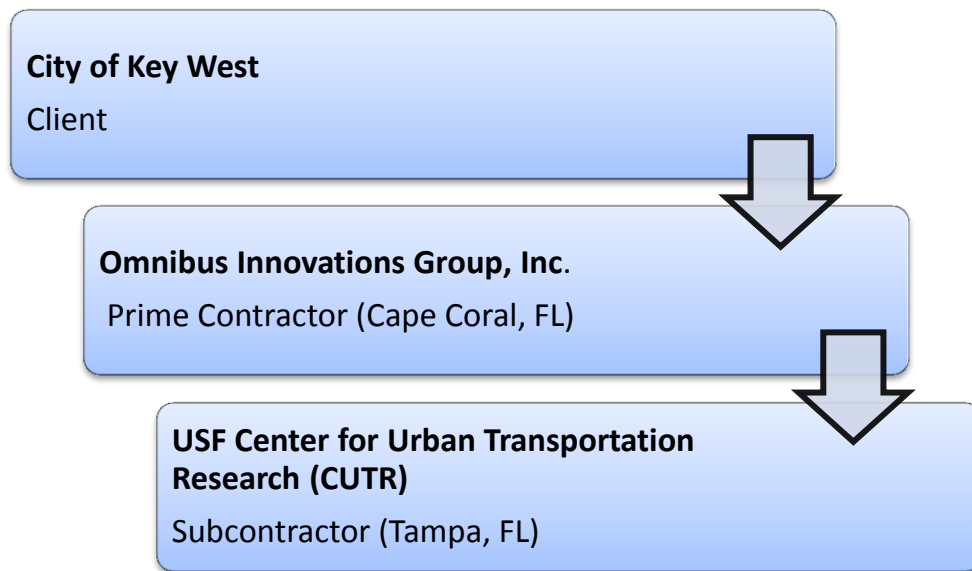
In Partnership with the:

**Center for Urban Transportation Research (CUTR)
University of South Florida
Tampa, Florida**

ORGANIZATION CHART

The proposed PROJECT TEAM consists of Omnibus Innovations Group, Inc. as the prime contractor in partnership with the USF Center for Urban Transportation Research (CUTR) as the subcontractor.

THE PROJECT TEAM will work together on all nine project tasks as detailed in the "Budget by Task – Detailed by Hours and Labor Costs" table included later in this submission. Backgrounds and resumes of all proposed PROJECT TEAM members are provided in subsequent sections.



COMPANY INFORMATION

The proposed PROJECT TEAM consists of Omnibus Innovations Group, Inc. as the prime contractor in partnership with the USF Center for Urban Transportation Research (CUTR) as the subcontractor.

THE PROJECT TEAM will work together on all nine project tasks as detailed in the "Budget by Task – Detailed by Hours and Labor Costs" table included later in this submission. Backgrounds and resumes of all proposed PROJECT TEAM members are provided in subsequent sections.

The following provides background information on both Omnibus Innovations Group, Inc. and the USF Center for Urban Transportation Research (CUTR).

Omnibus Innovations Group, Inc.

The Omnibus Innovations Group, Inc. is a transit planning and program management consultancy which was formed in February 2013. Our principal, Ms. Julia B. Davis, AICP, has over 30 years' experience in transit planning and program management in Florida and is a member of the American Institute of Certified Planners. Omnibus is a certified Women Owned Business and a Certified Disadvantaged Business Enterprise. It normally takes two years to receive these certifications, but Omnibus was able to receive these certifications within a month of our application, due to our extensive experience in the transit planning and program management field, and because of the completeness of our applications.

Center for Urban Transportation Research (CUTR)

The Center for Urban Transportation Research (CUTR) at the University of South Florida (USF), established in 1988, is an internationally recognized resource for policymakers, transportation professionals, and the public. CUTR solves community challenges through transportation research, workforce development, and outreach. CUTR's vision is to be the preeminent and internationally recognized catalyst for transportation innovation. CUTR provides high quality, objective expertise in the form of insightful research, in-depth policy analysis, comprehensive training and education, and effective technical assistance that translates directly into benefits for CUTR's project sponsors. CUTR is also the home to the National Center for Transit Research and the National Bus Rapid Transit Institute.

CUTR conducts a variety of activities aimed at providing useful transportation information to the public and private sectors throughout the state and nation. Activities include developing and hosting training courses, conferences, and teleconferences; producing and distributing research reports and publications such

as the *Journal of Public Transportation* (a scholarly international journal with more than 2,300 subscribers from over 60 countries); maintaining websites; coordinating listservs; and operating and maintaining information clearinghouses.

In FY 2013, CUTR expended \$13.9 million from contracts and grants to support its research, education, training, and technical assistance missions. Over its 25 year history, CUTR's contract and grant expenditures total more than \$142 million. CUTR provides research for a variety of public and private sector sponsors in Florida and the United States, including the Florida Legislature; the Florida Transportation Commission; and state and local governments, agencies, and organizations. CUTR researchers hold seven patents. Areas of research include public transportation, transportation planning, intelligent transportation systems (ITS), transportation demand management (TDM), transportation economics and finance, geographic information systems, access management, alternative fuels, and transportation safety, among others.

University of South Florida

The University of South Florida is a high-impact, global research university dedicated to student success. USF was established in 1956 as a public university and is a comprehensive multi-campus research university serving more than 47,000 students. The USF System is an evolving multi-campus system of higher education with fiscally autonomous, yet complementary, independently accredited institutions located in Tampa (including USF Health), St. Petersburg, and Sarasota-Manatee. USF is home to medical clinics and hospitals, a major mental health research institute, and two public broadcasting stations. The university employs more than 1,645 full-time instructional faculty and over 6,840 full-time staff. USF has a \$1.5 billion annual budget and an annual economic impact of \$3.7 billion. USF is the 8th largest university in the U.S. and the largest metropolitan research university within the State University System (SUS) of Florida.

As a leading publicly supported university, USF accomplishes its research mission by building on existing program strengths, fostering effective, cross-disciplinary approaches, and contributing to the resolution of social, cultural, economic, medical and technological challenges facing the metropolitan population of our community, state, nation, and the world. Throughout the university's development, the faculty at USF have identified and satisfied needs on a local, national and global scale. A variety of activities in such areas as transportation, engineering, health care, neuroscience, biodefense, and education are conducted by specialized research and development centers and institutes, including CUTR.

CUTR Infrastructure/Capabilities

CUTR is housed on the University of South Florida's main campus in a dedicated 26,000 square foot building. The building is equipped with work areas; conference rooms; a graphic and GIS collaboration studio with in-house services; an in-house library/resource center; classrooms; and office, training, and computing space. CUTR's priority of staying state-of-the-art is evidenced by the wide range of computer software, hardware, and related equipment it has at its disposal. These technological advantages facilitate research and enable the production of high quality guidebooks, brochures, training aids, and documents in a variety of media including CD/DVD, video, printed copy, multimedia presentations, and teleconferenced workshops.

CUTR houses a Comprehensive Resource and Information Center with a searchable database of over 8,100 records, including CUTR reports, National Center for Transit Research (NCTR) reports, Transportation Demand Management reports, and the Rural Transit Assistance Program. Additionally, CUTR researchers and students have full access to the USF Library System that offers over 1.3 million books and an extensive selection of print and electronic resources, including 52,000 e-journal subscriptions, 443,000 e-books, and over 800 databases, including LexisNexis.

METHODOLOGY AND APPROACH

Omnibus Innovations Group Inc. is very excited to have created a partnership with the University of South Florida (USF), Center for Urban Transportation Research (CUTR) to provide the City with the most experienced and knowledgeable project team in Florida specifically related to creating a TDP compliant with Florida Statutes and the Florida Department of Transportation (FDOT) rules and procedures. This team in fact “wrote the book” on developing TDP’s with the manual entitled “Florida Department of Transportation Guidance for Producing a Transit Development Plan.”

We are committing a senior staff of individuals who have a unique combination of skills, knowledge and experience that includes managing transit agencies, administering FDOT programs, conducting public involvement programs, developing operating and capital budgets, and designing efficient public transportation services. We have hands-on experience with all facets of a public transportation organization and have been used as a resource by local agencies throughout Florida.

This proposed project team has great depth and existing synergy. Prior to forming Omnibus Innovations Group, Ms. Davis worked with the Florida Department of Transportation for six years and has extensive experience in transit financing, as well as reviewing TDPs for compliance with Chapter 14-73, *Florida Administrative Code*. Ms. Davis is familiar with FDOT rules and procedures and financing mechanisms. CUTR has provided resources to all Florida agencies and has directly developed twenty one (21) TDPs over the past 10 years and has extensive transit planning and program management experience. Ms. Davis has worked cooperatively with CUTR associates on TDP and related matters over the past twenty years.

Our team is a stickler for details and will produce a high quality and relevant TDP product. One of the most important things we need to point out for the Key West TDP Major Update is that this TDP is due to the FDOT by September 1, 2014. This is a statutory regulation. Our team is equipped and prepared to meet this due date. We recommend that the representatives of Key West Transit consider requesting that Florida Department of Transportation seek a time extension of one month for the submittal of the TDP. The additional month would allow us time to complete a more extensive public involvement process. We also recommend immediate and continued involvement of FDOT representation during the development of this TDP to ensure awareness and seamless coordination for the ultimate approval of the TDP.

Omnibus Innovations Group, Inc. and CUTR Team are excited to work together on this project. The TDP process normally takes 9-12 months to complete. Due to the short time frame inherent in this project, time is of the essence. Because of our long standing cooperative working relationship, Omnibus is confident that by partnering with CUTR on this effort that our team has the capacity to start immediately, and devote substantial resources and personnel to develop the TDP. We are committed to this opportunity to serve Key West our team has begun reviewing pertinent information (such as demographics, peer performance indicators, and the previous TDP,) for the analysis of the update effort. We are ready to formally get started!

Additionally we have noted language in the RFP that allude to other project assignments: "General assignments may include, but are not limited to, Multimodal Transportation Planning, Transportation Engineering, Comprehensive Operations Analysis, Transit Visioning and Long Range Planning, Transit Development Updates, and other transit related services." Although the proposal herein is specifically for the TDP Major Update, we are indeed competent and capable to assist with such matters.

SCOPE OF SERVICES

A Transit Development Plan (TDP) is a multi-year plan required by the Florida Department of Transportation (FDOT) that calls for a description of the transit agency's vision for public transportation, along with an assessment of transit needs in the study area and a staged implementation program to set priorities for improvements. FDOT requires a TDP in order to maintain eligibility for state Block Grant funding.

This major update of the City of Key West TDP shall incorporate a 10-year planning horizon beginning in the City of Key West's FY 2014-2015 budget year. It shall address the requirements of, and be consistent with, applicable Florida Department of Transportation (FDOT) regulations, all requirements of Florida Administrative Code Section 14-73.001 (revised and published in December 2006), and all requirements of Florida Statute 341.052.

The transit development plan is also a policy document that integrates transit goals and objectives with those of other adopted plans, including the transportation plan and the comprehensive plan. FDOT strongly encourages a strategic approach to the planning process and emphasizes the importance of public participation in the preparation of the TDP.

This proposed scope of services has been prepared by Omnibus Innovations Group, Inc. in partnership with the Center for Urban Transportation Research (CUTR) at the University of South Florida (USF). It defines the tasks THE PROJECT TEAM will complete for the City of Key West on behalf of the Key West Transit Department.

Task I. Establish a Review Committee and Project Management

A Review Committee will be established to monitor and provide input to the project and to evaluate deliverables produced by THE PROJECT TEAM. The Review Committee will be comprised of approximately five to eight members to include representatives from FDOT District Six and the regional workforce board (i.e., CareerSource). It is anticipated that the City of Key West Transit Director or his designee will chair this committee and select members of the Review Committee. The Committee will review each deliverable (specified in the individual tasks). THE PROJECT TEAM will respond to all recommendations from the Committee. THE PROJECT TEAM anticipates one (1) project management kick-off meeting and up to four (4) Review Committee meetings.

Task II. Base Data and Analysis

Demographic, economic, and transportation data for the study area will be collected by THE PROJECT TEAM with assistance from the City of Key West and Monroe County staff.

- A. Demographic and economic data will be collected for the study area to provide historical background and a description of the area. The 2010 Census and the U.S. Census Community Survey will be used as the primary data sources, supplemented with data available from the Bureau of Economics and Business Research (BEBR) of the University of Florida, the City of Key West, and Monroe County Government. Data to be compiled includes the following:
 - physical description of area
 - population and population density
 - age and income distribution
 - household data
 - auto ownership
 - employment characteristics
 - work commute patterns
 - tourist and visitor levels

- B. THE PROJECT TEAM will conduct a GIS analysis to identify transit dependent areas in the City of Key West and evaluate how well existing fixed route transit service serves those areas based on census block group data. This analysis will graphically display the City of Key West's fixed route service area and identify areas that are un-served or under-served based on demographic data such as population density, low-income households, youth and elderly population, and auto ownership. This analysis will provide recommendations on areas where transit service would be beneficial and provide a relative measure of priority.

- C. THE PROJECT TEAM will review the effects that land use, socioeconomic trends, organizational issues and technology have on the transit system.

- D. THE PROJECT TEAM will make an assessment of the extent to which land use and urban design patterns in the City of Key West's service area support or hinder the efficient provision of transit service, including any specific efforts by local land use authorities to foster transit development.

Task III. Public Involvement

THE PROJECT TEAM will assess community perceptions (both system users and non-users) of public transportation needs and services. This will be accomplished by the public involvement activities listed below and those identified in Task VIII related to presentations to the various boards and committees. It is anticipated the City of Key West Transit Department will be responsible for coordinating the communications activities (meeting notices, media notifications, newsletter articles, website content etc.) consistent with its public involvement program. THE PROJECT TEAM will address how Key West Transit will work with the appropriate regional workforce board to provide services to the participants in the welfare transition program (i.e., CareerSource), as delineated in F.S. 341.052.

- A. Working in conjunction with the City of Key West Transit Department, THE PROJECT TEAM will conduct two public workshops to gather public input and identify the issues and opportunities involved in planning for an effective public transit system. The first workshop will present the base data and evaluations of existing services and gather public input on topics of local concern, issues and opportunities. The second workshop will be held after future options are identified with the purpose of capturing input prior to finalizing the plan options. It is anticipated that the City of Key West Transit Department would take the lead in the workshop logistics and publicity.
- B. THE PROJECT TEAM will assess attitudes of key local officials and community leaders regarding current transit service. THE PROJECT TEAM will assess political leaders' views on funding transit projects. Policy issues of greatest local concern will be identified and discussed. Appropriate officials and community leaders will be selected with assistance from the City of Key West staff. It is proposed that THE PROJECT TEAM conduct approximately eight to ten (8-10) interviews.
- C. THE PROJECT TEAM will develop, administer and analyze a written survey of Key West Transit's fixed route bus operators and other key employees who regularly interface with customers to obtain their views of the existing services, customer needs, and opportunities to enhance the service.
- D. THE PROJECT TEAM will develop, administer and analyze a fixed route on-board passenger survey. The surveys will be designed to capture demographics, travel behavior, and rider satisfaction data from existing Key West Transit system customers.

Deliverable:

Technical Memorandum No. 1 will summarize demographic, economic, and transportation data and results of the discussion groups, the key official interviews, employee surveys, and the passenger surveys. Results will be presented to the Review Committee.

Task IV. Identify Goals, Objectives and Policies

With assistance from the City of Key West, Key West Transit representatives, and the Review Committee, THE PROJECT TEAM will develop goals, objectives and policies. These will be consistent with community goals. It is recognized that findings from later tasks may occasion revisions to the goals and objectives developed at this stage.

THE PROJECT TEAM will also work closely with the City of Key West, Key West Transit and Monroe County in delineating a vision of where they want the transit system to be in ten years. This step is implicit in each task outlined in this scope of services, but is specifically mentioned here in conjunction with the goals and objectives.

- A. THE PROJECT TEAM will review local plans and documents, including the Florida Transportation Plan, other county and local government comprehensive plans, previous transit plans, and the transportation disadvantaged service plan. THE PROJECT TEAM will identify and compile community goals and objectives relating to transit and mobility and discuss their relationship to the ten-year implementation program.
- B. THE PROJECT TEAM will review the results of Task II, particularly the interviews with local officials and community leaders, to gain a better understanding of community goals and objectives related to transit and mobility.
- C. THE PROJECT TEAM will present draft goals and objectives to the Review Committee for approval.

Deliverable:

Technical Memorandum No. 2 will outline goals and objectives for Key West Transit and demonstrate their connection with goals specified in other planning documents.

Task V. Existing Services and Performance Evaluation

THE PROJECT TEAM will develop a summary of all existing public transportation services operating in the City of Key West and surrounding areas. Basic descriptions of services and general data will be provided.

THE PROJECT TEAM will conduct an analysis of Key West Transit's existing fixed route transit services to assess the system's operating and financial performance measures. In addition, THE PROJECT TEAM will compare Key West Transit with other systems in Florida and the United States, using current and historical data as available. The performance review will be used to assess Key West Transit's current stated goals and objectives for transit service and formulate new goals and objectives.

- A. THE PROJECT TEAM will conduct a performance review of current Key West Transit operations, focusing on the operating and financial measures shown in Table 1. A trend analysis will be conducted using the most recent five years of data available. These analyses will be limited to the transit data the City of Key West Transit Department currently has available.
- B. System performance will be compared to similar systems within and outside Florida. The most recent available data will be used in these peer comparisons.

Table 1 -- Performance Evaluation Indicators and Measures

Operational Measures	Financial Measures
<p>General Service Area Population Service Area Population Density Passenger Trips Passenger Miles Average Passenger Trip Length Vehicle Miles Revenue Miles Revenue Hours Route Miles</p> <p>Vehicle Vehicles Available in Maximum Service Vehicles Operated in Maximum Service Revenue Miles per Vehicles in Max. Service Average Age of Fleet (in yrs.)</p> <p>Labor Total Employee FTEs Revenue Hours per Employee FTE Passenger Trips per Employee FTE</p> <p>Service Vehicle Miles Per Capita Passenger Trips per Capita Passenger Trips per Vehicles in Max. Service Passenger Trips per Revenue Mile Passenger Trips per Revenue Hour</p>	<p>Expense and Revenue Operating Expenses Maintenance Expenses Local Revenue Passenger Fare Revenue Local Contribution Other Non-Fare Revenue Average Fare</p> <p>Efficiency Operating Expense per Capita Operating Expense per Passenger Trip Operating Expense per Revenue Mile Operating Expense per Revenue Hour Maintenance Expense per Revenue Hour Maintenance Expense per Vehicle Farebox Recovery</p>

Deliverable:

Technical Memorandum No. 3 will provide an overview of existing public transit services in the City of Key West and a performance review including a trend analysis and peer comparison for the fixed route system.

Task VI. Estimate Demand and Ridership Forecasting

Estimates of demand provide a measure of the current and future public transit needs of the community and provide a basis to guide the design of these services. Ridership forecasts serve as a basis for understanding the anticipated traveler response to implementation of proposed changes to the system.

THE PROJECT TEAM will estimate the demand for transit in the City of Key West using the Florida Department of Transportation’s approved T-BEST 3.0 software and/or other methods where appropriate. T-BEST estimates demand at the stop

level using current and projected demographics, land use, transportation and transit data inputs. The result of this analysis will be a 10-year annual projection of transit ridership.

This task will yield system level demand estimates and will not yield route-specific service design or scheduling recommendations.

Task VII. Situational Appraisal and Strategic Initiatives

THE PROJECT TEAM will conduct a situational assessment process that analyzes the strengths and weaknesses of the Key West Transit system, including the impacts of external barriers and opportunities. This effort will include the review of land use, state and local transportation plans, other governmental actions and policies, socioeconomic trends, organizational issues, and technology on the Key West transit system.

THE PROJECT TEAM will review and analyze needs, opportunities, and alternatives for transit operation in the City of Key West to develop strategic initiatives for the system. These initiatives will be developed in conjunction with the City of Key West, Key West Transit representatives and the Review Committee, and will support the community's and agency's vision of where it wants to be in ten years.

The results of all previous tasks will be considered in developing strategic initiatives for Key West Transit. Initiatives will be identified and analyzed at this stage regardless of cost to emphasize the strategic intent of the TDP process. Financial considerations will be taken into account when formulating the ten-year plan in the next task.

Deliverable:

Technical Memorandum No. 4 will contain the results of Tasks VI and VII including demand estimates and ridership forecasts, a needs and opportunity assessment, and provide strategic initiatives for consideration.

Task VIII. Formulate Ten-Year Transit Services Plan and Capital/Operating Plan

THE PROJECT TEAM will prepare a ten-year services plan which will be based on results from previous TDP tasks including demographic information, goals and objectives, travel origins and destinations, and public input from the Review Committee, interviews, public workshops, and employee and on-board surveys. Potential target markets for new or expanded transit service will be identified and assessed. The service plan will include an examination of possible intermodal connections and coordination of service with other operators, including travel needs and opportunities with adjacent counties. Maps will be developed showing the

current fixed route network and the recommended changes to the network over the ten-year time frame.

THE PROJECT TEAM will prepare a ten-year capital and operating plan. The second five-year time frame of the plan will be more visionary in nature and will be less detailed than the first five years. This plan will be policy-oriented and strategic in nature; it will integrate transit into more general long-range planning efforts such as the local comprehensive plans.

The following elements will be included in the capital and operating plan:

- A. Ten-year capital improvements, both programmed and desired.
- B. Ten-year financial plan, including projected operating and capital expenses, and projected revenue by source. A discussion of financial capacity will be included.
- C. A list of recommendations for which no funding source is identified.

Task IX. Draft and Final Ten-Year Transit Development Plan

THE PROJECT TEAM will prepare and present to the Review Committee and the City of Key West a draft TDP that includes all elements identified above. The draft TDP will contain policies and strategies to implement the proposed plan, including the development of potential new funding sources.

Following presentation, review and acceptance of the draft TDP, THE PROJECT TEAM shall prepare and submit the final TDP document to the City of Key West for their submission to the Florida DOT.

Deliverables:

Draft Transit Development Plan (TDP) THE PROJECT TEAM will submit five (5) copies of the Draft TDP for review, comment, and acceptance.

Final Transit Development Plan (TDP) Five (5) copies of the final TDP will be prepared by THE PROJECT TEAM and provided to the City of Key West Transit Department. THE PROJECT TEAM will also prepare and provide the City of Key West with one CD containing the TDP in Word format and all associated graphics.

PROJECT SCHEDULE

Due to the impending September 1, 2014 submittal deadline of the 2014 Major Updated to the Key West Transit Development Plan to the Florida DOT, it is essential that this project be initiated at the earliest date possible.

The typical major TDP update process is 9 to 12 months in length.

This situation requires that the time line be drastically reduced to approximately four months. The submittals of proposal responses are due on or before February 19, 2014. With the assumption that the proposal review process and subsequent contract negotiations can be successfully accomplished within six weeks, April 1st is the forecasted date for the issuance of the Notice to Proceed.

The following project schedule was developed assuming a four month project with the completion and submittal of the draft TDP by August 1st. This would permit a local review and approval period of approximately thirty days and the formal submission of the final TDP Major Update to the Florida DOT by the September 1st submittal deadline. Consideration should be given to requesting a thirty day submittal extension from the Florida DOT.

To meet this deadline, the proposed schedule fast-tracks several of the tasks conducting them simultaneously where possible. Additionally the work program defines four project deliverables in addition to the draft and final TDPs. This will permit the timely review of work products as they are available and streamline the final review of the draft TDP.

**Key West 2014 Major Transit Development Plan Update
Proposed Project Schedule**

Task #	Task Description	PROJECT MONTH					
		1	2	3	4		
1	Review Committee and Project Management	[Task 1 spans all 4 months]					
2	Base Data Collection and Analysis	[Task 2 spans months 1 and 2]					
3	Public Involvement	[Task 3 spans all 4 months]					
4	Goals, Objectives and Policies	[Task 4 spans months 1 and 2]					
5	Existing Services and Performance Evaluation	[Task 5 spans months 1, 2, and 3]					
6	Estimate Demand and Ridership Forecast		[Task 6 spans months 2 and 3]				
7	Situational Appraisal and Strategic Initiatives			[Task 7 spans months 3 and 4]			
8	Ten-Year Implementation Plan			[Task 8 spans months 3 and 4]			
9	Draft and Final Transit Development Plan				[Task 9 spans months 4 and TDP]		
	Estimated Deliverable Due Dates		D-2	D-3	D-1	D-4	TDP

COSTS

This section provides a detailed projected cost estimate on major expense categories as well as a detailed cost breakdown by task and personnel hours and associated costs. Additionally, we provide a detailed cost breakdown for the required travel and other expenses required to support the preparation of the 2014 Major TDP.

It is our understanding that the project contract will be a lump sum contract.

Expense Budget Summary

Budget Category	Amount
Labor and Fringe Benefites	
Omnibus Innovations Group, Inc.	\$ 25,600.00
Center for Urban Transportation Research	\$ 69,206.72
Travel Expenses	\$ 12,116.20
Other (Mail, Telephone, Printing)	\$1,440.00
Subcontracting	\$1,500.00
Sub-Total	\$ 109,862.92
Indirect Expenses @ 25%	\$ 27,465.73
Total - Lump Sum	\$ 137,328.65

Travel and Other Expense Detail

The breakdown for the non-labor expenses is as follows:

Travel @ \$12,116.40

For costs associated with 29 person day trips, distributed as follows:

- 10 for Task 1 – Review Committee (includes public workshops)
- 15 for Task 3 – Public Involvement (includes surveys)
- 4 for Task 9 – Draft and Final TDP (adoption presentations)

Other @ \$1,440

For costs associated with printing surveys, workshop handouts, deliverables, draft and final reports

Subcontracting @ \$1,500

For costs associated with hiring temporary employees to distribute and collect on-board passenger surveys.

Budget by Task – Detailed by Hours and Labor Costs

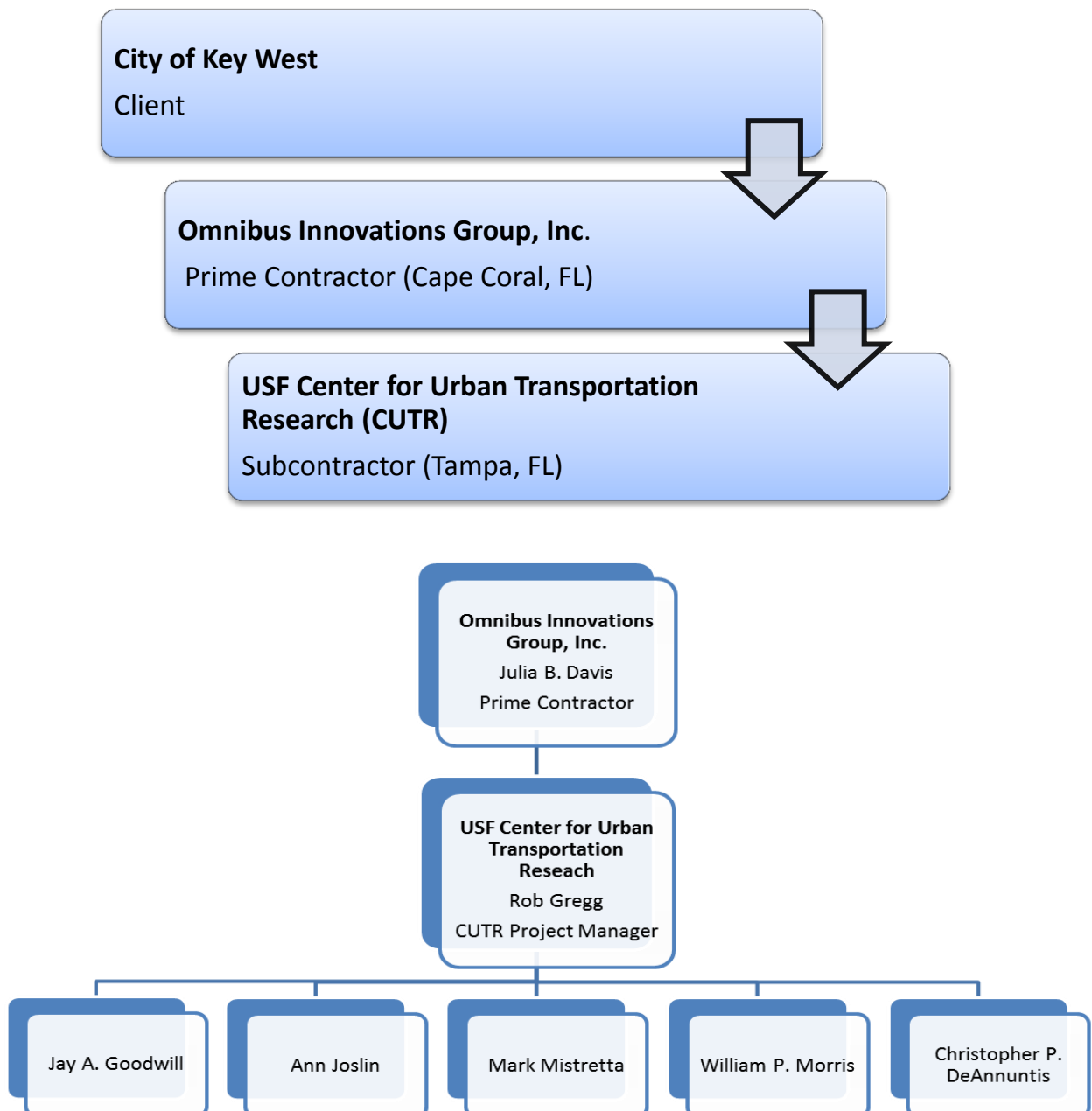
Task 1		Task 2		Task 3		Task 4		Task 5		Task 6		Task 7		Task 8		Task 9		TOTALS	
Review Committee and Project Management		Base Data Collection & Analysis		Public Involvement		Goals, Objectives and Policies		Existing Services and Performance Evaluation		Estimate Demand and Ridership Forecast		Situational Appraisal and Strategic Initiatives		Ten-Year Implementation Plan		Draft TDP		Total Labor	
Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost
OMNIBUS INNOVATIONS GROUP, INC.																			
40	\$4,000.00	24	\$2,400.00	40	\$4,000.00	16	\$1,600.00	8	\$800.00	8	\$800.00	40	\$4,000.00	40	\$4,000.00	40	\$4,000.00	256	\$25,600.00
USF CENTER FOR URBAN TRANSPORTATION CENTER (CUTR)																			
80	\$ 5,050.08	288	\$ 12,231.12	336	\$ 18,778.32	32	\$ 2,276.16	144	\$ 6,860.96	64	\$ 3,623.20	88	\$ 5,727.28	112	\$ 8,084.24	120	\$ 6,575.36	1240	\$ 69,206.72
120	\$ 9,050.08	312	\$ 14,631.12	376	\$ 22,778.32	48	\$ 3,876.16	152	\$ 7,660.96	72	\$ 4,423.20	128	\$ 9,727.28	152	\$ 12,084.24	160	\$ 10,575.36	1496	\$ 94,806.72

PERSONNEL

The proposed PROJECT TEAM consists of Omnibus Innovations Group, Inc. as the prime contractor in partnership with the USF Center for Urban Transportation Research (CUTR) as the subcontractor.

THE PROJECT TEAM will work together on all nine project tasks as detailed in the "Budget by Task – Detailed by Hours and Labor Costs" table, above.

General background information for all proposed PROJECT TEAM members are detailed below. Full resumes are provided in the Appendix.



General Background of Project Team Members

Omnibus Innovations Group, Inc.

Julia B. Davis, AICP

President

Omnibus Innovations Group, Inc.

Julie Davis has over 30 years' experience in transit planning and program management in Florida in various agencies including: 4 years as Transit Analyst and grants writer at a county transit system, 17 years as MPO staff and then TD Program Planning Manager at an MPO/Southwest Florida Regional Planning Council, and over 6 years as a Transit Projects Coordinator at the Florida Department of Transportation.

Ms. Davis is a member of the American Institute of Certified Planners (AICP,) and a recent recipient of the Roland Eastwood Planner of the Year award from the Promised Lands section of the Florida Chapter of the American Planning Association, in recognition of her dedication and contributions to the planning profession in Southwest Florida.

USF Center for Urban Transportation Research (CUTR)

Rob Gregg

Transit Management Program Director

Center for Urban Transportation Research (CUTR)

Rob Gregg is the Program Director of Transit Management and Innovation at CUTR. He has more than 27 years' experience in the public transportation field including senior management positions with transit agencies in Tampa, Florida, Sacramento, California and Orlando Florida. Rob has a broad base of expertise including such areas as transit management, planning, marketing, operations, paratransit, major capital investments technology development and systems evaluations. Rob has had extensive experience in community involvement and organizational facilitation.

Mr. Gregg will serve as the CUTR Project Manager.

Jay Goodwill, PE, CCTM

Senior Research Associate

Center for Urban Transportation Research (CUTR)

Jay Goodwill is the Project Manager for the Florida Rural Transit Assistance Program (RTAP). His areas of expertise include public transportation, transportation planning, transit marketing, transit system planning, transit performance analysis, ADA planning and implementation, and transit funding. Mr. Goodwill has over 30 years of senior management experience in all major functions of transportation planning and public transportation. Mr. Goodwill is a registered Professional Engineer and is a Certified Public Transportation Manager with the Community Transportation Association of America.

Ann Joslin

Senior Research Center

Center for Urban Transportation Research (CUTR)

Ms. Joslin has 19 years of public transportation planning and operations experience. Ann's experience includes planning, implementation and management of specialized circulator services for a university campus, a special taxing district, municipalities and transportation management associations. In addition, Ms. Joslin assisted in the development of a Downtown BRT system. Other representative experience includes the preparation of a variety of Transit Development Plans, the creation of an interstate motorist assistance/service patrol program, a regional commuter vanpool program and the conduct of market assessments and promotions for new mobility programs and services. Ms. Joslin's prior positions include Manager of Business Development, Central Florida Regional Transportation Authority, Orlando FL, and Marketing Specialist, Caravan for Commuters, Boston, MA.

Mark Mistretta

Research Associate

Center for Urban Transportation Research

Mr. Mistretta has extensive experience in transit planning in Florida, including working on numerous Transit Development Plans. Prior to joining CUTR, Mark worked at three Florida transit agencies: RTS in Gainesville, Manatee County Area Transit, and LYNX in Orlando. Mark will take the lead in evaluation of the existing transit services and the estimation of demand and ridership.

William P. Morris

Senior Research Associate
Center for Urban Transit Research

Mr. Morris will assist with activities throughout the project. Mr. Morris has 21 years of transit planning experience, and has been involved in public transportation planning in the State of Florida, including LYNX (Central Florida Regional Transportation Authority) and HARTline in Tampa. Mr. Morris' areas of expertise include strategic planning, service planning and ADA planning and implementation.

His expertise includes market research/marketing, strategic planning, transportation development plans, fare policy, ADA planning/implementation, public involvement, customer service/customer relations, community outreach, and transit/MPO planning process. His experience includes being a project manager for various consultant projects, authored five year transportation development plans and updates, TIP and work program development, preparation of grant applications, developed requests for proposals for transportation providers, managed fare adjustment public involvement process, and developed and implemented Title VI programs.

Christopher P. DeAnnuntis

Research Associate
Center for Urban Transit Research

Mr. DeAnnuntis has extensive experience in transit operations, service planning and transit scheduling. Prior to joining CUTR, Chris worked with the HARTline in Tampa and the Sarasota County Area Transit. Mr. DeAnnuntis will take the lead in the development and administration of the passenger and employee surveys and will assist in service options and planning for the Transit Development Plan.

The CUTR project team will include other faculty, students, secretarial and support staff as needed, who will work directly on the project and whose costs are included in the direct costs of the project.

QUALIFICATIONS

Omnibus Innovations Group Inc. is very excited to submit this proposal to the City of Key West in response to the RFP #002-14: Transit Development Plan (TDP) 2014 Major Update. ***We have created a partnership with the University of South Florida (USF), Center of Urban Transportation Research (CUTR) to provide the City with the most experienced and knowledgeable project team in Florida specifically related to creating a TDP compliant with Florida Statutes and the Florida Department of Transportation (FDOT) rules and procedures.*** This team in fact “wrote the book” on developing TDP’s with the manual entitled “Florida Department of Transportation Guidance for Producing a Transit Development Plan.” We are committing a senior staff of individuals who have a unique combination of skills knowledge and experience that include managing transit agencies, administering FDOT programs, conducting public involvement programs, providing operating and capital budgets, and designing efficient public transportation services. We have hands-on experience with all facets of a public transportation organization and have been used as a resource with local agencies throughout Florida.

The **Omnibus Innovations Group, Inc.** is a transit planning and program management consultancy. It was formed by Ms. Julia B. Davis, AICP, who will serve as the overall project manager of this TDP. Ms. Davis has over 30 years’ experience in transit planning and program management in Florida and is a member of the American Institute of Certified Planners. Omnibus is a certified Women Owned Business and a Certified Disadvantaged Business Enterprise. It normally takes two years to receive these certifications, but Omnibus was able to receive these certifications within a month of our application, due to our extensive experience in the transit planning and program management field, and because of the completeness of our applications.

The Center for Urban Transportation Research (CUTR) is celebrating its 25th year of existence and is a nationally recognized University Transportation Center established by the U.S. Department of Transportation. CUTR was originally created under Florida Statutes to serve as a resource to Florida governments and agencies. CUTR has designated key personnel to serve on the Omnibus Innovations Group team that include individuals who have served as transit agency executive directors, mobility services managers, operational planning and scheduling supervisors and senior strategic planners.

This proposed project team has great depth and existing synergy. Prior to forming Omnibus Innovations Group, Ms. Davis worked with the Florida Department of Transportation for over six years and has extensive experience in transit financing, as well as reviewing transit development plans for compliance with Chapter 14-73, *Florida Administrative Code*. Ms. Davis is familiar with

FDOT rules and procedures and financing mechanisms. CUTR has provided resources to all Florida agencies and has directly developed twenty one (21) Transportation Development Plans over the past 10 years and has extensive transit planning and program management experience. Ms. Davis has worked cooperatively with CUTR associates on TDP and related matters over the past twenty years.

Our team is a stickler for details to produce a high quality and relevant TDP product. One of the most important things we need to point out for the Key West TDP Major Update is that this TDP is due to the FDOT by September 1, 2014. This is a statutory regulation. Our team is equipped and prepared to meet this due date. We recommend that the representatives of Key West Transit consider requesting that Florida Department of Transportation seek a time extension of one month for the submittal of the TDP. The additional month would allow us time to complete a more extensive public involvement process. We also recommend immediate and continued involvement of FDOT representation during the development of this TDP to ensure awareness and seamless coordination for ultimate approval of the TDP.

Omnibus Innovations Group, Inc. and CUTR Team are excited to work together on this project. The TDP process normally takes 9-12 months to complete. Due to the short time frame inherent in this project, time is of the essence. Because of our long standing cooperative working relationship, Omnibus is confident that by partnering with CUTR on this effort that our team has the capacity to start immediately, and devote substantial resources and personnel to develop the TDP. We are committed to this opportunity to serve Key West our team has begun reviewing pertinent information (such as demographics, peer performance indicators, and the previous TDP,) for the analysis of the update effort. We are ready to formally get started!

Additionally we have noted language in the RFP that allude to other project assignments: "General assignments may include, but are not limited to, Multimodal Transportation Planning, Transportation Engineering, Comprehensive Operations Analysis, Transit Visioning and Long Range Planning, Transit Development Updates, and other transit related services." Although the proposal herein is specifically for the TDP Major Update, we are indeed competent and capable to serve on such matters.

REPRESENTATIVE TRANSIT DEVELOPMENT PLAN PROJECTS AND CLIENT REFERENCES

One page summaries provided for the following TDP projects:

- Indian River County Ten-Year Transit Development Plan FY 2008-2018
- Charlotte County Ten-Year Transit Development Plan (TDP) FY2009-2010
- Chatham Area Transit (CAT) Authority Transit Development Plan

Agency
Indian River County

Agency Contact
Phil Matson
Indian River County MPO
1801 27th Street
Vero Beach, FL 32960
Phone: (772) 226-7672

Total Contract Value
\$133,000

End Date
October 2013



Indian River County Ten-Year Transit Development Plan FY 2008-2018

Project Background

Stanley Consultants Inc. engaged CUTR to assist in the preparation of the Indian River County Ten-Year Transit Development Plan (TDP) for the Indian River County Metropolitan Planning Organization (MPO). This scope of work defined the tasks CUTR completed on behalf of Stanley Consultants, Inc. based upon Stanley Consultants, Inc. recently approved scope of work for the MPO.

Task 1: Public Involvement

CUTR supported Stanley Consultants, Inc. with the design, coordination and implementation of a Public Involvement Plan

Task 2: Existing Services and Performance Evaluation

CUTR developed a summary of existing public transportation services operating in Indian River County and surrounding areas. CUTR conducted performance reviewed of Senior Resource Association's existing fixed route transit and demand response service.

Task 3: Fare Structure Analysis

CUTR conducted an analysis of fare-free transit systems and the pros/cons associated with the introduction of new fare policies.

Task 4: Situation Appraisal

CUTR reviewed and made assessments of the extent to which land use and urban design patterns in Indian River County's service area supported or hindered the efficient provision of transit service.

Task 5: Identify Goals, Objectives, and Policies

CUTR analyzed inputs from MPO, Senior Resource Association staff, and public involvement activities and developed strategic initiatives.

Task 6: Development and Analysis of Strategic Initiatives: Needs, Opportunities and Alternatives

CUTR reviewed and analyzed needs, opportunities, and alternative strategies and actions for transit operation in Indian River County which included a prioritized set of alternatives related to new or improved services, passenger amenities, technology, public outreach/communication, and capital acquisition.

Task 7: Ten-Year Implementation Program

CUTR prepared a ten-year implementation program that contained a detailed ten-year service plan, and a detailed capital and operating plan.

Task 8: Draft and Final Ten-Year Transit Development Plan

The consultant team prepared and delivered a Ten-Year Transit Development Plan.

The final TDP was adopted by the MPO and accepted by FDOT

Agency
Charlotte County MPO

Agency Contact
Wendy Scott
25550 Harbor View Road
Port Charlotte, FL 33980
(941) 883-3535

Total Contract Cost
\$100,000

End Date
August 2011



Charlotte County Ten-Year Transit Development Plan (TDP)

Project Background

Charlotte County Government, which operates the Charlotte County Transit Division public transit Dial-a-Ride system, was responsible for the production of a Transit Development Plan (TDP).

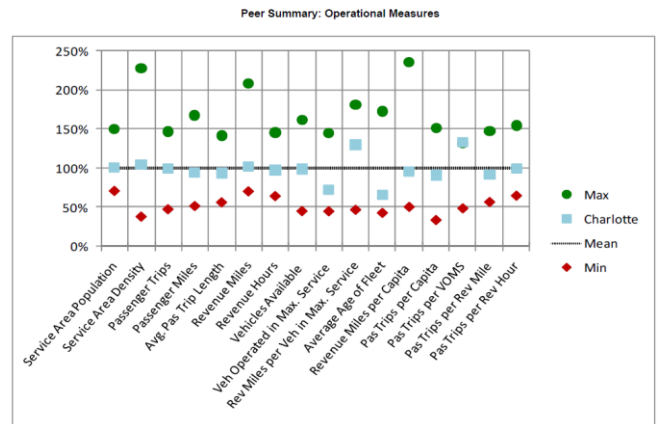
This major update of the TDP incorporated a 10-year planning horizon beginning in FY 2009/2010. It addressed the requirements of, and was consistent with, applicable Florida Department of Transportation (FDOT) regulations.

CUTR reviewed local plans and documents, which included County and local government comprehensive plans, previous transit plans, and the transportation disadvantaged service plan, identified and compiled community goals and objectives relating to transit and mobility.

CUTR conducted a performance review of current Charlotte County Transit operations, focusing on system efficiency and effectiveness measures. A trend analysis was also conducted using historical operating data from the CUTR statewide performance evaluation, as well as, current data collected.

In addition, CUTR also conducted a GIS analysis to evaluate existing transit services based on census-block group data. This analysis provided recommendations on areas where transit service would be feasible and provided relative measure of expected demand and priority. CUTR also prepared ridership projections and demand estimates through the five-year and ten-year plan period.

The final TDP was adopted by the MPO and accepted by FDOT.



Agency
Chatham Area Transit Authority

Chatham Area Transit (CAT) Authority Transit Development Plan

Agency Contact
Mr. Ramond Robinson, Chief
Development Officer
Chatham Area Transit Authority
900 East Gwinnet Street
Savannah, GA 31401
(912) 629-3907

Total Contract Cost
\$150,000

End Date
August 2013



**Start with Values & Vision of
Community and Region**



Project Objective

Project objective was to design a plan that promoted effective and efficient mobility services; develop new services that included new target choice rider markets; and afforded opportunities to optimize the use of existing resources and forge new partnerships. Developed a public involvement and outreach plan that emphasized a customer orientation and provided CAT with insight into the public's issues, needs and opinions.

Task 1: Project Management

Coordinated task activities and technical support with CAT staff to ensure product quality and maintain budget and schedule

Task 2: Base Data Collection and Analysis

Collected relevant base data to identify public transportation needs, potential customer markets, service design and development interest, opportunities and strategic initiatives.

Task 3: Public Involvement

Established an overall TDP Public Involvement Plan (PIP) that ensured compliance with local, state and federal policies. The PIP received valuable public input which was used to develop mobility options tailored for an array of markets throughout the Chatham County service area.

Task 4: Existing Service and Performance Evaluation

CUTR developed a summary of all existing public transportation services operated by CAT.

Task 5: Situation Appraisal

CUTR reviewed existing policies, plans and programs of CAT to which included service development, marketing, public relations, advanced technologies and capital improvement planning, training, funding, institutional agreements and community collaborations. CUTR conducted a review and analyzed pertinent transportation plans for the region in order to incorporate alignment with the TDP.

Task 6: Identify and Refine Mission, Goals, Objectives & Policies

CUTR worked closely with CAT, MPC representatives, and the Advisory Review Committee and articulated the vision for public transportation and its relevance to the local and regional environment over the next five years.

Task 7: Strategic Initiatives: Needs, Opportunities, and Alternatives

CUTR reviewed and analyzed needs, opportunities and alternatives for transit operations in Chatham County to develop strategic initiatives for the system. These initiatives were developed in conjunction with the CAT staff, MPC and the Advisory Review Committee, and were aligned and supported the vision, goals, and objectives defined for the five year horizon.

Task 8: Formulate Five-Year Implementation & Financial Program

CUTR prepared a five-year implementation program that contained a detailed five-year plan of programmed improvements (based on strategic initiatives coordinated with CAT).

Task 9: Final Five-year Transit Development Plan

CUTR prepared a draft TDP for the Advisory Review Committee, Technical Transportation Committee, and the Metropolitan Planning Commission.


CERTIFICATIONS

- City of Key West Indemnification Form
- Anti-Kickback Affidavit
- Sworn Statement on Public Entity Crimes
- Local Vendor Certification
- Cone of Silence Affidavit
- Equal Benefits for Domestic Partners Affidavit

CITY OF KEY WEST INDEMNIFICATION FORM

To the fullest extent permitted by law, the DESIGN PROFESSIONAL expressly agrees to indemnify and hold harmless the City of Key West, their officers, directors, agents and employees (herein called the "indemnities") from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees and court costs, such legal expenses to include costs incurred in establishing the indemnification and other rights agreed to in this Paragraph, to persons or property, to the extent caused by the negligence, recklessness or intentional wrongful misconduct of the DESIGN PROFESSIONAL, its Subcontractors or persons employed or utilized by them in the performance of the Contract. Claims by the indemnities for indemnification shall be limited to the amount of DESIGN PROFESSIONAL's insurance or \$1 million per occurrence, whichever is greater. The parties acknowledge that the amount of the indemnity required hereunder bears a reasonable commercial relationship to the Contract and it is part of the project specifications or the bid documents, if any.

The indemnification obligations under this Agreement shall not be restricted in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the DESIGN PROFESSIONAL under Workers' Compensation acts, disability benefits acts, or other employee benefits acts, and shall extend to and include any actions brought by or in the name of any employee of the DESIGN PROFESSIONAL or of any third party to whom DESIGN PROFESSIONAL may subcontract a part or all of the Work. This indemnification shall continue beyond the date of completion of work.

DESIGN PROFESSIONAL: Omnibus Innovations Group, Inc. SEAL: 

4637 Vincennes Blvd., Suite 1. Cape Coral FL
Address 33904

Julia B. Davis, AICP
Signature

Julia B. Davis, AICP
Print Name

President
Title

DATE: Feb. 13, 2014.

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA

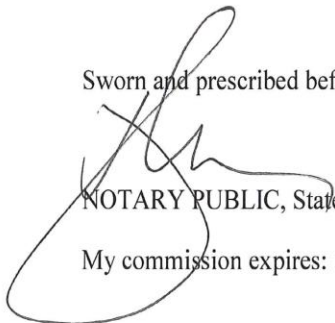
SS:

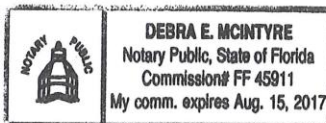
COUNTY OF ~~MONROE~~ ^{LEE}

I the undersigned hereby duly sworn depose and say that no portion of the sum herein response will be paid to any employee of the City of Key West as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

BY: Julia B. Dennis
Identified by Florida Drivers License

Sworn and prescribed before me this 12th day of February 2014


NOTARY PUBLIC, State of Florida
My commission expires: 8/15/2017



SWORN STATEMENT PURSUANT TO SECTION 287.133(3) (A)
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS,

1. This sworn statement is submitted to
by Julia B. Davis, President
(print individual's name and title)
for Omnibus Innovations Group, Inc
(print name of entity submitting sworn statement)
whose business address is 4637 Vincennes Blvd, Suite 1. Cape Coral FL 33904
and (if applicable) its Federal Employer Identification Number (FEIN) is 46-1694781 (if the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement):
2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "conviction" as defined in Paragraph 287.133(1) (g), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 01, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime: or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agent who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment of income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1) (e), Florida Statute means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for

the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

- 6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement (indicate which statement applies).

JBD ✓
2/12/2014

Neither the entity submitting this sworn statement, or any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July, 1989.

_____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 01, 1989.

_____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 01, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH ONE (1) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR THE CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Julia B. Davis
(SIGNATURE)

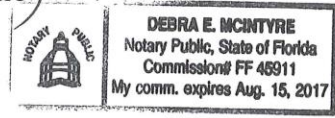
Feb. 12, 2014
(DATE)

STATE OF Florida
COUNTY OF Lee

PERSONALLY APPEARED BEFORE ME, the undersigned authority Julia B. Davis who, after
(name of individual)
first being sworn by me, affixed his/her signature in the space provided above on this 12th day of February 2014

[Signature]
NOTARY PUBLIC

My commission expires: 8/15/2017



LOCAL VENDOR CERTIFICATION
Pursuant to City of Key West Code of Ordinances Section 2-798

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a. *Principle address as registered with the FL Department of State located within 30 miles of the boundaries of the city, listed with the chief licensing official as having a business tax receipt with its principle address within 30 miles of the boundaries of the city for at least one year immediately prior to the issuance of the solicitation.*
- b. *Maintains a workforce of at least 50 percent of its employees from the city or within 30 miles of its boundaries.*
- c. *Having paid all current license taxes and any other fees due the city at least 24 hours prior to the publication of the call for bids or request for proposals.*

If you qualify, please complete the following in support of the self-certification & submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name Omnibus Innovations Group Inc. Phone: 239-560-2114

Current Local Address: 4637 Vincennes Blvd, Suite 1 Fax: (239) 560-2114
(P.O Box numbers may not be used to establish status)
Cape Coral FL 33904

Length of time at this address 1 year

Julia B. Davis
Signature of Authorized Representative

Feb 12, 2014.
Date

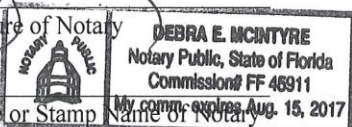
STATE OF Florida

COUNTY OF Lee

The foregoing instrument was acknowledged before me this 12th day of February, 2014.

By Julia B Davis, President, of Omnibus Innovations Group Inc.
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

or has produced Florida Drivers License as identification.
(Type of identification)

[Signature]
Signature of Notary

Print, Type or Stamp Name of Notary

CONE OF SILENCE AFFIDAVIT

Pursuant to City of Key West Code of Ordinances Section 2-773

STATE OF Florida)

: SS

COUNTY OF Lee)

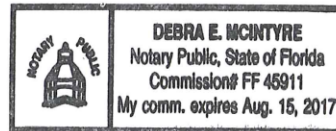
I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of Omnibus Innovations Group, Inc have read and understand the limitations and procedures regarding communications concerning City of Key West issued competitive solicitations pursuant to City of Key West Ordinance Section 2-773 Cone of Silence (attached).

Sworn and subscribed before me this

12th day of February, 2014.



NOTARY PUBLIC, State of Florida at Large



My Commission Expires: 8/15/2017

Sec. 2-773. Cone of Silence.

- (a) *Definitions.* For purposes of this section, reference to one gender shall include the other, use of the plural shall include the singular, and use of the singular shall include the plural. The following definitions apply unless the context in which the word or phrase is used requires a different definition:
- (1) *Competitive solicitation* means a formal process by the City of Key West relating to the acquisition of goods or services, which process is intended to provide an equal and open opportunity to qualified persons and entities to be selected to provide the goods or services. Competitive solicitation shall include request for proposals ("RFP"), request for qualifications ("RFQ"), request for letters of interest ("RFLI"), invitation to bid ("ITB") or any other advertised solicitation.
 - (2) *Cone of silence* means a period of time during which there is a prohibition on communication regarding a particular competitive solicitation.
 - (3) *Evaluation or selection committee* means a group of persons appointed or designated by the city to evaluate, rank, select, or make a recommendation regarding a vendor or the vendor's response to the competitive solicitation. A member of such a committee shall be deemed a city official for the purposes of subsection (c) below.
 - (4) *Vendor* means a person or entity that has entered into or that desires to enter into a contract with the City of Key West or that seeks an award from the city to provide goods, perform a service, render an opinion or advice, or make a recommendation related to a competitive solicitation for compensation or other consideration.
 - (5) *Vendor's representative* means an owner, individual, employee, partner, officer, or member of the board of directors of a vendor, or a consultant, lobbyist, or actual or potential subcontractor or sub-consultant who acts at the behest of a vendor in communicating regarding a competitive solicitation.
- (b) *Prohibited communications.* A cone of silence shall be in effect during the course of a competitive solicitation and prohibit:
- (1) Any communication regarding a particular competitive solicitation between a potential vendor or vendor's representative and the city's administrative staff including, but not limited to, the city manager and his or her staff;
 - (2) Any communication regarding a particular competitive solicitation between a potential vendor or vendor's representative and the mayor, city commissioners, or their respective staff;
 - (3) Any communication regarding a particular competitive solicitation between a potential vendor or vendor's representative and any member of a city evaluation and/or selection committee therefore; and
 - (4) Any communication regarding a particular competitive solicitation between the mayor, city commissioners, or their respective staff, and a member of a city evaluation and/or selection committee therefore.

- (c) *Permitted communications.* Notwithstanding the foregoing, nothing contained herein shall prohibit:
- (1) Communication between members of the public who are not vendors or a vendor's representative and any city employee, official or member of the city commission;
 - (2) Communications in writing at any time with any city employee, official or member of the city commission, unless specifically prohibited by the applicable competitive solicitation.
 - (A) However, any written communication must be filed with the city clerk. Any city employee, official or member of the city commission receiving or making any written communication must immediately file it with the city clerk.
 - (B) The city clerk shall include all written communication as part of the agenda item when publishing information related to a particular competitive solicitation;
 - (3) Oral communications at duly noticed pre-bid conferences;
 - (4) Oral presentations before publically noticed evaluation and/or selection committees;
 - (5) Contract discussions during any duly noticed public meeting;
 - (6) Public presentations made to the city commission or advisory body thereof during any duly noticed public meeting;
 - (7) Contract negotiations with city staff following the award of a competitive solicitation by the city commission; or
 - (8) Purchases exempt from the competitive process pursuant to section 2-797 of these Code of Ordinances;
- (d) *Procedure.*
- (1) The cone of silence shall be imposed upon each competitive solicitation at the time of public notice of such solicitation as provided by section 2-826 of this Code. Public notice of the cone of silence shall be included in the notice of the competitive solicitation. The city manager shall issue a written notice of the release of each competitive solicitation to the affected departments, with a copy thereof to each commission member, and shall include in any public solicitation for goods and services a statement disclosing the requirements of this ordinance.
 - (2) The cone of silence shall terminate at the time the city commission or other authorized body makes final award or gives final approval of a contract, rejects all bids or responses to the competitive solicitation, or takes other action which ends the competitive solicitation.
 - (3) Any city employee, official or member of the city commission that is approached concerning a competitive solicitation while the cone of silence is in effect shall notify such individual of the prohibitions contained in this section. While the cone of silence is in effect, any city employee, official or member of the city commission who is the recipient of any oral communication by a potential vendor or vendor's representative in violation of this section shall create a written record of the event. The record shall indicate the date of such communication, the persons with whom such communication occurred, and a general summation of the communication.

(e) *Violations/penalties and procedures.*

- (1) A sworn complaint alleging a violation of this ordinance may be filed with the city attorney's office. In each such instance, an initial investigation shall be performed to determine the existence of a violation. If a violation is found to exist, the penalties and process shall be as provided in section 1-15 of this Code.
- (2) In addition to the penalties described herein and otherwise provided by law, a violation of this ordinance shall render the competitive solicitation void at the discretion of the city commission.
- (3) Any person who violates a provision of this section shall be prohibited from serving on a City of Key West advisory board, evaluation and/or selection committee.
- (4) In addition to any other penalty provided by law, violation of any provision of this ordinance by a City of Key West employee shall subject said employee to disciplinary action up to and including dismissal.
- (5) If a vendor is determined to have violated the provisions of this section on two more occasions it shall constitute evidence under City Code section 2-834 that the vendor is not properly qualified to carry out the obligations or to complete the work contemplated by any new competitive solicitation. The city's purchasing agent shall also commence any available debarment from city work proceeding that may be available upon a finding of two or more violations by a vendor of this section.

(Ord. No. 13-11, § 1, 6-18-2013)

EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT

STATE OF FLORIDA)
: SS


COUNTY OF ~~MONROE~~ Lee)

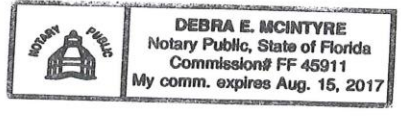
I, the undersigned hereby duly sworn, depose and say that the firm of Omni bus
Innovations Group, Inc.

provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses, per City of Key West Code of Ordinances Sec. 2-709.

By: Julia B. Davis Feb 12, 2014

Sworn and subscribed before me this 12th day of February 2014.


NOTARY PUBLIC, State of Florida at Large



My Commission Expires: 8/15/2017

APPENDICES

PROJECT TEAM RESUMES

Omnibus Innovations Group, Inc.

- Julia B. Davis, AICP

USF Center for Urban Transportation Research (CUTR)

- Rob Gregg
- Jay Goodwill
- Ann Joslin
- Mark Mistretta
- William Morris
- Chris DeAnnuntis

Julia B. Davis, AICP
4637 Vincennes Blvd. Suite 1, Cape Coral, Florida 33904
Cellular phone (239) 560-2114

Omnibus Innovations Group, Inc.
President
February 2013 to Present

Ms. Davis established this consulting firm in 2013 to make use of her 30 years of planning and administrative experience in the Transit and Paratransit industries. Omnibus Innovations Group provides planning and program management expertise for the Florida transportation disadvantaged (TD) program as well as transit planning and program management expertise to planning agencies and local and state governments. Ms. Davis is also a highly regarded trainer and presenter. Omnibus Innovations Group, Inc. is a Florida Certified DBE/WBE.

Present engagements:

- Planning Consultant to Good Wheels, Inc. Assisting with grant writing, preparation of reports, and marketing activities.
- Facilitator, *Reconnecting Lee* – An organization of Lee County citizens and design professionals who advocate for Transit Oriented Development and good neighborhood planning in Southwest Florida.
- Grant writer for local governments and agencies.
- Upcoming presentations:
 - *"Public Transit Options in Southwest Florida" for the Southwest Florida Aging Conference, April 2014*

PREVIOUS EMPLOYMENT:

Florida Department of Transportation
10/2006 to 01/31/2013 -- Transit Projects Coordinator, District One,
Intermodal Systems Development, Modal Development Office/Public Transit
Office (Fort Myers)

Provide technical assistance and contract management to several transit and paratransit agencies in a multicounty area:

- Administered transit projects (grants management) in six counties. Prepare Joint Participation Agreements (JPA); review invoices for payment; complete Single Audit checklists.
- Contract management with 10 agencies and for 25-30 contracts under state and federal transit planning, capital and operating programs.
- Reviewed Transit Development Plans (TDP) from three transit systems for compliance with Chapter 14-73, *Florida Administrative Code*.
- Represented the Department on six Local Coordinating Boards (LCBs) for the Transportation Disadvantaged. Participate in development of the Transportation Disadvantaged Service Plans (TDSPs) for each LCB.
- Represented the District on the state-wide Rural Transit Assistance Program (RTAP) committee.

- Managed the Federal Transit Administration (FTA) Section 5310 capital grant program. This grant supplies vehicles to programs for elderly and disabled people. Conduct annual training workshops. Provide technical assistance to grant applicants and grant recipients. Familiar with MAP-21 changes to the FTA 5310 program and "Designated Recipient" process.
- Developed transit projects for the FDOT Work Program.

Recognition and Accomplishments:

- Customer Service Award, Florida Department of Transportation, District One, 2010 and 2008
- Public Transportation Award, Florida Department of Transportation, District One, for outstanding contributions to the field of public transportation in the State of Florida 2007.

Southwest Florida Regional Planning Council, (SWFRPC) Fort Myers, Florida 02/1991-to 10/2006 -- Senior Planner, Transportation Disadvantaged (TD) Program Manager. Served in an executive director capacity of the Transportation Disadvantaged (TD) planning program in a four county area for four local coordinating boards.

- Implemented Chapter 427, *Florida Statutes* and Rule 41-2, *Florida Administrative Code*.
- Agenda preparation for quarterly LCB meetings.
- Wrote scopes of service, conducted procurements for Community Transportation Coordinators.
- Served on Transit Development Plan review committees for several transit systems in the Southwest Florida Region.
- Developed policy and planning issues for consideration by each county local coordinating board (LCB) and for the development and annual update of the five year Transportation Disadvantaged Service Plan (TDSP) for each project
- Monitored legislation for its potential impacts on transit and transportation disadvantaged programs.
- Provided information and education to elected officials and to the Local Coordinating Boards. Trained LCB members. Made presentations at the CTD annual conferences.
- Monitored performance of paratransit coordinators and operators. Conducted annual evaluations of Community Transportation Coordinators.
- Procured paratransit vehicles; subcontracted them to CTCs; was responsible for all phases of leasing, system safety, and vehicle maintenance.

10/1999 to 1/2000 -- Contract manager, Collier County CTC and Transit Operations

Implemented Public Transportation Operations staff services agreement between Collier County Government and the SWFRPC. Implemented and directed the startup of Collier County's contracted public transportation systems.

Recognition and Accomplishments:

- Recipient of the Commission for the Transportation Disadvantaged's "*Outstanding Local Coordinating Board of the Year*" award for my planning staff work for the Collier County Local Coordinating Board, 2001.

- Invited speaker to the 1997 Florida Legislative Session, *Senate Transportation Committee* regarding the impact of proposed legislation on the Transportation Disadvantaged (TD) Planning function and the program as a whole.
- Recipient of the Commission for the Transportation Disadvantaged's "*Outstanding Planning Agency of the Year*" award for my implementation of the TD Program in four counties with the Southwest Florida Regional Planning Council, 1996.

11/1988-01/1991 -- Assistant MPO Coordinator, Lee County Metropolitan Planning Organization. The Lee MPO was staffed by SWFRPC. Assisted Lee County Metropolitan Planning Organization MPO Coordinator with specific transportation planning tasks.

Lee County Government, Fort Myers, Florida

10/1986-10/1988 -- Equal Opportunity Specialist; Department of Equal Opportunity Minority Business Enterprise/Disadvantaged Business Enterprise (MBE/DBE)

Became a Facilitator for the County's *Investment In Excellence* leadership training program. Assisted the Director in all phases of MBE/DBE program administration. Conducted the certification process of MBE/DBE applicants, made eligibility determinations. Made presentations to community groups about the MBE/DBE program and contracting opportunities.

Lee County Government, Fort Myers, Florida

07/1982-10/1986 -- Transit Analyst, (Grants specialist)

Lee County Transit – "Lee Tran"

Assisted the Director in all phases of Lee Tran operations. Conducted randomized passenger surveys. Prepared the Transportation Improvement Program (TIP) and the Unified Planning Work Program (UPWP). Represented Lee Tran on the Lee MPO's TAC. **Updated the Transportation Development Plan (TDP)** and the Energy Contingency Plan. Prepared Civil Rights reports (Title VI and DBE.)

EDUCATION:

Bachelor of Science Degree, Man-Environment Relations: Urban and Regional Planning emphasis, the Pennsylvania State University.

Numerous continuing education courses.

CERTIFICATIONS:

Member, American Institute Certified Planners, (AICP.)

Member, Community Emergency Response Team, (CERT), Cape Coral, Florida

ROB GREGG
Director, Transit Management Program
Center for Urban Transportation Research

Areas of Expertise

Transportation Planning and Development
Organizational Management and Strategic Planning Processes
Capital Improvement Programming and Financing
Federal / State Grant Development and Administration
Advanced Public Transportation Systems (APTS) / Intelligent Transportation Systems (ITS)
Market Research, Promotion and Advertising
Paratransit Services
Transit Operations, Service Design and Scheduling

Representative Experience

- Over 38 years of experience in all aspects of public transportation including administration, planning, marketing, operations, innovation, maintenance, and technology.
- Held various executive responsibilities including interim Executive Director for LYNX.
- Overall coordinator of Budget development and adoption process (FY01 = \$90m).
- Coordinated and supported all LYNX divisions, recruited new senior management staff and has experience in organizational development.
- Developed and managed information systems, technology, innovation, research and development.
- Updated annual Transportation Development Program (TDP), strategic tool for federal, state, regional, and local coordination of mobility services.
- Refined and expanded paratransit services throughout the region
- Coordinated and advised Federal Transit Administration's (FTA's) Bus Rapid Transit (BRT) Consortium. LYNX operates a Downtown Orlando BRT circulator.
- Initiated new BRT/ITS study for Altamonte Springs area
- Developed and coordinated New Start Light Rail project for LYNX.
- Land use coordination and production of Transit Oriented design manuals.
- Conducted long range systems planning studies / developed transit master plan.
- Design and coordinator of Board retreats, strategic sessions and priority setting.
- Directed and implemented Comprehensive Operational Analysis.
- Conducted public hearings and major presentations.

Previous Positions

Assistant Executive Director, LYNX, Orlando
Planning and Development Director, LYNX, Orlando
Planning Manager, Sacramento Regional Transit District, Sacramento
Senior Planning Manager, Tampa Urban Area Metropolitan Planning Organization, Tampa
General Manager of Program Development, HART, Tampa

Education

B.A., University of Florida, 1976

ANN C. JOSLIN
Senior Research Associate
Center for Urban Transportation Research

Areas of Expertise

Transit Planning
Fleet Management
Public Transit Marketing
Welfare to Work
Transportation Demand Management
Electronic Payment Systems
Commuter Assistance
Transportation Management Associations

Representative Experience

- Prepared Transit Development Plans for a variety of Florida transit properties
- Assisted in the design and development of the Resource for Advanced Public Transportation Systems Program and the Florida Transit Planning Network
- Conducted an evaluation for the potential for privatization of fixed route services
- Served as project manager for the evaluation of an electronic payment system operational test
- Managed campus bus circulator system
- Managed transit services under contract to communities, special taxing districts, and transportation management associations
- Instrumental in development of Downtown BRT system
- Designed and implemented marketing and media campaigns to position a full array of mobility services in the business community
- Instrumental in market assessment to design new products and services as part of the five-year transit development plan process
- Developed and administered a regional commuter vanpool program
- Developed business-to-business relationship between transit agency and major international airport
- Designed and implemented interstate motorist assistance/service patrol program
- Served as founding member of three transportation management associations
- Managed commuter assistance program for a three county area
- Served as project manager for ITS electronic payment system operational test
- Assisted in all facets of public transportation agency planning and operations

Previous Positions

Manager of Business Development, Central Florida Regional Transportation Authority (LYNX), Orlando, FL.
Marketing Specialist, Caravan for Commuters, Boston, MA.

Education

B.S., Business Administration, University of Central Florida

JAY A. GOODWILL, P.E., CCTM
Senior Research Associate
Center for Urban Transportation Research

Areas of Expertise

Public Transportation
Transportation Planning
Transit Marketing
Transit System Planning
Transit Performance Analysis
ADA Planning and Implementation
Transportation Disadvantaged Planning
Transit Funding

Representative Experience

- General manager of a nationally recognized small urban transit system
- Creator of award winning transit marketing programs
- President of the Florida Public Transportation Association
- Served on the APTA Small Operators Steering Committee
- Hosted and coordinated several state and national transit conferences
- Administered local, state and federal transit grant programs
- Managed bi-county metropolitan planning organization
- Managed consultant contracts
- Prepared short and long range operating and capital budgets
- Managed the funding, design/engineering and construction of a transit operations and maintenance facility
- Participated in all aspects of bus procurement
- Participated and managed the consolidation of fixed route and transportation disadvantaged services

Previous Positions

General Manager, Sarasota County Area Transit (SCAT)
Executive Director, Sarasota/Manatee Metropolitan Planning Organization
Transit Planner/Traffic Engineer, Port Authority of Allegheny County
Senior Transportation Engineer, Allegheny County Planning Department
Graduate Teaching Assistant, University of Pittsburgh

Education

M.S., Civil Engineering, University of Pittsburgh
Masters of Public Works, University of Pittsburgh
B.S., Civil Engineering, University of Pittsburgh

Mark Mistretta
Research Associate, CUTR, 2001-Present
Center for Urban Transportation Research

Areas of Expertise

Transit Planning
Transit Peer Analysis
Survey Design and Analysis
Web Page Design
Advanced Public Transportation Systems (APTS)
Geographic Information Systems (GIS)

Representative Experience

- Responsible for and maintained the Florida Transit Planning Network (FTPN) website, listserv for the FTPN (4 years), and FTPN newsletters (8 issues).
- Responsible for and maintained the Florida Transit Marketing Network (FTMN) website, listserv, and "The Exchange" newsletters.
- Designed survey forms and collected data for the APTS Inventory of all Florida fixed route transit systems.
- Created APTS Inventory database in Microsoft Access.
- Managed FDOT District One Vehicle Inventory process (2005), conducted site visits, collected data and created database for District One's use.
- PI for the NCTR Synthesis "Fixed Route Transit Scheduling in Florida: The State of the Industry".
- Designed surveys and tabulated results concerning fixed route bus stop inventories and the fixed route transit scheduling process.
- Designed and managed onboard surveys at BCT and Palm Tran and analyzed surveys collected.
- Conducted peer and trend analyses as part of Transit Development Plans (TDPs) for JTA (twice), ECAT (twice), Bay County, Lee Tran, Martin County, Okaloosa County, Palm Tran, and St. Lucie County.
- Provided assistance in completing various TDP-related activities for JTA and Palm Tran.
- Assisted PI in writing the report "Planning Assessment Program for Florida Public Transportation Systems".
- Assisted PI in researching and evaluating the potential for privatization of LYNX fixed route services.

Previous Positions

Project Manager, LYNX, 1999-2001
Transit Planner, Manatee County Area Transit (MCAT), 1997-1999
Planning Intern, RTS (Gainesville), 1996-97

Education

M.A., Urban and Regional Planning, University of Florida, 1997
B.S., Geography, University of South Florida, 1995

WILLIAM P. MORRIS
Research Associate
Center for Urban Transportation Research

Areas of Expertise

Market Research/Marketing
Strategic Planning
Transportation Development Plans
Fare Policy
ADA Planning/Implementation
Public Involvement
Customer Service/Customer Relations
Community Outreach
Transit/MPO Planning Process

Representative Experience

- Project manager for various consultant projects
- Authored five year transportation development plans and updates
- TIP and work program development
- Preparation of grant applications
- Developed Requests for Proposals for transportation providers
- Managed fare adjustment public involvement process
- Developed and implemented Title VI programs

Previous Positions

Project Manager, Strategic Planning, LYNX (Central Florida Regional Transportation Authority), Orlando
Planner, Hillsborough Area Regional Transit Authority (HART), Tampa, Florida
Associate Planner, Alachua County

Education

Bachelor of Arts, Social Sciences, University of Florida

CHRISTOPHER P. DEANNUNTIS
Research Associate
Center for Urban Transportation Research

Areas of Expertise

Transit Operations
Service Planning
Scheduling/Runcutting
Transit Development Plans
Fare Policy
Public Involvement
Community Outreach
Customer Service

Representative Experience

- Developed Comprehensive Operations Analysis
- Project manager for monitoring transit system performance
- Developed bus schedules, runcuts and bid process
- Authored five year transit development plans and updates
- Preparation of grant applications
- Developed Requests for Proposals for technology providers
- Managed fare adjustment public involvement process
- Managed collection and summarization of NTD data

Previous Positions

Planner, Sarasota County Area Transit (SCAT), Sarasota, Florida
Scheduler, Hillsborough Area Regional Transit Authority (HART), Tampa, Florida
Planner, Hillsborough Area Regional Transit Authority (HART), Tampa, Florida
Planner, Greiner, Inc., Tampa, Florida

Education

Bachelor of Science, Economics, Florida State University

REFERENCES

REFERENCES

For Julia B. Davis, AICP:

Charlotte County-Punta Gorda Metropolitan Planning Organization
Collier County, Public Services Division, Alternative Transportation Modes
Wayne Gaither, Principal Planner

For Omnibus Innovations Group, Inc.:

Good Wheels, Inc.

For USF Center for Urban Transportation Research (CUTR)

City of Homestead, Florida



**Charlotte County-Punta Gorda
METROPOLITAN PLANNING ORGANIZATION**

East Port Environmental Campus

25550 Harbor View Road, Suite 4, Port Charlotte, FL 33980-2503 (941) 883-3535 883-3534 (F)

E-Mail: office@ccmpo.com

Website: www.ccmpto.com

Commissioner Christopher G. Constance
Chairman

Robert M. Herrington
MPO Director

February 11, 2014

RE: Reference for Ms. Julia B. Davis

To Whom It May Concern:

In the transit planning arena, I have had the distinct pleasure of dealing professionally with Ms. Julia B. Davis for the last 14 years. Initially, we were fellow transit planners in adjoining Southwest Florida transportation planning agencies. Ms. Davis generously shared her vast transit knowledge with me in my rookie days, especially regarding the planning side of Florida's Transportation Disadvantaged (TD) program. I very much appreciated her patience and excellent instructional skills.

More recently, I have interacted with Ms. Davis in her capacity as a Florida Department of Transportation (FDOT) Public Transit Office (PTO) liaison to the Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO), as well as a multitude of other local agencies. Besides serving as the FDOT representative to the Charlotte County Local Coordinating Board and our "go-to" transit grants contact on everything from applying to invoicing, Julia was a valued Transit Development Plan (TDP) expert. She worked with MPO and Charlotte County Transit staff at every stage of TDP development. The MPO's consultant on the 2009 Charlotte TDP project was the Center for Urban Transportation Research (CU'IR) at the University of South Florida. In her position as FDOT District One's PTO representative, Ms. Davis skillfully guided us through scope of services development, TDP steering committee participation, document adoption by elected bodies, final plan submission, approval by FDOT, and preparation of annual TDP progress reports. Her knowledge of the requirements of the state TDP rule (14-73.001, FAC) is truly extensive. Ms. Davis also brings to the table superb communication and people skills, in addition to her tremendous attention to detail.

I can highly recommend Ms. Davis for the opportunity that you have available.

Should you require any further information from me, please contact me at (941) 639-5239.

Sincerely,

Wendy W. Scott
Planner


Collier County
Public Services Division
Alternative Transportation Modes

February 12, 2014

Subject: Letter of Reference for Julia Davis

To whom it may concern:

I have had the pleasure of working with Julia Davis over the past ten (10) years while she was a Planner with Florida Department of Transportation (FDOT). In that capacity with the State Mrs. Davis was responsible for ensuring Transit Agencies complies with applicable State regulations and at the same time working with the transit agencies to obtain resources necessary to maintain and/or enhance the provision of services to their community.

Mrs. Davis did a phenomenal job balancing her responsibilities and providing guidance towards the successful administrations of transit properties. Mrs. Davis is the consummate professional and very detail oriented.

She has also been very active outside of her State functions in the State Planning Association. Her contributions to the profession have been very valuable in the coordination of Land Use Planning with transportation and its alternative modes.

Please accept this letter as my recommendation of Mrs. Davis to work with your company.

Sincerely,



Michelle Edwards Arnold, Director
Alternative Transportation Modes Department

February 13, 2014

Re: Reference Letter for Julia B. Davis

To Whom It May Concern:

I've had the opportunity to work with Ms. Davis in her capacity as Transit Project's Coordinator with FDOT and interact with her in her current role in the private sector. In both career roles, Ms. Davis has shown a vast understanding of the field of transit planning and grants as well as a strong knowledge concerning the transit related activities occurring locally, regionally, and nationally. Her experience in the transit industry and her ability to easily interact with both the private and public sectors have always made her an important resource. In addition to her professional experience, Ms. Davis goes above and beyond the necessary to ensure that whatever she is working on is completed promptly and accurately.

Through the work that was done during the Major Update to LeeTran's Transit Development Plan, Ms. Davis, in her role with FDOT as the Transit Project's Coordinator, was involved in many of the aspects of the project. Initially, as a stakeholder and as the project progressed she was able to provide input which concluded with creation of our latest TDP.

I can recommend Ms. Davis for the opportunity of working on a Major TDP upate.

Sincerely,

A handwritten signature in cursive script that reads "Wayne Gaither".

Wayne Gaither
Principal Planner, LeeTran

Good Wheels

Transportation for the Disabled and Disadvantaged

10075 Bavaria Road, S. E. • Fort Myers, Florida 33913

February 13, 2014

Thomas F. Nolan
CEO/CFO

Board of Directors

Joni Logan
Chairman of the Board

Glee Duff
Vice Chairman

Gen. James L. Dozier
Secretary

Fred Atkins
Treasurer

Rosalie Berlin

Janet Getchel

Viva Robinson

Lucinda Tevlin

Alan Katzman
Emeritus

To Whom It May Concern:

Over the past ten (10) years in my executive capacity at Good Wheels, Inc., I've met and had significant business dealings with Julia Davis. As The Community Transportation Coordinator (CTC) for three (3) counties in Southwest Florida, Good Wheels, through the state's transportation commission, is accountable to the Florida Department of Transportation as a key source of its funding.

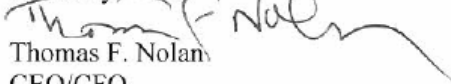
This interdependency created an ongoing and critical relationship between Good Wheels management staff and Ms. Davis in her role as FDOT's administrator responsible for a broadly defined state territory inclusive of our counties. Julia's knowledge of FDOT policy, procedure, legalities, and pending developments were invaluable to our business.

Her very important attribute that made the long-term interaction so successful was her ability to work at all levels of our organization and therefore to be able to share the full range of knowledge she had gained throughout her career with FDOT.

As a final testament to our confidence in Julia Davis' talents, following her retirement last year from FDOT, I sought and received full Board support to engage occasional consulting assistance from Julia in her new business. We have done so with outstanding success.

I'm more than glad to discuss this reference further with any interested party.

Sincerely,


Thomas F. Nolan
CEO/CFO
239.768.2900 ext. 208



Main Phone 239.768.2900 Dispatch 239.768.6185 Fax 239.768.6187 Glades & Hendry 800-741-1570
Don't forget to donate \$1.00 to the Transportation Disadvantaged Trust Fund the next time you renew your car tag!



City Council

Jeff Porter
Mayor

Stephen R. Shelley
Vice Mayor

Jon Burgess
Councilman

Patricia Fairclough
Councilwoman

Elvis R. Maldonado
Councilman

Judy Waldman
Councilwoman

Jimmie L. Williams, III
Councilman

George Gretsas
City Manager

City Hall

650 N.E. 22 Terrace
Suite 100
Homestead, FL 33033
305-224-4400
www.cityofhomestead.com

February 5, 2014



Mr. Rob Gregg
Center for Urban Transportation Research (CUTR)
University of South Florida
4202 E. Fowler Avenue
Tampa, Florida 33620-5375

Dear Mr. Gregg:

Re: Homestead National Parks Trolley program

On behalf of The City of Homestead, Biscayne National Park, Everglades National Park, Miami-Dade County Homestead Bayfront Park, and the National Parks Conservation Association (NPCA), Ms. Jackie Crucet & I would like to express our sincerest gratitude to your team at the Center for Urban Transportation Research for your guidance in the creation of our National Parks Trolley service. It is because of your commitment and expertise that the City of Homestead's National Parks Trolley program has experienced good ridership numbers in its first month of operation.

The knowledge and time that you, Mr. Bill Morris, and Mr. Chris DeAnnuntis donated to this exciting new program exceeded our expectations. Your input provided invaluable information and advice on how to structure the core trolley operations such as routes, wait times and what information was essential to provide the riders.

The grand opening on January 4, 2014, was well attended by residents, dignitaries, and tourists. The first weekend alone serviced 390 riders with nothing but positive feedback. Additionally, the National Parks Trolley has received both statewide and national press coverage due to its ground breaking achievement of being the first service of its kind to offer free public transportation to two national parks.

This program has great potential to bring additional commerce to our City's historic downtown businesses and more importantly provide greater access to our neighboring National Parks. Thank you again for your dedication and contribution to this great project. If you have any questions or concerns, please contact me at (305) 224-4454.

Sincerely,

Vice Mayor Stephen R. Shelley

SS/hp