



Florida Department of Transportation

RICK SCOTT
GOVERNOR

801 North Broadway Avenue
Bartow, FL 33830

ANANTH PRASAD, P.E.
SECRETARY

December 27, 2016

Mr. William Steele, Transit Division Manager
Manatee County Area Transit
1108 26th Avenue East
Bradenton, FL 34208

**RE: Fiscal Year 2016/2017 FTA Section 5310-40
Enhanced Mobility of Seniors and Individuals with Disabilities Operating
Assistance
Contract Number: ARO42
FPID Number: 438959-1-84-02
Notification of Funding**

Dear Mr. Steele:

Your agency has complied with all of the program requirements necessary to qualify as a recipient of an annual allocation of Federal Transit Administration (FTA) Section 5310-40, Enhanced Mobility of Seniors and Individuals with Disabilities Operating Assistance Program funding. As you may recall, a multi-year Joint Participation Agreement (JPA) for the FTA Section 5310-40 Program was executed on January 2, 2015; hence, annual JPAs are no longer required. However, a Multi-Year JPA Notification of Funding form is needed and is attached.

The form has a space for a required signature from the authorized agency representative as per the Resolution. Once signed, the form should be returned to me for further processing. Should you have any questions, please feel free to contact me at pamela.barr@dot.state.fl.us or 239-225-1972.

Sincerely,

Pamela Barr
Passenger Operations Specialist

Attachments

cc: Michelle Peronto, Transit Programs Administrator, Modal Development Office, FDOT



RICK SCOTT
GOVERNOR

801 North Broadway Avenue
Bartow, FL 33830

JIM BOXOLD
SECRETARY

**Fiscal Year 2016/2017
MULTI-YEAR JOINT PARTICIPATION AGREEMENT
NOTIFICATION OF FUNDING**

In accordance with the terms of the Joint Participation Agreement between Manatee County Board of County Commissioners 1108 26th Avenue East: Bradenton, Florida 34208-3928, and the Department, FTA Section 5310 - Operating Funding identified by contract number ARO42 and project number 438959-1-84-02; the Department has encumbered \$151,587.00 using project number 438959-1-84-02.

Upon signature by your agency and the Department, eligible project costs may be incurred. **Costs incurred prior to full execution of this form will not be eligible for reimbursement.**

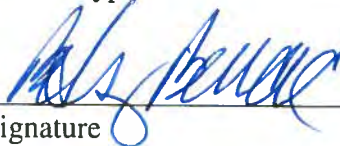
DEPARTMENT REPRESENTATIVE

AGENCY REPRESENTATIVE

Paul A. Simmons
Name: Typed or Printed

Betsy Benac, Chairman
Name: Typed or Printed

Signature


Signature

Date

January 24, 2017
Date



ATTEST: MANATEE COUNTY
CLERK OF CIRCUIT COURT AND
COUNTY COMPTROLLER
BY: Rubin Tubb, DC
DEPUTY CLERK

Standard Lobbying Certification Form

The undersigned Manatee County Board of County Commissioners certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

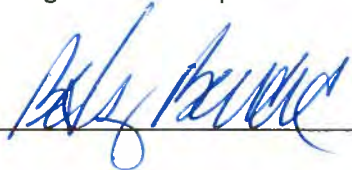
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96)]. Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, *et seq.*)

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Contractor, Manatee County Board of County Commissioners, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, *et seq.*, apply to this certification and disclosure, if any.



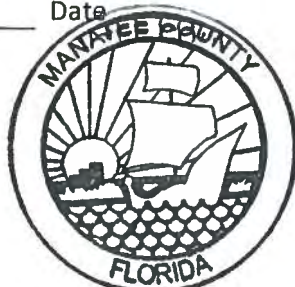
Signature of Contractor's Authorized Official

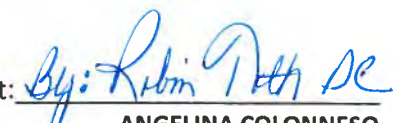
Betsy Benac, Chairman

Name and Title of Contractor's Authorized Official

January 24, 2017

Date



Attest: 
ANGELINA COLONNESO
Clerk of the Circuit Court


DISCLOSURE OF LOBBYING ACTIVITIES

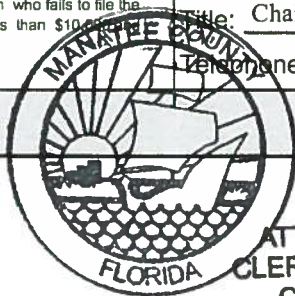
Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

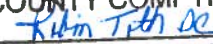
Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 16	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Manatee County Board of County Commissioners Manatee County Area Transit 1108 26th Avenue East Bradenton, FL 34208-3928 Congressional District, if known: 16	
6. Federal Department/Agency: Federal Transit Administration	7. Federal Program Name/Description: Federal Transit Formula Grant CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> Hunsicker, Charlie, A Manatee County Board of County Commissioners Parks and Natural Resources 5502 33rd Avenue Drive West Bradenton, FL 34209	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> Nicholas Azzara	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Betsy Benac</u> Title: <u>Chairman, Board of County Commissioners</u> Telephone No.: <u>(941) 745-3700</u> Date: <u>01/24/17</u>	
Federal Use Only:	Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	



ATTEST: MANATEE COUNTY
 CLERK OF CIRCUIT COURT AND
 COUNTY COMPTROLLER
 BY: 
 DEPUTY CLERK

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

January 24, 2017 - Regular Meeting
Agenda Item #18

Approved in Open Session 1/24/17,
Manatee County
Board of County Commissioners

Subject

Federal Transit Administration Section 5310 FY 2016/17 Enhanced Mobility of Seniors & Individuals with Disabilities Joint Participation Agreement Notification of Funding: Contract No. ARO42; FPID No. 438959-1-84-02

Briefings

None

Contact and/or Presenter Information

William P. Steele, Transit Division Manager, William.Steele@mymanatee.org, (941) 747-8621 x7440

Chad Butzow, P.E., Deputy Director of Field Operations Services, Chad.Butzow@mymanatee.org, (941) 708-7450 x7432

Action Requested

- Authorization for the Chairperson to execute the Joint Participation Agreement (JPA) Notification of Funding (NOF) with the Florida Department of Transportation (FDOT) for Federal Transit Administration (FTA) Section 5310 "Enhanced Mobility of Seniors and Individuals With Disabilities" program State Fiscal Year 2016/2017 operating funding in the amount of \$151,587; and
- Authorization for the Chairperson to execute the Standard Lobbying Certification and Disclosure of Lobbying Activities forms.

Enabling/Regulating Authority

Chapter 341, Florida Statutes; Rule 41-2, Florida Administrative Code; Plan 6.0 Mass Transit Element; Resolution R-14-162; Resolution R-16-014.

Background Discussion

- The FTA Section 5310 Grant Program is a Federal Transit Administration program which provides funding to support transportation services to meet the special needs of the elderly and persons with disabilities.
- The 5310 grants are used by Manatee County for capital and/or operational expenditures to support MCAT Paratransit (i.e. Handy Bus) services. The FDOT serves as the "Designated Recipient" for the FTA Section 5310 Program and eligible applicants must apply to the FDOT for FTA Section 5310 program funding.
- On January 26, 2016, the Manatee County BCC adopted Resolution R-16-014, which authorized the submission of FTA Section 5310 grant applications for capital and operating assistance in State Fiscal Year 2016/17.
- On December 27, 2016, the Notice of FTA Section 5310 Grant Award FPID No. 438959-1-84-02/Contract No. ARO42, SFY 2016/17 was received from the FDOT. The grant award notice is for operating assistance funding to assist Manatee County in meeting the special needs of the elderly and

individuals with disabilities and maintain the existing level of paratransit service. The funding award is \$151,587.

- Operating funding is a 50/50 cost sharing program with the FTA. The Manatee County \$151,587 local share required to meet grant criteria is currently allocated to the FY 2016/2017 Paratransit operating budget to support the Manatee County share of costs.
- The FTA Section 5310 operating assistance program affords an opportunity to support the Handy Bus program to benefit service delivery for the elderly and persons with disabilities in our community. Receipt of the this funding is budget dependent each fiscal year and thus is not planned for additional service or staffing. It is realized as a cost savings for the year by the County for the services it provides.
- On October 21, 2014, the Manatee County Board of County Commissioners (BCC) approved and executed Resolution R-14-162 authorizing the execution of a multi-year JPA with the Florida Department of Transportation (FDOT) for Section 5310 Federal Transit Administration (FTA) Program funding. The JPA was fully executed and signed on January 2, 2015, and will remain in effect until December 29, 2017. Annual JPAs are not required; however, execution of the JPA Notification of Funding (NOF) form is required in order to receive the annual funding allocation.
- The FTA Section 5310 operational funding is utilized to maintain the existing level of paratransit (i.e., Handy Bus) service, as continuing Section 5310 operating assistance allocations cannot be guaranteed. In fact, operating assistance allocations are secondary to the demand for capital funding each year.

County Attorney Review

Not Reviewed (Utilizes exact document or procedure approved within the last 18 months)

Explanation of Other

Reviewing Attorney

N/A

Instructions to Board Records

Please return two (2) signed copies (in blue ink) of 5310 Notification of Funding, Disclosure of Lobbying Activities, and Standard Lobbying Certification Forms to Edrick Sweeting, Grants Administrator, Edrick.Sweeting@mymanatee.org, x7354, to be forwarded to the Florida Department of Transportation. A fully executed, signed Notification of Funding will be forwarded to Board Records upon return.

Distributed 1/25/17, RT

Cost and Funds Source Account Number and Name

435-0012100 Para Transit Operating: \$151,587 County Matching Funds; \$151,587 FTA Funds, Total \$303,174

Amount and Frequency of Recurring Costs

The portion of expense in the above cost center is revenue from FDOT.

Attachment: [Manatee County 5310 NOF 2 12 20 16.pdf](#)

Attachment: [Standard Lobbying Certification Form.pdf](#)

Attachment: [Disclosure of Lobbying Activities Form LLL.pdf](#)