COMMITTEE MEMBERSHIP

Strategic Planning and External Relations Committee Roles and Responsibilities

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

Strategic Planning and External Relations Committee Virtual Meeting ~ April 20, 2020

Meeting Minutes
Attendance Sheet

3. PUBLIC COMMENT (3 MINUTES PER SPEAKER)

4. PRESENTATIONS

a. Envision 2030 Draft Regional Transit Development Plan (RTDP)
   Bill Ball, AICP, Chief Operating Officer at Tindale Oliver

   Overview:
   Tampa Bay Area Regional Transit Authority (TBARTA) representative will present on the progress of the Envision 2030 Regional Transit Development Plan (RTDP). This RTDP is TBARTA’s first TDP in their new designation.
   Presentation Cover Page
   Presentation

b. Legislative Services Procurement
   John Edmondson, Director of Procurement and Contracts

   Overview:
   In this presentation, staff will explain the procurement process, timeline, and the intended
outcomes of the procurement activity and subsequent contract award.

**Plant City Transit Master Plan Study**
Vishaka Shiva Raman, Project Manager at MPO

Overview:
Metropolitan Planning Organization (MPO) staff will present an overview of this short-term planning study. The purpose of this study is to conduct a transit service master plan study for Plant City.

5. **ADJOURNMENT**
The Strategic Planning & External Relations Committee advises on developing specific objectives, strategies, and tactics to implement the Agency’s operations and service development strategic plan, along with measurements that ensure the success of the plan. This Committee reviews the plans pertaining to expansion of HART services and facilities.

The Strategic Planning & External Relations Committee develops HART's Legislative Policies and Government Relations Priorities; advises the Board of Directors of the official positions of the local, state, and federal entities concerning legislative matters pertaining to the operations, development, and funding of the Authority. The Strategic Planning & External Relations Committee reviews HART’s goals for external brand image as well as the marketing and community engagement strategies.

Subject Areas:

a. Recommend annual state and federal legislative agendas for the Board’s approval.

b. Make recommendations regarding the selection of a lobbyist, interact with the lobbyist, and advise the HART Board of Directors of the official position of the local, state, and federal entities concerning legislative matters pertaining to the operations, development, and funding of the Authority, including long-range capital and operating projects.

c. Review and recommend to the full Board of Directors the Transit Development Plan (TDP), the Metropolitan Planning Organization’s (MPO) Long Range Transportation Plan and Transportation Improvement Plan, as well as other system and corridor level plans with transit elements.

d. Review requests for proposals for planning, engineering, architectural, design and other project-related consultant services.

e. Review and recommend project studies, plans, and designs; comprehensive operations analyses, Capital Improvement Plan, system reviews, and service delivery strategies; acquisition, use, lease, sale or disposal of real property belonging to HART.

f. Review and recommend interlocal agreements and amendments to such agreements that are necessary to implement projects.

g. Review and make recommendations to the Board of Directors on land use related to the Agency and property acquisition and disposal.

h. Provide guidance for Transit Oriented Development strategies.

i. Provide insight on the creation of a TOD policy plan.

j. Provide critical input to the project team on the implications of the project in terms of community vision, implementation strategies, environmental issues, challenges and opportunities.

Meeting Frequency:
The Strategic Planning & External Relations Committee shall meet on a monthly basis.

Membership:
The Strategic Planning & External Relations Committee shall be comprised of seven members.
The meeting location was changed from in-person at the HART Administrative Office to a virtual meeting pursuant to Executive Order Number 20-69, issued by the Governor of the State of Florida on March 20, 2020, and section 120.54, Florida Statutes. Due to social distancing, the Board room in the Ybor Administrative Office was only accessible for personnel facilitating the meeting.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 11:00 a.m. by Committee Chair Kemp. Pledge of Allegiance followed.

Danielle Arthur, Board Administrator, performed the roll call for attendance. Committee members Harden, Kemp, McClain, Mechanik, and Overman was present. Committee members Castor and Shanahan were absent.

Julia Mandell, HART General Counsel, read the Rules for Committee Participation into the record.

APPROVAL OF MINUTES

Committee member McClain moved and Committee member Harden seconded approval of the minutes from the February 17, 2020 Strategic Planning and External Relations Committee meeting. Ms. Arthur performed a roll call vote. Committee members Kemp, Harden, McClain, Mechanik, and Overman voted aye. The motion carried unanimously.
PUBLIC COMMENT
Ms. Mandell read the Rules for Public Participation into the record.

No one pre-registered to provide public comment.

PRESENTATIONS

a. **Plant City Transit Master Plan Study**

Committee member Overman moved and Committee member McClain seconded a motion to postpone the presentation, Plant City Transit Master Plan Study, to the next Strategic Planning and External Relations Committee Meeting. Ms. Arthur performed a roll call vote. Committee members Kemp, Harden, McClain, Mechanik, Overman, and Shanahan voted aye. The motion carried unanimously.

b. **FY 2026 Transportation Improvement Priorities (TIP)**

Christopher Cochran, Director of Service Development, provided an overview presentation of the FY2026 Metropolitan Planning Organization (MPO) TIP. This list is set to be voted on for approval by the MPO Board in June 2020. A full copy of the presentation is available upon request from the Board Administrator at arthurd@gohart.org.

Committee member Overman noted that the presented list appears to be in line with the priorities regarding growth and maintenance of the HART system even though the list projects five years in the future. She pointed out that the Hillsborough County Board of County Commissioners chose not to pursue reserving the transportation surtax through a referendum and the Florida Supreme Court has not yet rendered a decision on the case validating the funding. Committee member Overman inquired how many items on the priority list presented are dependent on surtax funds. She further inquired if it was safe to assume that any of the projects funded by FDOT would require matching HART funds.

Mr. Cochran responded that most of the projects would require matching funds if FDOT money is utilized. He added that in reviewing the list, all but two or three of the projects would be dependent on surtax funding.

Committee member Overman asked for confirmation that almost all of the projects on the priority list would require funding (such as transportation surtax funding) beyond the means of HART’s current budget.

Mr. Cochran answered affirmatively and stated that regardless of the funding source, the Agency is required to submit the list of priorities annually to the MPO to be placed on a consolidated list that is sent to FDOT.

Cyndy Stiglich, Interim Chief Financial Officer, explained that annually, staff compiles a list of priorities for the next five years. She gave a brief summary of the funding received since 2017. Ms. Stiglich stressed that while staff creates a list with hundreds of millions of dollars for priorities, the amount of funding that is actually received is often significantly less. She further explained that the major source of funding comes through FTA grants. Ms. Stiglich stated that HART currently uses toll revenue credits as matching funds for these grants. She added that while HART does need to show a 20% match, it is
done as a soft match through FDOT. Ms. Stiglich stressed that there are several projects on the priority list that far exceed what will be received through this process; and noted that these projects are also on the transportation surtax funding priority list. She summarized that the projects on the presented list would require an alternate form of funding if not provided through the TIP process.

Committee member Mechanik commented that the transportation surtax is still legally being imposed and collected. He suggested that for the time being, the Board should proceed based on the current state of affairs and revisit this discussion only if those circumstances change.

Committee Chair Kemp commented that she believed that it is important that this presentation and list of priorities be reviewed by the HART Board for approval as this is what the Agency is designating for the future. She noted that creation of this list should not be a staff activity, but rather an action by the Board, to set the priorities for the future.

Committee member Overman moved and Committee member Mechanik seconded a motion to move forward the presentation FY 2026 Transportation Improvement Priorities (TIP) to the May 4, 2020 Regular Board of Directors Meeting. Ms. Arthur performed a roll call vote. Committee members Kemp, Harden, McClain, Mechanik, Overman, and Shanahan voted aye. The motion carried unanimously.

c. State Legislative Post-Session Report - 2020

Mark Delegal, Partner at Holland and Knight, presented an overview from the 2020 legislative session and an outlook of the upcoming session as HART takes into consideration the current political and pandemic climate. A full copy of the presentation is available upon request from the Board Administrator at arthurd@gohart.org.

Committee member Shanahan referred to the bond legislation, and asked if the options were a 20-year length bond or no bond at all, if the lobbyist would still oppose the 20-year length bond. She stated her opinion that it is wise to validate requests for money after certain timeframes and that a thorough review of how that money is spent is also necessary.

Mr. Delegal responded that the legislation originally presented was to cap any bond at 20 years, but the measure did not get any traction and it remains at 30 years. He continued that bonds can be validated in any timeframe shorter than that if the local jurisdiction prefers.

Committee member Harden inquired if the 20-year timeframe includes the bond issuing timeframe thus limiting the amount of time the bond is valid.

Mr. Delegal answered affirmatively.

Committee member Overman commented that capital investments would require bonding and several bond markets require a 20-30-year maturity for capital investments. She added that the 20-year cap would limit the bond markets and affect the pricing of the underwriting. Committee member Overman stressed that this does matter in terms of creating capital investment funds for the future.

Committee Chair Kemp asked for clarification that most federal grants require 30-year funding matches.
Mr. Delegal stated that he is unaware of the funding match requirements for federal grants.

Committee Chair Kemp commented that she has heard of a 30-year funding requirement several times in reference to federal grants. She added that a 20-year cap would hinder the ability to apply for some of those federal grants.

Ms. Stiglich confirmed that for the more substantial sized grants, such as BUILD and Small Starts, the bonds would need to be valid for at least 30 years. She noted that she cannot confirm that the 30-year term is mandated, but the federal government likes to see that the local match can sustain the project.

Committee member Kemp noted that the 20-year cap could negatively affect the ranking in receiving federal grants as they will not want to invest in a project that does not have local or state support.

Committee member Mechanik commented that his understanding is that the 30 years is geared toward the useful life of the project proposed.

Committee Chair Kemp spoke about the budget for the current year in Tallahassee, and asked Mr. Delegal to speak about the funding available for transportation in the coming fiscal year.

Mr. Delegal commented that there are a lot of perspectives of what will happen as a result of the pandemic in the coming months, but he will offer his opinion based on his knowledge. He said the good news was that there was a growth in revenue beyond projections; however, the revenue for fiscal year 2019-2020 will be an issue. Mr. Delegal stated that one of the questions facing the state is how much revenue will be lost and if there will be enough in the reserves to cover it. He added that Florida is expected to receive about $4 billion in funds from the CARES Act for COVID-19 related expenses; which leads to the question of whether the loss of state revenues will be considered a COVID-19 related expense or will it only cover expenses directly related to the management, containment and treatment of the virus. Mr. Delegal also explained that there will be about half a billion dollars saved from the state Medicare system because the federal government has stepped up their portion of the expenses. He summarized that in response to revenue losses due to COVID-19, there is some thinking that federal dollars may help to fill the gap in funding; but there is another school of thought that if that funding does not come through, Florida will be in a dire financial state and will have to do dramatic reductions. Mr. Delegal stated his optimism that the state will weather this and there will not be a need for extreme reductions in the budget.

Committee member Kemp asked if Mr. Delegal expects special sessions to be conducted for the budget purposes.

Mr. Delegal responded that the decision to hold a special session has not been made yet at this point and the odds of it happening are split. He noted that, in the Fall there may be a session to trim some of the budget at the Governor’s request or the Governor could radically reduce the budget for fiscal year 2020-2021 through the veto process to avoid having to go back through a budget reduction process. Mr. Delegal noted that there are a lot of mitigating factors for these decisions, such as when the economy rebounds how much money will be available to the states to make up for the loss in revenue.
Committee member Overman stated that she has been reviewing all available assistance programs; and there are quite a few available for transportation agencies to mitigate losses from COVID-19. She referred to the Hillsborough County Board of County Commission’s decision to not preserve the transportation surtax funding because of the pandemic situation. Committee member Overman asked if the funds become available from the pending lawsuit, would the influx of funds adversely affect the Agency’s ability to receive CARES Act funding.

Mr. Delegal deferred the question to Ms. Stiglich.

Committee member Kemp stated this topic could be scheduled as a general discussion item in the future.

**INFORMATION ITEMS**

a. **Automatic Passenger Counter Validation for NTD Reporting**
   Mr. Cochran gave a brief overview of the automatic passenger counters and the new requirement for the National Transit Database (NTD) reporting.

b. **COVID-19 Response Communication**
   Jacqueline Halldow, Chief Communications and Marketing Officer, introduced the tracker attached to information item and explained how staff is using it to effectively transmit messages within the Agency and to the community.

**NEW BUSINESS**
Committee Chair Kemp stated that she would like to see brought back to this Committee and the Board, a fixed route service for the downtown area. She suggested a presentation from HART staff and the Tampa Downtown Partnership with cost models. Committee Chair Kemp asked that the information be placed on the Agenda.

**ADJOURNMENT**
The meeting adjourned at 12:01 p.m.
### BOARD ATTENDANCE LOG

**Meeting:** Strategic Planning and External Relations Committee Meeting  
**Date:** 04/20/2020

<table>
<thead>
<tr>
<th>NAME</th>
<th>PRESENT</th>
<th>ABSENT</th>
<th>AFTER ROLL CALL</th>
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<tbody>
<tr>
<td>Commissioner Pat Kemp - CHAIR</td>
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<td>Adam Harden – VICE CHAIR</td>
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<td>Mayor Jane Castor</td>
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<td>Richard A. McClain</td>
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<td>David Mechanik</td>
<td>X</td>
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<tr>
<td>Commissioner Kimberly Overman</td>
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<tr>
<td>Kathleen Shanahan</td>
<td>X</td>
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<td>Joined at 11:05 a.m.</td>
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### COMMITTEE MEMBERS

### OTHER BOARD MEMBERS PRESENT

- Marvin Knight
- Commissioner Lesley “Les” Miller
- Councilman Gil Schisler
- Commissioner Mariella Smith
- Councilmember Luis Viera
- Melanie Williams

### STAFF PRESENT

- Danielle Arthur
- Ruthie Reyes Burckard
- Christopher Cochran
- Dexter Corbin
- Scott Drainville
- John Edmondson
- Jacqueline Halldow
- Lorena Hardwick
- Crystal Hundley
- Nicole McCleary
- Colin Mulloy
- Lena Petit
- Carolyn House Stewart
- Cyndy Stiglich
- Frank Wyszynski

### OTHERS

- Julia Mandel, Gray Robinson
- Mark Delegal, Holland and Knight
PRESENTATION

Envision 2030 Draft Regional Transit Development Plan (RTDP)

The vision of the Tampa Bay Area Regional Transit Authority (TBARTA) is a world-class regional transit system that connects and moves the Tampa Bay region. To achieve this vision, TBARTA is charged with planning, developing, funding, implementing, and operating a regional system that will connect Hernando, Hillsborough, Manatee, Pasco, and Pinellas counties.

TBARTA is pleased to present Envision 2030, the first Regional Transit Development Plan for Tampa Bay. Envision 2030 is an incremental plan to set TBARTA on a path to achieving its vision. In addition, the plan includes a Call to Action to take our region to the next level in regional transit connectivity. The benefits of a regional transit approach are undeniable—providing more mobility options, increasing access to jobs, attracting more business and talent, stimulating economic development, and enhancing our overall quality of life.

Envision 2030 includes a Regional Transit Vision Network (unconstrained by funding and timeframe) and three 10-year scenarios: (1) Status Quo Scenario, (2) Low-Impact Scenario, and (3) High-Impact Scenario.

Prepared by: Christopher Cochran, Director of Service Development
Approved by: Carolyn House Stewart, Interim Chief Executive Officer
DRAFT Regional Transit Development Plan (RTDP)

Bill Ball, AICP, Chief Operating Officer
Tindale Oliver

HART Strategic Planning and External Relations Committee Meeting
May 18, 2020

TBARTA
Tampa Bay Area Regional Transit Authority
Envision 2030

• What and Why?
• Regional Transit Vision
• Envision 2030 10-Year Plan
• Call to Action and Recommendations
• Next Steps
What is Envision 2030?

Requirement for Funding

Strategic Blueprint

Marketing/ Promotional Tool
Why Envision 2030?

- Leverage value provided today
- Improve quality of life with mobility options
- Support economic development, job access, and regional competitiveness
- Provide seamless transit experience
- Improve regional connectivity to major destinations and sporting/cultural events
- Slow congestion growth over time
Defining Regional Transit

Proposed elements:

- Intercounty transit project
- Phase of an intercounty transit project
- Connects regional activity/employment centers

Consensus on Regionalism

- Agreement on high-level definition
- Increase coordination with member governments
- Focus on commuters and premium transit services

TBARTA Board consensus
Regional Transit Vision Network

How were the regional improvements (needs) identified?

Which services should be TBARTA’s responsibility?
Regional Transit Vision

Proposed TBARTA Responsibility:

- Regional Rapid Transit
- Intermodal Centers
- Other Regional Rapid Transit
- Rail Transit
- Passenger Ferry
- Express Bus

Other Regional Projects

- Commute Tampa Bay
- Regional Transportation Disadvantaged (TD)
Regional Transit Vision

Proposed Local Agency Responsibility:

• Existing & Proposed Regionally Significant Local Routes
Regional Transit Vision

Proposed Responsibility:

• TBARTA
• Local Agency

Other Regional Projects
• Commute Tampa Bay
• Regional Transportation Disadvantaged (TD)
**Envision 2030 10-Year Plan**

3 Investment Scenarios

1. Scenario 1: Status Quo
2. Scenario 2: Low-Impact
3. Scenario 3: High-Impact
**Envision 2030 10-Year Plan**

### Status Quo Scenario

Maintain current TBARTA operations

<table>
<thead>
<tr>
<th>Operations</th>
<th>Capital</th>
<th>Planning</th>
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<tbody>
<tr>
<td>Agency operations at today’s level</td>
<td>Budgeted capital improvements</td>
<td>Regional Rapid Transit PD&amp;E Study</td>
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<tr>
<td>Commute Tampa Bay program</td>
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<td>Innovative Transit Technology Study</td>
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<td>Regional Ferry Service Study</td>
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<td>Envision 2030 major update/progress reports</td>
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Revenue assumptions:
- No new sources assumed
Envision 2030 10-Year Plan

Low-Impact Scenario

Status Quo Scenario + operate/improve existing express bus routes

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<tr>
<th>Operations</th>
<th>Capital</th>
<th>Planning</th>
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<tbody>
<tr>
<td>Assume responsibility for existing 100X, 300X, and 275LX services</td>
<td>Buses to operate existing express services</td>
<td>Regional TD Needs Study to inform implementation</td>
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<tr>
<td>100X + 300X frequency improvements</td>
<td>Buses to improve frequencies</td>
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Revenue assumptions:
- TBARTA eligible for block grant
- Required local match for block grant
- FDOT Urban Corridor grant funds for existing express services
- Express bus fares
Envision 2030 10-Year Plan

High-Impact Scenario
Low-Impact Scenario + high priority regional services/projects

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<th>Operations</th>
<th>Capital</th>
<th>Planning</th>
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<tr>
<td>New regional express bus service (6 routes)</td>
<td>Buses for new express routes</td>
<td>Advance planning for transit technologies</td>
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<td>Regional Rapid Transit (Phase 1)</td>
<td>Regional Rapid Transit (Phase 1)</td>
<td>PD&amp;E for RRT extension to Sarasota County</td>
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<td>Agency Expansion with Envision 2030</td>
<td>Westshore &amp; Gateway Intermodal Centers</td>
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<td>Cross-Bay &amp; MacDill AFB Ferry</td>
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Revenue assumptions:
- TBARTA receives 10% of the regional population allocation in the block grant
- Required local match for additional block grant funds
- Fares from new express routes
Envision 2030
10-Year Plan

Scenario 3: High-Impact Scenario
## Status of Major Transit Projects

### Major Transit Capital Projects in Project Planning or Development

<table>
<thead>
<tr>
<th>Regional Projects</th>
<th>Feasibility Study/Initial Coordination</th>
<th>Alternatives Analysis</th>
<th>Concept Design</th>
<th>FTA Capital Investment Grant Application</th>
<th>Preliminary Engineering/Design (30%)</th>
<th>Final Design (60%, 90%, 100%)</th>
<th>In Operation</th>
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<tr>
<td>Cross Bay Ferry (permanent service)</td>
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<td>MacDill AFB Commuter Ferry</td>
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<td>Local Regionally Significant Projects</td>
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<td>Central Avenue BRT</td>
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<td>Florida Avenue BRT</td>
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<td>TECO Streetcar Extension</td>
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<td>CSX Corridor (USF to Downtown Tampa)</td>
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<td>FDOT Regional Transit Initiatives</td>
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<td>Future Intermodal Centers</td>
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10-Year Operating Cost (millions of $ - 2021-2030)

- **Status Quo**
  - Cost: $42
  - Revenue: $58

- **Low-Impact**
  - Cost: $(23)$
  - Revenue: $81$

- **High-Impact**
  - Cost: $181$
  - Revenue: $(97)$
10-Year Capital Cost (millions of $ – 2021-2030)

- Status Quo: $5
- Low-Impact: $(5)
- High-Impact: $16

Cost: $420
Revenue: $(409)
Call to Action/Recommendations

1. Policy
   - 4 actions
   - 7 recommendations

2. Funding
   - 4 actions
   - 9 recommendations

3. Commitment/Collaboration
   - 5 actions
   - 10 recommendations

Total
   - 13 actions
   - 26 recommendations
Policy Call to Action

1. Adopt *Envision 2030*

2. Demonstrate TBARTA’s value

3. Pursue and secure policy support

4. Advance new and emerging transit technologies

Key Recommendations

- Adopt *Envision 2030*
- Present to Partners Annually
- Establish Blue Ribbon Committee
**Funding Call to Action**

1. Become a Designated Recipient
2. Secure dedicated and sustainable funding sources
3. Secure local funding from each of the five counties
4. Leverage local funding

**Key Recommendations**

- Pursue dedicated funding for agency operations
- Secure interlocal agreements with county partners
- Pursue dedicated statutory funding for RRT
- Pursue dedicated regional funding
Commitment/Collaboration
Call to Action

1. Work collaboratively with partners
2. Secure proactive TBARTA champions
3. Secure sustained commitment from Board members
4. Seek formal partner support
5. Inspire business and grassroots support/leadership

Key Recommendations
• Cultivate champions to pursue funding
• Seek resolutions of support from partners
• Present annual progress report to partners
• Establish Blue Ribbon Committee
TBARTA’s Value in the Future

- Leverage value provided today
- Improve quality of life with mobility options
- Support economic developments, job access, and regional competitiveness
- Provide seamless transit experience
- Improve regional connectivity to major destinations and sporting/cultural events
- Slow congestion growth over time
Adoption Process

• Presented Draft to TBARTA Board (April 24)
• Facilitate Public Comment Period (through June 1)
• Present to PSTA and HART Boards
• Present Final to TBARTA Board for Adoption (June 22)
• Present to County Commissions & Legislative Delegation
DRAFT Regional Transit Development Plan (RTDP)

Bill Ball, AICP, Chief Operating Officer
Tindale Oliver

HART Strategic Planning and External Relations Committee Meeting
May 18, 2020
PRESENTATION

Legislative Services Procurement

At present, HART holds two contracts with Holland & Knight, LLC for the provision of federal legislative consulting services (VC00627) and state and local government relations (VC00000761). Staff is recommending a combined solicitation that will help expedite the award, whether to a single vendor for both scopes or one vendor per scope, and align the contract(s) so that the base terms and available options begin and end in the same period.

HART will seek proposals from qualified and experienced firms to provide local, state, and federal legislative consulting services on behalf of HART. In accordance with §3-207.02 of the HART Procurement Manual, in preparation for this solicitation, the Board of Directors shall appoint an Ad Hoc Committee to oversee the selection process. The Committee has the flexibility to use a formal or informal process. Both formal and informal processes require the Committee to review overall work scope(s), review and rank vendor proposals, and negotiate compensation. Formal solicitation process requires that the solicitation be open to the public and the Committee to review and rank all responsive proposals. Informal solicitation processes allow the Committee to select no less than three firms from which to seek proposals.

In this presentation, the Director of Procurement will explain the procurement process and timeline, and the intended outcomes of the procurement activity and subsequent contract award.

Prepared by: John Edmondson, Director of Procurement & Contracts Administration
             Lorena Hardwick, Director of Government Relations
Reviewed by: Lena Petit, Chief of Policy and Performance
Approved by: Carolyn House Stewart, Interim Chief Executive Officer
Legislative Services
Procurement

Presenter
John Edmondson
Director of Procurement and Contracts

Strategic Planning and External Relations Committee
May 18, 2020
Background

- HART currently holds two contracts with Holland & Knight
  - Federal Legislative Consulting Services
  - State and Local Government Relations
- Each expires in September 2020
- Single Solicitation
  - Align base and option terms beginning and end dates
  - Potential single vendor contract for streamlined administration and billing
• Assist HART with development & implementation of annual, short & long-range legislative agendas
• Advocate for HART adopted policies, funding priorities, and grant requests
• Actively monitor the development of transportation related legislation, regulations, or policy directives at the state and federal levels
• Develop & implement strategies for securing funding from regional, state, and federal partners
• Actively coordinate HART legislative activities with other entities (APTA, MPOs, FPTA, TBARTA, regional governments, etc.)
Key Deliverables

• Written quarterly status reports on pending legislation, budgetary issues, administration policies, or other regional, state, and federal issues of interest to HART

• Weekly status reports while legislatures are in session detailing actions taken during the week and status of issues relating to HART

• Schedule and plan regular meetings with state and federal delegates

• Hold bi-annual meetings with, but not limited to, the Governor’s office, state/federal senate and house offices, state/federal agencies, committees that can impact the outcome of any and all agency requests and to advance HART’s legislative initiatives
Key Performance Measures

• Required reports, legislative updates, presentations, etc.
• Meetings scheduled and attended on behalf of HART
• Bi-annual meetings, Legislative wrap-ups and related events
• Participation in comprehensive strategy sessions, reviews of annual, short-term & long-term legislative agenda planning
• Briefs, white papers, testimonies, articles for publication, letters or legislation produced on behalf of HART
• Assistance provided to secure funding for HART projects/programs
• Board Decisions
  • Solicitation Method
    > Formal or Informal
  • Board Member selection for procurement participation
  • Evaluation criteria
    > Additional criteria beyond technical and price
    > Weighting
  • Contract terms
  • Criteria for interviewing firms
    > Maximum number of firms (top 2, top 3, etc.)
Procurement Strategy

• Staff Recommendations
  • Competitive solicitation process
  • Member of Strategic Planning & External Relations Committee provide participation in the procurement process
  • Evaluation criteria: Technical 70%, Price 30%
  • Two-year base term with two one-year options
  • Presentations to the full Board by two or three highest ranking firm(s)
Procurement Timeline

• June 2020
  • Board approves procurement strategy
  • Solicitation issued

• July 2020
  • Proposals reviewed and scored by Procurement Evaluation Committee

• August 17, 2020 Strategic Planning and External Relations Committee
  • Recommendations of approvals to go to Board

• September 2020 Board Meeting
  • Vendor presentations to the Board
  • Board review and approve contract award
QUESTIONS OR COMMENTS
Legislative Services
Procurement

Presenter
John Edmondson
Director of Procurement and Contracts

Strategic Planning and External Relations Committee
May 18, 2020
PRESENTATION

**Plant City Transit Master Plan Study**

This is a Metropolitan Planning Organization (MPO) project that is being co-managed by HART and Plant City. The purpose of this study is to conduct a transit service master plan study for Plant City. This study will evaluate the feasibility of providing commuter service from Plant City to Downtown Tampa and Lakeland. It will also focus on understanding the feasibility and travel market conditions for re-initiating transit service within Plant City.

Prepared by: Vishaka Shiva Raman, Project Manager at MPO
Approved by: Carolyn House Stewart, Interim Chief Executive Officer
PLANT CITY TRANSIT MASTER PLAN STUDY

Presenter
Vishaka Siva Raman, Project Manager
Hillsborough Metropolitan Planning Organization

Strategic Planning and External Relations Committee Meeting
May 18, 2020
Project Background

- Plant City is one of the fastest growing areas in the county
- Serves Tampa and Lakeland, Polk County
- Approx. 29 sq. miles; 40,000 residents
- Plant City supports Transit Oriented Development (TOD) and increased densities
- Consistent with Hillsborough MPO Long Range Transportation Plan (LRTP)
- Planning study by Hillsborough MPO, requested by Plant City and HART
Purpose of the Study

- Developing a Transit Master Plan for Plant City
- Feasibility study to identify
  - Potential transit service from Plant City to downtown Tampa and
  - Circulator within downtown Plant City
- Extending service to Polk County in the future
- Providing cost estimates for operations for HART
- Tie into the HART Comprehensive Operations Analysis (COA) and Transit Development Plan (TDP) update
Previous Transit Services

Plant City - Strawberry Connector routes –
4 Transit routes operated by HART from 2005 - 2008;
Taken over by the City and operated till late 2000s

HART Route 28X (East County Express) –
Provided two trips a day operated between 2012 and 2017

Currently only the Sunshine Line provides on demand service
Study area
- Project Management Team - Hillsborough MPO and HART staff
- Focus Group Stakeholders
  - Plant City - Planning and Zoning Department
  - Plant City - City Manager
  - Plant City Community Services Department
  - Polk County Transportation Planning Organization
  - South Florida Baptist Hospital
  - Hillsborough Community College
  - Improvement League of Plant City
  - City of Plant City - Parks and Recreation
  - Greater Plant City Chamber of Commerce
  - Plant City Main Street
  - Plant City Family YMCA
  - Sunshine Line
  - Residents of Plant City
Public Engagement

Stakeholder Meeting 1 – February 19, 2020
- Identified Focus Group Stakeholder Team
- Existing conditions analysis, travel market analysis
- Review past studies and service
- Identify major corridors and areas of future growth

Stakeholder Meeting 2 – May 21, 2020 Virtual
- Present initial alternatives to the stakeholder team
- Post-meeting survey for feedback on alternatives analysis

Public Open House - TBD
- Present the existing conditions and alternatives identified
- Collect public feedback to help narrow down to feasible alternatives
• Initial Presentation to Plant City
  • City Council and
  • Planning Board

• Project Status Update Presentations
  • HART Strategic Planning Committee and
  • MPO Committees

• Final Recommendations and Report
  • MPO Board, HART Board
  • Plant City- City Commission and Plant City Planning Board
# Plant City Transit Master Plan

## Tentative Project Schedule

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- **Community Engagement**
- **Project Deliverable**
Next Steps

Developing alternatives

Estimating costs of the different alternatives

Presenting the final results at the completion of the project
Any additional goals or groups to be considered?
PLANT CITY TRANSIT MASTER PLAN STUDY

Presenter
Vishaka Siva Raman, Project Manager
Hillsborough Metropolitan Planning Organization

Strategic Planning and External Relations Committee Meeting
May 18, 2020