

**FEDERAL MOTOR CARRIER SAFETY ADMINISTRATION (FMCSA)  
AMENDMENT REQUEST DOCUMENT**

**Section I. General Information**

*To be completed by all Grantees*

A.	<b>Grantee Contact Information</b>	
Date:	4/2/2013	
Prepared by:	Marie Tucker, Commercial Vehicle Operations Manager	
State Grantee Point of Contact:	Name:	Paul Clark
	Title:	Incident Management/CVO Program Manager
	Email:	paul.clark@dot.state.fl.us
	Phone:	(850) 410-5607

B.	<b>Grant Award Details</b>	
Grant Program Name:	FMCSA CVISN Program	
Grantee Name:	Florida Department of Transportation (FDOT)	
Project Name(s) <sup>1</sup> :	<ul style="list-style-type: none"> <li>- LPR System/PRISM Project</li> <li>- CVISN Systems Operations &amp; Maintenance</li> </ul>	
Grant Purchase Order Number:	FM-CVN-0032-12-01-00	
Current Period of Performance:	9/1/2012 to 3/31/2015	

C.	<b>Grant Financial Details</b>	
<i>Grantees may choose to submit their most recent SF-425 to support this information</i>		
Current Award Amount:	\$1,000,000	
Expenditures to Date:	\$0	
Balance:	\$1,000,000	

D.	<b>Project Description, Purpose, and Objectives</b>
<i>Please use this space to describe the project purpose and objectives as approved in the Grant Agreement and all subsequent amendments</i>	
<b><u>LPR CAMERA INSTALLATION(S)</u></b>	
<p>This project will provide for additional LPR camera deployments. As with other LPR deployments at DACS interdiction stations, the cameras will allow DACS personnel to rapidly identify those license plates/vehicles/cargo that have been reported stolen and also assist in the apprehension of individuals identified through Amber alerts and other BOLO applications. The DACS personnel consider the LPR technology a valuable tool in keeping Florida's roadways and agricultural environment safe. DACS recognizes that with an increasing amount of truck traffic on Florida's roadways and a limited amount of personnel to ensure safety, the LPR system is a much needed asset.</p> <p>The first known location identified for LPR deployment is the second lane on the ramp entering the DACS interdiction station on I-75. The station is expanding and adding an additional lane. Adding an additional LPR camera deployment is necessary to have complete LPR coverage at this station upon completion of the upgrades. Initially plate reads from this location will be run</p>	

<sup>1</sup> Grantees should complete the section "Project Name(s)" if there are several approved projects within their grant award

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against criminal databases (FCIC and NCIC). Additional capabilities (database queries) will be added with the implementation of the LPR/PRISM project. DACS personnel keep a running total of 'hits' and outcomes and provides records of those incidents to the Florida CVISN team as part of Florida's performance metrics.

**CVISN SYSTEMS OPERATIONS & MAINTENANCE**

This project is for ongoing support of the operations and maintenance activities necessary to keep Florida CVISN systems functioning. Costs would include support for necessary operations and maintenance, necessary system upgrades and enhancements to Florida Core and Expanded CVISN Systems. Funds will also be used for travel expenses for CVISN related events such as CVISN workshops or onsite deployment testing and inspection.

<b>E.</b>	<b>Project Progress</b>
	<p><i>Please use this space to describe the progress made towards the project goals as approved in the Grant Agreement and all subsequent amendments including dates of completion. Additionally, please note any delays in meeting milestones and expending funds and the impacts on project progress. Grantees may choose to submit their most recent SF-PPR to support this information</i></p>
	<p>Due to the grant being awarded in the middle of the FDOT fiscal year, no budget was previously authorized therefore this grant will start work on projects in July 2013 when the new FDOT fiscal year begins.</p>

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**Section II. Amendment Type**

*To be completed by all Grantees. Grantees should check all modifications that apply to this amendment. Please note that all modification of activity requests should include budget revision requests and vice versa. Grantees are expected to indicate how these changes will impact activities and finances.*

A.	Type of Amendment	Required Sections/Parts
<input type="checkbox"/>	Extension of Project without budget change	III. A. and III. B. (if applicable)
<input checked="" type="checkbox"/>	Modification of Activities	III. B. and III. C.
<input type="checkbox"/>	Budget Revision	III. B. and III. C.

B.	High-Level Description of Modification
<i>Please use this space to describe the desired modification(s) to the project as approved in the Grant Agreement</i>	
<p>Florida has had a change in activities for two of the FY2012 grant projects.</p> <p><b><u>LPR CAMERA INSTALLATION(S)</u></b> Initially the LPR Camera Installation project was for deployment of LPR technology in new locations at DACS interdiction stations. The first location was to be at I-75 SB in the new lane that was being added at this location (to expand this station from a single-lane facility to a two-lane facility). This amendment request is to expand the activities for this project to also include upgrades to current camera systems at DACS interdiction stations. Many of the LPR cameras are nearing the end of their product life cycle and DACS is having increasing difficulty keeping the cameras operational because replacement parts are no longer available. The project would be modified to include LPR camera upgrades/replacements as well as deployment of new LPR camera systems.</p> <p><b><u>CVISN SYSTEMS OPERATIONS &amp; MAINTENANCE</u></b> This project will be modified to include expenses for CVISN related membership fees (i.e. IFTA and IRP clearinghouse).</p>	

C.	Impact on the Original Purpose of the Grant
<i>Please use this space to describe how the desired modification(s) will impact the original purpose of the grant as approved in the Grant Agreement</i>	
<p>The change in the project activities will not affect the grant match.</p> <p><b><u>LPR CAMERA INSTALLATION(S)</u></b> The purpose of the grant with regard to the LPR camera system deployments is not affected. The change would broaden the scope of the project slightly to include LPR camera equipment replacements or upgrades as well as new deployments. The added activities would assure that the current LPR camera systems stay operational by replacing cameras which can no longer be repaired.</p> <p><b><u>CVISN SYSTEMS OPERATIONS &amp; MAINTENANCE</u></b> Adding expenses for CVISN related membership fees (i.e. IFTA and IRP clearinghouse) to be included as part of CVISN O&amp;M will not affect the purpose of the original grant. All of these membership fee expenses are in support of O&amp;M of core CVISN systems.</p>	

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**Section III. Justification of Amendment(s)**

*To be completed by the grantee for the amendment(s) being requested. To support the amendment justification, Grantees must submit updated project plans with revised milestones.*

<b>A.</b>	<b>Extension Request</b>
<b>1. Period of Performance Information</b>	
Current Period of Performance (start and end date):	N/A
Requested Period of Performance (start and end date):	
Length of Extension Requested: (e.g., 6 months)	
<b>2. Justification for Extension Request</b> <i>Please explain the delays that prompted this extension request</i>	
<b>3. Description of Potential Obstacles and Mitigation Strategies</b>	

<b>B.</b>	<b>Modification of Activities Request</b>
<b>1. Description of Activities to be Modified</b>	
<p><b><u>LPR CAMERA INSTALLATION</u></b> – This project’s activities are to be expanded to include LPR camera upgrades/replacements as well as deployment of new camera systems.</p> <p><b><u>CVISN SYSTEMS OPERATIONS &amp; MAINTENANCE</u></b> – This project will be modified to include expenses for CVISN related membership fees (i.e. IFTA and IRP clearinghouse).</p>	
<b>2. Justification for Activities to be Modified</b>	
<p><b><u>LPR CAMERA INSTALLATION</u></b>          Florida anticipated that the FY2012 grant would be awarded in the first half of calendar year 2012. Because of this the LPR camera deployment was included in the FY2012 grant application with the expectation that the project could commence in the first or second quarter of the year. Because the grant was not awarded until the end of Federal fiscal year 2012, the schedule for deployment could not be met. Fortunately the LPR project deployment location contained in the FY2012 grant application also met the requirement for the Container Number Database Project infrastructure deployment (which is contained in the FY2007 CVISN grant). Since the Container Number database project in the FY2007 CVISN grant called for additional cameras to be placed on I-75, Florida included the I-75 camera deployment as part of the Container Number Database project infrastructure deployment.</p> <p>Since the camera system at the newly constructed lane at the I-75 interdiction station has already been installed, the activities need to be expanded to also address the needs of the currently deployed cameras which are old and becoming increasingly difficult to keep on line. This project will now include the upgrade of outdated cameras at the following Department of Agriculture locations:</p>	

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<b>B.</b>	<b>Modification of Activities Request</b>
	<ul style="list-style-type: none"><li>• Station 6A – Interstate 10WB</li><li>• Station 6B – Interstate 10EB</li><li>• Station 9A – Interstate 75NB</li><li>• Station 9B – Interstate 75SB</li><li>• Station 16B-1 – Interstate 95SB</li></ul> <p>Note that the original project was for the installation of a second <u>new</u> LPR/Container # reader system at the I-75 southbound interdiction station to cover the newly constructed second lane. The cameras above for the I-75 stations are to replace the cameras on the original lane which have been operating 24/7 for the past six years.</p> <p><b><u>CVISN SYSTEMS OPERATIONS &amp; MAINTENANCE</u></b></p> <p>Membership fees are eligible CVISN program expenses, Florida is adding these expense items to the O&amp;M project to allow Florida greater flexibility in utilizing the funds to support membership fees associated with the core CVISN project.</p>
<b>3. Description of Potential Obstacles and Mitigation Strategies</b>	
	<p><b><u>LPR CAMERA INSTALLATION</u></b></p> <p>The only potential obstacle that could arise for this project would be any delay in procurement which would delay the schedule. Because the current system was deployed by TDS and the software to run the system is their proprietary system, the procurement will be a sole-source procurement for TDS to install the new cameras so they will be fully operational in the existing system. Any time there is a sole-source procurement there is the potential for a protest.</p> <p><b><u>CVISN SYSTEMS OPERATIONS &amp; MAINTENANCE</u></b></p> <p>Adding membership fees to the O&amp;M project is being done in anticipation of a shortage of state funds for this expense. By having funding available for membership fees this assures Florida's continued participation.</p>

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Below are revised milestone schedules for each of the CVISN grant projects.

**LPR Camera Installation**

Milestone	Expected Completion Date
<b>Project Start</b>	<b>7/1/2013</b>
Begin Sole Source Procurement Process	7/1/2013
Issue Purchase Order	7/15/2013
Hardware/Software configured for new lane (8 weeks after P.O. receipt)	9/16/2013
Technical engineer on site to prep for installation	9/30/2013
Hardware installation on site	9/30/2013
Equipment Installation completed (7 days on site)	10/7/2013
Functional / Final acceptance testing performed (1 day)	10/8/2013
Project Acceptance	10/14/2013
Site One-Year Warranty	12 months
<b>Project End</b>	<b>10/14/2013</b>

**LPR/Container # Camera System Installation(s)**

Milestone	Expected Completion Date
<b>Project Start</b>	<b>7/1/2013</b>
Begin Sole Source Procurement Process	7/1/2013
Issue Purchase Order	7/15/2013
Apply for local permit to run conduit under roadway	7/15/2013
Hardware/Software configured for new lane (8 weeks after P.O. receipt)	9/16/2013
Technical engineer on site to prep for installation	9/30/2013
Hardware installation on site	9/30/2013
Equipment Installation completed (10 days on site)	10/11/2013
Functional / Final acceptance testing performed (1 day)	10/14/2013
Project Acceptance	10/14/2013

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Site One-Year Warranty	12 months
<b>Project End</b>	<b>10/14/2013</b>

**PAS (formerly APASS) Continued Automation**

<b>Milestone</b>	<b>Expected Completion Date</b>
<b>Project Start</b>	<b>7/1/2013</b>
Requirements gathering/analysis completed	9/30/2013
Detailed design completed	3/30/2014
Software Development/Upgrades Complete	6/30/2014
Final acceptance testing performed	9/30/2014
Project Acceptance	12/31/2014
Go Live	1/31/2015
<b>Project End</b>	<b>2/28/2015</b>

**IPAS Kiosk Development**

<b>Milestone</b>	<b>Expected Completion Date</b>
<b>Project Start</b>	<b>7/1/2013</b>
Begin Stakeholder input	7/1/2013
Requirements gathering/analysis completed	7/15/2013
Detailed design completed	8/1/2013
Begin Procurement Process	9/1/2013
NTP Issued	10/15/2013
Software Development Complete	11/15/2013
Unit Testing complete	11/22/2013
Equipment Installation	12/1/2013
Final acceptance testing performed	2/1/2014
Project Acceptance	4/1/2014

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Pilot Period Complete/ System Go Live	7/1/2014
<b>Project End</b>	<b>7/1/2014</b>

**USDOT Readers at WIM Ramps**

<b>Milestone</b>	<b>Expected Completion Date</b>
<b>Project Start</b>	<b>7/1/2013</b>
Begin Procurement Process	7/1/2013
Vendor Selection / Contract Negotiation	10/1/2013
NTP Issued	11/1/2013
System Software Development	12/1/2013
Installation of data collection technologies	3/1/2014
Equipment Turn On & Testing, FDOT Inspection	3/15/2014
Officer Training, Pre Production Training	3/23/2014
Project Acceptance	4/15/2014
Site One Year Warranty	4/15/2015
<b>Project End</b>	<b>4/15/2014</b>

**Feasibility Study for Electronic ID for TRIP Permits**

<b>Milestone</b>	<b>Expected Completion Date</b>
<b>Project Start</b>	<b>7/1/2013</b>
Define State Requirements	8/1/2013
Literature Search Complete	12/1/2013
Report Consolidated Findings	1/2/2014
Dev. Work Plans & Recommendations	4/1/2014
Field Operational Test (FOT) Plan Complete	7/1/2014
FOT Launched	9/1/2014
FOT Complete	12/1/2014

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Draft Report Complete	2/15/2015
Final Report Delivered	3/1/2015
<b>Project End</b>	<b>3/31/2015</b>

**Outreach to Increase E-Credentialing and Automated Permitting Volume**

<b>Milestone</b>	<b>Expected Completion Date</b>
<b>Project Start</b>	<b>7/1/2013</b>
Gather Stakeholder Requirements	8/1/2013
Determine Outreach Methodology	9/1/2013
Launch Outreach Campaign	9/16/2013
Post Campaign Evaluation Complete	2/10/2014
<b>Project End</b>	<b>2/10/2014</b>

**CVISN Operations & Maintenance**

<b>Milestone</b>	<b>Expected Completion Date</b>
<b>Project Start</b>	<b>7/1/2013</b>
CVISN Team members submit O&M funding request for year	7/15/2013
CVISN Team discussion, prioritization and selection for O&M support	8/1/2013
Funds disbursement for O&M tasks as selected by CVISN Team	8/1/2013
CVISN Team members submit O&M funding request for year	8/15/2013
CVISN Team discussion, prioritization and selection for O&M support	9/2/2013
Funds disbursement for O&M tasks as selected by CVISN Team	9/2/2013
CVISN Team members submit O&M funding request for year	7/15/2014
CVISN Team discussion, prioritization and selection for O&M support	8/1/2014
Funds disbursement for O&M tasks as selected by CVISN Team	8/1/2014
<b>Project End</b>	<b>12/31/2014</b>

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C. Budget Revision Request							
1. Description of Budget Revision							
None.							
2. Budget Revisions							
<i>Grantees should include the major cost categories in this table as well as the line items from their current, approved budget</i>							
2.1 SF-424A Object Class Category	2.2 Original Amount Awarded	2.3 Current Amount Awarded <sup>2</sup>	2.4 Amount of Funds Expended	2.5 Unexpended Balance	2.6 Proposed Amount Removed <sup>3</sup>	2.7 Proposed Amount Added <sup>4</sup>	2.8 Revised Budget Requested
a. Personnel							
b. Fringe Benefits							
c. Travel							
d. Equipment	\$549,500.00	\$549,500.00	\$0.00	\$549,500.00	\$0.00	\$0.00	\$0.00
e. Supplies							
f. Contractual							
g. Construction							
h. Other	\$450,500.00	\$450,500.00	\$0.00	\$450,500.00	\$0.00	\$0.00	\$0.00
i. Total Direct Charges <i>(sum of a-h)</i>	\$1,000,000.00	\$1,000,000.00	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00
j. Indirect Charges							
k. TOTALS <i>(sum of i and j)</i>	\$1,000,000.00	\$1,000,000.00	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00
3. Percent Change in Budget – Grantees should complete this section if they are moving funds across cost categories							
<b>Equation</b>			<b>Amount</b>				
Proposed Change (÷) <i>(sum from column 2.7)</i>			\$0.00				
Current Amount Awarded <i>(sum from column 2.3)</i>			\$1,000,000.00				
Percent Change			0%				

<sup>2</sup> The “Current Award Amount” should be the same as the “Original Award Amount” unless the budget has been previously modified by an amendment

<sup>3</sup> The “Proposed Amount Removed” should be the amount to be subtracted from the original Object Class Category

<sup>4</sup> The amounts subtracted in the “Proposed Amount Removed” rows should be added to the new Object Class Category in the “Proposed Amount Added” column

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<b>4. Justification for Budget Revision</b>	
	N/A
<b>5. Description of Potential Obstacles and Mitigation Strategies</b>	
	N/A

<sup>2</sup> The "Current Award Amount" should be the same as the "Original Award Amount" unless the budget has been previously modified by an amendment

<sup>3</sup> The "Proposed Amount Removed" should be the amount to be subtracted from the original budget Category

<sup>4</sup> The amounts subtracted in the "Proposed Amount Removed" rows should be added to the new budget Category in the "Proposed Amount Added" column

<b>6. Justification for Budget Revision</b>	
	N/A
<b>7. Description of Potential Obstacles and Mitigation Strategies</b>	
	N/A

## Section IV. Amendment Submission Approval

Authorized Grantee Official Approving this Amendment Request:

Name: \_\_\_\_\_ Date: 4/2/2013

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**Section V. FMCSA Amendment Recommendation**

*To be completed by the applicable FMCSA staff*

<b>A. Division Administrator (DA) Feedback</b>	
<b>1. Recommendation</b>	
Approve <input type="checkbox"/>	Do Not Approve <input type="checkbox"/>
<b>2. Justification for Recommendation</b>	

DA Name: \_\_\_\_\_

Date: \_\_\_\_\_

The FMCSA DA must include the following in their transmittal of this amendment request to the State Program Manager at their Service Center:

- ✓ Copy of original grant agreement and all amendments
- ✓ Copy of the original grant application (to include the SF-424A budget form)
- ✓ Copy of the award memorandum
- ✓ Copy of a current Delphi Purchase Order (PO) status report

<b>B. State Program Manager (SPM) Feedback</b>	
<b>1. Recommendation</b>	
Approve <input type="checkbox"/>	Do Not Approve <input type="checkbox"/>
<b>2. Justification for Recommendation</b>	

SPM Name: \_\_\_\_\_

Date: \_\_\_\_\_

<b>C. Headquarters Program Manager (PM) Feedback</b>	
<b>1. Recommendation</b>	
Approve <input type="checkbox"/>	Do Not Approve <input type="checkbox"/>
<b>2. Justification for Recommendation</b>	

HQ PM Name: \_\_\_\_\_

Date: \_\_\_\_\_