



## 2020 FPTA BUS SAFETY AND SECURITY EXCELLENCE AWARDS

### 1. OVERVIEW

The annual Florida Public Transportation Association (FPTA) Bus Safety and Security Excellence Awards recognizes FPTA bus transportation systems that have implemented programs or projects that have achieved documented success in addressing specific safety and security program areas.

The award recipients should include practices and procedural changes that have led to safety and/or security improvements and reflect a maturing safe and secure culture. Additionally, the recipient should represent exemplary standards in the development and implementation of educational, training and supportive programs that sustain this culture within the workplace and result in exceptional service for the public and communities served.

This bus safety and security awards program is designed to not only recognize exceptional safety and security performance for individual transit providers, but to also better serve the Florida transit industry by benchmarking successful programs for others to adopt and derive similar benefits.

### 2. AWARDS COMMITTEE

The award recipients are judged and selected by the FPTA Bus Safety and Security Excellence Awards Committee. The Awards Committee is comprised of a Designated FPTA Board Member, the Florida Department of Transportation (FDOT) Transit Safety Programs Manager, and the Director of Transit Safety and Workforce Development Programs from the Center for Urban Transportation Research (CUTR) at the University of South Florida, or their designees.

### 3. AWARD CATEGORIES

The 2020 FPTA Bus Safety and Security Excellence Awards will be presented in two categories. One Gold Award will be granted within each of the categories. Additional Certificates of Merit may be presented to systems considered by the Committee as a finalist for the Gold Award of that category.

The first award category will consist of FPTA Tier 1 transit agencies, the larger Corporate FPTA members. This grouping consists of the following transit agencies: Broward County Transit (BCT), Central Florida Regional Transportation Authority (LYNX), Department of Transportation and Public Works (DTPW), Hillsborough Area Regional Transit Authority (HART), Jacksonville Transportation Authority (JTA), Palm Tran, Pinellas Suncoast Transit Authority (PSTA), South Florida Regional Transportation Authority (Tri Rail), and SunRail.

The second award category will include FPTA members in Tiers 2, 3, and 4.

All FPTA public transportation systems in good standing (i.e., Corporate Members) are eligible to compete for these awards. Good standing is defined as being up to date in payment of annual dues.

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### 4. AWARD DETAIL AND CRITERIA

#### Project Effectiveness (25 percent)

Creating a safe and secure culture within the organization begins at the top. The organization should be able to demonstrate a high level of resource allocation and management participation in the development and implementation of safety and security initiatives.

When considering whether or not your program should be entered, ask yourself

- “Does the program/project have a clear focus with specific intended results?”
  - The organization should also be able to demonstrate solid and progressive results tied to overall agency goals and objectives.
- “Is there before/after data that will support the efficacy of the program/project?”
  - At a minimum, each organization must submit their safety data for the previous three years to demonstrate how the program or practice has effectively influenced the achievement of goals and objectives.
- “Does data support that reductions are being sustained?”
  - Data must be clearly defined and all data submitted must be validated and approved in writing by the organization’s chief executive officer (president, general manager).
- “Can the program/project be reasonably assumed to have led to the improvements?”

Other types of data to document safety security performance might include:

- Statistics on accident claims paid indicating the economic benefit of safety improvements
- Statistics on security improvements and benefits to internal and external customers
- Internal/External Security survey results
- Data reflecting reduction in on-the-job injuries related to a specific initiative
- Trend data on public comments related to operator driving safety



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### **Project Benefit Level (25 percent)**

The bottom-line of an effective safety and security program should be reflected in the organization's key performance metrics. Organizations should submit evaluations of safety and security projects, programs, and initiatives that reflect the benefits the organization has derived from the program or practice.

Organizations should be able to demonstrate gains or efficiencies in a variety of formats by being able to address some of the following questions:

- What net financial benefits were accrued through implementation of this program/project?
- How do direct savings compare to the program/project costs?
- What indirect or non-financial benefits were achieved?
- Did the program/project address a significant issue facing the agency?

### **Project Innovation (25 percent)**

Bus transportation is a dynamic environment that is constantly changing and challenging organizations to adapt to new situations. A systematic approach to safety and security must include consideration of on-going changes within this public environment. The organization should be able to demonstrate methods used to advance safety and security issues that address these external or internal circumstances.

Organizations should submit descriptions of innovative efforts having a positive effect on the operating environment and the safety and security of drivers, pedestrians, passengers or otherwise principal inhabitants of that environment.

Your submittal should illustrate the following:

- How does this program/project differ from traditional approaches to the problem?
- Does the program/project enhance common practices?
- Does the program/project reflect a totally new or unusual approach?
- How do the unique or innovative attributes of this project/program contribute to the effectiveness/benefits achieved?



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### *Project Transferability (25 percent)*

To truly be considered an Industry Leading Effective Practice, other transit providers must be able to replicate the program and implement it with similar results. Programs and practices must be described in such a way that other operators benefit from the success that others have had. Measures viewed as promising can then be implemented within other systems, and in doing so, the entire industry is improved over time.

Organizations should submit descriptions of initiatives they developed that can address the following:

- Does this program/project address an issue that is significant to many agencies?
- Can the program/project be reasonably incorporated by other agencies?
- Is the program/project likely to be more attractive than other existing approaches to the same types of safety issues?

### 5. NOMINATION SUBMITTAL REQUIREMENTS

- Each eligible Florida transit agency is limited to one nomination submission.
- The nomination should be legible and font size should be no smaller than twelve (12) fonts. Margins of one-inch minimum must be utilized.
- All nominations must include a completed *FPTA Bus Safety and Security Excellence Award* Nomination Cover Sheet. The Nomination Cover Sheet must be signed by the agency General Manager or other designated agency representative.
- *Bus Safety and Security Excellence Award* nominations should be **no more than five pages long; however, up to three additional pages in attachments** (i.e., news articles, recommendation, etc.) are acceptable. The Nomination Cover Sheet does not count toward the page limits.
- *Recap and Helpful Hints:*
  - **Tell a story.** Why is your nominee the best choice for the award? Provide detail and background information that responds to each of the evaluation criteria.
  - **Limit your nomination to five pages in length (less cover sheet).**
  - Up to three additional pages of attachments are acceptable.
  - The nomination must be legible, with a minimum of one-inch margins and font sizes of at least 12 fonts.
  - **Don't forget to complete and sign the Nomination Cover Sheet.**



## 2020 FPTA BUS SAFETY AND SECURITY EXCELLENCE AWARDS

### 6. TIMETABLE

- **July 13, 2020:** distribution of 2020 FPTA Bus Safety and Security Excellence Awards nomination packets
- **August 14, 2020:** deadline for submittal of nominations
- **August 17-28, 2020:** judging of nominations received and selection of the 2020 FPTA Bus Safety and Security Excellence Award winners
- **August 31, 2020:** Send the Award winner names to Lisa Bacot (for printing awards)
- **October 2020:** announcement and award of the 2020 FPTA Bus Safety and Security Excellence Award winners. The awards presentation will be conducted virtually this year. FPTA will coordinate the exact timing at a later date, but every effort will be made to do this in conjunction with the October 2020 Virtual Conference.

### 7. SUBMITTAL INSTRUCTIONS

**All nomination packets should be submitted to the attention of Dean Kirkland-McMillan via email [@kirklandmcmi@cutr.usf.edu](mailto:kirklandmcmi@cutr.usf.edu) on or before the close of business on Friday, August 14, 2020.**

Dean Kirkland-McMillan, BSS Compliance Manager  
Transit Safety and Workforce Development Programs  
USF Center for Urban Transportation Research (CUTR)  
4202 E. Fowler Avenue - CUT 100  
Tampa, Florida 33620-5375  
[kirklandmcmi@cutr.usf.edu](mailto:kirklandmcmi@cutr.usf.edu)  
Cell 863-255-4598



**2020 FPTA BUS SAFETY AND SECURITY EXCELLENCE AWARDS**

**2020 NOMINATION COVER SHEET**

**NAME OF ORGANIZATION NOMINATED:**

\_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE/ZIP:

\_\_\_\_\_

**NOMINATOR'S NAME:**

\_\_\_\_\_

TRANSIT AGENCY: \_\_\_\_\_ JOB TITLE:

\_\_\_\_\_

NOMINATOR'S BUSINESS ADDRESS: \_\_\_\_\_

\_\_\_\_\_

CITY: \_\_\_\_\_ STATE/ZIP:

\_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**THE INFORMATION CONTAINED HEREIN IS ACCURATE AND VERIFIABLE.**



**2020 FPTA BUS SAFETY AND SECURITY EXCELLENCE AWARDS**

AUTHORIZED SIGNATURE: \_\_\_\_\_

JOB TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_