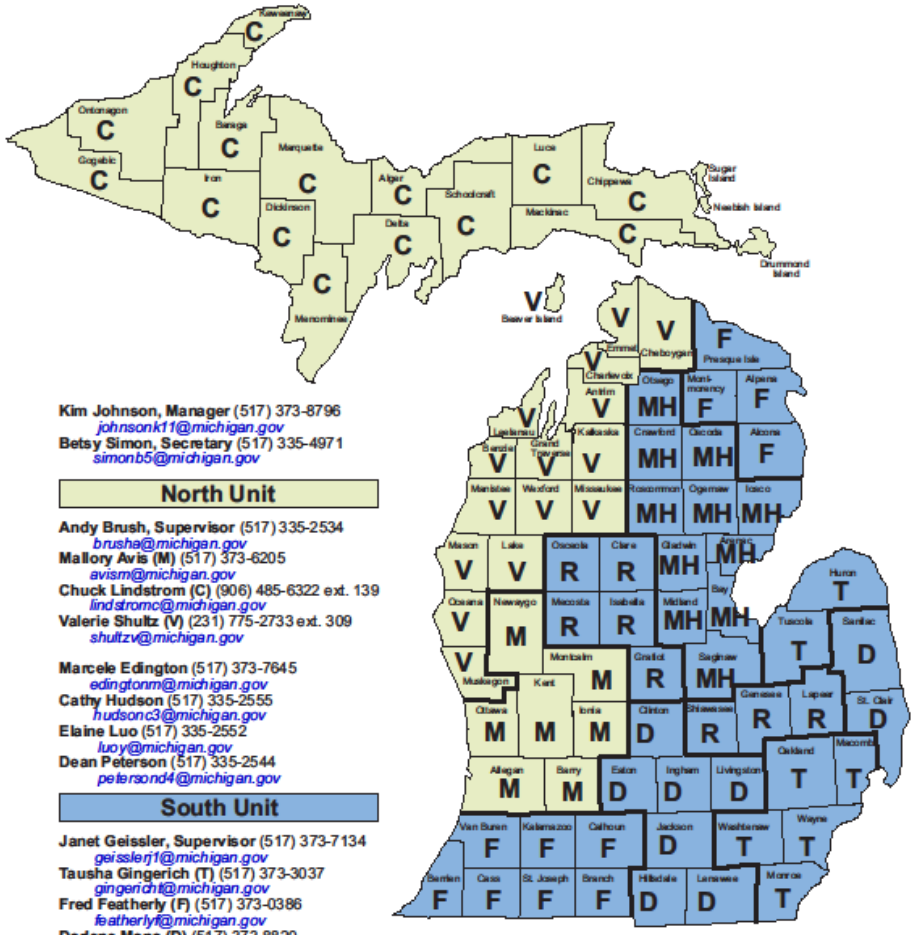
Rural Task Force Transit Projects

Rural Task Force Annual Conference

March 30, 2017

MDOT
Michigan Department of Transportation

TRANSPORTATION SERVICES SECTION
Office of Passenger Transportation



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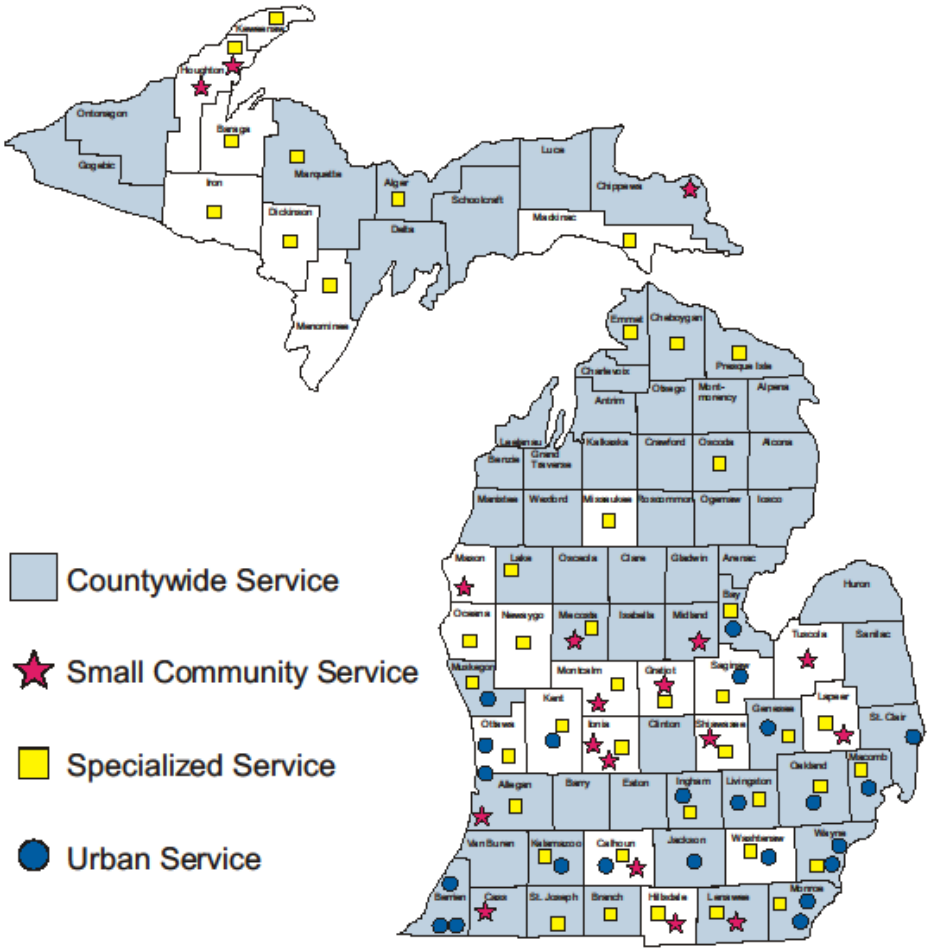
Michigan
Local Public Transit



Rural Transit Agencies

Adrian Dial-A-Ride
Allegan County Transportation
Alma Dial-A-Ride
ALTRAN Transit Authority
Antrim County Transportation
Barry County Transit
Bay Area Transportation Authority
Belding Dial-A-Ride
Benzie Transportation Authority
Berrien County Public Transportation
Big Rapids Dial-A-Ride
Branch Area Transit Authority
Buchanan Dial-A-Ride
Cadillac/Wexford Transit Authority
Caro Transit Authority
Cass County Transportation Authority
Charlevoix County Public Transit
Clare County Transit Corporation
Clinton Area Transit System
Crawford County Transportation Authority
Delta Area Transit Authority
Dowagiac Dial-A-Ride
Eastern U.P. Transportation Authority
Eaton County Transportation Authority
Gladwin City/County Transit
Gogebic County Public Transit
Greater Lapeer Transportation Authority
Greenville Transit
Hancock, City of
Hillsdale Dial-A-Ride
Houghton Motor Transit Line
Huron Transit Corporation
Interurban Transit Authority
Ionia Dial-A-Ride, City of
Iosco Transit Corporation
Isabella County Transportation Commission
Kalkaska Public Transit Authority
Lenawee Transportation Corp.
Ludington Mass Transportation Authority
Manistee County Transportation
Marquette County Transit Authority
Marshall Dial-A-Ride, City of
Mecosta Osceola Transit Authority
Midland County Connection
Ogemaw County Public Transportation
Ontonagon County Public Transit
Otsego County Bus System
Roscommon County Transportation Authority
Sanilac Transportation Corporation
Sault Ste. Marie, City of
Schoolcraft County Public Transportation
Shiawassee Area Transportation Agency
Straits Regional Ride
St. Joseph County Transportation Authority
Thunderbay Transportation Authority
Van Buren Public Transit
Yates Township Transportation System

Private Non-Profit Agencies

American Red Cross of West Michigan	Manchester Area Senior Center
Area Community Service Employ & Training	Marian Burch Center
Baraga/Houghton/Keweenaw CAA	Mecosta County COA
Baragaland Senior Citizen, Inc.	Menominee/Delta/Schoolcraft
Brighton Senior Center	Milan Seniors for Healthy Living
Cheboygan County COA	Missaukee County COA
Chippewa-Luce-Mackinac Comm. Action	Montcalm County COA
Community Action Agency of S. Central MI	Newaygo County COA
Community Inclusive Recreation	Northfields Human Services
Court Street Village Management Corp.	Oceana County COA
Emmet Co. Medical Care Facility (Bay Bluffs)	Oscoda County Area Transit Specialists
Friendship Center of Emmet County	Peoples Express
Georgetown Seniors, Inc.	Pioneer Resources - Muskegon
Goodwill Industries of Northern MI	Presque Isle County COA
Gratiot County Commision on Agining	Saginaw COA
Growth and Opportunity, Inc.	Senior Neighbors
Hartland Senior Center	St. Mary's Guardian Angel
Healthsource Saginaw, Inc.	TRICO, Inc.
Heart of Senior Citizens Service	United Methodist Community House
Hope Network, Inc.	U.P. Community Service, Inc.
Ionia County Commission on Aging	Vital Care, Northern Michigan Regional Health Sys.
Jewish Family Services of Washtenaw Co.	Vocational Independence Program Transportation
Key Opportunities	Wellspring Lutheran Services
Lapeer Team Work, Inc.	Western-Washtenaw Area Value Express

Public Transportation in Michigan

Local transit agencies receive operating and capital assistance from MDOT and the Federal Transit Administration (FTA)

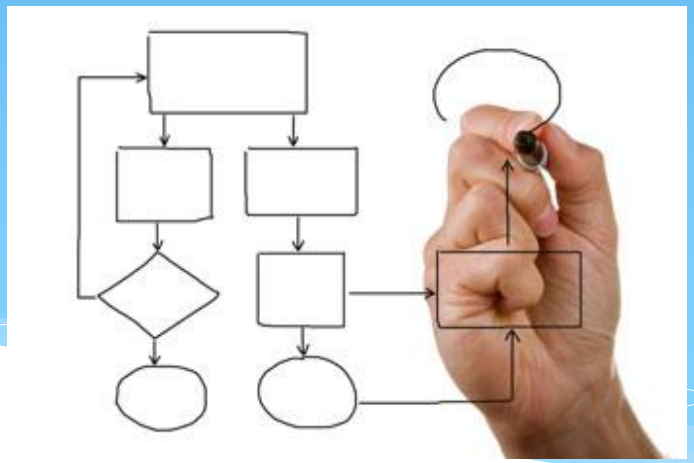
Transit is eligible for **FHWA STP**, CMAQ and Transportation Alternative Program (TAP)

These funds are usually flexed (transferred) to FTA

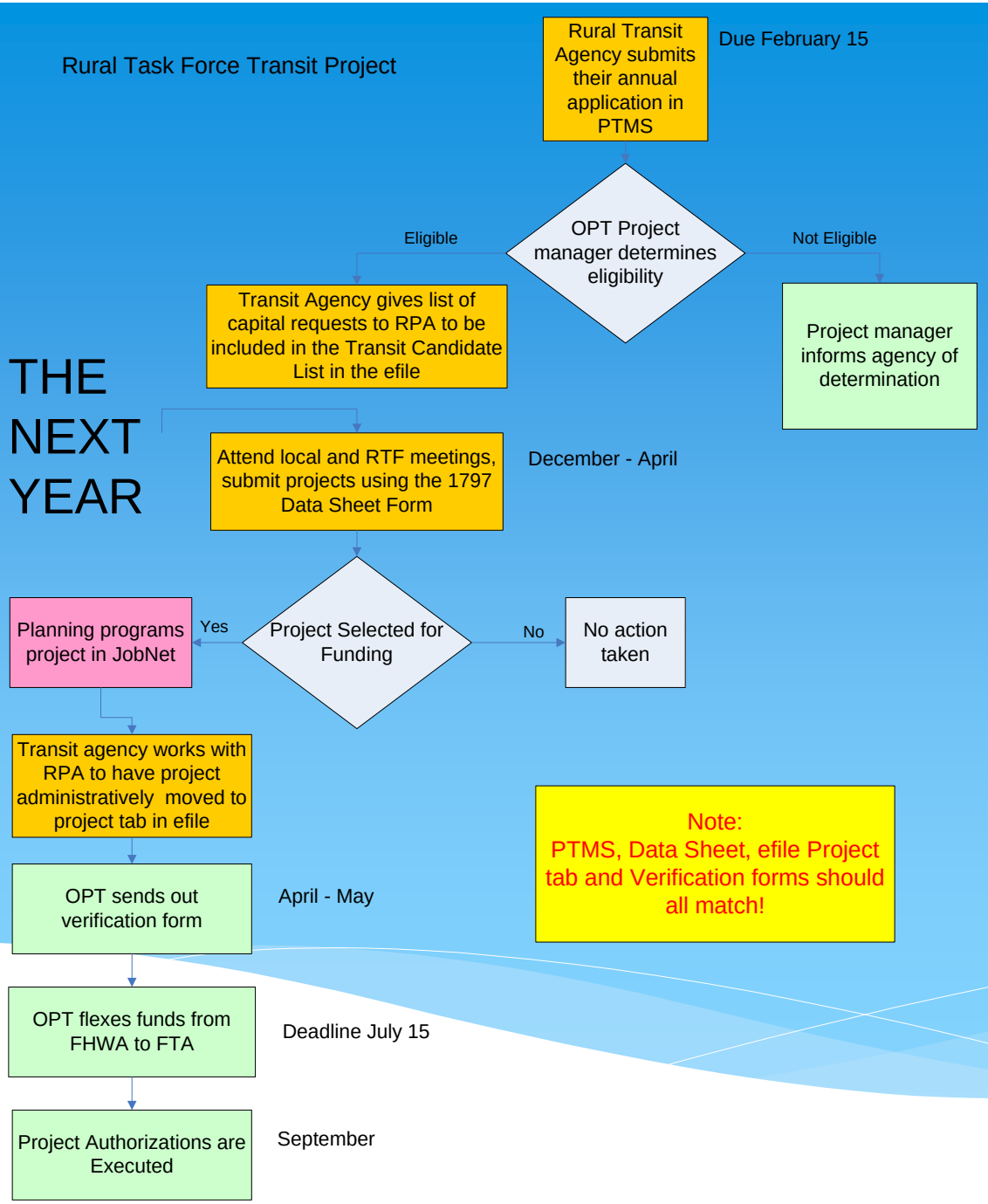
Transit Capital

How does a transit flex project get funded?

Answer: Through a carefully executed *Project Development Process*!



Rural Task Force Transit Project



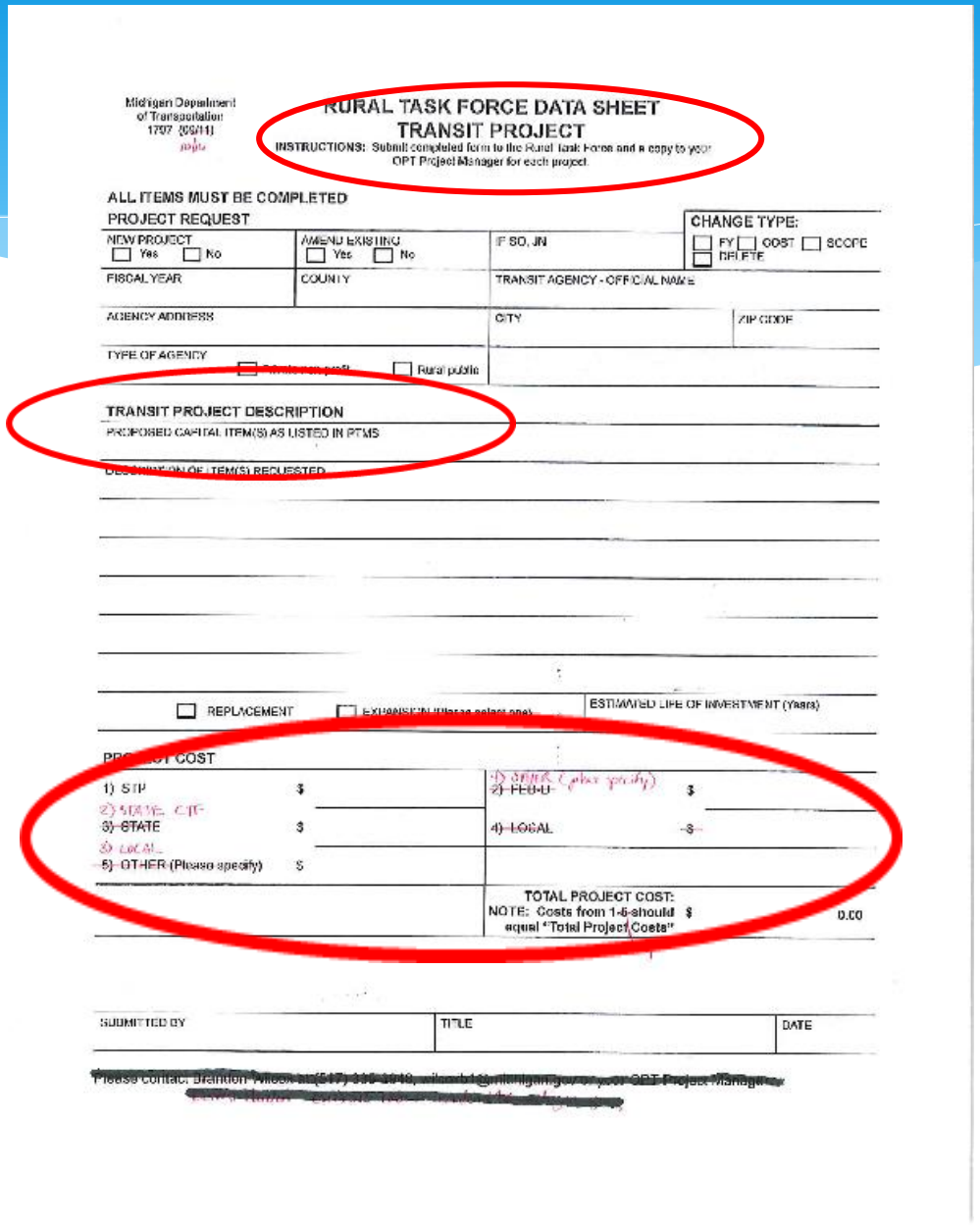
Data Sheets

Provide a copy to the RTF/RPA and your Project Manager

Transit Project Description
Proposed Capital Item(s) as Listed in PTMS – This is a dropdown field

Description of Item(s) Requested – Extended description

State Match – CTF 20%



Michigan Department of Transportation
1707 (09/11)

RURAL TASK FORCE DATA SHEET
TRANSIT PROJECT
INSTRUCTIONS: Submit completed form to the Rural Task Force and a copy to your OPT Project Manager for each project.

ALL ITEMS MUST BE COMPLETED

PROJECT REQUEST

NEW PROJECT ☐ Yes ☐ No	AMEND EXISTING ☐ Yes ☐ No	IF SO, JN	CHANGE TYPE: ☐ FY ☐ COST ☐ SCOPE ☐ DELETE
FISCAL YEAR	COUNTY	TRANSIT AGENCY - OFFICIAL NAME	
AGENCY ADDRESS		CITY	ZIP CODE
TYPE OF AGENCY ☐ Private non-profit ☐ Rural public			

TRANSIT PROJECT DESCRIPTION

PROPOSED CAPITAL ITEM(S) AS LISTED IN PTMS

DESCRIPTION OF ITEM(S) REQUESTED

☐ REPLACEMENT ☐ EXPANSION (Please select one) ESTIMATED LIFE OF INVESTMENT (Years)

PROJECT COST

1) STP	$	1) OTHER (please specify) 2) FED-U	$
2) STATE CTF 3) STATE	$	4) LOCAL	$
3) LOCAL 5) OTHER (Please specify)	$		
		TOTAL PROJECT COST: NOTE: Costs from 1-5 should equal "Total Project Costs"	$ 0.00

SUBMITTED BY	TITLE	DATE

[redacted]

Cost Savings

If moving between existing projects:

Budget adjustment

No action needed by RTF

* TA – work with your project manager to change authorization

Cost Savings

Adding project from transit candidate list:

Administrative Modification

* RPA – move project from transit candidate list to projects tab and adds a comment
* TA - get approval letter/email from RTF
* TA – work with your project manager to change authorization

Cost Savings

If project is **not** on transit candidate list:

Amendment

Project must go through planning process

* TA - *wait until next meeting (could be months!)*
* RPA – add project to efile
* TA - get approval letter/email from RTF
* TA – work with your project manager to change authorization

New Money

If project is on transit candidate list:

Administrative Modification

* RPA – move project from transit candidate list to project list in the efile, send to Planning
* Planning – program project in JobNet
* TA - get approval letter/email from RTF
* OPT – flex project *(by July 15)*
* TA – work with your project manager to change authorization

New Money

If project is **not** on transit candidate list:

Amendment

Project must go through planning process

* TA - *wait until next meeting (could be months!), if after July 15 project will not be flexed in time and funds cannot be used*
* RPA – add project to efile
* Planning – program project in JobNet
* TA - get approval letter/email from RTF
* OPT flex project *(by July 15)*
* TA – work with your project manager to change authorization

BA, Admin Mod or Amendment?

Scenario: Transit agency has a project authorization for a bus. The bus cost less than estimated. The transit agency has a computer on the transit candidate list and would like to use the cost savings for the computer.

Administrative Modification, do not get new job number

BA, Admin Mod or Amendment?

Scenario: Transit agency has a project authorization for a computer and roof repair. The computer is $5,000 and the roof repair is $20,000. The roof actually costs $23,000 so needs to move money from the computer to roof line.

Budget Adjustment, no action needed by RTF

BA, Admin Mod or Amendment?

Scenario: The road commission has bid savings and does not have another project ready. The transit agency has projects on the transit candidate list. The RTF has approved the funds be used for a project on the transit candidate list.

Administrative Modification, needs new job number

BA, Admin Mod or Amendment?

Scenario: Transit agency has a project authorization for a bus, $90,000. There are cost savings of $3,000. They do not have any projects on an transit candidate list. The authorization expires in September. It is May. They would like to use the cost savings for maintenance equipment. The next RTF meeting is scheduled for the end of July.

Amendment. If it was new money they would not be able to use it because it would be too late to flex. Do not get new job number.

Questions? Contact Your Project Manager ☺

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