



U.S. Department
of Transportation
**Federal Transit
Administration**

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Michigan, Minnesota,
Ohio, Wisconsin

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May 16, 2024

Jean Ruestman, Administrator
Office of Passenger Transportation
Michigan Department of Transportation
P.O. Box 30050
Lansing, MI 48909

Via E-Mail

RE: FY 2024 Section 5304 Work Program Michigan Department of Transportation

Dear Ms. Ruestman:

The Michigan Department of Transportation's letter dated May 7, 2024 requesting approval of the FY 2024 Michigan Department of Transportation (MDOT) Section 5304 Work Program to include four new projects.

These projects will support the economic vitality by enabling global competitiveness, productivity, and efficiency; increase the safety and security of the transportation system for motorized and nonmotorized users; increase the accessibility, connectivity, and mobility of people; protect and enhance the environment; promote efficient system management and operation, including training; emphasize the preservation of the existing transportation systems; improve the resiliency and reliability of the transportation system; and provide evidence of local support.

The FY 2024 Section 5304 Work Program for MDOT is approved. If you have any questions concerning this action, please contact Susan Weber at susan.weber@dot.gov or (312) 353-3888.

Sincerely,

Anthony W. Greep
Director, Office of Planning and Program Development

ecc: Michelle Weber-Currie, Michigan Department of Transportation

FY 2024 Section 5304 Work Program

Submitted by:
Michigan Department of Transportation
Office of Passenger Transportation

May 7, 2024

Budgets

Section 5304

RECIPIENT	MDOT PROJECT MANAGER	DESCRIPTION OF PROJECT	FEDERAL	TOTAL
Ionia, City of	Tina Hawley	Coordination/Countywide Feasibility Study	\$60,000	\$75,000
Michigan Public Transit Association (MPTA)	Marcele Edington	2025 Statewide Training	\$231,320	\$289,150
Newaygo County Commission on Aging	Michael Valverde	Newaygo County Transit Planning	\$80,000	\$100,000
Sault Ste. Marie, City of	Brian Kass	Sault Ste. Marie Bus Garage Study/Inspection	\$32,000	\$40,000
			\$403,320	\$504,150

Title	Coordination/Countywide Feasibility Study
OPT Project Manager	Tina Hawley
Project Submitted by	Ionia, City of
Problem Statement/Objective	The Coordination/Countywide Feasibility study is needed based on the lack of transportation in Ionia County and the need to work more closely with the existing transportation providers in the area. There is a duplication of efforts between Ionia and Belding in which the communities may be better served by aligning these efforts. The goal of the project is to determine if coordination among the current transportation providers in the county is possible, and/or if there is a community desire for countywide transportation to meet the gaps in mobility in the area.
Description	<p>By completing a coordination and countywide service feasibility study simultaneously, it will answer two important and overlapping questions in one study. The county residents and current riders of Ionia and Belding Dial-A-Ride all stand to benefit from this project. In addition, operations of Ionia and Belding stand to benefit from the project by reducing overlaps/redundancies. The target audience of the project is Ionia County residents. The project's goal will be achieved by partnering with a consultant that can complete the study and by engaging with community members in Ionia County. The project will be conducted by the vendor that is awarded the contract through an RFP process. The City of Ionia anticipates using several in-person workshops in addition to mailed and in-person surveys. By combining the two methods, they will be able to reach the largest number of participants and get real time feedback through in-person workshops.</p> <p>The anticipated results are that countywide service is desired and that there are redundancies that can be eliminated to create an efficient countywide system.</p>
Deliverables	The results will be communicated to the target audience through a marketing campaign. This community is transportation disadvantaged and low-income. Using the results of the study, the two agencies can work towards reducing redundancies and increasing mobility efficiencies in the service areas. In addition, the project will help work towards eliminating service gaps in the current mobility model by moving towards countywide service.
Time Frame	December 31, 2024 – July 1, 2025

Budget

Federal	State	Local	Total
\$60,000	\$15,000		\$75,000

Project Supports:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- Increase the accessibility and mobility of people and for freight
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
- Promote efficient system management and operation, including training
- Emphasize the preservation of the existing transportation system
- Improve the resiliency and reliability of the transportation system
- Provide evidence of local support, which may include local funding

Title	2025 Statewide Training
OPT Project Manager	Marcele Edington
Project Submitted by	Michigan Public Transit Association (MPTA)
Problem Statement/Objective	<p>Michigan has approximately 150 public transit and specialized transportation service agencies who receive funding and/or assistance through MDOT's public programs. These agencies employ a wide range of personnel - managers, supervisors, operators/drivers, dispatchers, trainers, mechanics, maintenance workers, and others. The transit agency staff requires training on various topics internally and periodic training efforts vary greatly among the transit service providers, there is a need for a federal/state sponsored training program.</p> <p>The objective of the training program is to supplement local training efforts; improve the quality of service of the transit and specialized services transportation systems; and increase the knowledge, skill and ability of transit employees and management; improve the efficiency and cost effectiveness of MDOT's current training efforts; and improve transit safety.</p>
Description	To provide training opportunities statewide to increase the knowledge, skills, and ability of local transit agencies and enhance efficiency in the workplace.
Deliverables	<p>The 2025 Statewide Training will provide the following:</p> <ul style="list-style-type: none"> • Statewide transit conference is geared toward advancing public transit in the State of Michigan. • Frontline training provides training for drivers, dispatchers, and supervisors. • Equipment seminar provides training for maintenance staff. • Bus Rodeo showcases small bus drivers' driving skills and knowledge. • Accounting training ensures that all transit agencies know and understand the laws governing the local bus reimbursement program related to financial management and implementing rules and accounting/audit guidelines. • Rural Transit Managers Workshop provides training specific to rural transit providers and specialized transit providers.
Time Frame	October 1, 2024 – May 31, 2026

Budget:

Federal	State	Local	Total
\$231,320	\$500	\$57,330	\$289,150

Project Supports:

- Increase the safety of the transportation system for motorized and nonmotorized users
- Increase the security of the transportation system for motorized and nonmotorized users
- Promote efficient system management and operation, including training
- Improve the resiliency and reliability of the transportation system

Title	Newaygo County Transit Planning
OPT Project Manager	Michael Valverde
Project Submitted by	Newaygo County Commission on Aging (COA)
Problem Statement/Objective	The Newaygo County Commission on Aging (COA) operates a county-wide section 5310 specialized service transportation system. This is the primary public transportation operating within Newaygo County. The agency has expanded its service and vehicle fleet to meet increasing demands and is experiencing a demand for services from people who are not eligible for specialized services. The COA does not have the financial resources to sustain operations of its current fleet on a long-term basis. The County and agency are quickly approaching a decision point in which they must decide if they should limit the COA's growth and operations to a sustainable level or transform the system to a transportation system that has the capacity to grow and is sustainable with other resources.
Description	<p>This project will complete a study to determine if there is adequate demand and resources available within Newaygo County to form an Act 196 Public Transit Authority that will operate a section 5311 rural transit system. If the project finds that formation and operation of an authority to operate a rural system is needed and possible, the study will provide guidance regarding how the county can utilize its current COA resources to support the new authority while maintaining an adequate level of service that enhances mobility for seniors and persons with disabilities and serves the special needs of transit-dependent populations.</p> <p>The study will also provide guidance regarding the planning and operation of the COA's current transportation system. The system has grown to a point that is no longer acceptable to operate the system based on experience and past practice. To make better use of the available revenue vehicles, the COA has hired more drivers, increased operational hours, and encouraged expanded use of the system. This has proven effective, but quickly overwhelmed the ability to manage the system. The COA is purchasing computer aided dispatch and scheduling software in FY 2024 but is still in need of service delivery design support to help plan for system growth. Of particular interest is the possibility of making regional connections that can provide Newaygo County residents with the opportunities to travel the larger communities of Grand Rapids, Muskegon, and Big Rapids. The draft Region 14 Coordinated Public Transit – Human Services Transportation Plan recommends forming a regional coordinating committee to identify and prioritize regional connectivity needs. The proposed study and plan will supplement the regional plan by identifying how the county's current and future resources can more efficiently ensure county residents can travel outside of the county for essential</p>

	<p>medical and human services appointments without creating undue burden on the transit resources operating within the county.</p> <p>The project's primary audience is the Newaygo County Board of Commissioners. This is the governing body that represents the community and will make the final decision regarding the use of Newaygo County financial resources to operate the COA's current transportation system or allocation of resources to establish a public transit authority. The project's secondary audience is the COA's transit team. This study will help the COA's team transform the system from a system that primarily serves existing COA customers to one that serves the entire community. The project will be conducted by a transit industry consultant. An experienced consultant will offer the county the expertise necessary to make an informed decision.</p> <p>The ultimate outcome of the project will be ensuring that Newaygo County residents have equitable access to the most efficient and effective transportation system possible in a rural community.</p>
Deliverables	The project will produce a county-wide transit study and plan. This plan will be used to guide Newaygo County as it engages in multi-year planning, improves its current services, and evaluates options for adopting a new authority and service model.
Time Frame	November 2024 – November 2025

Budget

Federal	State	Local	Total
\$80,000	\$20,000		\$100,000

Project Supports:

- Increase the accessibility and mobility of people and for freight
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
- Promote efficient system management and operation, including training
- Improve the resiliency and reliability of the transportation system
- Provide evidence of local support, which may include local funding

Title	Sault Ste. Marie Bus Garage Study/Inspection
OPT Project Manager	Brian Kass
Project Submitted by	Sault Ste. Marie, City of
Problem Statement/Objective	The Sault Ste. Marie Bus Garage Study/Inspection project is needed due to the overall concern of the current bus facility's structural condition. The current issue is evaluating potential capital improvements by stakeholders to the facility. Local agencies lack the resources for a structural analysis and detailed inspection of the facility. This project will ensure diligence was done before public dollars are spent to improve infrastructure. The city, the tenants, and the rider all deserve a safe building to operate out of, and although improvements want to be made by stakeholders, an independent study must be first conducted by professional structural engineers.
Description	The purpose of this project is an independent study on the facility's condition and structural integrity so that local, state, and federal stakeholders can assess the viability of future investments and prioritize applicable projects. A Request for Proposals (RFP) will be created and solicited to consultants specializing in architectural and structural engineering services. A group of identified stakeholders will evaluate proposals based on specific criteria. This will ensure the most qualified candidate is selected for this unique project. The selected consultant will generate a report summarizing findings and recommendations. This report will be made available to all stakeholders for review and consideration.
Deliverables	This project will produce and provide clear guidance and direction for current stakeholders of the building. The Michigan Department of Transportation (MDOT), the City of Sault Ste. Marie, the transportation management service providers (CLMCAA), and the FTA will have a completed report on the feasibility of improvements to the structure.
Time Frame	November 2024 – July 2025

Budget

Federal	State	Local	Total
\$32,000	\$8,000		\$40,000

Project Supports:

- Increase the safety of the transportation system for motorized and nonmotorized users
- Increase the security of the transportation system for motorized and nonmotorized users
- Increase the accessibility and mobility of people and for freight
- Promote efficient system management and operation, including training
- Emphasize the preservation of the existing transportation system
- Improve the resiliency and reliability of the transportation system
- Provide evidence of local support, which may include local funding