



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

REGION V  
Illinois, Indiana,  
Michigan, Minnesota,  
Ohio, Wisconsin

200 West Adams Street  
Suite 320  
Chicago, IL 60606-5253  
312-353-2789  
312-886-0351 (fax)

June 12, 2020

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

**RE: FY2020 Section 5304 Michigan Department of Transportation Work Program**

Dear Ms. Ruestman:

The Michigan Department of Transportation's letter dated May 27, 2020 requested approval to approve the FY2020 Michigan Department of Transportation (MDOT) Section 5304 Work Program to include four new projects. The four new projects are for Beaver Island Transportation Authority, Eastern Upper Peninsula Transportation Authority, Huron County Board of Commissioners and the Mackinac Island Transit Authority.

The FY2020 Section 5304 Work Program for MDOT is approved. If you have any questions concerning this action, please contact me at (312) 353-3888.

Sincerely,

*Susan M Weber*

Susan M. Weber  
Community Planner

ecc: Michelle Weber-Currie, Michigan Department of Transportation



STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
LANSING

GRETCHEN WHITMER  
GOVERNOR

PAUL C. AJEGBA  
DIRECTOR

May 27, 2020

Ms. Kelley Brookins, Regional Administrator  
Federal Transit Administration  
200 West Adams Street, Suite 320  
Chicago, Illinois 60606

Dear Ms. Brookins:

Enclosed for your review and approval is the Michigan Department of Transportation's (MDOT) FY 2020 Section 5304 Work Program. Included are four new projects. We will be requesting approval of a federal grant for these projects.

These projects will support the economic vitality by enabling global competitiveness, productivity, and efficiency. They will 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.

Detailed descriptions and documentation of these projects are included in the amended FY 2020 Section 5304 Work Program which is enclosed. Where appropriate, the projects not included in the FY 2020 Section 5304 Work Program, will be added to the Metropolitan Planning Organization's Unified Planning Work Program. Milestone reports will be updated annually, and timeliness of project completion will be encouraged.

MDOT requests your concurrence to include these projects in the federal grant based on this Work Program. If you have any questions, please contact me or Ms. Michelle Weber-Currie at 517-241-0680.

Sincerely,

A handwritten signature in cursive script that reads "Jean Ruestman".

Jean Ruestman, Administrator  
Office of Passenger Transportation

Enclosure

# **FY 2020 Section 5304 Work Program**

Submitted by:  
Michigan Department of Transportation  
Office of Passenger Transportation

May 27, 2020

## Budgets

### Section 5304

<b>RECIPIENT</b>	<b>MDOT PROJECT MANAGER</b>	<b>DESCRIPTION OF PROJECT</b>	<b>FEDERAL</b>	<b>TOTAL</b>
Beaver Island Transportation Authority (BITA)	Tina Makarewicz	Master Plan Study/Update	\$68,000	\$85,000
Eastern Upper Peninsula Transportation Authority (EUPTA)	Chuck Lindstrom	Fare Equity Analysis and Economic Impact Study	\$80,000	\$100,000
Huron County Board of Commissioners	Lane Masoud	Huron Transit Facility Study	\$48,000	\$60,000
Mackinac Island Transit Authority	Chuck Lindstrom	Mackinac Island Transportation and Freight Project	\$80,000	\$100,000
			\$276,000	\$345,000

<b>Title</b>	Master Plan Study/Update
<b>OPT Project Manager</b>	Tina Makarewicz
<b>Project Submitted by</b>	Beaver Island Transportation Authority (BITA)
<b>Problem Statement/Objective</b>	The last study was done approximately 20 years ago, and it was dedicated toward a master plan for the ferry system. Over that time period, a number of the dynamics on the island have changed. The Authority's 30-year operational agreement with their private operator expires in 2022. Passenger use of the ferry has decline steadily. The Emerald Isle ferry is nearing 25 years old and requires significant and often costly mechanical updates.
<b>Description</b>	<p>The Authority would like to engage a consulting firm to review and update their master plan, examine their operational relationship with the private operator, perform a fare study/analysis and make recommendations for revenue options for the Authority. BITA hope the study will help determine the following:</p> <ul style="list-style-type: none"> <li>• Does the current private/public partnership remain a viable option going forward, and if so, what recommended changes need to be made to the operational agreement to reflect current and future needs. Is the current operator the best option? Is a public option a possibility?</li> <li>• Why have passenger numbers decline? Are fares equitable or should they be reduced?</li> <li>• What does the Authority need to update in terms of vessels and infrastructure based on economic forecasts for Beaver Island?</li> <li>• What are the Authority's best options for local revenue enhancements?</li> </ul>
<b>Deliverables</b>	Consultant firm will produce a report with recommendations. The Authority will use the recommendations of the report in making decision on the Operational Agreement with private contractor, setting fares, developing an asset management plan for current and future capital needs and reviewing options for local revenue other than fares.
<b>Time Frame</b>	Issue an RFP within four (4) months of authorization, selection of a vendor by the fourth month and contract approval by the eighth month of the project authorization. The project completion date will be nine months from the contract execution.

### Budget

Federal	State	Local	Total
\$68,000	\$17,000		\$85,000

## **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
- 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

<b>Title</b>	Fare Equity Analysis and Economic Impact Study
<b>OPT Project Manager</b>	Chuck Lindstrom
<b>Project Submitted by</b>	Eastern Upper Peninsula Transportation Authority (EUPTA)
<b>Problem Statement/Objective</b>	The proposed fare increase/restructure has been an ongoing process over the past year. It has consisted of many hours by the EUPTA staff to develop the fare proposal. There has been multiple public meetings and multiple board meetings to discuss the proposal. As is the case with all fare increases, it has been poorly received by the users of EUPTA's ferry system and highly disputed by some members of EUPTA's Board of Directors; therefore, EUPTA is proposing a fare increase/restructuring. This analysis and study will be used as a tool to determine propriety of EUPTA's proposal. This study should help resolve controversy incurred during fare restructure per the Board of Directors report. A fair equity analysis and economic impact study was directed by the EUPTA board to staff.
<b>Description</b>	<p>The Fare Equity Analysis and Economic Impact Study will help develop an acceptable level of confidence that the proposed fare changes are fair and equitable and put EUPTA closer to an acceptable resolution. The EUPTA Board will benefit by providing a degree of confidence that EUPTA's decision making is appropriate. The motoring public that use EUPTA's system will also benefit by being assessed appropriate fees. The target audience is the EUPTA Board of Directors and users of EUPTA's ferry system.</p> <p>Since the skill set needed to conduct this analysis and study is very specialized and unique, EUPTA will secure the professional services of a consultant through the MDOT approval and procurement process.</p>
<b>Deliverables</b>	The consultant will provide a written brief or presentation describing the findings of this analysis and study.
<b>Time Frame</b>	10/01/2020 – 03/31/2021 (or as soon as possible)

**Budget:**

<b>Federal</b>	<b>State</b>	<b>Local</b>	<b>Total</b>
\$80,000	\$20,000		\$100,000

## **Project Supports:**

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency
- 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
- 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
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- 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

<b>Title</b>	Huron Transit Facility Study
<b>OPT Project Manager</b>	Lane Masoud
<b>Project Submitted by</b>	Huron County Board of Commissioners
<b>Problem Statement/Objective</b>	Huron Transit facility needs replacement because of size, age and location. The current location is 1513 Bad Axe Road and has it limits with the traffic and property size. Huron Transit is land locked and right next to residential area of Bad Axe. There is only enough room to safely store and park ½ the fleet. When the current facility was acquired, Huron Transit had a fleet of 14 vehicles and 20 employees. Now there are over 50 buses and 50 employees. There are too few rest rooms, dispatch and all areas.
<b>Description</b>	<p>Huron Transit needs a facility that will help maximize the needs of the transit agency that is a direct benefit to the transit riders, training for staff and riders, vehicle maintenance and upkeep, safety of capital assets, operations center, parking, onsite fueling and administrative office. The target area is the community Huron Transit serves and their employees.</p> <p>Huron Transit will contract with a recognized firm that can do a study that will review what the needs are that will benefit the mission of service, the mobility for all. The first step is to review Huron Transit needs and seek information from other transit authorities of similar size and operations. Huron Transit wants proven results and community buy in as this is the transit agency that belongs to the community.</p>
<b>Deliverables</b>	An independent transit facility plan for now and the future. Hopefully, a facility that can safely protect the staff, the community and allow the operations to work in an environment that is effective and efficient.
<b>Time Frame</b>	Project will be started ASAP within 6 months of the executed contract.

**Budget:**

<b>Federal</b>	<b>State</b>	<b>Local</b>	<b>Total</b>
\$48,000	\$12,000		\$60,000

## **Project Supports:**

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency
- 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
- 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
- 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

<b>Title</b>	Mackinac Island Transportation and Freight Project
<b>OPT Project Manager</b>	Chuck Lindstrom
<b>Project Submitted by</b>	Mackinac Island Transit Authority (MITA)
<b>Problem Statement/Objective</b>	<p>The MITA was formed in July 2019 to fill a void. Prior to its formation, there was NO public body specifically tasked with the mission of establishing public transportation services for Mackinac Island residents, workers and visitors particularly during the off season for tourism (November – March). As recently as five (5) years ago, there were three (3) private companies serving passengers to Mackinac Island. Combined they delivered over 2.4 million ferry trips annually to and from Mackinac Island primarily during the summer season (April – October).</p> <p>The ferry operators have told the City of Mackinac Island on numerous occasions that they are not interested in the winter service to Mackinac Island as it is not as profitable as the summer season. The primary winter vessel used was built in 1955 and is owned by one of two competing companies leaving little choices for winter transportation on an aging vessel.</p>
<b>Description</b>	<p>The study will help to compile information needed to improve the access to and from Mackinac Island for their residents, passengers and freight. With the study, MITA intends to:</p> <ul style="list-style-type: none"> <li>• look at passenger counts, current operational periods and demand for extended service</li> <li>• MITA seeks to investigate the weaknesses in insuring public access to and from the island</li> <li>• look for improvements that can be made to the system for the elderly and handicap</li> <li>• look at vessel needs and design characteristics</li> </ul> <p>The study will be conducted by a consultant selected through the MDOT approval and procurement process. Completing the study as soon as possible is key to moving the Mackinac Island transit system forward and insuring quality access and transportation for the public.</p>
<b>Deliverables</b>	Provide a master plan the will describe everything that is necessary to operate the newly formed transit authority and greatly improve the access to and from Mackinac Island for all its residents.
<b>Time Frame</b>	October 30, 2020 – April 1, 2021

## Budget

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

## **Project Supports:**

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency
- 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
- 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