



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

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

200 West Adams Street
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Chicago, IL 60606-5253
312-353-2789
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May 14, 2021

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

Via E-Mail

RE: FY 2021 Section 5304 Work Program Michigan Department of Transportation

Dear Ms. Ruestman:

The Michigan Department of Transportation's letter dated May 14, 2021 requested approval to approve the FY2021 Michigan Department of Transportation (MDOT) Section 5304 Work Program to include four new projects.

These projects 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.

The FY2021 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,

Jay Ciavarella
Director, Planning and Program Development

ecc: Michelle Weber-Currie, Michigan Department of Transportation



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

GRETCHEN WHITMER
GOVERNOR

PAUL C. AJEGBA
DIRECTOR

May 14, 2021

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 2021 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 FY 2021 Section 5304 Work Program which is enclosed. Where appropriate, the projects not included in the FY 2021 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 black ink that reads "Jean Ruestman".

Jean Ruestman, Administrator
Office of Passenger Transportation

Attachment

FY 2021 Section 5304 Work Program

Submitted by:
Michigan Department of Transportation
Office of Passenger Transportation

May 14, 2021

Budgets

Section 5304

RECIPIENT	MDOT PROJECT MANAGER	DESCRIPTION OF PROJECT	FEDERAL	TOTAL
Alma, City of	Janet Arcuicci	City of Alma Transit, Service Expansion Study	\$52,000	\$65,000
Cheboygan County Board of Commissioners (Straits Regional Ride)	Tina Makarewicz	Facility Construction Feasibility Study	\$52,000	\$65,000
Cheboygan County Board of Commissioners (Straits Regional Ride)	Tina Makarewicz	Transportation Needs Study and Service Plan	\$52,000	\$65,000
Michigan Department of Transportation (MDOT) - Office of Passenger Transportation (OPT)	Ellen Kent	Transit Asset Management (TAM) Plan	\$300,000	\$375,000
			\$456,000	\$570,000

Title	City of Alma Transit, Service Expansion Study
OPT Project Manager	Janet Arcuicci
Project Submitted by	Alma, City of
Problem Statement/Objective	The Alma Transit Center (ATC) has expanded to include the City of Ithaca, City of St. Louis and Pine River Township. These three municipalities have formed an authority currently called St. Louis, Ithaca and Pine River Township (SLIPR). SLIPR is going to contract with the City of Alma to provide transportation services for their authority.
Description	<p>ATC would like to hire a consultant to conduct a needs assessment to find:</p> <ul style="list-style-type: none"> • What is the most cost effective and efficient way to provide service to SLIPR? • What is the correct number of drivers and vehicles needed to provide the service to SLIPR? • What economic impact would expanding the service have on the smaller cities? • Feasibility of providing service to Isabella County
Deliverables	This study would give ATC direction as to how to expand their service to make a seamless transition to a much larger transportation footprint.
Time Frame	10/01/2021 – 02/07/2022 (or as soon as the agency receives approval)

Budget

Federal	State	Local	Total
\$52,000	\$13,000		\$65,000

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

Title	Facility Construction Feasibility Study
OPT Project Manager	Tina Makarewicz
Project Submitted by	Cheboygan County Board of Commissioners (Straits Regional Ride)
Problem Statement/Objective	Straits Regional Ride (SRR) has been operating in a rented office and parked their buses outside with no shelter for the years they have been in existence. Their community and commitment of Cheboygan County Board of Commissioners has proven that they are committed to Public Transportation.
Description	The Facility Construction Feasibility Study will start the process to investigate and gather the necessary first steps to construct a facility for a permanent office and bus facility. SRR has never done a study for this. SRR's Transportation Manager will Spreadhead this study and will need guidance from MDOT. SRR plans on obtaining suitable property sites, research affordable building designs, exploring legal and building code ordinances. Determine the extent of public economic support by survey of citizens in their three (3) counties of service. SRR plans to combine this study with the Transportation Needs Study and Service Plan (survey) to include and educate for public financial support for a project of this magnitude. SRR expects to receive solid public support for building this asset in their Community because every segment of their population will benefit. SRR plans to utilize and coordinate with area agencies and businesses for support. Additionally, SRR hopes to coordinate and combine information results with these two (2) studies and notify the public on both the transportation study and facility project. In addition, SRR will use the information to develop new routes and more efficient service. Furthermore, SRR hopes to protect their buses from the elements and gain longer usage per bus and spend less money on maintaining their assets.
Deliverables	The Facility Construction Feasibility Study would provide the following: <ul style="list-style-type: none"> • Determine the extent of public support for building a facility for SRR Transportation System • Cost analysis for the facility • Determine what percentage of money will finance the building from Local, State and Federal Grant money • Establish the guidelines and framework SRR must legally work with use of State and Federal money • Obtain the tools needed to make an educated commitment to either continue with this project or in the future
Time Frame	10/01/2021 – 05/15/2022

Budget:

Federal	State	Local	Total
\$52,000	\$13,000		\$65,000

Project Supports:

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- Improve the resiliency and reliability of the transportation system
- Provide evidence of local support, which may include local funding

Title	Transportation Needs Study and Service Plan
OPT Project Manager	Tina Makarewicz
Project Submitted by	Cheboygan County Board of Commissioners (Straits Regional Ride)
Problem Statement/Objective	<p>The Transportation Needs Study and Service Plan will help Straits Regional Ride (SRR) determine and increase ridership needed in the three Counties they service.</p> <p>According to information obtained from Data USA 2020 research center, the SRR service area has an older population; as a whole, the patient to health care provider ratio is 1,254 to 1, average distance traveled to a hospital is 17 miles in rural areas. The median native age is 39, Emmet County median age is 45, Cheboygan County is 50 and Presque Isle median age is 54. One area lacking in Northern Michigan is available transportation to help people maintain independence. Distances travel to get essential services is challenging to people from all walks of life in the SRR service area. Public transportation when utilized can provide people in a small population density the opportunity to get the essential services they need, keep independence and ease the strain on children of the elderly and disabled to help ensure they get the transportation necessary or warranted.</p>
Description	<p>The Transportation Needs Study and Service Plan will grant the financial resources SRR will need to identify the pockets of citizens who have transportation needs, will share methods and opportunities for the agency to provide knowledge to the public of what is available and improve awareness of the benefits that public transportation provides to a community.</p> <p>SRR has already started research as mentioned above to determine what the needs are. SRR has updated their routes, developed new maps and are working on a more visual approach to showing their public how to get to desired destinations. SRR needs help with detailed and individual research. SRR Transportation Manager will spearhead the study. They want to develop an effective survey and creative manner to get people to participate in the survey and submit responses, utilize and coordinate with area agencies and local businesses to promote and participate in the survey/study, identify local media outlets for promotion and public awareness of the survey/study, as well as assistance with identifying the most effective methods for data collection and sharing the study results and overall recommendations when complete.</p> <p>SRR result/goals are to use the findings of the study to assist the agency with developing routes to service the individuals</p>

	who express transportation needs, identify the most effective methods to increase overall public awareness, and ultimately, help SRR provide efficient and purposeful use of taxpayer money entrusted to them for transportation.
Deliverables	<p>The Transportation Needs Study and Service Plan would provide the following:</p> <ul style="list-style-type: none"> • Provide a visual experience support with script of SRR's Transit System and Routes through maps and colored routes. • Identify opportunities and methods for agency to partner with area businesses and promote the financial benefits transportation opens for people to purchase services and products. • Identify approaches the agency can take to reduce the stigma that transportation on a bus may omit to members of their communities. • Assist agency with methods of how to most effectively communicate information about affordable transportation opportunities and public knowledge about what is available and how to navigate services. • Provide agency with methods to promote community attractiveness of public transportation - benefits to encourage employment, school and just a nice place to live.
Time Frame	10/01/2021 – 05/15/2022

Budget:

Federal	State	Local	Total
\$52,000	\$13,000		\$65,000

Project Supports:

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- Improve the resiliency and reliability of the transportation system
- Provide evidence of local support, which may include local funding

Title	TAM Plan
OPT Project Manager	Ellen Kent
Project Submitted by	MDOT – OPT
Problem Statement/Objective	The MDOT - OPT, is responsible for administering state and federal programs that provide financial and technical assistance to local transit agencies to promote transit services throughout Michigan. Accurate facility assessments are needed for seventy-five (75) transit agencies who are recipients of Federal Section 5311 Rural Area Formula Program and/or Federal Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funds who are not direct recipients of Federal Section 5307 Urbanized Area Formula Program funds.
Description	<p>The goal of the facility assessment is to use the information obtained to create plans, with transit agencies, that will include identifying expenses to keep buildings running while offering service to clients. The facility assessments will help OPT establish a baseline on the condition of the buildings' age, life expectancy and future costs of maintenance.</p> <p>The target audience and those benefiting from the facility assessment are MDOT – OPT and the seventy-five (75) transit agencies who are recipients of 5311 and 5310 funds. They will receive a comprehensive facility assessment useful to plan future facility projects.</p> <p>The initial goal of the project is to request proposals to conduct facility condition assessments. The long-range goal is to provide valuable information on the assessments of transit facilities to best utilize future funding of grants.</p>
Deliverables	The facility assessments will have a comprehensive overview of all facilities that are used to operate a transit agency receiving 5310/5311 funds. The facility assessment will focus on providing data elements for facility conditions, performance measures for administrative and maintenance facilities, as well as for passenger and parking facilities.
Time Frame	October 1, 2021 – September 30, 2022

Budget

Federal	State	Local	Total
\$300,000	\$75,000		\$375,000

Project Supports:

- Increase the safety of the transportation system for motorized and nonmotorized users
- Increase the security of the transportation system for motorized and
- Emphasize the preservation of the existing transportation system