

**MEMORANDUM**

**TO:** GTC Planning Committee Members & Alternates  
**FROM:** Richard Perrin, Executive Director *RP*  
**DATE:** October 30, 2012  
**SUBJECT:** Proposed Planning Committee Resolution 12-13 (Modifying the *FY 2012-2013 UPWP* to reflect the actual allocations of FY 2012-2013 federal metropolitan planning funds, the contribution of actual FY 2011-2012 FTA MPP rollover amounts, and the correct Uses of Funds component of Task 8535)

The estimated allocations of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) metropolitan planning funds available for programming by the Genesee Transportation Council (GTC) in the *FY 2012-2013 Unified Planning Work Program (UPWP)* were provided by the New York State Department of Transportation (NYSDOT) on November 18, 2011. NYSDOT developed its estimated FHWA and FTA metropolitan planning funds allocations based on Federal Fiscal year (FFY) 2011 apportionments.

On August 2, 2012, NYSDOT provided the actual allocations of FHWA and FTA metropolitan planning funds available to GTC. The actual allocations are \$239,545 or 12.4 percent less than the estimated allocations. The difference between the estimated and actual allocations stems from provisions of the Surface Transportation Extension Act of 2011, Part II that reduced the authorized level of funds for the entire federal highway program (including the FHWA Metropolitan Planning or PL program) compared to FFY 2011 upon which NYSDOT based its estimated allocations.

During the development of the *FY 2012-2013 UPWP*, GTC staff recognized that the NYSDOT-estimated FHWA PL allocation was 11 percent higher than the GTC-estimated FHWA PL allocation. Accordingly, GTC staff decided it would be prudent to program the same amount of FHWA PL funds as was included in the *FY 2011-2012 UPWP*, recognizing that any additional revenues could be programmed in the *FY 2013-2014 UPWP*. In addition, an oversight by GTC staff resulted in \$19,759 of FTA Metropolitan Planning Program (MPP) funds from previous years (rollover) not being included in the regularly-scheduled annual UPWP budget adjustment that the GTC Board approved at its June 21, 2012 meeting to reflect final end-of-year amounts that were not known when the *FY 2012-2013 UPWP* was adopted on March 8, 2012.

The total net change between the amounts of FHWA and FTA metropolitan planning funds currently programmed in the *FY 2012-2013 UPWP* and the actual allocations along with rollover FTA MPP funds is a decrease of \$69,848. GTC staff is proposing to reduce Task 1600 – Program Reserve in an equal amount to reconcile the *FY 2012-2013 UPWP* with the actual amounts of FHWA and FTA metropolitan planning funds currently available.

A modification is also needed to correctly present the Uses of Funds for Task 8535 – RTS Route Analysis. This task has been and continues to be conducted by Rochester Genesee Regional Transportation Authority staff but the *FY 2012-2013 UPWP* presents the funds as being used for contractual services. GTC staff is proposing to revise the Uses of Funds component of the



Project Description for Task 8535 – RTS Route Analysis by switching the funds from Contractual to Staff. There would be no change in the project budget.

The following items are provided for your consideration:

- 1. Proposed Planning Committee Resolution 12-13** (Modifying the *FY 2012-2013 UPWP* to reflect the actual allocations of FY 2012-2013 federal metropolitan planning funds, the contribution of actual FY 2011-2012 FTA MPP rollover amounts, and the correct Uses of Funds component of Task 8535)
- 2. Exhibit 1** (Proposed revisions to the *FY 2012-2013 UPWP* Work Program Financial Detail)
- 3. Exhibit 2** (Corrected Project Description for Task 8535 – RTS Route Analysis)

These modifications to the *FY 2012-2013 UPWP* can be made by the GTC Planning Committee per GTC Resolution 78-4 as they do not result in an increase in the total budget or distribution of the total budget between the federal and non-federal shares and there is no change in the distribution of the local shares among participating agencies.

***Recommended Action:***

*Approve proposed Planning Committee Resolution 12-13, modifying the FY 2012-2013 UPWP to reflect the actual allocations of FY 2012-2013 federal metropolitan planning funds, the contribution of actual FY 2011-2012 FTA MPP rollover amounts, and the correct Uses of Funds component of Task 8535.*

## GENESEE TRANSPORTATION COUNCIL

### PLANNING COMMITTEE RESOLUTION

**Resolution 12-13 Modifying the *FY 2012-2013 UPWP* to reflect the actual allocations of FY 2012-2013 federal metropolitan planning funds, the contribution of actual FY 2011-2012 FTA MPP rollover amounts, and a correction to the Uses of Funds component of Task 8535**

#### WHEREAS,

1. The Genesee Transportation Council (GTC) *FY 2012-2013 Unified Planning Work Program* (UPWP) was programmed with estimated allocations and estimated rollover amounts of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) metropolitan planning funds;
2. The actual allocations of FHWA and FTA metropolitan planning funds available for programming in the *FY 2012-2013 UPWP* are now known;
3. The actual allocations of FHWA and FTA metropolitan planning funds differ from the amounts programmed in the *FY 2012-2013 UPWP*;
4. GTC completed its accounting of the *FY 2012-2013 UPWP* and determined the actual rollover amounts for all projects from the *FY 2011-2012 UPWP*;
5. GTC amended the *FY 2012-2013 UPWP* and its Work Program Financial Detail and the budget portion of the affected Project Descriptions to reflect these actual rollover amounts via Resolution 12-45;
6. GTC has identified corrections to the actual rollover amounts for FTA Metropolitan Planning Program (MPP) funds from previous years;
7. GTC wishes to modify the *FY 2012-2013 UPWP* to reflect actual FHWA and FTA metropolitan planning allocations and FTA MPP rollover amounts as detailed in Exhibit 1;
8. GTC has identified corrections to the presentation of Uses of Funds for Task 8535 – RTS Route Analysis as included in the Project Description contained in the *FY 2012-2013 UPWP*;
9. GTC wishes to modify the *FY 2012-2013 UPWP* to reflect the correct Uses of Funds for Task 8535 – RTS Route Analysis as detailed in Exhibit 2; and
10. GTC Resolution 78-4 authorizes the Planning Committee to make modifications to the UPWP of this nature.

**NOW, THEREFORE, BE IT RESOLVED**

1. That the *FY 2012-2013 UPWP* and its Work Program Financial Detail and the budget portion of the affected Project Descriptions be hereby modified to reflect the corrected rollover amounts as detailed in Exhibits 1 and 2; and
2. That this resolution takes effect immediately.

**CERTIFICATION**

The undersigned duly qualified Chairman of the Genesee Transportation Council Planning Committee certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Genesee Transportation Council Planning Committee held on November 8, 2012.

Date \_\_\_\_\_

\_\_\_\_\_  
Scott Leathersich, Chairman  
Genesee Transportation Council  
Planning Committee



**8535 – RTS Route Analysis**

**Objective:** To assess adjustments to bus routes and schedules to improve efficiency and provide the most cost-effective service by analyzing trip-level and stop-level ridership and fare data on fixed route services.

**Classification:** Technical/Data Collection

**Participants:** RGRTA (Lead Agency), GTC staff

**Budget:**

Sources of Funds		Uses of Funds	
	FY 2012-13		FY 2012-13
<u>Federal Funds</u>		<u>GTC</u>	
FHWA	\$0	Staff	\$0
FTA	150,312 250,312	Contractual	0
Subtotal	\$250,312	Subtotal	\$0
	150,312		
<u>Matching Funds</u>		<u>Other Agency</u>	
State (In-kind)	\$0	Staff	152,187 <del>0</del>
Local (In-kind)	0	Contractual	0 260,955
Local (Cash)	1,875 <del>10,643</del>	In-kind Exp.	0
Subtotal	1,875 \$10,643	Subtotal	\$260,955
			152,187
<u>Total</u>	152,187 \$260,955	<u>Total</u>	152,187 \$260,955

*(This Task is an on-going activity with \$145,000 of federal funding carried over from the FY 2011-2012 UPWP for continuation in FY 2012-2013.)*

**Process:** Conduct an evaluation of RTS fixed-route services to determine their effectiveness. Collect trip-level and stop-level data on ridership and fares. Review this data to improve bus scheduling. Recommend changes to the schedules based on these analyses.

- Schedule:**
- |   |         |
|---|---------|
| 1. Evaluate fixed-route services to determine effectiveness | Ongoing |
| 2. Collect trip-level and stop-level data                   | Ongoing |
| 3. Review data to improve scheduling                        | Ongoing |
| 4. Recommend changes to schedules                           | Ongoing |

- Products:**
1. Reports on findings
  2. Recommendations