



METROPOLITAN PLANNING ORGANIZATION

COASTAL REGION METROPOLITAN PLANNING ORGANIZATION APRIL 2023 MPO MEETINGS

Agenda Item: Amendment to FY 2023 UPWP

Presenter: Wykoda Wang, CORE MPO Staff

Summary: The FY 2023 Unified Planning Work Program (UPWP), adopted in February 2022 and amended in April, June and August 2022, is the MPO's staff work program for the fiscal year that runs from July 1, 2022 to June 30, 2023. The UPWP details the staff budget and work projects expected to be undertaken by the MPO in support of the federally mandated 3-C (Continuing, Cooperative and Comprehensive) transportation planning process.

The planning activities in the work program are supported by the formula Federal Highway Administration (FHWA) planning (PL) funds and the Federal Transit Administration (FTA) Section 5303 funds, with matching funds from MPO member agencies.

In March 2023, the Chatham Area Transit Authority was awarded the SMART (Strengthening Mobility and Revolutionizing Transportation) grant funds in the amount of \$1,201,736 (see Appendix C for Notice of Grant Award). The grant funds don't need a local match. CAT will use the SMART grant funds for concept development of a microtransit EV zonal deployment and testing of a technology application. CAT intends to start the project as soon as the award is released for expenditure with a starting date in FY 2023 and continues the planning activities in FY 2024. Thus, amendments to both FY 2023 UPWP and 2024 UPWP are needed.

The attached documentation includes the proposed changes to the CORE MPO's FY 2023 UPWP.

Recommendation: Endorsement and approval of proposed FY 2023 UPWP amendments.

Appendix:

Appendix A: Proposed FY 2023 UPWP Amendments

Appendix B: Resolution to Amend the FY 2023 UPWP

Appendix C: Notice of Grant Award

Appendix A: Proposed FY 2023 UPWP Amendments

UPDATED TRANSIT SECTION

Task 5 Transit Planning

Objectives:

- Conduct transit and paratransit planning activities in support of Chatham Area Transit and the CORE MPO MTP and TIP.
- Provide staff support to the CORE MPO Advisory Committee on Accessible Transportation (ACAT)
- Take a comprehensive approach to the integration of various modes of transportation and identify how they relate and influence each other.
- Support and identify improvements of public transit services and transportation options for disadvantaged populations.

FY2022 Activities:

- Tracked transit funding and planning developments of the CAT and GDOT.
- Assisted the State in the preparation of Section 5303 Transit Planning Contract for FY 2022.
- Processed budget adjustments to FY 2022 UPWP's transit planning program.
- Incorporated priority projects recommendation into the MPO's plans and programs.
- Maintained the Transit Asset Management/State of Good Repair (TAM/SGR) plans.
- Developed and adopted Written Procedures on Performance Based Planning and Programming for the Savannah Metropolitan Area for TAM and SGR.
- Continued assistance and coordination of technical support and general planning to CAT on various projects related to the transit system and new transit services in the Savannah area. Projects include but not limited to:
 - Transit Development Plan update.
 - Public Transportation Agency Safety Plan (PTASP).
 - Transit Asset Management Targets.
 - FTA funds and flexed FHWA funds grant applications.
 - Analysis and development of current transit system because of COVID-19 to determine service refinements and enhance operational efficiency of the system.
- Administered CORE MPO Board and advisory committee meetings related to transit planning.
- Processed amendments and addenda for the Mobility 2045.
- Provided support for and hosted all MPO board and advisory committee meetings, including preparation of agendas, minutes, mailings, notifications, presentations and staff reports. Committees staffed included the CORE MPO Board (MPO), the Technical Coordinating Committee (TCC), TCC sub-committees, the Economic Development and Freight Advisory Committee (EDFAC), the Citizens Advisory Committee (CAC), and the Advisory Committee on Accessible Transportation (ACAT).
- Attended the CAT Board meetings and the GDOT Sub-recipient workshops to keep track of the transit funding and planning developments.
- Conducted other routine administrative tasks – maintaining and updating the MPO's contact database and stationery, conducting computer troubleshooting, preparing routine correspondence, maintaining budgetary information, etc.
- Continued preparation work for and participated in the FY 2021 federal certification review.
- Participated in some trainings, workshops, conferences and webinars related to transit planning.
- Provided general transit planning and coordination services.
- Attended the GDOT training on Blackcat and processed grant application for FY 2023 Section 5303 funds via this new system.
- Assisted the state in the preparation of the Section 5303 Transit Planning Contract for FY 2022.
- Prepared proper study documentation for FY 2022 grant reimbursement including development of Annual and Quarterly Progress Reports.
- Developed the FY 2023 Unified Planning Work Program that incorporated expected transit planning tasks.

- Processed administrative modifications and amendments as needed to the FY 2022 UPWP regarding Section 5303 funds.
- Processed budget adjustments as needed to FY 2022 UPWP's transit planning program.
- CORE MPO staff continued to support the ACAT Committee, and ACAT continued to provide advice and recommendations regarding transportation planning for the transportation disadvantaged.
- CORE MPO staff worked with the ACAT Committee to develop a virtual meeting approach which accommodates sign language interpretive service.
- CORE MPO staff has assisted (CAT) on various planning studies such as Transit Development Plan update and System Re-design, and incorporated priority projects recommended in these studies into the MPO's plans and programs.
- CORE MPO staff has provided letters of support for CAT's grant applications and assisted CAT in accessing the awarded grant funds by processing plan and program amendments.
- CORE MPO staff has coordinated with CAT and GDOT Intermodal on FAST Act implementation through
 - Development and maintenance of and update to the Transit Asset Management/State of Good Repair (TAM/SGR) plans;
 - setting regional transit performance management targets;
 - development and adoption of Written Procedures on Performance Based Planning and Programming for the Savannah Metropolitan Area for TAM and SGR; and
 - processing of MTP and TIP amendments to incorporate TAM/SGR targets.
- Coordinated with and assisted CAT with technical support such as mapping, analysis, and other various projects related to the transit system and new transit services in the Savannah area.

In FY 2022 CAT did the following using 5307 funds.

- CAT maintained and updated the Transit Asset Management/ State of Good Repair (TAM/SGR) Plan and shared TAM targets with CORE MPO;
- CAT developed and adopted the Public Transportation Agency Safety Plan (PTASP);
- CAT processed grant applications to access both FTA funds and flexed FHWA funds;
- CAT continued to analyze and develop its current transit system, in light of COVID-19 response and optimization of operations, to determine service refinements and enhance operational efficiency of the system. This process resulted in the temporary suspension of some underperforming routes as well as the addition of buses on other routes to allow for the necessity of social distancing; and
- CAT continued to coordinate with CORE MPO for transit planning.

FY2023 Activities:

- Continue to coordinate with CAT and GDOT Intermodal on FAST Act implementation.
- Set regional and transit performance management targets.
- Maintain the incorporation of TAM/SGR targets in MTP and TIP.
- Update TAM/SGR when applicable.
- Provide support and assistance for CAT; activities include but not limited to:
 - Identify and access grant funds.
 - Provide letters of support.
 - Implementation of TSP and other ITS tools.
 - Ferry service coordination.
 - Implementation and expansion of park-and-ride lots.
 - Amend multimodal and transit planning documents to implement and conform the FAST Act or subsequent transportation legislation.
 - In anticipation of the new 2020 Census data, staff will continue integration of new demographic data and population trends into all planning processes and will start to assess potential changes to the urbanized boundary and the metropolitan planning areas.
 - Attend trainings on transit planning, paratransit planning, Title VI, and environmental justice in support of the 3-C metropolitan transportation planning process.
 - CAT – Complete the development of the Transit Development Plan and implement strategies identified in the plan.

- CAT – Coordinate with CORE MPO in conducting general transit/ paratransit planning.
- CAT – Report on the TAM/SGR and public safety targets.
- CAT – Participate in the ACAT meetings and furnish information pertaining to the operations of the CAT Mobility services.
- CAT – Continue to improve bus stop amenities based on on-boarding and off-boarding ridership.
- Continue to coordinate with CAT staff through attendance at CAT board meetings and regular check in and coordination meetings.
- Provide general planning services and assist Chatham Area Transit (CAT) on various planning studies.
- Coordinate with and assist CAT with technical support such as mapping, analysis, and other various projects related to the transit system and new transit services in the Savannah area.
- Continue to implement FAST Act or subsequent transportation legislation regarding transit/paratransit planning.
- Provide staff support for CORE MPO Board and advisory committee meetings related to transit planning tasks, including preparation of agendas, minutes, mailings, notifications, presentations and staff reports.
- Continue to conduct administrative and program coordination activities in support of the 3-C transportation planning process.
- Work with FHWA, FTA and GDOT on any remaining follow up activities from the federal certification review to ensure CORE MPO remains federally certified so that the Savannah area is eligible for FTA funding.
- Attend necessary trainings on transit planning, paratransit planning, Title VI and environmental justice that are hosted by FTA, FHWA, GDOT, NTI, NHI and other agencies in support of the 3-C metropolitan transportation planning process.
- Maintain and update the FY 2023 Unified Planning Work Program.
- Process grant application for FY 2024 Section 5303 funds.
- Develop the FY 2024 Unified Planning Work Program – identify priority transit planning work tasks in coordination with the CORE MPO Board and advisory committees, prepare descriptive narrative for each work task as well as cost estimates, develop project schedules based upon timelines for key planning deliverables, coordinate input from other agencies, and prepare the FY 2024 Unified Planning Work Program.
- Assist the state in the preparation of the Section 5303 Planning Services Contracts.
- Prepare proper study documentation for Section 5303 grant reimbursements including development of Annual and Quarterly Progress Reports.
- Conduct public outreach and education to involve the public in transit/paratransit planning to facilitate the two-way exchange of information between CORE MPO and the general public.
- Conduct Title VI/EJ/Anti-poverty planning.
 - Continue to involve traditionally underserved communities within the CORE MPO MPA in the MPO’s transportation planning process as identified in the MPO Participation Plan and Title VI Plan (including the Environmental Justice Plan and the Language Assistance Plan) through the use of public involvement and analytical techniques (e.g. using Geographic Information Systems (GIS) mapping to locate Title VI populations within the MPA).
 - Continue to identify potential transportation barriers and gaps to essential services and assess the benefits and burdens of existing and planned transportation system investments on the identified target populations.
 - Undertake significant steps, through the increased involvement of ACAT, to publicize the efforts mentioned above and involve the public, and ensure that the EJ communities are represented as members of ACAT.
 - Provide staff support in the continuing functioning of ACAT by arranging for ACAT meetings and preparing and distributing meeting agendas and minutes. Make arrangements to make sure that all ACAT members can fully participate in the process (arrange sign language interpretation services, make meeting reminder calls to visually impaired ACAT members, etc.).
 - Maintain the Title VI Plans including the Environmental Justice (EJ) Plan and the Language Assistance Plan (LAP). LAP is a requirement when a target population reaches 5% of the total population, which occurred in the 2010 Census for the Savannah area for the Hispanic population.

Monitor the 2020 census data availability and make necessary updates to the Title VI Plans with applicable data.

- o Continue to evaluate the MTP, TIP, and other programs and plans for Title VI compliance, and continue to pursue partnerships with service and non-profit groups that could assist the MPO to engage minority, low income and LEP persons both through ACAT and other forms of outreach. Make arrangements for language translation services so that the major planning products are better related to the persons with Limited English Proficiency (LEP).
 - o Continue to monitor the Environmental Justice implementation and update GIS data analysis or benefits/burden analysis as needed relative to access to essential services, transportation improvement projects and capital public transit projects implemented within the MPO area.
 - o Provide annual Title VI Data Collection and Reporting.
- Plan for transit – oriented development.
 - o Conduct other short-range transit projects depending upon CAT’s strategic priorities, including but not limited to:
 - o Continue to coordinate and work with CAT on defining transit and mobility priorities for the region;
 - o Continue to assist CAT in efforts to track, coordinate and apply for federal funding;
 - o Assist CAT to identify new sources of transit funding;
 - o Assist CAT with grant opportunities through letters of support as well as plan and program amendments;
 - o Assist CAT with any follow up and implementation activities of the TDP and system re-design;
 - o Assist CAT and Mobility Management Board with short range transit projects as needed;
 - o Continue to coordinate with CAT on Performance Based Planning and Programming regarding transit*;
 - o Assist CAT in efforts to coordinate with the City of Savannah to implement TSP and other ITS tools;
 - o Continue to assist CAT in efforts to coordinate with the Savannah Convention and Trade Center for ferry service;
 - o Continue to assist CAT in efforts to expand the transit service area and the implementation of park and ride lots; and
 - o Conduct analysis in partnership with CAT using a transit data and planning tool that will allow for the development and evaluation of regional transit services using a performance-based project selection methodology.

In FY 2023 CAT plans to do the following using 5307 funds.

- Transit Master Plan development;
- Zero Emission Implementation Plan development;
- Comprehensive Operations Analysis / Transit Development Plan development
- Public Transportation Agency Safety Plan (PTASP) maintenance and update;
- Process grant applications to access both FTA funds and flexed FHWA funds;
- Continue to analyze and develop the current transit system for optimization of operations, to determine service refinements and enhance operational efficiency of the system; and
- Continue to coordinate with CORE MPO for transit planning.

5307 Funded Studies

Zero Emission Implementation Plan – CAT seeks to conduct a system-wide analysis comparing its current fleet of buses operating fixed-route transit in its service area to zero-emission buses (ZEBs). The study will provide a Zero Emission Bus Rollout and Implementation Plan for fixed-route revenue fleet conversion with associated infrastructure and operating plan.

5307 Federal Match \$ 75,000

Local Match \$ 18,720

Total Project \$ 93,750

Comprehensive Operations Analysis / Transit Development Plan – Completion of a comprehensive evaluation of existing fixed-route, paratransit, and ferry services to determine strengths, weaknesses, and opportunities for improvements as it relates to the goals of the Strategic Plan. This will include an evaluation of individual fixed routes, the entire network, how the system functions, as well as existing and future demand response programs.

5307 Federal Match \$ 250,000 Local March \$ 62,500 Total Project \$ 312,500

Chatham Area Transit Master Transit Plan – Defining a specific vision for CAT to develop an action plan including financial and other implementation strategies. As a matter of highest priority, it is CAT’s desire that the plan development be conducted as a community led process with broad and innovative approaches to participation that reaches all is essential. The document will provide a vision for transit in the Savannah and Chatham County area and will guide CAT in establishing short term (2024-2030), midterm (2030-2039), and long term (2040-2050) goals as well as provide a list of priorities to be implemented in those time periods. The scope encompasses bus and ferry transit services. Local match will be provided by Commissioners of Chatham County, City of Savannah, Savannah Airport Commission, Savannah Economic and Development Authority, and Chatham Area Transit.

5307 Federal Match \$ 400,000 Local Match \$ 100,000 Total Project \$ 500,000

In addition, CAT will use the American Rescue Plan Act (ARP) funds, AAOP funds and SMART grant funds to conduct various studies and planning activities in FY 2023.

ARP Funded Study

ARP Route Restoration - CAT will receive funding at 100% federal match to initiate a route restoration and transit enhancement study to analyze current transit needs in the service area. This project will allow Chatham Area Transit to continue providing access to employment, education, and healthcare to under-served communities while addressing service decisions across jurisdictions.

Federal \$550,000 Total Project \$550,000

AAOP Funded Study

CAT was awarded \$400,000 in FTA’s Areas of Persistent Poverty (AOPP) Program on June 23, 2022. CAT would like to conduct a study with these funds. The study is expected to start in FY 2023 with a completion date within 24-36 months. CAT will receive funding at 90% federal level and will provide the 10% local match to serve the area in and around Savannah, Georgia. CAT will study the potential to connect emerging job centers and areas that have high levels of racial inequity or persistent poverty. The project will reduce greenhouse-gas emissions, connect low-income communities to more than 2,000 new job opportunities, and serve 3 job centers that are not on existing CAT transit routes.

Federal \$400,000 Local \$44,444 Total Project \$444,444

SMART Funded CAT EV Zonal Micro Project

CAT was awarded \$1,201,736 of SMART (Strengthening Mobility and Revolutionizing Transportation) grant funds in March 2023. CAT will receive the funding at 100% federal with no local match requirement. CAT will use the funds to plan and prototype technology needed to explore potential zonal micro transit via EVs that can enable systems to increase connectivity in Savannah, GA.

Federal \$1,201,736 Total Project \$1,201,736

Program Support and Administration

ALI Code 44.21.00

The Transportation Department staff administer and operate the MPO transit planning process by coordinating MPO functions with the Georgia Department of Transportation, the Federal Transit Administration, and all involved stakeholders, including time and financial accounting for MPO transit planning-related activities during the fiscal year. In addition, staff provide regional coordination for transit planning and efforts to

increase ridership for transit systems with continued emphasis on coordination between our transit providers. Staff activities include but not limited to:

Long-Range Transportation Planning

ALI Code 44.23.01

The CORE MPO continues to focus on performing Transit Planning in compliance with the performance based, multimodal MTP. The Transportation Department staff perform transit planning in accordance with the FAST Act and other federal regulations, the MTP and supplements. Staff activities include but not limited to:

Short-Range Transportation Planning

ALI Code 44.24.00

The CORE MPO provides planning support to the local urbanized transit system to encourage strategic management and operations improvements and to facilitate increased access and mobility to public transportation. Staff activities include but not limited to:

Transportation Improvement Program

ALI Code 44.25.00

The CORE MPO TIP provides a detailed list of priority funded highway, transit, and other multi-modal projects for the MPO planning area over the next four years. The Transportation Department staff develop and maintain a Transportation Improvement Program (TIP) in cooperation with local and state planning partners. In addition, staff ensure that the TIP is consistent with the MTP and incorporates PBPP. Staff activities include but not limited to:

FY2022 – FY2023 Deliverables:

Task	Expected Completion Date
ACAT meeting agendas, staff reports, recordings and minutes.	June 2023
Meeting agendas, minutes, recordings and mailings related to transit planning tasks.	June 2023
Process MTP and TIP amendments to incorporate TAM/SGR targets.	Extends Beyond FY2023
Attend monthly CAT board meetings.	June 2023
Grant application for FY 2024 Section 5303 funds.	Dec 2022
Assist the state in the preparation of the Section 5303 Planning Services Contracts.	Aug 2022
Complete the Transit Development Plan. (CAT)	TBD
Apply for Section 5303 discretionary grant funds for purchase of transit planning tool, Remix. (CAT)	December 2022
Planning services contracts for Section 5303 funds.	June 2023
Annual and quarterly progress reports and reimbursement requests for Section 5303 grants.	June 2023
FY 2024 UPWP published on CORE MPO website and in print upon request (focus on transit elements).	February 2023

Responsible Agencies:

Organization	Activity
MPC	Transit and paratransit planning, general coordination, and administration, ACAT support, grant application, contract and grant administration, UPWP development and maintenance, PBPP implementation regarding transit, public outreach, and Title VI/EJ planning activities to support the 3-C transportation planning process. Transit – oriented development to link land use with transit planning
CAT	Service expansion; TDP development and implementation; Ferries and dockside facilities; Passenger amenities; Transit Studies; Grant applications; provide staff support for ACAT; coordinate with CORE MPO; and provide information on transit and paratransit services.
CAT and GDOT Intermodal	Conference calls; attending and participating at MPO meetings; Transit Asset Management/State of Good Repair/ Public Transportation Agency Safety Plans development, target setting and reporting; coordination with CORE MPO on PBPP implementation.
GDOT Intermodal	Contract and grant reimbursement processing, technical assistance
FTA	Conference calls; attending and participating at MPO meetings; provide federal and state legislations, guidance, and trainings regarding Title VI/EJ, transit/paratransit planning and PBPP.

FY 2023 Funding:

Funding Source	Amount
FHWA Formula PL	\$0.00
MPO Dues Formula PL Match	\$0.00
FTA Formula Section 5303*	\$142,593.00
GDOT Formula 5303 Match*	\$17,824.13
MPO Dues Formula 5303 Match*	\$17,824.13
TOTAL FUNDS	\$178,241.26

FY 2024 Funding:

Funding Source	Amount
FHWA Formula PL	\$0.00
MPO Dues Formula PL Match	\$0.00
FTA Formula Section 5303*	\$164,193.00
GDOT Formula 5303 Match*	\$17,824.13
MPO Dues Formula 5303 Match*	\$23,224.13
TOTAL FUNDS	\$205,241.26

* Includes CORE MPO request for additional funds to purchase a transit planning tool. Projected cost \$27,000: (80% Federal Share - \$21,600) (10% State Share – \$2,700) (10% Local Match - \$2,700).

Staffing:

Director of Transportation Administration	Senior Transportation Planner	Planner
Administrative Assistant	Consultants/Vendors	

Appendix B: Resolution to Amend the FY 2023 UPWP



METROPOLITAN PLANNING ORGANIZATION

Resolution to Amend the FY 2023 Unified Planning Work Program of the Coastal Region Metropolitan Planning Organization

WHEREAS, in accordance with the joint Federal Transit Administration - Federal Highway Administration regulations on urban transportation planning (23 CFR Parts 420 and 450, and 49 CFR Part 613), a Unified Planning Work Program is required to be developed; and

WHEREAS, the Coastal Region Metropolitan Planning Organization (CORE MPO) has been designated by the Governor of Georgia as the Metropolitan Planning Organization for the Savannah urbanized area; and

WHEREAS, CORE MPO did formally adopt the FY 2023 Unified Planning Work Program (UPWP) as the official staff work program and budget for the CORE MPO at its regularly scheduled meeting on February 23, 2022; and

WHEREAS, CORE MPO did formally amend the FY 2023 UPWP at its regularly scheduled meeting on April 26, 2023 to revise the transit planning task to include a planning project that the Chatham Area Transit Authority (CAT) will undertake using the SMART (Strengthening Mobility and Revolutionizing Transportation) grant funds.

NOW, THEREFORE BE IT RESOLVED, that the Coastal Region Metropolitan Planning Organization approves the proposed amendment to the CORE MPO FY 2023 Unified Planning Work Program as shown in the summary UPWP amendment report with any corrections based upon the motion of April 26, 2023.

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution adopted by the Coastal Region Metropolitan Planning Organization Board at a meeting held on April 26, 2023.

A handwritten signature in cursive script, appearing to read "Chester A. Ellis". The signature is written in black ink and is positioned above a horizontal line.

Chester A. Ellis, Chairman
Coastal Region Metropolitan Planning Organization

Appendix C: Notice of Grant Award



NOTICE OF GRANT AWARD

Title: **SMART Grant - CAChatham Area Transit**
DOT Agency Disbursing Funds: **OST - Research and Technology**
Project Name/Number: **Chatham Area Transit, 900 E Gwinnett St, Savannah GA 31401**
Award Recipient: **Sen.Raphael Warnock, Sen.Jon Ossoff, Rep.Buddy Carter**
City/County/State: **Savannah/Chatham, GA**
Place of Performance: **Chatham Area Transit, 900 E Gwinnett St, Savannah GA 31401**
State Congressional District: **1**
Entitlement Amount: **\$ 0.00**
Discretionary Amount: **\$ 1,201,736.00**
COVID Relief Amount: **\$ 0.00**
Total Grant Amount: **\$ 1,201,736.00**
DOT Regional Office/Telephone Number: **Tara Lanigan**

Description:

Project Name: CAT EV Zonal Micro Project.

Plan and prototype technology needed to explore potential zonal micro transit via EVs that can enable systems to increase connectivity in Savannah, GA.

Partner: Georgia Tech Research Corp.

The objective of the SMART Program is to conduct demonstration projects focused on advanced smart city or community technologies and systems in a variety of communities to improve transportation efficiency and safety.

Should you have any questions, please contact the Office of Governmental Affairs (202)366-4573.