

**RESOLUTION**  
**SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL**  
**EXECUTIVE COMMITTEE**

**August 1, 2019**


- WHEREAS,** In order to promote a coordinated, continuous and comprehensive transportation planning process in the Syracuse Metropolitan Area, which is comprised of Onondaga County and portions of Madison and Oswego counties, it is necessary to develop an annual Unified Planning Work Program (UPWP); and
- WHEREAS,** the Policy Committee continues its designation of the New York State Department of Transportation (NYSDOT) to be the grant applicant on behalf of the SMTC. The NYSDOT will apply for necessary regular program funding under the Federal Transit Administration (FTA) Section 5303 program, under the Federal Highway Administration (FHWA) "PL" transportation planning program and "SPR" program in amounts consistent with the approved UPWP; and
- WHEREAS,** it has been found necessary to adjust the previously adopted 2019-2020 UPWP budget to account for an increase in "PL" dollars due to programming all carryover funds from the preceding program year; and
- WHEREAS,** the specific modification includes an increase of \$36,902 to the FHWA "PL" budget.

**NOW THEREFORE BE IT RESOLVED,** that the Executive Committee as authorized by the Policy Committee to make funding revisions and refinements by amendment of the total Policy Committee approved UPWP budget adopts the 2019-2020 UPWP budget amendment and the submission thereof to the appropriate Federal and State agencies and directs the filing of appropriate applications to support the program; and

Done and ordered this 1<sup>st</sup> day of August, 2019 by consensus of the SMTC Executive Committee.



Rick Lee  
Chair, Executive Committee

  
Date

2019-2020  
UPWP  
PROGRAM OUTLINE

ID	Category	2019-2020			Notes
		Project Total	Staff & Operating Expense Budget	Contractual Budget	
1.	Program Administration and Support (44.21.00)				
A.	General Administration	\$265,000	\$185,000	\$80,000	Contractual for Host Agency Agreement
B.	Public Participation and Web Site Update	\$35,000	\$20,000	\$15,000	
C.	Federal Transportation Legislation Examination and Evaluation	\$10,000	\$10,000	\$0	For legislative compliance
D.	UPWP Previous Year Closeouts	\$5,000	\$5,000	\$0	
E.	UPWP Maintenance and Development	\$10,000	\$10,000	\$0	
F.	NYS AMPO Conference Hosting	\$20,000	\$20,000	\$0	Staff Expenses (time only)
	Total Program Administration & Support	\$345,000	\$250,000	\$95,000	
2.	Short-Range Transportation Planning (44.24.00)				
A.	Census Data Compilation and/or Analysis	\$5,000	\$5,000	\$0	
B.	Data Collection, Compilation and/or Analysis	\$35,000	\$20,000	\$15,000	
C.	Geographic Information Systems - SMTC	\$50,000	\$50,000	\$0	
D.	Geographic Information Systems - Member Agency Assistance	\$30,000	\$30,000	\$0	Purpose is to provide GIS services to Member Agencies related to regional planning
	Total Short-Range Transportation Planning	\$120,000	\$105,000	\$15,000	
3.	Long-Range Transportation Planning (44.23.02)				
A.	Bicycle/Pedestrian Planning	\$45,000	\$45,000		Includes Bike Map Update (beginning)
B.	Bridge and Pavement Condition Management System (BPCMS)	\$20,000	\$20,000	\$0	
C.	I-81 Participation	\$5,000	\$5,000	\$0	NYSDOT Removed all statewide funding for this effort from the SPR program. This results in an inadequate amount of funding if this item is required.
D.	I-81 Travel Demand Modeling Project	\$5,000	\$5,000	\$0	
E.	MPO Area Regional Planning Initiatives	\$45,000	\$45,000	\$0	
F.	Long-Range Transportation Plan/Performance Based Planning (includes asset inventory & funding strategy and other research items)	\$55,000	\$55,000	\$0	
G.	Rail, Truck and Transit Planning (includes freight outreach, route/sign inventory & mapping)	\$40,000	\$40,000	\$0	
H.	Traffic Safety	\$10,000	\$10,000	\$0	
I.	Travel Demand Modeling	\$60,000	\$30,000	\$30,000	Contractual for Modeling Assistance as necessary for staff assistance
J.	Local Comprehensive Plan Assistance	\$40,000	\$40,000	\$0	
K.	City and OCDOT Traffic Count Programs (recurring)	\$48,000	\$15,000	\$33,000	Recurrent effort to count segments over a 4 - 5 year cycle
L.	City of Syracuse on call Planning Support - various activities including Rezone Syracuse - Assistance with GEIS and SEQRA	\$55,000	\$55,000	\$0	
M.	Congestion Management Process 2018/2019 Update	\$20,000	\$20,000		
N.	US 11 Corridor Study	\$45,000	\$45,000		
O.	Erie Boulevard Transit Mobility Enhancement	\$50,000	\$50,000		
P.	Safety Assessment and Analysis (OCDOT / City)	\$40,000	\$40,000		
Q.	RTC/Market Area Access Study	\$40,000	\$40,000		
R.	Armory Square Mobility Plan	\$20,000	\$20,000		
S.	S Geddes & W Fayette Complete Streets Review	\$40,000	\$40,000		
T.	CNY Recreational Heritage Trail Bike Corridor - Planning Assistance	\$30,000	\$30,000		
	Total Long-Range Transportation Planning	\$713,000	\$650,000	\$63,000	
4.	Transportation Improvement Program (TIP) (44.25.00)				
A.	TIP Development & Maintenance	\$50,000	\$50,000	\$0	
	Total Transportation Improvement Program	\$50,000	\$50,000	\$0	
5.	Other Activities (44.27.00)				
A.	Miscellaneous Activities and Special Technical Assistance	\$56,947	\$56,947	\$0	
	Total Other Activities	\$56,947	\$56,947	\$0	
	Grand Total Traditional Funding	\$1,284,947	\$1,111,947	\$173,000	

SPR Expenses for I-81 EIS/NEPA Modeling (Removed from NYSDOT Program)	\$0
Total SMTC Program Cost	\$1,284,947

Please note: Where contractual dollars are indicated no FTA monies are involved in contracts unless specified

Allocations / Resources: All fund sources except in-kind services.	
FHWA	\$995,049
FTA 2019 - 2020	\$229,612
FTA Rollover	\$0
SPR Monies from NYSDOT for expenditure on SMART1 and I-81 only	Removed from NYSDOT Program
FHWA Carry Over Funds (from 2018 - 2019 unspent anticipated)	\$60,286
Total Resources Available	\$1,284,947

TABLE 1

2019 - 2020 SUMMARY BUDGET

Amended August 1, 2019

TASK BUDGET									
TASK		FUNDING SOURCE							
ID	Category	FHWA - PL	FTA	FTA %	Total Federal	Total Non-Federal	State	Local	Total
1.	Program Administration and Support (44.21.00)								
A.	General Administration	\$225,250	\$39,750	15%	\$265,000	\$57,359	\$43,019	\$14,340	\$322,359
B.	Public Participation and Web Site Update	\$28,000	\$7,000	20%	\$35,000	\$7,645	\$5,734	\$1,911	\$42,645
C.	Federal Transportation Legislation Examination and Evaluation	\$8,000	\$2,000	20%	\$10,000	\$2,184	\$1,638	\$546	\$12,184
D.	UPWP Previous Year Closeouts	\$4,000	\$1,000	20%	\$5,000	\$1,092	\$819	\$273	\$6,092
E.	UPWP Maintenance and Development	\$8,000	\$2,000	20%	\$10,000	\$2,184	\$1,638	\$546	\$12,184
F.	NYS AMPO Conference Hosting	\$16,000	\$4,000	20%	\$20,000	\$4,368	\$3,276	\$1,092	\$24,368
	Total Program Administration and Support	\$289,250	\$55,750	16%	\$345,000	\$74,832	\$56,124	\$18,708	\$419,832
2.	Short-Range Transportation Planning (44.24.00)								
A.	Census Data Compilation and/or Analysis	\$3,982	\$1,018	20%	\$5,000	\$1,093	\$820	\$273	\$6,093
B.	Data Collection, Compilation and/or Analysis	\$29,750	\$5,250	15%	\$35,000	\$7,576	\$5,682	\$1,894	\$42,576
C.	Geographic Information Systems - SMTc	\$42,500	\$7,500	15%	\$50,000	\$10,822	\$8,117	\$2,706	\$60,822
D.	Geographic Information Systems - Member Agency Assistance	\$24,000	\$6,000	20%	\$30,000	\$6,553	\$4,914	\$1,638	\$36,553
	Total Short-Range Transportation Planning	\$100,232	\$19,768	16%	\$120,000	\$26,043	\$19,533	\$6,511	\$146,044
3.	Long Range Transportation Planning (44.23.02)								
A.	Bicycle/Pedestrian Planning	\$38,250	\$6,750	15%	\$45,000	\$9,740	\$7,305	\$2,435	\$54,740
B.	Bridge and Pavement Condition Management System (BPCMS)	\$16,000	\$4,000	20%	\$20,000	\$4,368	\$3,276	\$1,092	\$24,368
C.	I-81 Participation	\$4,000	\$1,000	20%	\$5,000	\$1,092	\$819	\$273	\$6,092
D.	I-81 Travel Demand Modeling Project:(NYSDOT Removed all statewide funding for this effort from the SPR program. <u>This results in an inadequate amount of funding if this item is required.</u> )	\$4,250	\$750	15%	\$5,000	\$1,082	\$812	\$271	\$6,082
E.	MPO Area Regional Planning Initiatives	\$38,250	\$6,750	15%	\$45,000	\$9,740	\$7,305	\$2,435	\$54,740
F.	Long-Range Transportation Plan/Performance Based Planning (includes asset inventory & funding strategy and other research items)	\$44,000	\$11,000	20%	\$55,000	\$12,013	\$9,010	\$3,003	\$67,013
G.	Rail, Truck and Transit Planning (includes freight outreach, route/sign inventory & mapping)	\$32,000	\$8,000	20%	\$40,000	\$8,737	\$6,553	\$2,184	\$48,737
H.	Traffic Safety	\$8,000	\$2,000	20%	\$10,000	\$2,184	\$1,638	\$546	\$12,184
I.	Travel Demand Modeling	\$48,000	\$12,000	20%	\$60,000	\$13,105	\$9,829	\$3,276	\$73,105
J.	Local Comprehensive Plan Assistance	\$34,000	\$6,000	15%	\$40,000	\$8,658	\$6,493	\$2,164	\$48,658
K.	City and OCDOT Traffic Count Programs (recurring)	\$38,400	\$9,600	20%	\$48,000	\$10,484	\$7,863	\$2,621	\$58,484
L.	City of Syracuse on call Planning Support - various activities Including Rezone Syracuse - Assistance with GEIS and SEQRA	\$44,000	\$11,000	20%	\$55,000	\$12,013	\$9,010	\$3,003	\$67,013
M.	Congestion Management Process 2018/2019 Update	\$16,000	\$4,000	20%	\$20,000	\$4,368	\$3,276	\$1,092	\$24,368
N.	US 11 Corridor Study	\$36,000	\$9,000	20%	\$45,000	\$9,829	\$7,372	\$2,457	\$54,829
O.	Erie Boulevard Transit Mobility Enhancement	\$40,000	\$10,000	20%	\$50,000	\$10,921	\$8,191	\$2,730	\$60,921
P.	Safety Assessment and Analysis (OCDOT / City)	\$32,000	\$8,000	20%	\$40,000	\$8,737	\$6,553	\$2,184	\$48,737
Q.	RTC/Market Area Access Study	\$32,000	\$8,000	20%	\$40,000	\$8,737	\$6,553	\$2,184	\$48,737
R.	Armory Square Mobility Plan	\$16,000	\$4,000	20%	\$20,000	\$4,368	\$3,276	\$1,092	\$24,368
S.	S Geddes & W Fayette Complete Streets Review	\$32,160	\$7,840	20%	\$40,000	\$8,731	\$6,548	\$2,183	\$48,731
T.	CNY Recreational Heritage Trail Bike Corridor - Planning Assistance	\$24,000	\$6,000	20%	\$30,000	\$6,553	\$4,914	\$1,638	\$36,553
	Total Long-Range Transportation Planning	\$577,310	\$135,690	19%	\$713,000	\$155,461	\$116,596	\$38,865	\$868,460
4.	Transportation Improvement Program (TIP) (44.25.00)								
A.	TIP Development & Maintenance	\$40,000	\$10,000	20%	\$50,000	\$10,921	\$8,191	\$2,730	\$60,921
	Total Transportation Improvement Program	\$40,000	\$10,000	20%	\$50,000	\$10,921	\$8,191	\$2,730	\$60,921
5.	Other Activities (44.27.00)								
A.	Miscellaneous Activities and Special Technical Assistance	\$48,543	\$8,404	15%	\$56,947	\$12,321	\$9,240	\$3,080	\$69,268
	Total Other Activities	\$48,543	\$8,404	15%	\$56,947	\$12,321	\$9,240	\$3,080	\$69,268
	Grand Total FHWA PL & FTA MPP Funds	\$1,055,335	\$229,612	18%	\$1,284,947	\$279,579	\$209,684	\$69,895	\$1,564,526
	Grand Total - All Fund Sources				\$1,284,947				\$1,564,526

**TABLE 2**  
**2019 - 2020 SUMMARY BUDGET**  
**FEDERAL PROGRAM ONLY**  
*Amended August 1, 2019*

TASK BUDGET											
TASK		FUNDING SOURCE					RESPONSIBILITY				
ID	Task	FHWA - PL	FTA	State	Local	Total	Staff	CNY RPDB	State*	Local	Total
44.21.00	Program Administration and Support	\$289,250	\$55,750	\$56,124	\$18,708	\$419,832	\$265,000	\$80,000	\$56,124	\$18,708	\$419,832
44.24.00	Short-Range Transportation Planning	\$100,232	\$19,768	\$19,533	\$6,511	\$146,043	\$120,000	\$0	\$19,533	\$6,511	\$146,043
44.23.02	Long-Range Transportation Planning	\$577,310	\$135,690	\$116,596	\$38,865	\$868,461	\$713,000	\$0	\$116,596	\$38,865	\$868,461
44.25.00	Transportation Improvement Program	\$40,000	\$10,000	\$8,191	\$2,730	\$60,921	\$50,000	\$0	\$8,191	\$2,730	\$60,921
44.27.00	Other Activities	\$48,543	\$8,404	\$9,240	\$3,080	\$69,268	\$56,947	\$0	\$9,240	\$3,080	\$69,268
	<b>Total</b>	<b>\$1,055,335</b>	<b>\$229,612</b>	<b>\$209,684</b>	<b>\$69,895</b>	<b>\$1,564,526</b>	<b>\$1,204,947</b>	<b>\$80,000</b>	<b>\$209,684</b>	<b>\$69,895</b>	<b>\$1,564,526</b>
		<b>\$1,284,947</b>		<b>\$279,579</b>		<b>\$1,564,526</b>	<b>\$1,284,947</b>		<b>\$279,579</b>		<b>\$1,564,526</b>

AUDIT BUDGET						
ID	Category	Staff	CNY RPDB	State	Local	Total
44.20.01	Salaries	\$716,763		\$26,551		\$743,314
44.20.02	Fringe	\$229,284	\$0	\$9,731		\$239,015
44.20.03	Travel	\$11,000	\$0			\$11,000
44.20.04	Equipment	\$22,000	\$0			\$22,000
44.20.05	Supplies	\$7,500	\$0			\$7,500
44.20.06	Contractual	\$115,100	\$80,000		\$69,895	\$264,995
44.20.07	Other	\$22,700	\$0			\$22,700
44.20.08	Indirect	\$80,600	\$0	\$6,770		\$87,370
XX.XX.XX	Toll Credits*			\$166,632		\$166,632
	<b>Total</b>	<b>\$1,204,947</b>	<b>\$80,000</b>	<b>\$209,684</b>	<b>\$69,895</b>	<b>\$1,564,526</b>
		<b>\$1,284,947</b>		<b>\$279,579</b>		<b>\$1,564,526</b>
		<b>\$1,284,947</b>				<b>\$1,564,526</b>

\* The NYSDOT non-federal share is provided via Toll Credits for FHWA PL costs and as an In-Kind Service for FTA MPP costs.

**TABLE 3**  
**2019 - 2020 SUMMARY BUDGET**  
**FHWA - PL BUDGET**  
*Amended August 1, 2019*

TASK BUDGET							
ID	Task	Total	FHWA - PL	Staff	CNYRPDB	State*	Local
44.21.00	Program Administration and Support	\$350,145	\$289,250	\$222,178	\$67,072	\$45,671	\$15,224
44.24.00	Short-Range Transportation Planning	\$121,333	\$100,232	\$100,232		\$15,826	\$5,275
44.23.02	Long-Range Transportation Planning	\$698,849	\$577,310	\$577,310		\$91,154	\$30,385
44.25.00	Transportation Improvement Program	\$48,421	\$40,000	\$40,000		\$6,316	\$2,105
44.27.00	Other Activities	\$58,763	\$48,543	\$48,543		\$7,665	\$2,555
	<b>Total</b>	<b>\$1,277,511</b>	<b>\$1,055,335</b>	<b>\$988,263</b>	<b>\$67,072</b>	<b>\$166,632</b>	<b>\$55,544</b>

<b>\$1,277,511</b>	<b>\$1,055,335</b>		<b>\$166,632</b>	<b>\$55,544</b>
<b>\$1,277,511</b>				

AUDIT BUDGET						
ID	Category	Total	Staff	CNY RPDB	State	Local
44.20.01	Salaries	\$587,868	\$587,868			
44.20.02	Fringe	\$188,052	\$188,052			
44.20.03	Travel	\$9,022	\$9,022			
44.20.04	Equipment	\$18,044	\$18,044			
44.20.05	Supplies	\$6,151	\$6,151			
44.20.06	Contractual	\$217,018	\$94,402	\$67,072		\$55,544
44.20.07	Other	\$18,618	\$18,618			
44.20.08	Indirect	\$66,106	\$66,106			
XX.XX.XX	Toll Credits *	\$166,632			\$166,632	
	<b>Total</b>	<b>\$1,277,511</b>	<b>\$988,263</b>	<b>\$67,072</b>	<b>\$166,632</b>	<b>\$55,544</b>

<b>\$1,277,511</b>	<b>\$988,263</b>	<b>\$67,072</b>	<b>\$166,632</b>	<b>\$55,544</b>
<b>\$1,277,511</b>				

\* NYSDOT provides its share of the non-federal match via Toll Credits

**TABLE 4**  
**2019 - 2020 SUMMARY BUDGET**

**FTA BUDGET**

*Amended August 1, 2019*

<b>TASK BUDGET</b>							
<b>ID</b>	<b>Task</b>	<b>Total</b>	<b>FTA</b>	<b>Staff</b>	<b>CNY RPDB</b>	<b>State*</b>	<b>Local</b>
44.21.00	Program Administration and Support	\$69,688	\$55,750	\$42,822	\$12,928	\$10,453	\$3,484
44.24.00	Short-Range Transportation Planning	\$24,710	\$19,768	\$19,768		\$3,707	\$1,236
44.23.02	Long-Range Transportation Planning	\$169,613	\$135,690	\$135,690		\$25,442	\$8,481
44.25.00	Transportation Improvement Program	\$12,500	\$10,000	\$10,000		\$1,875	\$625
44.27.00	Other Activities	\$10,505	\$8,404	\$8,404		\$1,576	\$525
	<b>Total</b>	<b>\$287,015</b>	<b>\$229,612</b>	<b>\$216,684</b>	<b>\$12,928</b>	<b>\$43,052</b>	<b>\$14,351</b>

<b>\$287,015</b>	<b>\$229,612</b>	<b>\$216,684</b>	<b>\$12,928</b>	<b>\$43,052</b>	<b>\$14,351</b>
<b>\$287,015</b>					

<b>AUDIT BUDGET</b>						
<b>ID</b>	<b>Category</b>	<b>Total</b>	<b>Staff</b>	<b>CNY RPDB</b>	<b>State</b>	<b>Local</b>
44.20.01	Salaries	\$155,446	\$128,895		26,551	
44.20.02	Fringe	\$50,963	\$41,232		9,731	
44.20.03	Travel	\$1,978	\$1,978			
44.20.04	Equipment	\$3,956	\$3,956			
44.20.05	Supplies	\$1,349	\$1,349			
44.20.06	Contractual	\$47,977	\$20,698	\$12,928		\$14,351
44.20.07	Other	\$4,082	\$4,082			
44.20.08	Indirect	\$21,264	\$14,494		6,770	
XX.XX.XX	Toll Credits	\$0				
	<b>Total</b>	<b>\$287,015</b>	<b>\$216,684</b>	<b>\$12,928</b>	<b>\$43,052</b>	<b>\$14,351</b>

<b>\$287,015</b>	<b>\$216,684</b>	<b>\$12,928</b>	<b>\$43,052</b>	<b>\$14,351</b>
<b>\$287,015</b>				

**TABLE 5**  
**2019 - 2020 SUMMARY BUDGET**  
**TOTAL AUDITABLE BUDGET**  
*Amended August 1, 2019*

<b>AUDIT BUDGET</b>						
<b>ID</b>	<b>Category</b>	<b>Total</b>	<b>Staff</b>	<b>CNY RPDB</b>	<b>State*</b>	<b>Local</b>
44.20.01	Salaries	\$743,314	\$716,763		\$26,551	
44.20.02	Fringe	\$239,015	\$229,284		\$9,731	
44.20.03	Travel	\$11,000	\$11,000		\$0	
44.20.04	Equipment	\$22,000	\$22,000		\$0	
44.20.05	Supplies	\$7,500	\$7,500		\$0	
44.20.06	Contractual	\$264,995	\$115,100	\$80,000	\$0	\$69,895
44.20.07	Other	\$22,700	\$22,700		\$0	
44.20.08	Indirect	\$87,370	\$80,600		\$6,770	
XX.XX.XX	Toll Credits	\$166,632	\$0		\$166,632	
	<b>Total</b>	<b>\$1,564,526</b>	<b>\$1,204,947</b>	<b>\$80,000</b>	<b>\$209,684</b>	<b>\$69,895</b>

<b>\$1,564,526</b>	<b>\$1,204,947</b>	<b>\$80,000</b>	<b>\$209,684</b>	<b>\$69,895</b>
<b>\$1,564,526</b>				

\* The NYSDOT non-federal share is provided via Toll Credits for FHWA PL costs and

as an In-Kind Service for FTA MPP costs.