

THE COORDINATED PUBLIC TRANSIT HUMAN SERVICES TRANSPORTATION PLAN

FOR THE SYRACUSE METROPOLITAN PLANNING AREA



FINAL REPORT - DECEMBER 2008

COORDINATED PUBLIC TRANSIT – HUMAN SERVICES TRANSPORTATION PLAN

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL

FINAL REPORT
DECEMBER 2008

This document was prepared with financial assistance from the Federal Highway Administration and the Federal Transit Administration of the U.S. Department of Transportation through the New York State Department of Transportation. The Syracuse Metropolitan Transportation Council is solely responsible for its contents.

For further information contact:

*Mario Colone, Senior Transportation Planner, Project Manager
Syracuse Metropolitan Transportation Council
126 N. Salina St., 100 Clinton Square, Suite 100
Syracuse, NY 13202
PHONE: (315) 422-5716; FAX: (315) 422-7753
www.smtcmpo.org*

Cover illustrations courtesy of the Central New York Regional Transportation Authority and St. Camillus Health & Rehabilitation Center.

TABLE OF CONTENTS

1. INTRODUCTION	1
2. INVENTORY	5
3. ANALYSIS	27
4. RECOMMENDATIONS	31
5. CONCLUSIONS	33

LIST OF FIGURES

Map 1: Persons w/Disabilities, MPA	7
Map 2: Persons w/Disabilities, Syracuse	9
Map 3: Low to Moderate Income, MPA	11
Map 4: Low to Moderate Income, Syracuse	13
Map 5: Elderly, MPA	15
Map 6: Elderly, Syracuse	17
Map 7: Centro Fixed Routes, MPA	23
Map 8: Centro Fixed Routes, Syracuse	25

APPENDICES

Appendix A – MPO and SMTC Structure

Appendix B – Summary of FTA Formula Grants

Appendix C – ReMAP and JARC Full Recommendations

Appendix D – Public Participation Documentation

Appendix E – Transportation Services Questionnaire

Appendix F – JARC/New Freedom Application

Appendix G – Human/Transportation Services Organizations

Coordinated Public Transit – Human Services Transportation Plan Executive Summary

Introduction

The impetus for the Coordinated Public Transit – Human Services Transportation Plan (Coordinated Plan) originated with the 2005 passing of the current federal transportation legislation: SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users). This legislation requires that all Metropolitan Planning Organizations (MPO) seek to “identify the transportation needs of individuals with disabilities, older adults, and people with low income, provide strategies for meeting those local needs, and prioritizes transportation services for funding and implementation.” As the designated MPO for the Syracuse Metropolitan Area, the SMTC undertook the lead effort of developing such a document for the planning area.

The purpose of the Coordinated Plan is to improve services for underserved populations through (1) identifying gaps and overlaps in service and (2) providing prioritized recommendations for service improvements. Underserved populations, for the purpose of this plan, are defined as people with disabilities, low to moderate income citizens, and the elderly community. Federal Transit Administration (FTA) circulars for three relevant funding grant programs (i.e., Elderly Individuals & Persons with Disabilities (§ 5310); Job Access and Reverse Commute (§ 5316); and New Freedom (§ 5317)) indicate that a Coordinated Plan must include four specific elements as noted below.

1. An assessment of available services that identifies current transportation providers (public, private, and non-profit);
2. An assessment of needs for individuals with disabilities, older adults, and people with low incomes;
3. Strategies, activities and/or projects to address the identified gaps between current services and needs, as well as opportunities to improve efficiencies in service delivery; and
4. Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing strategies and/or activities identified.

FTA guidance documents also indicate that a Coordinated Plan should be developed with input and participation from human service agencies, transportation providers and members of the public. A Public Involvement Plan (PIP) was developed for this project, which is contained in its entirety in Appendix D. The PIP is a reflection of the SMTC’s overarching Public Participation Plan that outlines strategies for encouraging public involvement in transportation planning projects region-wide. To meet the federal requirements, the Coordinated Plan adheres to the following three goals developed by the SMTC, with corresponding tasks for accomplishing each goal.

To raise public awareness of the Coordinated Plan and encourage representation of invested parties in its compilation

- Create a Study Advisory Committee comprised of SMTC member agencies.
- Form a Stakeholders Group of individuals and agencies with significant interest in the Coordinated Plan.
- Implement a formal Public Participation Process to engage the community at large.

To provide qualitative and quantitative data regarding the needs of underserved populations

- Provide demographic information of under-represented communities focusing on geographic patterns.
- Catalogue the number and function of organizations involved in addressing mobility and access issues within underserved communities.

To synthesize data into real-world recommendations for local agencies

- Determine stakeholder agencies' abilities to consolidate services and close service gaps.
- Incorporate and update analyses and recommendations from previous studies.
- Formulate strategies to address identified gaps in services.
- Prioritize resources for implementation.

Inventory

Section 2 (Inventory) reviewed demographic data from the US Census Bureau to provide an understanding of where the underserved populations reside, followed by a list of various organizations dedicated to assisting and improving the quality of life for individuals of the three target populations (i.e., elderly, low to moderate income citizens and persons with disabilities). Demographic and spatial patterns are presented in Section 2 for each of these populations individually.

Analysis

Section 3 (Analysis) covered analysis from two surveys. The first was conducted by the SMTC in 2008 to ascertain the conditions and needs of the local human services agencies, transportation agencies and governments involved in transportation, while the second was conducted by the Onondaga County Department of Aging & Youth, with assistance from Syracuse University's Maxwell School in 2002 to ascertain needs of seniors in Onondaga County. The SMTC survey indicated that perceived service gaps exist in the rural municipalities such as Elbridge, Fabius and Tully. Additionally, the major barrier identified from the transportation services questionnaire was cost. This cost barrier took two forms: costs to clients and costs to agencies. The last and likely largest barrier indicated by the transportation services questionnaire is an issue with coordination. When listing barriers, survey respondents indicated that they would like to see a county-coordinated centralized dispatch center. Multiple responses also indicated that many agencies are not willing to cost share.

Recommendations

SAFETEA-LU has mandated that projects chosen to receive Sections 5310, 5316 or 5317 funds must be derived from a locally developed Coordinated Plan and further selected from a competitive selection process. Based on analyses and input received throughout the course of the project, several strategies are recommended for implementation; a few of which include:

- Bus/van service available to low-income persons for work, medical or social appointments;
- Accessible taxi/van service to persons with disabilities;
- A Mobility Management Center for scheduling and dispatching of various transportation trips;
- Maintenance and/or fuel consortiums;
- Expand hours of transportation services for persons with disabilities, low-income individuals, and the elderly;

- Shift agency trips to the regular Transit Route Systems, which operate on fixed-schedules along specific routes with vehicles stopping to pick up and deliver passengers to specific locations; and
- Expand paratransit service beyond the required ADA $\frac{3}{4}$ mile limit.

Section 4 contains a complete listing of recommendations developed for the Coordinated Plan. All recommendations contained within this Coordinated Plan, and those not explicitly listed, are considered priority projects for the SMTC MPA. FTA guidance documents for the three core formula programs discussed in this document contain several example type projects that can be considered for implementation. Therefore, no one effort will be given priority over another, as the intent is to improve accessibility and mobility options for the transportation disadvantaged populations discussed throughout this document, as long as sponsors verify that coordination and collaboration will be achieved and utilized.

Section 1: Introduction

This document was compiled by the Syracuse Metropolitan Transportation Council (SMTC) for the SMTC Metropolitan Planning Area (MPA). The SMTC MPA is comprised of all of Onondaga County and small portions of Oswego and Madison counties. For more information on this organization, please refer to Appendix A.

Before discussing the inventory, analysis and recommendations for the Coordinated Public Transit – Human Services Transportation Plan (Coordinated Plan), it is necessary to provide introductory material. First, contextual information for the Coordinated Plan’s creation will be discussed, followed by the purpose statement of this document. The goals and methods used to achieve the document’s purpose will be narrated, followed by an outline of the process used to ensure community participation and inclusion of the public voice.

Context

This plan was written at the directive of federal mandates, described below, but also builds upon previous documents compiled by the SMTC.

SAFETEA-LU and FTA Mandates

The impetus for the Coordinated Plan originated with the 2005 passing of the current federal transportation legislation: SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users). This legislation requires that all Metropolitan Planning Organizations (MPO) seek to “identify the transportation needs of individuals with disabilities, older adults, and people with low income, provide strategies for meeting those local needs, and prioritizes transportation services for funding and implementation.” This mandate targeted the perennial issue of overlaps, barriers and gaps in the services for these populations. This mandate also sought to unify Federal Transit Administration (FTA) programs, specifically the following three programs:

1. Section 5310 – Elderly Individuals and Persons with Disabilities
2. Section 5316 – Job Access and Reverse Commute (JARC)
3. Section 5317 – New Freedom

Furthermore, the federal legislation requires that applicants for any of these three programs must now prove that their services follow the recommendations or intent of this Coordinated Plan and that projects be derived from a competitive selection process, which is described in more detail in the following sections. Details of these FTA programs can be found in Appendix B.

The SAFETEA-LU language was further expanded and clarified through the Circular FTA C 9045.1, produced by the FTA. In chapter V of this circular, it is specified that a Coordinated Plan must include the following four components:

5. An assessment of available services that identifies current transportation providers (public, private, and non-profit);
6. An assessment of needs for individuals with disabilities, older adults, and people with low incomes;

7. Strategies, activities and/or projects to address the identified gaps between current services and needs, as well as opportunities to improve efficiencies in service delivery; and
8. Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing strategies and/or activities identified.

Foundation Documents

Prior to the compilation of this plan, SMTC created both the Regional Mobility Action Plan (ReMAP) document as well as the JARC plan (Appendix C). ReMAP identified many gaps in transportation services for underserved populations and provided a list of recommendations. Subsequent to the release of ReMAP, SMTC produced the JARC plan. This document focused on commuting patterns, especially those of low-income individuals. While much of the analysis and recommendations from these two documents are still pertinent, they do not comprehensively look at the needs of the region's underserved populations specified by the FTA for inclusion in a Coordinated Plan.

Purpose Statement

The purpose of the Coordinated Plan is to improve services for underserved populations through (1) identifying gaps and overlaps in service and (2) providing prioritized recommendations for service improvements. Service improvements will be specific to Onondaga County and parts of Oswego and Madison Counties. Underserved populations, for the purpose of this plan, are defined as people with disabilities, low to moderate income citizens, and the elderly community.

Goals and Process

To meet the federal requirements, this document adheres to the following three goals developed by the SMTC, with corresponding tasks for accomplishing each goal.

To raise public awareness of the Coordinated Plan and encourage representation of invested parties in its compilation

- Create a Study Advisory Committee comprised of SMTC member agencies.
- Form a Stakeholders Group of individuals and agencies with significant interest in the Coordinated Plan.
- Implement a formal Public Participation Process to engage the community at large.

To provide qualitative and quantitative data regarding the needs of underserved populations

- Provide demographic information of under-represented communities focusing on geographic patterns.
- Catalogue the number and function of organizations involved in addressing mobility and access issues within underserved communities.

To synthesize data into real-world recommendations for local agencies

- Determine stakeholder agencies' abilities to consolidate services and close service gaps.
- Incorporate and update analyses and recommendations from previous studies.
- Formulate strategies to address identified gaps in services.
- Prioritize resources for implementation.

Community Participation

Public engagement is critical to the success of any planning process. To this end the SMTC has created two groups to oversee the creation of this plan involving planning professionals and interested individuals representing larger underserved populations. SMTC has also incorporated public meetings to hear from members of the public directly.

Study Advisory Committee

This committee included representatives from Aurora of Central New York, Central New York Regional Transportation Authority (CNYRTA), City of Syracuse, New York State Department of Transportation, Onondaga County (Departments of Aging & Youth and Social Services) and the Syracuse-Onondaga County Planning Agency. The committee met several times throughout the project and provided direct input and guidance to the creation of the Coordinated Plan. Appendix D includes a list of SAC members and meeting minutes.

Stakeholders Group

This less formal group consisted of individuals with significant interest in the Plan. Members were kept apprised of pertinent developments to the Plan as well as notified of public meetings. Questionnaires were also mailed to these individuals to provide specific information toward the development of the Plan, as well as provide general recommendations. A copy of the questionnaire can be found in Appendix E.

Public Meetings

During the creation of the Coordinated Plan, three public meetings were held to determine input from the public at large. Records of these meetings can be found in Appendix F.

The first public meeting was held in October 2007. This meeting allowed the opportunity for the agency to present the interim Coordinated Plan, which was used for the first competitive selection process, to the public. Applicants were invited to share their proposed project(s) with the public at this meeting prior to the Coordinated Plan Review Team making their selection decisions.

The second meeting was held in October 2008 at the "Accessible Transportation - The Bus Stops Here!" travel training and orientation workshop at the CNYRTA office. The Accessible Transportation Advisory Council (discussed later in the document) and Centro, a CNYRTA company, sponsored the one-day event on Centro and other related community services for the local human service agencies. Similar to the October 2007 meeting, staff highlighted work associated with the Coordinated Plan and its relevance to the human service agencies present.

The third and final public meeting was held in November 2008. Staff shared with attendees various strategies developed for inclusion in the Coordinated Plan to improve transportation services for underserved populations.

Section 2: Inventory

This section reviews the demographic data from the US Census Bureau to provide an understanding of where the underserved populations reside. This data is followed by a list of different organizations dedicated to assisting and improving the quality of life for individuals of these target populations. Finally, a comprehensive catalogue of the services will be provided.

Demographic and Spatial Patterns

As previously noted, the Coordinated Plan addresses three mobility-management programs from the federal government. These programs each target a specific at-need population: people with disabilities, low to moderate income (LMI) citizens, and the elderly community. Demographic and spatial patterns will be presented for each of these populations individually. Much of the information was drawn from applicable portions of the ReMAP and JARC plans. Additional information was drawn from SMTC's Environmental Justice Analysis and Title VI reports and direct sources.

For each of the three populations, spatial patterns will look at relative concentration of each population. In order to map areas of demographic variables, a methodology was developed for locating areas of concentrations. These areas represent locations of high, medium and low concentrations for LMI citizens, people with disabilities and the elderly. From this point, the analysis could geographically compare these areas of concentration with the locations of transit routes and other transportation services for determination of current status and gaps in service. Please note that verbiage used to describe the concentration/high concentration Census block groups is not specifically focused on any one population or area; the terms used are provided by guidance from the US Department of Transportation and are meant for analysis purposes only.

With regard to people with disabilities and the elderly community, the total percentage of these populations for the MPA was determined. Then the percentage of occurrence for each Census block group was determined. These block group percentages were then compared against the total population percentage of the MPA and the following three categories were determined:

- Low Concentration: Block groups whose specific population's percentage that is *less than or equal to* the MPA average population percentage.
- Medium Concentration: Block groups whose specific population's percentage is *above* the MPA average population percentage.
- High Concentration: Block groups whose specific population's percentage is *more than twice* the MPA average population percentage.

For low to moderate income citizens, the Census block groups were only given two determinations: low income block groups and moderate income block groups. These designations are determined by the federal government. Each population is discussed in more detail below. The Syracuse MPA is also unique compared to most other urbanized areas in New York because it includes a Native American Nation (the Onondaga Nation). Although it is a priority of the SMTC to include the Onondaga Nation in their planning activities, the nation has often declined to participate in the SMTC's activities as an affirmation of their sovereignty. Please note that the data provided by the Census Bureau regarding the Onondaga Nation may include several inaccuracies. However, these data were determined to be the most reliable source of demographic information pertaining to the Nation that was available to the SMTC.

People with Disabilities

A person with a disability is defined by the US Census Bureau as an individual with a “long-lasting physical, mental, or emotional condition.” They continue by explaining that this condition “can make it difficult for a person to do activities such as walking, climbing stairs, dressing, bathing, learning, or remembering. This condition can also impede a person from being able to go outside the home alone or to work at a job or business.” In the Syracuse MPA, this population comprises 16% of the total population. Following the parameters above, block groups with 16% or less people with disabilities are considered low concentration areas. Conversely, block groups with over 32% people with disabilities are considered high concentration areas. Medium concentration areas occur when 17% to 31% of the population contains people with disabilities.

Overall, people with disabilities can be found throughout the MPA; please refer to Maps 1 and 2. However, it becomes apparent that concentrations of people with disabilities are found mainly within the City of Syracuse, with a few outlying concentrations correlating to the locations of larger elderly community facilities in Onondaga County. These areas of concentration are both within and outside of the urbanized area. This shows that there is a geographically disperse population of persons with a disability, all who may need access to transportation services.

Low to Moderate Income (LMI) Citizens

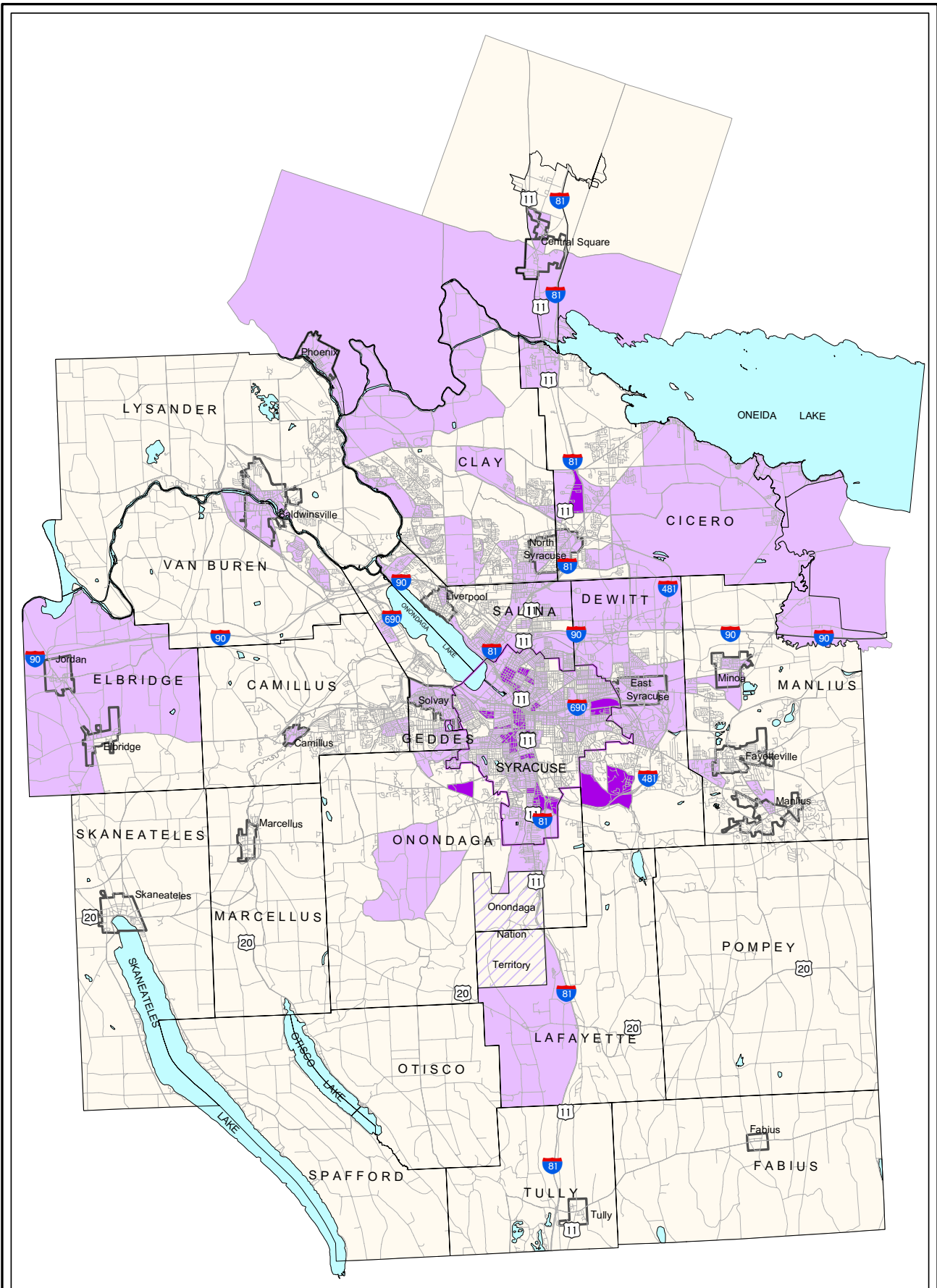
Low to moderate income status is not defined by the individual, but by a household’s total income. If a household earns substantially less than the area average, the citizens of that household are considered in poverty. Specifically, a household earning less than 80% of the median income is considered having moderate income, while households earning less than 50% are considered having low income. Within the Syracuse MPA, the median household income is \$43,629, thereby designating the moderate and low income thresholds at \$34,903 and \$21,814 respectively. These thresholds are determined by the federal Housing and Urban Development Department. For the purposes of the Coordinated Plan, median household income for a given Census block group will determine the overall income level of that area.

While only 137 of the Census block groups in the MPA contain low to moderate incomes, these blocks are clustered in the urban core of the region. There are also some concentrations outside the urban core where large settlements of mobile homes and apartment complexes are present (i.e., the Town of Clay) and where large elderly community facilities are located. Please refer to Maps 3 and 4.

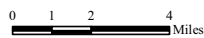
The Elderly Community

The elderly community, for the purposes of the Coordinated Plan, will consist of individuals at or over the age of 65 (Maps 5 and 6). However, it should be noted that federal policies allow individual organizations some flexibility in defining this value. As a whole, the elderly community constitutes 14% of the total population within the SMTC MPO. This sets the low concentration threshold at block groups with less than 14% of elderly individuals. Block groups with over 28% of elderly individuals are considered high concentration areas. Medium concentration areas occur when between 15% and 27% of the population is considered elderly.

While individuals with disabilities and LMI citizens trended toward the urban core with a few outliers, this is not the pattern with the elderly community. Areas of moderate concentration are found dispersed throughout the study area. With regard to high concentration block groups, very few are contiguous. These isolated areas of high concentration are strongly correlated to the location of large senior living facilities.



100 Clinton Square
 126 North Salina St, Suite 100
 Syracuse, NY 13202
 (315) 422-5716
 Fax: (315) 422-7753
 www.smtcmpo.org



Basemap Copyrighted by NYSDOT
 Data Sources: SMTC, NYSDOT, 2001
 US Census Bureau
 Prepared by SMTC, 11/2008

Persons with Disability

SMTC MPA

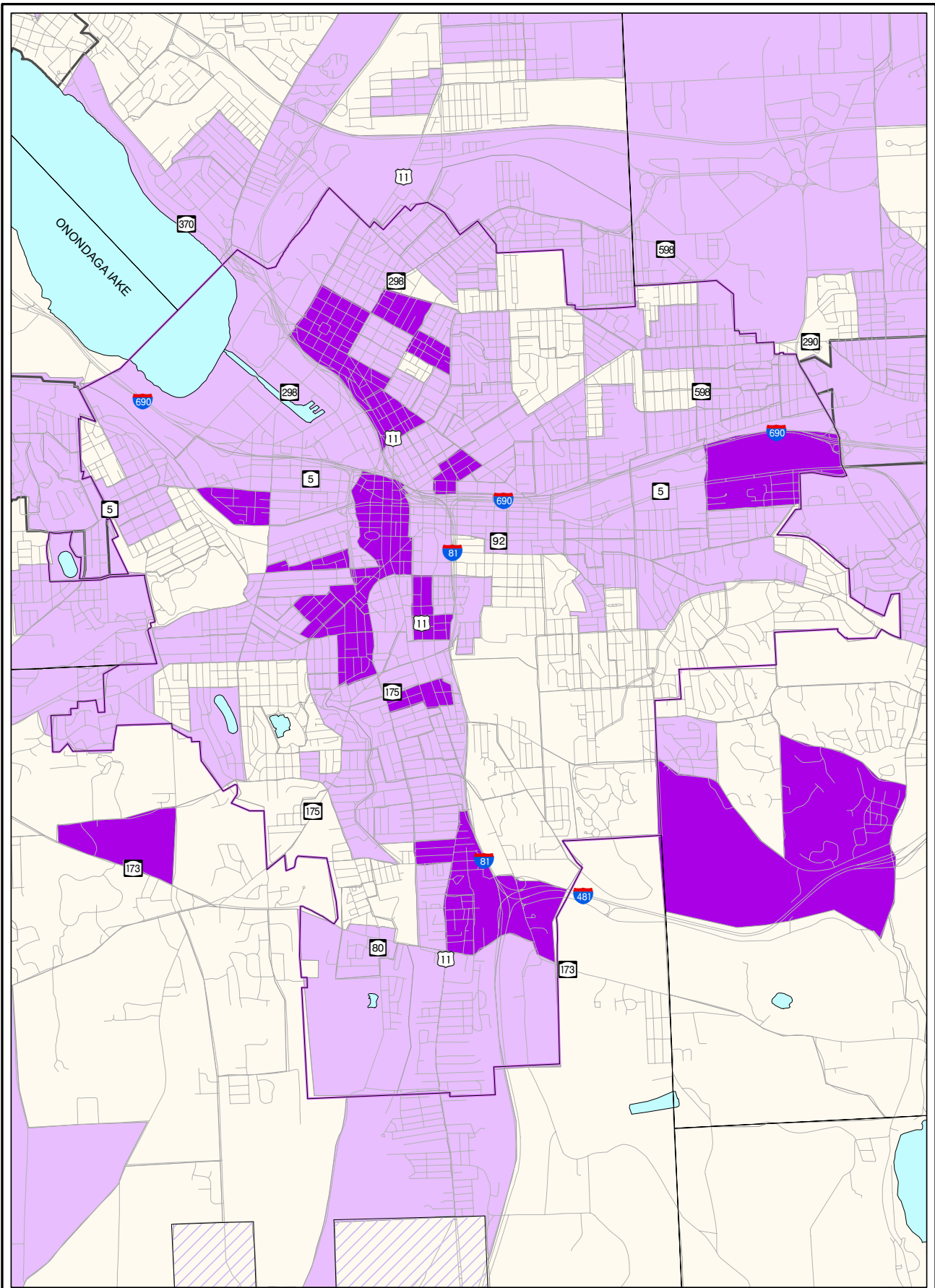
Map 1

Coordinated Plan

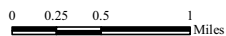


- Low Concentration (below 16%)
- Medium Concentration (17-31%)
- High Concentration (32% and above)
- Onondaga Nation
- City
- Villages
- Water
- Roads

This map is for presentation purposes only.
 The SMTC does not guarantee the accuracy or completeness of this map.



100 Clinton Square
126 North Salina St, Suite 100
Syracuse, NY 13202
(315) 422-5716
Fax: (315) 422-7753
www.smtcmpo.org



Basemap Copyrighted by NYSDOT
Data Sources: SMTC, NYSDOT, 2001
US Census Bureau
Prepared by SMTC, 11/2008

Persons with Disability

City of Syracuse









Map 2

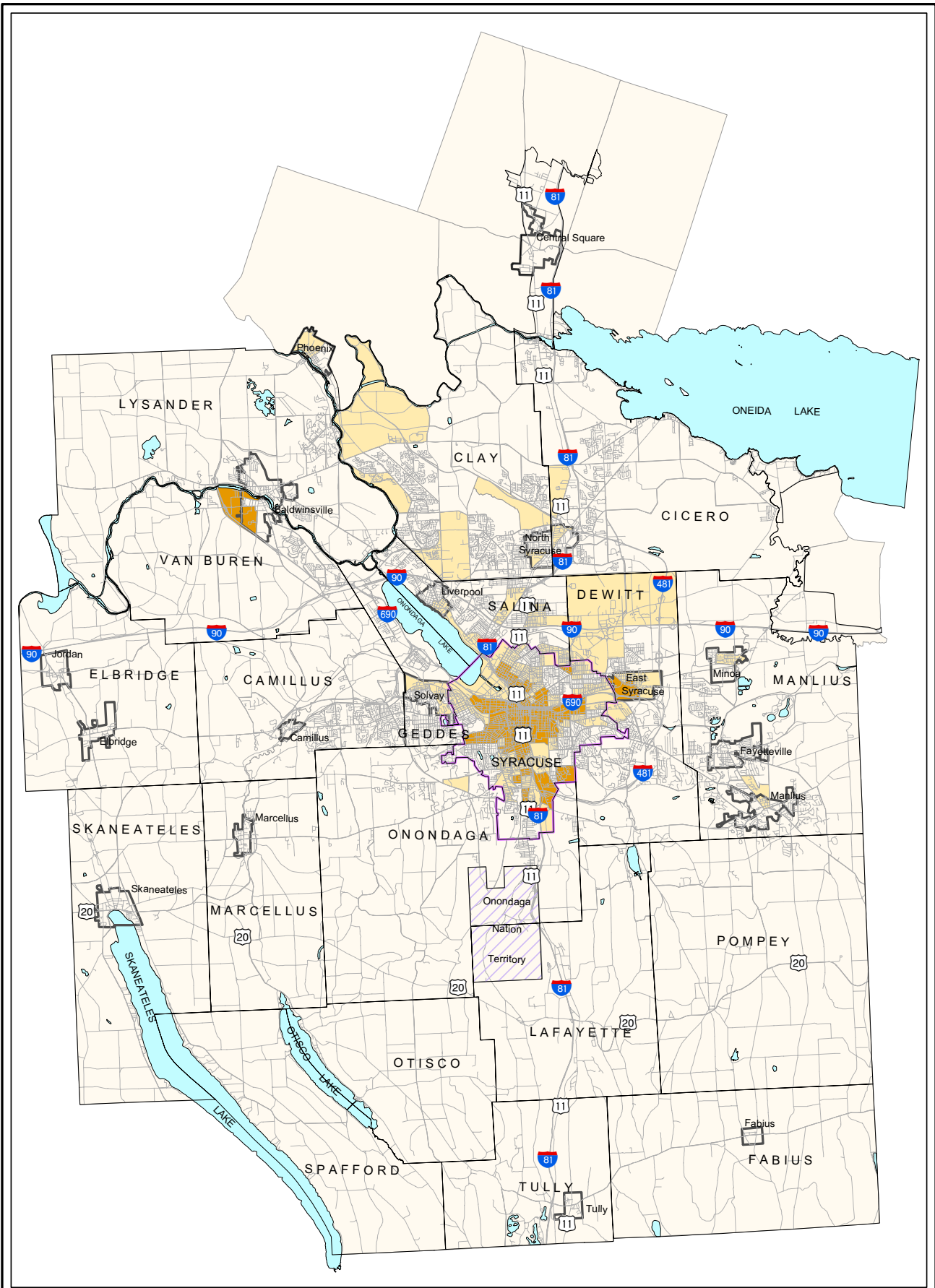
Coordinated Plan

This map is for presentation purposes only.

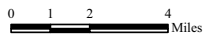
The SMTC does not guarantee the accuracy or completeness of this map.



-  Low Concentration (below 16%)
-  Medium Concentration (17-31%)
-  High Concentration (32% and above)
-  Onondaga Nation
-  City
-  Villages
-  Water
-  Roads



100 Clinton Square
 126 North Salina St, Suite 100
 Syracuse, NY 13202
 (315) 422-5716
 Fax: (315) 422-7753
 www.smtcmpo.org



Basemap Copyrighted by NYSDOT
 Data Sources: SMTC, NYSDOT, 2001
 US Census Bureau
 Prepared by SMTC, 11/2008

Low-Income Areas

SMTC MPA

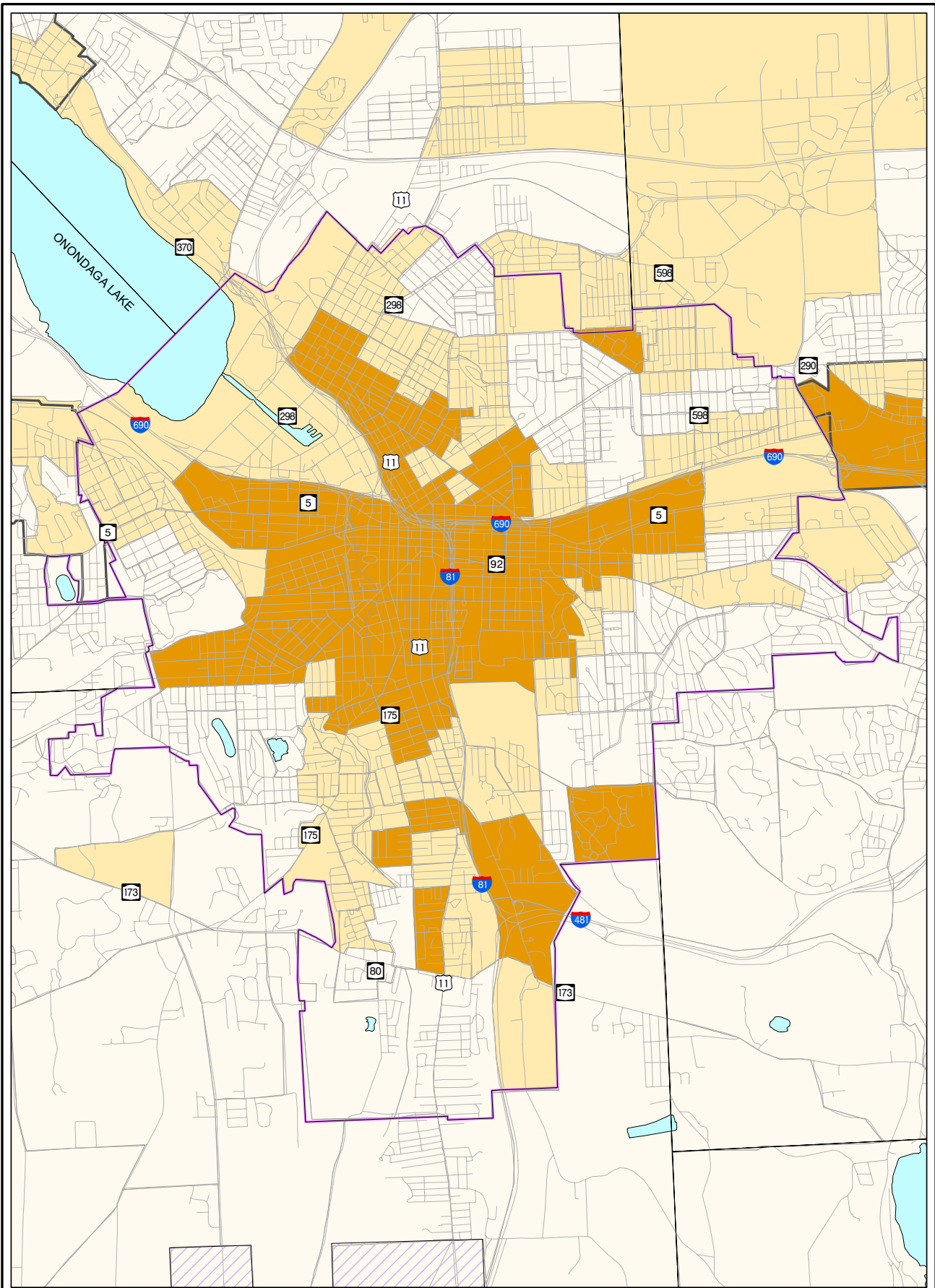
Map 3

Coordinated Plan

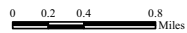
This map is for presentation purposes only.
 The SMTC does not guarantee the accuracy or completeness of this map.



- City
- Villages
- Water
- Below Threshold
- Medium Concentration
- High Concentration
- Onondaga Nation
- Roads



100 Clinton Square
 126 North Salina St, Suite 100
 Syracuse, NY 13202
 (315) 422-5716
 Fax: (315) 422-7753
 www.smtcmpo.org



Basemap Copyrighted by NYSDOT
 Data Sources: SMTC, NYSDOT, 2001
 US Census Bureau
 Prepared by SMTC, 11/2008

Low-Income Areas

City of Syracuse

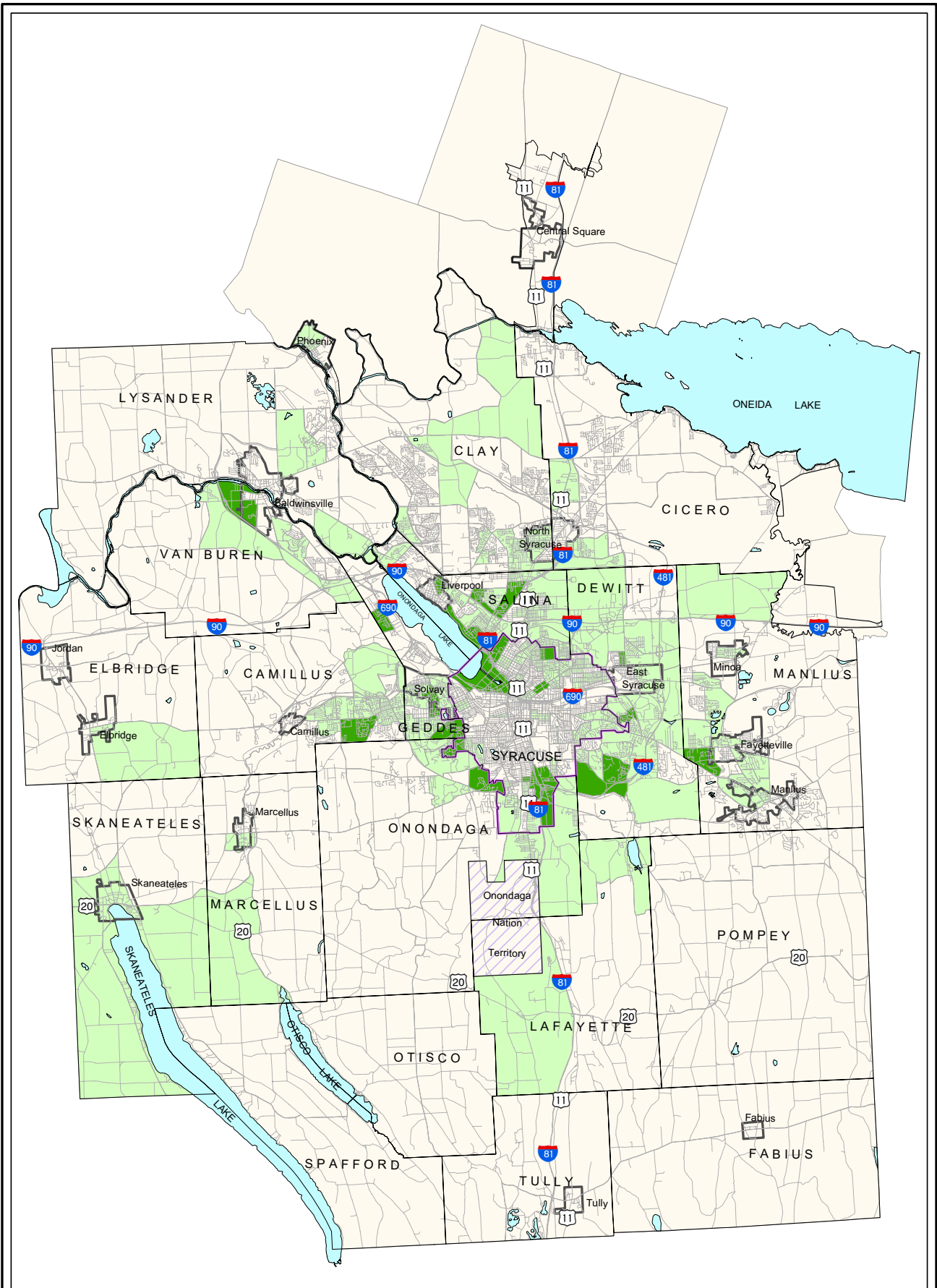
Map 4

Coordinated Plan

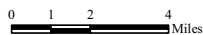


- City
- Villages
- Water
- Below Threshold
- Medium Concentration
- High Concentration
- Onondaga Nation
- Roads

This map is for presentation purposes only.
 The SMTC does not guarantee the accuracy or completeness of this map.



100 Clinton Square
 126 North Salina St, Suite 100
 Syracuse, NY 13202
 (315) 422-5716
 Fax: (315) 422-7753
 www.smtcmpo.org



Basemap Copyrighted by NYSDOT
 Data Sources: SMTC, NYSDOT, 2001
 US Census Bureau
 Prepared by SMTC, 11/2008

Elderly Persons (65 and above)

SMTC MPA

Map 5

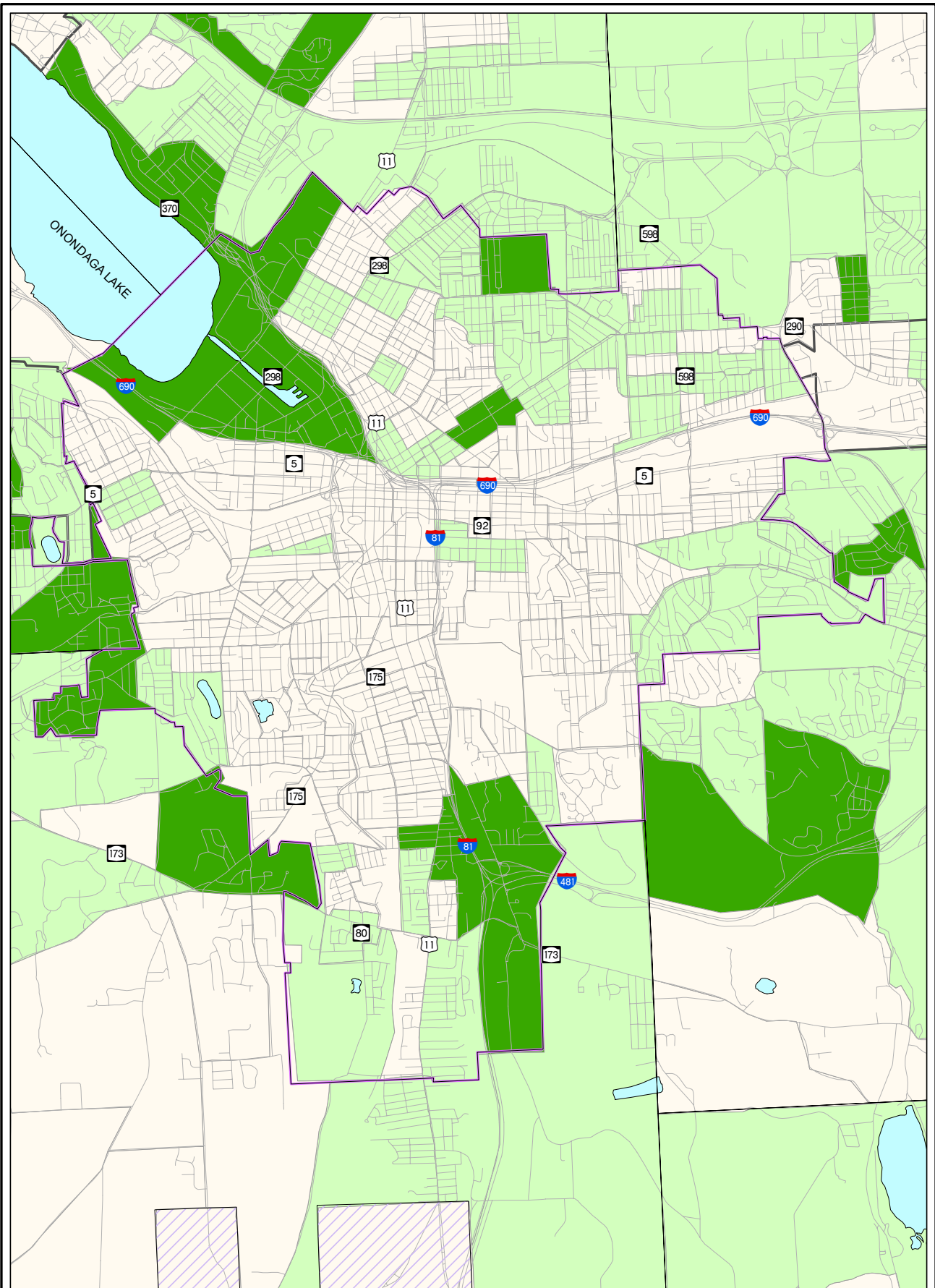
Coordinated Plan

This map is for presentation purposes only.

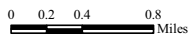
The SMTC does not guarantee the accuracy or completeness of this map.



- Low Concentration (below 14%)
- Medium Concentration (15-27%)
- High Concentration (28% and above)
- Onondaga Nation
- City
- Villages
- Water
- Roads



100 Clinton Square
 126 North Salina St, Suite 100
 Syracuse, NY 13202
 (315) 422-5716
 Fax: (315) 422-7753
 www.smtcmpo.org



Basemap Copyrighted by NYSDOT
 Data Sources: SMTC, NYSDOT, 2001
 US Census Bureau
 Prepared by SMTC, 11/2008

Elderly Persons (65 and above)

City of Syracuse

Map 6

Coordinated Plan

- Low Concentration (below 14%)
- Medium Concentration (15-27%)
- High Concentration (28% and above)
- Onondaga Nation
- City
- Villages
- Water
- Roads



This map is for presentation purposes only.
 The SMTC does not guarantee the accuracy or completeness of this map.

List of Organizations

Onondaga County and the surrounding areas are fortunate to have many human services and transportation providers. These agencies are listed as follows:

Government Agencies

City of Syracuse - Community Development
CNYRTA (Centro Call-a-Bus)
Department of Veterans Administration Medical Center
New York State Department of Transportation
Onondaga County Department of Social Services (and Homebound Transportation)
Onondaga County Department of Aging & Youth

Not-for-Profit Corporations

AIDS Community Resources
Alzheimer's Association
American Red Cross
Arc of Onondaga
Area North Transportation Services
ARISE, Inc.
Aurora of Central New York
Boys and Girls Clubs of Syracuse
Catholic Charities
Christopher Community
CNY Works
Disabled American Veterans Transportation
Dunbar Center
Elmcrest Children's Center
Empire State Development
Enable
Fayetteville-Manlius FISH
Food Bank of Central New York
Girl Scout Council of CNY
Huntington Family Centers, Inc.
Jewish Community Center of Syracuse, Inc.
JOBSPLUS! Inc.
LaFayette/Tully FISH P.E.A.C.E. Inc.
March of Dimes
Minoa First United Methodist Church
Northeast Community Center
P.E.A.C.E. Transportation Dept.
Project R.O.S.E./Catfish
Rescue Mission Alliance
Salvation Army
Skaneateles FISH
Smart Senior of CNY
Southwest Community Center
St. Camillus Health & Rehabilitation Center

Syracuse Brick House
Syracuse Jewish Family Services
Vera House

For-Profit Companies

A&E Transportation Services
Abby's Dispatch Services, Inc.
ABLE Medical Transportation, Inc.
Absolute Delivery/Lembo's
Adam's Apple Services, Inc.
ADAPT
Affordable Medical Transportation
All Metro Healthcare
A-Medical Escort & Taxi
Baldwinsville Taxi
Baldwinsville Volunteer Transportation
Best Comfort Care
Birnie Bus
Blue Chip Transportation
Camillus Area Transport
Canton Woods
City Taxi
Consortium for Children's Services
CONTACT Community Services
CS Taxi
Dependable Taxi
Empire DM, Inc.
First Transit
First Student
Hiawatha Seaway Council, BSA
Hillside Children's Center
Jacques Zenner
Laker Limo
Lanpher's Taxi

Liberty Resources
Liverpool Transport
Loretto Geriatric Center / PACE CNY
M&M Transport
Mark's Transportation
Murphy Taxi
On Time Cab
Onondaga Case Management Services
RB Transport
RSVP Program
Rural Metro
Rzan Medical Transportation
Salt City Taxi
Speedy Medical Transportation

Star Travel
Suburban Medical Transportation
TLC Medical Transportation
Transitional Living Services
Vivian Teal Howard Residential Health Care Facility
Women's Opportunity Center
Yellow Cab Co.

Coordinating Groups / Roundtables

Transportation Barriers Roundtable
Accessible Transportation Advisory Council
National Center on Senior Transportation Group

List of Available Services

The Syracuse MPA is serviced by a variety of public and private transportation providers as noted in the list above. Services are provided throughout the entire area, with few gaps evident in the system. However, availability of public transportation to disadvantaged populations is a prime concern. Populations that may have little or no access to motor vehicle transportation rely on transit to increase their mobility. Transit must be comprehensive in its times of operation and locations served in order to best suit the population. Several options for public transportation are available in the Syracuse area with differing scopes of operation.

To facilitate the assessment of available services task as identified by the FTA as a required element of a Coordinated Plan, the SMTC collaborated with several local/community transportation task forces. SMTC currently sits on three community groups whose primary focus is to improve the transportation options for all persons, and remove any barriers associated with the multi-modal travel network. The Transportation Barriers Roundtable, lead by Arise and Aurora¹ focuses on alleviating obstacles to the transportation disadvantaged. This task force consists of numerous advocacy groups and community advocates. The second transportation community group, the Accessible Transportation Advisory Council (ATAC) is a Centro formed council. The primary purpose of ATAC is to discuss Centro's paratransit service (i.e., Call-A-Bus) and ways in which the transit authority can improve the service to assist transportation disadvantaged persons who utilize said service. ATAC, like the Roundtable group is comprised of numerous advocacy groups and several social service agencies listed below:

- Centro;
- SMTC;
- Onondaga County Department of Aging & Youth;
- OCM-Boces;
- ARC of Onondaga;
- CNY Works;
- Arise;

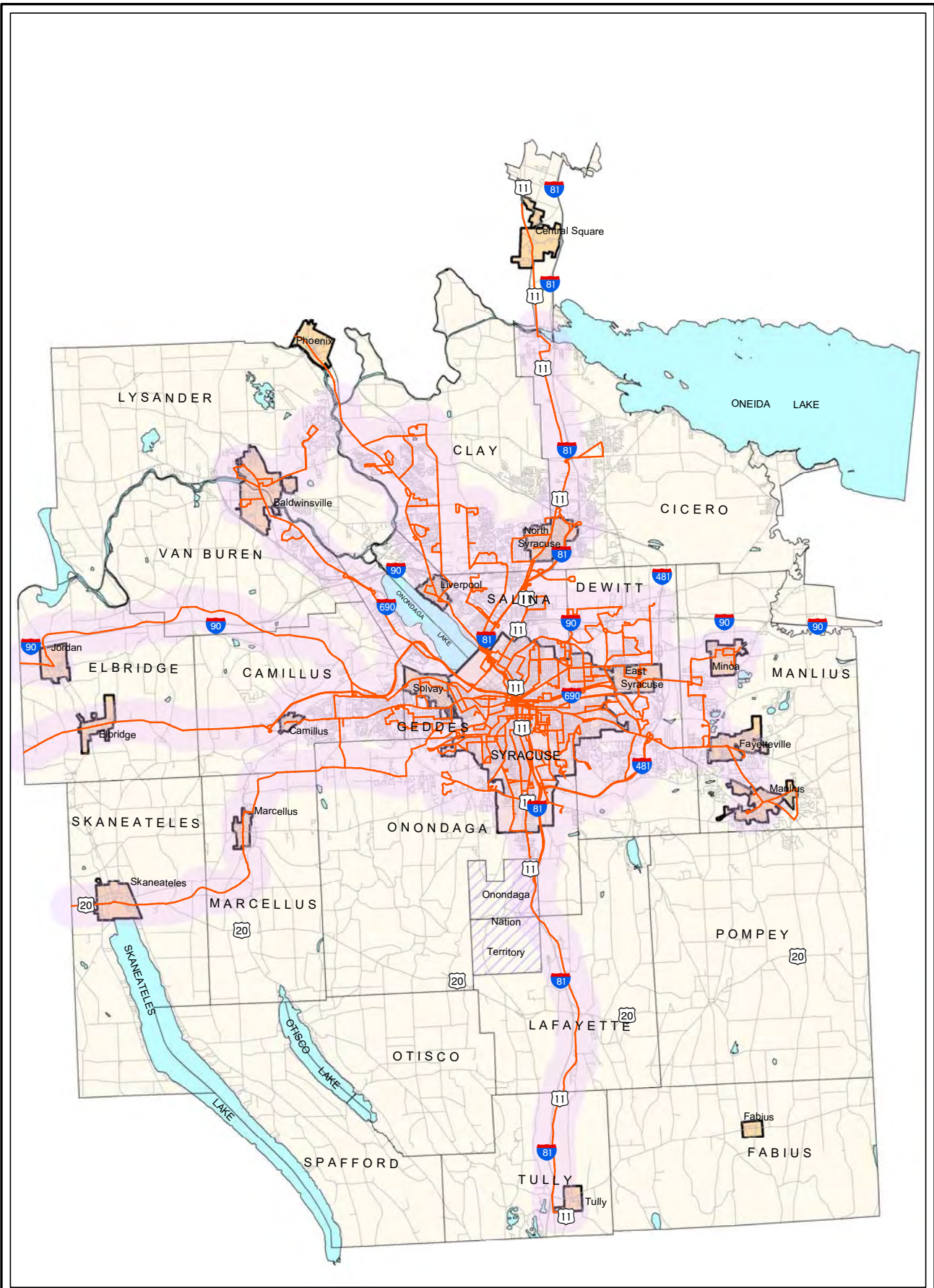
¹ According to the Arise website, www.ariseinc.org, Arise offers advocacy and support services to people of all ages with all types of disabilities. Similarly, Aurora of Central New York (www.auroraofcny.org) seeks to promote independence and opportunity for Central New Yorkers of all ages by serving people who are blind or visually impaired, Deaf or hard-of-hearing, as well as people who are late deafened and Deafblind.

- Aurora;
- Enable;
- PTAC (Public Transportation Advisory Committee); and
- Consumers of transportation services.

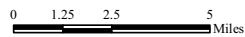
The third community group was developed by the Onondaga County Department of Aging & Youth (United We Ride...Onondaga County) as part of a grant from the National Center on Senior Transportation (NCST). The Department was one of five communities selected throughout the country to receive NCST technical assistance to create, re-energize, or maintain senior transportation coalitions. The group has met several times since its inception in 2007 and continues to meet on an as needed basis. Work products relative to the group can be found in the appendices.

Centro, a subsidiary of CNYRTA operates the public transit system for Onondaga and adjacent counties. Centro operates fixed route transit systems including over 100 designated routes throughout the region. Maps 7 and 8 display the current fixed route service provided by Centro in the MPA and the City of Syracuse. Many of these routes converge at a transit hub located in downtown Syracuse. From this hub, the routes diverge into various directions to serve localities throughout the region. Other routes provide service across towns or circulate through the suburbs without passing into Syracuse. Additionally, locations such as the region's many shopping centers, the Regional Transportation Center, and other outlying centers of activity serve as convergence points for transit routes. In addition to the fixed route transit service, Centro operates demand responsive Call-A-Bus paratransit service to provide transportation options to the elderly and disabled who meet the criteria of the Americans with Disabilities Act (ADA). The ADA requires Call-A-Bus to serve the same area and operate during the same hours and days as Centro bus routes. Call-A-Bus service will travel up to three-quarters of a mile on either side of the Centro bus routes. Service is not offered beyond this area. Additionally, Centro operates a senior transportation service in conjunction with the Call-A-Bus program and funded by the Onondaga County Department of Aging & Youth. This grant funding allows coordinated rides to be provided to enrolled people age 60 and above, Monday through Friday, between 7am and 7pm. Riders are served using the same vehicles as Call-A-Bus thus maximizing vehicle capacity. Trips are limited to 2 to 4 round trips per month per enrollee, and based upon the level of grant funding available.

Although several private and public services are offered in the area via Centro and other transportation providers, according to public input and information derived from various meetings and discussions, certain inefficiencies are prevalent for the socio-economic populations included in this Coordinated Plan. These service gaps are described in further detail in the following section.



100 Clinton Square
 126 North Salina St, Suite 100
 Syracuse, NY 13202
 (315) 422-5716
 Fax: (315) 422-7753
 www.smtcmpo.org



Basemap Copyrighted by NYSDOT
 Data Sources: SMTC, NYSDOT, 2001
 CNYRTA
 Prepared by SMTC, 11/2008

Transit Routes

SMTC MPA

Map 7

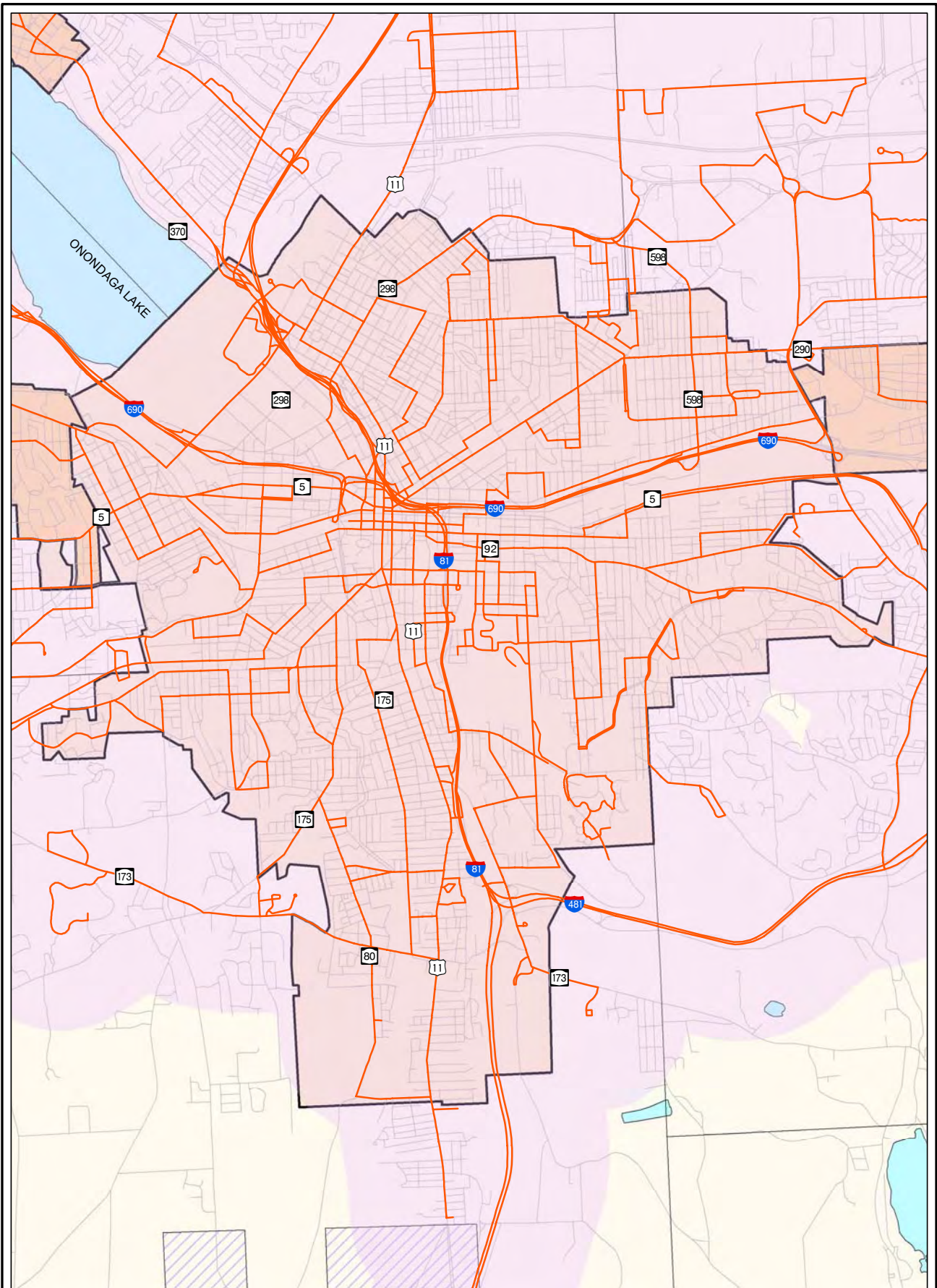
Coordinated Plan

This map is for presentation purposes only.

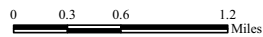
The SMTC does not guarantee the accuracy or completeness of this map.

- Towns
- City
- Villages
- Onondaga Nation
- Water
- Roads
- Transit Routes
- 3/4 Mile Buffer





100 Clinton Square
 126 North Salina St, Suite 100
 Syracuse, NY 13202
 (315) 422-5716
 Fax: (315) 422-7753
 www.smtcmpo.org



Basemap Copyrighted by NYSDOT
 Data Sources: SMTC, NYSDOT, 2001
 CNYRTA
 Prepared by SMTC, 11/2008

Transit Routes

City of Syracuse

Map 8

Coordinated Plan

This map is for presentation purposes only.
 The SMTC does not guarantee the accuracy or completeness of this map.

- Towns
- City
- Villages
- Onondaga Nation
- Water
- Roads
- Transit Routes
- 3/4 Mile Buffer



Section 3: Analysis

This section covers analyses from two surveys. The first survey was conducted by the SMTC in 2008, while the second was conducted by the Onondaga County Department of Aging & Youth, in concert with Syracuse University's Maxwell School in 2002.

SMTC Transportation Services Questionnaire

In 2008, the SMTC created a transportation services questionnaire designed to ascertain the conditions and needs of the local human service agencies, transportation agencies, and governments involved in transportation. This survey can be seen in full in Appendix E. Of the one-hundred organizations queried, the SMTC received twenty-nine responses. While a 29% response rate does not reflect the entire population of agencies, it does provide the SMTC with enough feedback to run preliminary analyses. It should also be noted that there was a healthy mix of public, private and not-for-profit organizations responding, so the responses are not expected to be largely biased toward any one type of human service transportation provider.

Geographic Gaps

Most agencies (80%) responded that they served the Onondaga County area and beyond, while only 20% indicated that they service only within the City of Syracuse or another sub-county delineation. However, the SMTC survey also gathered many comments regarding inadequate service in the following areas:

- Outside of the ¾ mile paratransit service offered by Centro;
- The rural Baldwinsville area;
- Skaneateles and LaFayette areas;
- Several locations in the Town of DeWitt;
- Southern Onondaga County; and
- Other rural townships (i.e., Jordan, Elbridge and Marcellus).

Service Gaps

Exclusivity of use was another barrier identified by the transportation services questionnaire. This is more broadly stated as a gap in the type of service provided. While the type of use desired was not specified, the survey did return information regarding the types of services currently provided:

- Health/Medical trips rated the most common service by a large margin.
- Shopping, social services (such as adult daycare) and recreation were three other services provided by over half the respondents.
- Social and employment trips were the least often provided services.

Exclusivity of use can also be interpreted as the inability for certain demographic populations to take advantage of transportation services. In this, the transportation services questionnaire yielded the following information:

- Half of the respondents indicated that the general public was able to use their services
- 45% of respondents target individuals with disabilities
- 59% of respondents target the elderly
- Of the respondents that service low income communities, 200% below the federal poverty line is the standard threshold for consideration of services.

Fixed-route bus service is also available in much of the SMTC planning area. Only one agency indicated that bus service was unavailable to the clients of his/her agency. When asked if their clientele actually use fix-route services, only 31% of agencies responded in the affirmative. Twenty two percent of agencies denoted that their clients do not use fix-route bus service at all, and 24% were unsure. In short, while the fixed-route bus system is available, it is not widely utilized by clients of human service agencies.

Barriers of Costs

The major barrier identified from the transportation services questionnaire was cost. This cost barrier took two forms: costs to clients and costs to agencies. Costs to clients are the fares that individuals must pay to use the transportation service. Money for bus tickets and taxi services can add up quickly if one is on a fixed or low-income budget. However, two-thirds of the survey respondents do not charge their clients at all. Instead, costs are covered through volunteer drivers or agencies providing free tickets to their clientele.

Unfortunately, cost savings for a client often create extra costs for an agency. One agency spends \$20,000 a year to provide bus passes to its clients. Over half of the agencies responding indicated that they use volunteer drivers. One survey noted a lack in staff availability. Coordinating volunteers takes large amounts of time and effort for agency staff. It should also be noted that during the summer of 2008 during which the survey was conducted, gas prices escalated. Agencies were having a difficult time obtaining volunteers to drive. Agencies were also going over budget on their fuel allocations.

Lack of Vehicles

The lack of vehicle availability was also noted as a barrier for some individuals. However, the SMTC's transportation services questionnaire actually indicates this is more a perception of scarcity than an actual lack. Not only are there many vehicles in operation around the SMTC planning area, but many of these vehicles have empty seats.

During the peak hours, the total number of vehicles in operation is 389. While this is a high number, the reality is likely higher as only 29% of identified human services or transportation agencies responded to this survey. Of those in operation, 245 vehicles were said to have seats available. This indicates there are, at a minimum, 245 empty seats. This is only a minimum because it assumes only one empty seat per vehicle and it only covers the 29% of agencies. The real number of empty seats is likely much higher. During off peak hours, survey respondents indicated that there are roughly 65 vehicles in operation. Using a baseline assumption similar to the peak hour model, there are at least 32 seats estimated to be free for use during this time.

When vehicles are not being used to transport riders, 62% of respondents indicated that the vehicles were not being used for other purposes. In total, by taking the difference of peak and off-peak vehicles, the survey indicates that there are 293 unused vehicles during off peak hours.

The numbers above show an abundance of vehicles and open seats during all times. It also indicates a shortage of unused vehicles during off peak times that could be utilized with some creative coordination.

Lack of Coordination

The last and likely largest barrier indicated by the transportation services questionnaire is an issue with coordination. When listing barriers, survey respondents indicated that they would like to see a county-coordinated centralized dispatch center. Multiple responses also indicated that many agencies are not willing to cost share. The survey results confirm this position.

Nearly half of the respondents specified that they do not provide or receive services from another agency. Currently, only 17% of respondents receive assistance from other agencies, though 47% indicated that they are interested in receiving assistance. This shows a large gap in need brought about by a lack of coordination. However, despite a desire to coordinate in the abstract, only 41% indicated that they would be willing to jointly purchase and share vehicles. Some possible barriers preventing this shared ownership are issues regarding liability and insurance.

One additional area of poor coordination is with regard to human resources: staff and volunteers. Since volunteer driver programs were the highest ranked service provided, one can conclude that the coordination of the volunteer drivers is being done individually by many agencies, potentially losing economies of scale through a greater coordination. This also has a cumulative effect of the efficiency of agency staff, shown by one survey respondent indicating issues with staff availability.

The following agencies indicated that they are willing to provide services to others. Of those agencies listed below, most are already coordinating but are willing to expand their coordination efforts. Agencies are listed by the type of service they are willing to provide.

Fixed Route, Fixed Schedule Services

St. Camillus Health & Rehabilitation Center
A&E Transportation Services*
Empire DM, Inc.
CNYRTA Fixed Route Transit
Mark's Transportation

Volunteer Drivers

Baldwinsville Volunteer Center Inc.

Demand Responsive Services

Bellavia Transportation
St. Camillus Health & Rehabilitation Center
Adam's Apple Services
Liberty Resources
Minoa First United Methodist Church
Empire DM, Inc.
Blue Chip Transportation*
Centro Call-a-Bus
Mark's Transportation

* Indicates that the agency does not currently coordinate services.

Conversely, the following agencies indicated that they are willing to receive assistance from other agencies. Of these agencies, nearly half are not currently receiving assistance, but are interested in potential partnerships.

Fixed Route, Fixed Schedule Services

Baldwinsville Volunteer Center Inc.*
Vera House*
Syracuse Model Neighborhood Facility, Inc.*
Blue Chip Transportation*
Mark's Transportation

Volunteer Drivers

PEACE Inc.*
Aurora of Central New York*
Baldwinsville Volunteer Center Inc.*
Vera House*
Minoa First United Methodist
Women's Opportunity Center

Demand Responsive Services

Canton Woods*
Bellavia Transportation
Adam's Apple Services
Liberty Resources
Northeast Community Center
Baldwinsville Volunteer Center Inc.*
Vera House*
Women's Opportunity Center
Mark's Transportation

Note: OC Dept Aging & Youth willing to assist with overall coordination efforts.

* Indicates that the agency does not currently coordinate services.

Finally, the few agencies that indicated that they are willing to jointly purchase and use vehicles are:

Liberty Resources
Northeast Community Center
Vera House

Minoa First United Methodist Church
Empire DM, Inc.
ARISE Center for Independent Living

Department of Aging and Youth Survey

In 2002, the Onondaga County Department of Aging & Youth, in collaboration with Syracuse University's Maxwell School of Citizenship and Public Affairs, implemented a statistically valid survey to ascertain transportation needs of seniors in Onondaga County. Nine (9) municipalities in Onondaga County participated in the survey: City of Syracuse, Camillus, Fabius, Geddes, Manlius, Marcellus, Onondaga, Salina and Van Buren. Results from the survey specific to transportation services and needs are noted below.

- 77% of seniors in Onondaga County are currently driving themselves or relying on family or friends for transportation;
- 36% of Onondaga County senior experience problems with their current mode of transportation;
- 10% of the 36% of seniors who are having difficulty with their current system of transportation are missing their medical appointments;
- 35% predict a future problem with their current mode of transportation; and
- Driving oneself or riding with family or friends are the preferred modes of transportation for seniors in Onondaga County (aside from these transportation options, 38% report that their preferred mode of transportation is with a volunteer driver and 31% have no preference).²

An update to this senior survey is scheduled for completion in 2009 as part of the United We Ride...Onondaga County coalition. Results from the survey will be added to the Coordinated Plan once complete.

Based on responses to the SMTC transportation services questionnaire and the Aging & Youth elderly survey, improved and enhanced services would directly benefit the mobility options of the three eligible populations identified in this Coordinated Plan. These recommendations are listed in the following section.

² Transportation: Is it really a problem? Survey of elderly transportation needs in Onondaga County. Onondaga County Department of Aging & Youth, 2003, pg. 4.

Section 4: Recommendations

The recommendations noted below are provided to improve and/or enhance transportation services offered by various providers and to reduce duplication of services that currently exist throughout the community. These activities and strategies are representative examples focused on improving collaboration and coordination between agencies and providers. This list is not an exhaustive categorization of service improvements.

4.1 ReMAP and JARC Recommendations

Recommendations from the ReMAP and JARC documents were reviewed for relevancy and inclusion within this updated Coordinated Plan. Several recommendations from these documents are applicable and should be considered for implementation. This itemized listing is included the appendices.

4.2 New Recommendations

Utilizing information received from the Coordinated Plan SAC and public outreach, the following strategies should be considered for implementation. These activities are further classified according to project type (i.e., capital, operating or technology).

Capital

- Bus/van service available to low-income persons for work, medical or social appointments;
- Accessible taxi/van service to persons with disabilities;
- A Mobility Management Center for scheduling and dispatching of various transportation trips;
- Joint procurement (vehicles, fuel, services, etc.) (green vehicles should be considered);
- Diversify and expand funding sources by partnering or contracting vehicles and transportation services through an existing transit operator;
- Purchase transportation trips in volume from vendors;
- Transit amenities that enhance rider experience and play an important role in attracting and keeping riders (i.e. storage racks, security cameras, etc.);
- Travel Training; and
- Sharing of vehicles.

Operating

- Maintenance and/or fuel consortiums;
- Expand hours of transportation services for persons with disabilities, low-income individuals, and the elderly;
- Shift agency trips to the regular Transit Route Systems, which operate on fixed-schedules along specific routes with vehicles stopping to pick up and deliver passengers to specific locations;
- Expand paratransit service beyond the required ADA $\frac{3}{4}$ mile limit;
- Increased transit service to medical facilities, employment centers and social activities for both paratransit and fixed route service;
- Consider expanding transit service areas to connecting neighboring communities if requested by a municipality;
- Extension of existing service routes to targeted residential or employment centers where new or growing employment and residential markets exist;
- Support bus feeder-routes, which are routes that connect to the regular transit route systems that operate on specific routes;
- Group agency trips to reduce duplication of transportation services.

Technology Related

- Create one central location users can access, including the web or phone, to get information, obtain schedules, and/or make reservations with area transportation providers;
- Using technologies, such as Geographic Information Systems (GIS) and Intelligent Transportation Systems (ITS), to enhance and expedite the coordination of transportation operations, management of information, and customer service;
- Install automatic Vehicle Location (AVL) tracking systems on buses to obtain the real time location of vehicles for the purpose of scheduling transportation trips.

Section 5: Conclusions

All recommendations contained within this Coordinated Plan, and those not explicitly listed, are considered priority projects for the SMTC MPA. FTA has stated that projects do not have to be explicitly contained in the Coordinated Plan for potential sponsors to implement. FTA guidance documents for the three core formula programs discussed in this document contain several example type projects that can be considered for implementation. Therefore, no one effort will be given priority over another, as the intent is to improve accessibility and mobility options for the transportation disadvantaged populations discussed throughout this document so long as sponsors verify that coordination and collaboration will be achieved and utilized. Updates will occur to this Coordinated Plan as necessary.

Appendix A

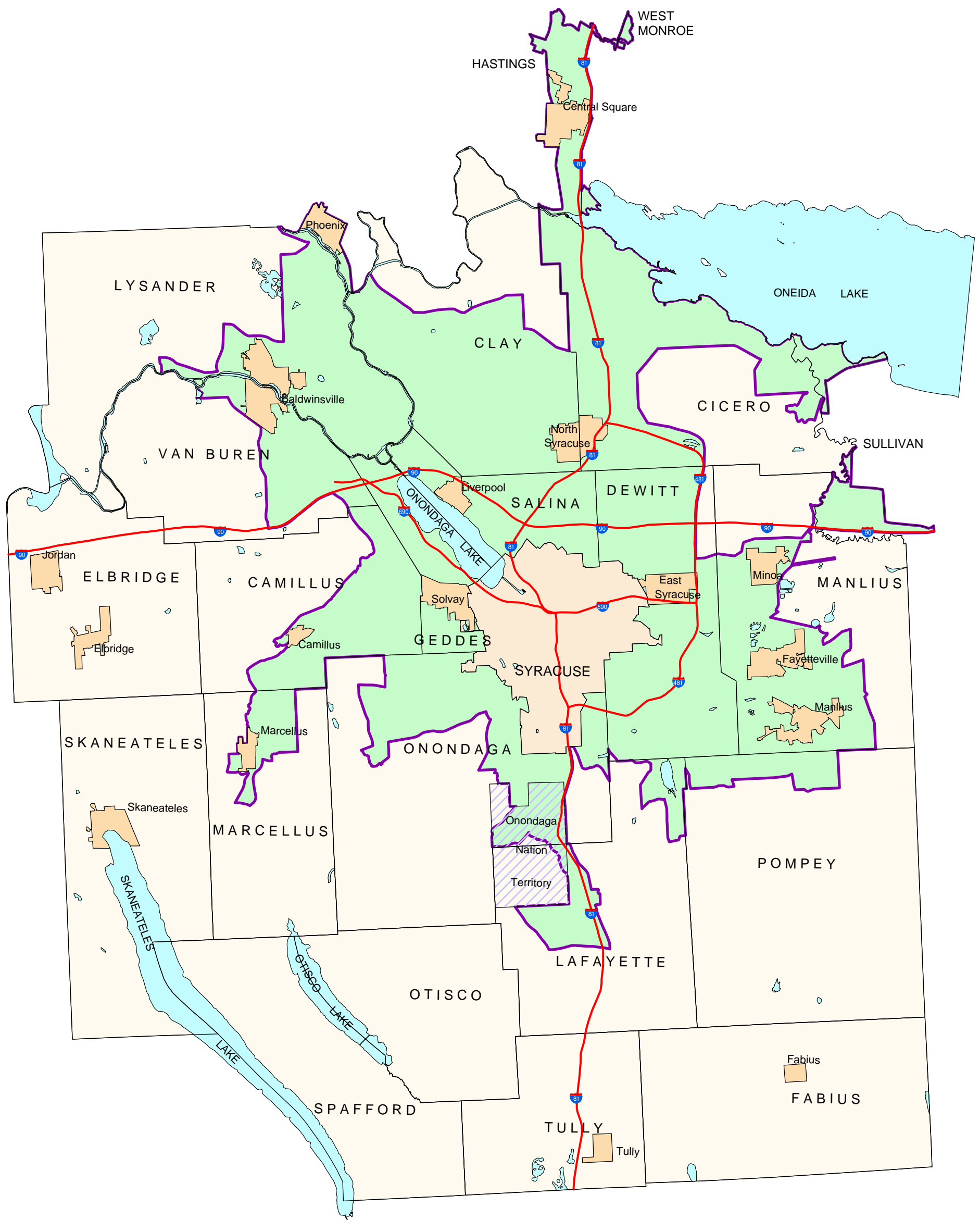
MPO and SMTC Structure

The Syracuse Metropolitan Transportation Council is the designated Metropolitan Planning Organization (MPO) responsible for carrying out the urban transportation planning process for the SMTC study area. The SMTC Metropolitan Planning Area (MPA) includes all of Onondaga County and small portions of Oswego County and Madison County. The primary responsibilities of the MPO are to: 1) develop a Long-Range Transportation Plan, which is the 25-year transportation vision for the metropolitan area; 2) develop a Transportation Improvement Program, which is the agreed-upon list of specific projects for which federal funds are anticipated; and 3) develop a Unified Planning Work Program (UPWP), which identifies in a single document the annual transportation planning activities that are to be undertaken in support of the goals, objectives and actions established in the Long-Range Transportation Plan.

As the MPO, the SMTC provides the forum for cooperative decision making in developing regional transportation plans and programs to meet changing needs. It is composed of elected and appointed officials representing local, state and federal governments or agencies having interest or responsibility in comprehensive transportation planning.

MPO Structure

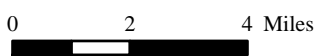
To facilitate and encourage maximum interaction among these groups and the local community, the SMTC has an adopted committee structure. The **Policy Committee**, as the official decision making body, establishes the policies for the overall conduct of the SMTC, is responsible for the adoption of plans and programs and approves study recommendations. The **Planning Committee**, which is established by the Policy Committee, provides a forum for discussion and resolution of relevant issues and monitors technical activities including the development of the UPWP and the Transportation Improvement Program for recommendation to the Policy Committee. In addition, the Planning Committee directs and considers for recommendation to the Policy Committee all major studies and planning activities. The **Executive Committee** is made up of Planning Committee members and on behalf of the Policy Committee provides oversight for the day-to-day operation of the Central Staff for primarily financial management, personnel and other administrative requirements. In addition to the above-mentioned standing committees, other subcommittees and advisory committees are formulated on an as-needed basis to provide staff with additional technical support as appropriate.



100 Clinton Square
 126 North Salina St, Suite 100
 Syracuse, NY 13202
 (315) 422-5716
 Fax: (315) 422-7753
 www.smtcempo.org

Metropolitan Planning Area

SMTC



This map is for presentation purposes only. The SMTC does not guarantee the accuracy or completeness of this map.



Basemap Copyrighted by NYSDOT
 Data Sources: SMTC, NYSDOT, 2001
 Prepared by SMTC, 10/2006

- Towns
- Villages
- City of Syracuse
- Onondaga Nation
- Urban Area
- Water
- Interstates

Appendix B

Summary of FTA Formula Grants

- a. Section 5310 – Elderly Individuals and Persons with Disabilities
- b. Section 5316 – Job Access and Reverse Commute (JARC)
- c. Section 5317 – New Freedom

a. Section 5310

This program provides formula funding to States for the purpose of assisting private nonprofit groups in meeting the transportation needs of the elderly and persons with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate to meeting these needs. Funds are apportioned based on each State's share of population for these groups of people.¹ The Section 5310 program is administered by the New York State Department of Transportation. Please refer to the website listed at the bottom of the page for program specific goals and objectives.

b. Section 5316

The Job Access and Reverse Commute program provides formula funding to states to support the development and maintenance of Job Access & Reverse Commute projects designed to transport welfare recipients and eligible low-income individuals to and from jobs and activities related to their employment. Funds are available to support the capital and operating costs of transportation services that address the needs of welfare recipients and eligible low-income individuals that are not met by other transportation services. Federal JARC funds may be used for 80% of capital expenses and 50% of operating expenses. Funds provided under other Federal programs (other than those of the Department of Transportation) may be used for local/state match for funds provided under Section 5316, and revenue from service contracts may be used as local match.

Eligible participants include regional public transportation providers, human service transportation agencies and providers, Federal Indian reservations, those intercity bus companies which are directly sponsored by NYSDOT for transit service under section 14-G of the NYS transportation law, and any city or county government which provides or contracts for the provision of public transportation services, are eligible to apply for these JARC Program funds.

Eligible projects and activities that might be funded under the program include, but are not limited to:

- Transportation projects to finance planning, capital, and operating costs of providing access to jobs;
- Promoting public transportation by low-income workers, including the use of public transportation by workers with nontraditional work schedules;
- Promoting the use of transit vouchers for welfare recipients and eligible low-income individuals;
- Promoting the use of employer-provided transportation, including the transit pass benefit program under section 132 of the Internal Revenue Code of 1986;
- Subsidizing the costs associated with adding reverse commute bus, train, carpool, van routes, or service from urbanized areas and other than urbanized areas to suburban workplaces;
- Subsidizing the purchase or lease by a nonprofit organization or public agency of a van or bus dedicated to shuttling employees from their residences to workplaces after coordination with existing services.

States and designated recipients may use up to ten percent of their annual apportionment to administer, plan, and provide technical assistance for a funded project. Beginning in FY 2006, no local share is required for these program administrative funds. Federal Transit Administration guidance is located at http://www.fta.dot.gov/funding/grants/grants_financing_3550.html.

¹ http://www.fta.dot.gov/funding/grants/grants_financing_3556.html (accessed 9/15/2008)

Total funding available to the SMTC Metropolitan Planning Area for FY 2006 & 2007 was \$419,738. According to figures provided by FTA for FY 2008, the Syracuse Urban Area is apportioned \$233,347.

c. Section 5317

New Freedom is a formula grant program whose purpose is to provide new public transportation services and public transportation alternatives beyond those currently required by the Americans with Disabilities Act of 1990 (42 U.S.C. 12101, et seq.) that assist individuals with disabilities with transportation. Federal Section 5317 New Freedom funds may be used for 80% of capital expenses and 50% of operating expenses. Funds provided under other Federal programs (other than those of the Department of Transportation) may be used for local/state match for funds provided under section 5317, and revenue from service contracts may be used as local match.

Eligible participants of this FTA funding stream include regional public transportation providers, human service transportation agencies and providers, Federal Indian reservations, those intercity bus companies which are directly sponsored by NYSDOT for transit service under section 14-G of the NYS transportation law, and any city or county government which provides or contracts for the provision of public transportation services, are eligible to apply for these New Freedom Program funds.

Examples of projects and activities that might be funded under the program include:

- New Public Transportation services beyond ADA including:
 - expansion of Para transit parameters beyond the ¼ mile limit, expansion of hours of operations for Para transit beyond the fixed route schedule, provision of same day service;
 - providing enhanced service by providing escorts or with through door service;
 - purchasing vehicles and equipment to accommodate mobility aids that exceed the dimension ratings for wheelchairs under ADA, installing additional securement locations beyond ADA;
- New Feeder services (transit service that provides access) to commuter rail, commuter bus, intercity rail and intercity bus stations, for which complimentary paratransit service is not required under the ADA;
- Making accessibility improvements to transit and intermodal stations not designated as key stations;
- New Public Transportation Alternatives beyond ADA
 - Purchasing vehicles to support new accessible taxi, ride sharing or vanpooling;
 - Supporting the administration and expenses related to new voucher programs of transportation services offered by human service providers;
 - Supporting new volunteer driver and aide programs;
 - Supporting new mobility management and coordination programs among public transportation providers and other human services agencies providing transportation.

Total funding available to the SMTC Metropolitan Planning Area in FY 2006 & 2007 was \$208,401. According to figures provided by FTA for FY 2008, the Syracuse Urban Area is apportioned \$124, 194.

Federal Transit Administration guidance is located at http://www.fta.dot.gov/funding/grants/grants_financing_3549.html .

Appendix C

ReMAP and JARC Full Recommendations

ReMAP Recommendations

The following recommendations are provided from the Regional Mobility Action Plan (ReMAP) document completed in 1999. Please refer to document for specific details relative to the recommendations below. A complete copy of ReMAP recommendations, contained within the Interim Coordinated Plan is available via the SMTC website at <http://www.smtcmpo.org/finalreps.asp?fy=2008&ShowAll=0> .

1. Combine the implementation of several coordination strategies (grouping trips to reduce service duplication, using the lowest-cost appropriate provider for each trip, purchasing trips in volume from vendors, and consolidating administrative and support services) by establishing a Mobility Manager to act as a transportation broker for agencies in Onondaga County. Participating agencies could include, but not be limited to, Centro, Department of Social Services (DSS), Developmental Services Office (DSO), and Arc of Onondaga.

- Select CNYRTA as the entity to act as the region's Mobility Manager.
- Establish a ReMAP Coordinating Council or similar group to establish general policy and provide guidance to the Mobility Manager.
- Encourage DSS to purchase ambulette and wheelchair van trips as well from the Mobility Manager, in order to maximize the number of trips handled by the brokerage.
- Contract with multiple vendors (public, private and non-profit) for the operation of paratransit services.

2. Implement programs and services to encourage and enable paratransit riders to utilize the Centro fixed route system whenever appropriate.

- Encourage increased distribution of transit passes to human service agency clients.
- Provide travel training services for Call-A-Bus customers and human service agency clients.
- Market monthly transit passes to managed care organizations as a means of providing cost-effective Medicaid transportation for their enrollees.

3. Conduct an analysis of current DSO and Arc trips using scheduling software to determine the potential for grouping trips if transportation services to all programs operated by both agencies were combined.

4. Discuss vehicle maintenance needs with Catholic Charities and DSO to determine the cost-effectiveness of these agencies' obtaining services from Centro.

JARC Recommendations

The following service recommendations are provided from the JARC document completed in 2001. Please refer to document for specific details relative to the recommendations below. This document is located on the SMTC website at <http://www.smtcmpo.org/finalreps.asp?fy=2001&ShowAll=0> .

Types of Potential Service

1. Express bus route service
2. Centro Transit Route Service Increase on Existing Routes
3. Centro Transit Route Extension
4. Local Circulator Shuttles
5. Public Operator Leasing Vans to Private Operators
6. Coordinated Home Health Aid Service
7. Subscription Service
8. Flex Route
9. Carpools

Appendix D

Public Participation Documentation

- a. Public Involvement Plan
- b. Study Advisory Committee
- c. Study Advisory Committee/Coordinated Plan Review Team Materials
- d. Public Notification Materials
- e. Public Meeting Minutes

Coordinated Public Transit – Human Service Transportation Plan

Public Involvement Plan

I. Introduction

Engaging the public early and often in the planning process is critical to the success of any transportation plan or program, and is required by numerous state and federal laws. Such legislation underscores the need for public involvement, calling on Metropolitan Planning Organizations (MPO) such as the Syracuse Metropolitan Transportation Council (SMTC) to provide citizens, affected public agencies, businesses, local government, and other interested parties with a reasonable opportunity to comment on transportation plans and programs.

While public participation is mandated, it is also practical. No one organization has a monopoly on good ideas – they often germinate through an open exchange of information. It is the SMTC’s intention to promote the shared obligation of the public and decision makers to define the goals and objectives of the **Coordinated Public Transit – Human Services Transportation Plan**, to develop recommendations/strategies, and to evaluate the strategies.

This Public Involvement Plan (PIP) was created under the SMTC’s umbrella Public Participation Plan (PPP), which can be found at the SMTC website, www.smtcmpo.org.

II. Goals

The intent of the Public Involvement Plan (PIP) for the **Coordinated Public Transit – Human Services Transportation Plan** is to:

1. *Raise public awareness of the Coordinated Plan and encourage representation of invested parties in its compilation*
 - a. Create a Study Advisory Council comprised of SMTC member agencies;
 - b. Form a Stakeholders Group of individuals and agencies with significant interest in the Coordinated Plan; and
 - c. Implement a formal Public Participation Process to engage the community at large.
2. *Provide qualitative and quantitative data regarding the needs of underserved populations*
 - a. Provide demographic information of under-represented communities focusing on geographic patterns; and
 - b. Catalogue the number and function of organizations involved in addressing mobility and access issues within underserved communities.
3. *Synthesize data into real-world recommendations for local agencies*
 - a. Determine stakeholder agencies’ ability to consolidate services and close service gaps;

- b. Incorporate and update analysis and recommendations from previous studies; and
- c. Formulate strategies to address identified gaps in services; and
- d. Prioritize resources for implementation.

III. Formation of Study Advisory Committee and Interested Stakeholder Group

The PIP includes the formation of two groups to assist the SMTC in the study effort: a Study Advisory Committee (SAC) and a stakeholders group. Selected representatives from the following affected agencies will be invited to participate in this study as SAC members:

- Arise
- Aurora of Central New York
- Central New York Regional Transportation Authority (CNYRTA)
- City of Syracuse
- Enable
- New York State Department of Transportation (NYSDOT)
- Onondaga County (Departments of Aging & Youth and Social Services)
- Syracuse Onondaga County Planning Agency (SOCPA)

The SAC will meet regularly with the SMTC to assist in managing the project. The SAC's role will be to advise the SMTC on the technical content of deliverables and to provide needed input and guidance throughout the project.

It is anticipated that a minimum of four SAC meetings will be held throughout the course of the study. Securing a meeting location (facility), announcing the SAC meetings through mailings, running the SAC meetings (including preparation of agenda, materials, presentations, etc.), and preparing the minutes from each meeting will be the responsibility of the SMTC.

In addition to the SAC, a list of interested stakeholders (a broader group of interested individuals with significant relations and interest in the study) will be maintained by the SMTC. The stakeholders will be sent pertinent study information, kept apprised of significant study developments, notified of all public meetings, and encouraged to provide feedback and comment regarding the **Coordinated Public Transit – Human Services Transportation Plan**. If during the course of the study it seems warranted, a “stakeholder workshop” may be held separately to further assist the study in gathering and processing public input.

The SMTC will determine initial representation on the SAC and the stakeholders group. However, the SMTC will actively seek input at its “kick-off meeting” and throughout the course of the study regarding additional individuals who could participate in this planning activity and provide valuable input and perspective.

IV. Meetings and Public Comment

The SMTC will hold public involvement meetings/workshops at specific stages during the study. Securing a meeting location (facility), promoting the event through flyers, mailings and press releases, presenting the public meetings (including preparation of agenda, materials, presentations, etc.) and preparing the minutes of each meeting will be the responsibility of the SMTC.

The first public meeting will provide the opportunity to formally present the study to the public, review an inventory of existing data (i.e., services), and obtain public comment on the concept of developing a **Coordinated Public Transit – Human Services Transportation Plan**. The first public meeting will be held after the data gathering and existing analyses have been completed and approved by the SAC. The input/comments received at the first public meeting will be incorporated into the Final Report prior to SAC approval of that document.

The second public meeting will take place after the SMTC and the SAC have developed a list of potential alternatives/strategies that adequately address the gaps and needs of the examined populations (i.e., disabled, elderly and low-income). The preliminary recommendations from the SAC will be presented and the public will be invited to provide input on these recommendations. Input from the community will be considered in the final evaluation of alternatives, which will be completed by the SMTC staff and the SAC following the second public meeting.

A third public meeting may also be held to share the results of the entire study. This meeting would take place prior to SMTC Committee approval of the final document. The recommendations could then be modified in response to public input if warranted.

If, during the course of this study, the SAC feels that additional public meetings are warranted (for example, an initial public meeting to introduce the project to the public, or separate meetings to present the existing conditions data and to receive input on study area concerns) the SMTC is prepared to accommodate this need.

Note: All meetings (SAC and public) will be held in a handicapped accessible facility in compliance with the Americans with Disabilities Act. The SMTC will make every effort to respond to those who need a sign language interpreter, assistive learning system, or any other accommodations to facilitate the public's participation in the transportation planning process.

All individuals (especially those who are not able to attend the public meetings or participate in direct contact with the SMTC staff) are encouraged to submit comments to the SMTC at any time. This message will be publicized and made clear throughout the study's project schedule, verbally, and on all study material and publications. The public is also welcome to attend any of the publicized SMTC Executive, Planning and Policy Committee meetings in which the **Coordinated Public Transit – Human Services Transportation Plan** may be on the agenda as a discussion item.

V. Press Releases/Media Coverage

The SMTC will issue news releases (announcing the details of all public meetings) to all major and minor newspapers, television stations, and radio in advance. If necessary, the SMTC will also send additional news releases, or take the initiative to promote media coverage on pertinent developments pertaining to the **Coordinated Public Transit – Human Services Transportation Plan**.

If possible, all media inquiries should be directed to the SMTC staff director or project manager. However, this is not always possible. If you (e.g. SMTC committee members, SAC members, and/or interested stakeholders associated with the study) are interviewed by the media, please limit your comments to your respective agency's/organization's opinion or involvement in the study. Speaking to the media on specific issues and questions regarding the **Coordinated Public Transit – Human Services**

Transportation Plan, such as study progress and development, is the exclusive responsibility of the SMTC.

VI. SMTC Publications

The SMTC publishes a newsletter, DIRECTIONS, that offers news about its activities and particular studies. This newsletter is distributed to nearly 3,000 individuals, some of whom include the media; local, state, and federal agencies associated with the SMTC; municipal and elected officials; community agencies and representatives; and a large number of interested citizens. It is anticipated that articles on the **Coordinated Public Transit – Human Services Transportation Plan** (e.g. study development issues or the announcement or coverage of a public meeting) will be published in subsequent issues of DIRECTIONS. Should the need arise for the production of a separate newsletter/flyer/report to convey a timely study development the SMTC staff is prepared to perform this additional task. It is also important to note that the mailing list of the SMTC newsletter, DIRECTIONS, will be updated to include all members of the SAC, stakeholders, and others interested or involved in the **Coordinated Public Transit – Human Services Transportation Plan**.

VII. Miscellaneous Public Involvement Efforts

To further its public involvement efforts, the SMTC will be asking the SAC members and interested stakeholders to assist them in better notifying citizens and community groups about the public meetings and the study in general. Such a request is imperative in order to get the “grassroots community” involved. By helping to distribute flyers/announcements and speaking to the members of the community about the **Coordinated Public Transit – Human Services Transportation Plan**, the SAC and interested stakeholders will serve to further promote public involvement in areas (and to individuals) that were not reached through the standard outreach methods.

Meeting notices and study-specific material previously mentioned may also be posted at libraries, local stores, shopping centers, and/or businesses.

Approved documents, such as the study’s Final Report, may be made available at libraries in the planning area. News releases will be produced to announce the availability of such items, and the SMTC invites written comments at any time.

The SMTC web site [www.smtcmpo.org] will also serve as a resource for general information about the SMTC, the **Coordinated Public Transit – Human Services Transportation Plan**, and any final approved reports.

If a certain need arises to get public perception/opinion on a particular topic/issue, surveys may be used at one or more of the public meetings.

VIII. Conclusion

It is important for the SMTC to understand public attitudes and values throughout the **Coordinated Public Transit – Human Services Transportation Plan** process, as well as to solicit input from affected citizens and community representatives. Through the activities described in this Public Involvement Plan, the SMTC will solicit public input and provide opportunities for the public to develop greater awareness of and active involvement in the project.

Coordinated Plan SAC

November 14, 2008

Contact Person: **Mario Colone** Position: **Senior Transportation Planner**
Organization: **Syracuse Metropolitan Transportation Council** Department:
Address: **421 Montgomery St.**
City, State, Zip: **Syracuse NY 13202**
Work Phone: **(315)422-5716** X: Work Fax #: 800 #:
Home Phone: Home Fax: Cell Phone:
E-Mail: **mcolone@smtcmpo.org**

Contact Person: **Megan Costa** Position: **Planner**
Organization: **Syracuse-Onondaga County Planning Agency** Department:
Address: **1100 Civic Center, 421 Montgomery St.**
City, State, Zip: **Syracuse NY 13202**
Work Phone: **(315)435-8571** X: Work Fax #: 800 #:
Home Phone: Home Fax: Cell Phone:
E-Mail: **MeganCosta@ongov.net**

Contact Person: **James D'Agostino** Position: **Director**
Organization: **Syracuse Metropolitan Transportation Council** Department:
Address: **126 N. Salina St., Suite 100**
City, State, Zip: **Syracuse NY 13202**
Work Phone: **(315)422-5716** X: Work Fax #: 800 #:
Home Phone: Home Fax: Cell Phone:
E-Mail: **jdagostino@smtcmpo.org**

Contact Person: **Starr Guckert** Position:
Organization: **Aurora of Central New York, Inc.** Department:
Address: **518 James St., Suite 100**
City, State, Zip: **Syracuse NY 13203 - 2282**
Work Phone: **(315)** X: Work Fax #: 800 #:
Home Phone: Home Fax: Cell Phone:
E-Mail: **N/A**

Contact Person: **Richard Landerkin** Position: **Director of Planning**
Organization: **Central New York Regional Transportation Authority** Department:
Address: **P.O. Box 820**
City, State, Zip: **Syracuse NY 13205**
Work Phone: **(315)442-3381** X: Work Fax #: 800 #:
Home Phone: Home Fax: Cell Phone:
E-Mail: **rjlanderkin@centro.org**

Contact Person: **Andrew Maxwell** Position: **Neighborhood Planner**
Organization: **City of Syracuse** Department: **Community Development**
Address: **201 E. Washington St.**
City, State, Zip: **Syracuse NY 13202**
Work Phone: **(315)448-4750** X: Work Fax #: 800 #:
Home Phone: Home Fax: Cell Phone:
E-Mail: **amaxwell@cdsyracuse.com**

Coordinated Plan SAC

November 14, 2008

Contact Person: **Paul S. Mercurio** Position: **Transportation Planner**
Organization: **Syracuse Metropolitan Transportation Council** Department:
Address: **126 N. Salina St., Suite 100**
City, State, Zip: **Syracuse NY 13202**
Work Phone: **(315)422-5716** X: Work Fax #: 800 #:
Home Phone: Home Fax: Cell Phone:
E-Mail: **pmercurio@smtcmmpo.org**

Contact Person: **Sean Murphy** Position:
Organization: **New York State Department of Transportation** Department:
Address: **333 E. Washington St.**
City, State, Zip: **Syracuse NY 13202**
Work Phone: **(315)428-4610** X: Work Fax #: 800 #:
Home Phone: Home Fax: Cell Phone:
E-Mail: **smurphy@dot.state.ny.us**

Contact Person: **Betty Petrie** Position:
Organization: **Central New York Regional Transportation Authority** Department:
Address: **PO Box 820**
City, State, Zip: **Syracuse NY 13205**
Work Phone: **(315)442-3434** X: Work Fax #: 800 #:
Home Phone: Home Fax: Cell Phone:
E-Mail: **bpetrie@CENTRO.ORG**

Contact Person: **JoAnne Spoto Decker** Position: **Project Director**
Organization: **Onondaga County** Department: **Ageing and Youth**
Address: **1300 Civic Center, 421 Montgomery St.**
City, State, Zip: **Syracuse NY 13202**
Work Phone: **(315)435-2362** X: Work Fax #: 800 #:
Home Phone: Home Fax: Cell Phone:
E-Mail: **N/A**

Contact Person: **Anthony Wisneski** Position:
Organization: **Onondaga County** Department: **Social Services**
Address: **421 Montgomery St.**
City, State, Zip: **Syracuse NY 13202**
Work Phone: **(315)** X: Work Fax #: 800 #:
Home Phone: Home Fax: Cell Phone:
E-Mail: **N/A**

**Coordinated Plan Review Team
JARC/New Freedom Project Selection Meeting
October 26, 2007 1:30 PM**

AGENDA

1. Introductions
2. Purpose of Meeting
3. Coordinated Plan Overview
 - a. Competitive Selection Process
 - b. JARC/New Freedom Programs Overview
4. Discuss Eligible Proposals
5. Select Projects for Funding
6. Next steps in the process
7. Questions/Comments/Concerns
8. Adjourn



Syracuse Metropolitan Transportation Council

100 Clinton Square
126 N. Salina Street, Suite 100
Syracuse, New York 13202
Phone: (315) 422-5716
Fax: (315) 422-7753
www.smtcupo.org

Coordinated Plan Review Team
Job Access and Reverse Commute and New Freedom Project Selection Meeting
October 26, 2007
1:30 p.m.

Meeting Summary

Attendees

<u>Name</u>	<u>Organization</u>
Karen Kitney	SOCPA
Robert James	CNY Works
Rich Landerkin	Centro
Paul Mercurio	City of Syracuse, Dept. of Community Development
Sean Murphy	NYSDOT
Mario Colone	SMTC
Meghan Vitale	SMTC

Mr. Colone stated that the purpose of today’s meeting is to select projects for Job Access and Reverse Commute (JARC) and New Freedom funding for Fiscal Years 2006 and 2007. Starting in FY 2007, this funding must be allocated based on a local coordinated human services transportation plan (the Coordinated Plan). The SMTC previously produced two documents (JARC Plan and ReMap Study) that have been accepted as an interim Coordinated Plan until a new Plan is written. As part of the funding requirements, a competitive selection process must be carried out. Today’s meeting is part of the competitive selection process. The SMTC sent solicitation letters to approximately 60 local human service agencies for this funding. Centro was the only applicant. Centro is applying for JARC funding to continue the Rides for Work program and New Freedom funding to start travel training and enhanced eligibility assessment programs.

Mr. Colone asked if the review team members present had reviewed the two proposals and if there were any questions.

Ms. Kitney asked for a definition of “travel training”. Mr. Landerkin explained that there are many people that currently use paratransit that could potentially use the regular bus routes if they are given training on how to buy fares, how to transfer, how to read a schedule, etc.

Mr. Mercurio inquired about the target population for the travel training program. Mr. Landerkin responded that the travel training will be targeted to the elderly, disabled, and customers with limited English proficiency.

Mr. James asked how Centro will conduct outreach about this program to the disabled community. Mr. Landerkin responded that outreach will be through the local agencies that serve the disabled community. Centro currently hosts monthly committee meetings with representatives from agencies that serve the disabled population to discuss issues facing the disabled community.

Mr. James stated that many CNY Works clients would likely benefit from the proposed travel training.

Ms. Kitney asked how much money is included in each proposal. Mr. Colone stated that the 2006-2007 allocations for the SMTC planning area are \$419, 738 for JARC and \$208,401 for New Freedom. Centro is seeking 100 percent of this funding.

Ms. Kitney asked when the money needs to be spent. Mr. Colone responded that the 2006 funding must be spent by the end of 2008.

Ms. Kitney made a motion to accept the two proposals as put forward by Centro. Mr. James seconded this motion. Mr. Landerkin abstained from the vote. All others present voted in favor of accepting the two proposals.

Mr. Colone stated that the SMTC Planning and Policy Committees will need to approve the two projects for inclusion on the Transportation Improvement Program. The Centro Board must also approve the two chosen projects. Funding should be available in January 2008. Additional funding will be allocated for FY 2008 and 2009, but the Federal Transit Administration has not released those figures yet.

Mr. Colone asked the review team members if they were satisfied with the solicitation process. The review team members responded favorably.

Mr. Mercurio suggested sending a follow-up survey to the agencies that did not respond to the solicitation letter. Mr. Colone stated that it was a rather straightforward process and that he did not expect a survey to reveal significant information. Ms. Kitney suggested that agencies chose not to respond to the solicitation letter given the relatively small amount of money involved. Mr. Landerkin agreed with the previous point and noted that most of the agencies that received the solicitation letter do not currently provide transportation services.

Mr. Colone asked if the current requirements for Rides for Work will change under the current proposal. Mr. Landerkin stated that they will not change.

Mr. Colone asked if there were any additional questions or comments; there were none.

The meeting adjourned at 1:50 p.m.

This summary represents the SMTC's interpretation of the discussion that occurred during the October 26, 2007 Coordinated Plan Review Team Project Select Meeting.

JoAnne Spoto Decker with the Onondaga County Department of Aging and Youth arrived once the meeting had adjourned. Ms. Decker stated that she was in agreement with the other Review Team members that these projects should receive the requested funding.

***Coordinated Public Transit – Human Services Transportation Plan
Study Advisory Committee Meeting #1
Tuesday, July 15, 2008 at 10:30 a.m.***

SMTC Lower Level Conference Room

AGENDA

1. Introductions
2. What is the Coordinated Plan?
3. Summary of Various FTA Programs
4. Work to Date
5. Schedule
6. Additional Discussion
7. Adjourn



M E M O R A N D U M

DATE: July 22, 2008
TO: File
FROM: Mario Colone, Senior Transportation Planner *MC*
RE: Meeting Summary from July 15, 2008 Coordinated Plan SAC meeting

SMTC staff present:

Mario Colone – Senior Transportation Planner
James D'Agostino – Director
Paul Mercurio – Transportation Planner

SAC members present:

Joann Decker – Onondaga County Department of Aging & Youth
Starr Guckert – Aurora of CNY
Don Jordan – SOCPA
Rick Landerkin – CNYRTA
Andy Maxwell – Syracuse Community Development
Sean Murphy – NYSDOT
Anthony Wisneski – Department of Social Services

Mario Colone started the meeting at 10:30 a.m. Following introductions, Mr. Colone reviewed the purpose of a Coordinated Public Transit – Human Services Transportation Plan (Coordinated Plan), the role which Study Advisory Committee (SAC) members will play in the document's development and summarized the three Federal Transit Administration (FTA) formula programs that will be discussed in the final Coordinated Plan (i.e., Section 5310 (Elderly Individuals and Persons with Disabilities, Section 5316 (Job Access and Reverse Commute) and Section 5317 (New Freedom)). JoAnne Decker discussed Onondaga County Department of Aging & Youth's effort in their examination and assessment of senior citizen transportation services. Ms. Decker stated that they're working on creating a "mobility guide" and developing a needs assessment by the end of the year for individuals 60+. To assist in the needs assessment task, Aging & Youth will be creating a survey for clients with the goal of 600 responses to have a statistically valid survey. Mr. Colone noted that work gleaned from the County's effort will be incorporated in the SMTC Coordinated Plan's senior citizen section.

Mr. Colone then highlighted to the group the various activities which SMTC has commenced over the past 16 months relative to the Coordinated Plan; those being:

- Utilizing previously completed human service/coordinated planning efforts as the interim Coordinated Plan;
- Completed the first competitive selection process which awarded FY 2006 and FY 2007 FTA funds;
- Scope of Work approval in April 2008;
- Formation of SAC;
- Transportation services questionnaire mailed to over 85 agencies/providers;
- Development of Public Participation Plan (requested that comments be received by COB July 24); and
- Updates occurring to draft Coordinated Plan.

Relating to the various public participation methods that the SMTC will utilize for this project, Mr. Colone asked the members how many public information sessions/meeting would be acceptable. James D'Agostino suggested that the first meeting should be held after responses to the questionnaire have been analyzed to identify any potential gaps in the transportation system. Rich Landerkin agreed with Mr. D'Agostino and further noted that 2 public sessions should be held. The first session would formally present the study to the public, discuss gaps identified and solicit public input. Mr. Landerkin suggested that a second meeting be held once preliminary recommendations are developed and again to solicit public input.

Mr. Landerkin inquired to the amount of future federal funding available to carryout recommendations from the Coordinated Plan. Mr. Colone noted to the group that all Section 5316 and Section 5317 FY 2006 and 2007 funds allocated to the area were programmed through the first competitive selection process. He stated that based on information from the FTA, the FY 2008 allocations for the SMTC urban area are \$233,347 Section 5316 and \$124,194 Section 5317, respectively. Mr. D'Agostino mentioned that there will be one or two more competitive selection processes, along with the last SAFETEA-LU allocation for 2009. Mr. D'Agostino further noted that funding levels will likely remain the same until the next federal transportation bill is passed, which based on past trends may take a few years. Ms. Decker noted that Aging & Youth is concerned with the projected 5% reduction in the 2009-2010 state budget. Mr. Landerkin suggested that the next selection process should occur proceeding the document's development.

Mr. Landerkin stated that due to the various funding streams that operators utilize in the community to provide service, in the past, no one wanted to coordinate. He mentioned that Medicaid is observed as a problem because the funds are not required to follow a coordinated process like the FTA funding.

Following a discussion on Medicaid, Mr. Colone thanked members for attending. The meeting adjourned at 11:15 a.m.

Coordinated Plan Study Advisory Committee Meeting #1 Summary
July 15, 2008
Page 3 of 3

This summary represents the SMTC's understanding and interpretation of the discussion that occurred at the first Coordinated Plan SAC meeting on July 15, 2008 at the SMTC office.

August 23, 2007

Name
Company/Business
Address
Town, State Zip Code

Dear Sir/Madam:

The *Syracuse Metropolitan Transportation Council* (SMTC) was selected to lead the effort in initiating the competitive selection process for applications to receive Job Access and Reverse Commute (JARC, Section 5316) and/or New Freedom (Section 5317) funding from the Federal Transit Administration (FTA). These two formula grant programs are administered by the FTA to improve and expand upon the mobility options for low-income persons and persons with a disability. The **JARC** program funds services to transport low-income individuals to and from jobs and job-related activities. This program also supports the development of services to transport urban, suburban, and rural residents to suburban employment opportunities. The **New Freedom** program is a new formula program authorized in the current federal transportation legislation, the Safe, Accountable, Flexible Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) to support new public transportation services and public transportation alternatives beyond those required by the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et. seq.*). This letter serves as the "call-letter" for applications.

Please note that **September 19, 2007** is the deadline for the submission of JARC/New Freedom funding applications for consideration for federal transit aid.

The following information relates to JARC/New Freedom project applications and the federal aid program administered by the Central New York Regional Transportation Authority (CNYRTA) with FTA oversight:

- The CNYRTA is the designated recipient for JARC and New Freedom funds in the SMTC Metropolitan Planning Area (MPA). The SMTC MPA is comprised of all of Onondaga County and small portions of Oswego and Madison counties. One key role of the designated recipient for these programs is to receive and apportion the JARC and New Freedom funding. These federal funds are to be allocated to subrecipients in the MPA through the competitive selection process as required by SAFETEA-LU.

- Copies of the project application must be submitted to the SMTC on the SMTC created application form. The application and instructions for their completion can be obtained from the SMTC website (www.smtcmpo.org). If you would like an electronic copy or a hard copy of the application please contact Mario Colone, Senior Transportation Planner, via e-mail at mcolone@smtcmpo.org.
- Be aware that these federal aid programs require a 20% non-federal cost sharing for capital projects and a 50% non-federal cost sharing for operating projects. These requirements will have a financial impact on the sponsors of those projects selected.
- All project applications will be evaluated using the criteria contained within the application.
- Prior to funding dispersal, subrecipients must enter into a formal agreement/contract with CNYRTA as they are the designated recipient; failure to satisfy all designated recipient contract agreements is grounds for funding rescission. Please refer to enclosed Request for Proposal.
- All CNYRTA, New York State and Federal Transit Administration (FTA) project development procedures, requirements and policies are binding.
- Any project selected for federal transportation funding will be included in the Transportation Improvement Program (TIP). The TIP is a multi-year listing of all projects in the SMTC MPA which utilize federal funding. As such, the inclusion of a project in the TIP is a prerequisite to the use of federal transportation funds in the SMTC MPA.

The Governor of the State of New York or an official designee has not formally designated the direct recipients for JARC/New Freedom funding in urbanized areas over 200,000 in population, such as the Syracuse metropolitan area. Thus, should CNYRTA not be the designated recipient, all CNYRTA project proposal requirements contained herein are no longer valid, with the potential for a new solicitation to take place utilizing a different set of conditions. However, it's highly probable that CNYRTA will be given this status as they are currently the designated recipient of various other FTA funds. As such, all requirements found within this solicitation package are binding.

SMTC will be available to help answer questions related to the JARC/New Freedom programs. CNYRTA staff will be available to assist with any questions relative to insurance requirements, FTA Master Agreement, Certifications & Assurances parts. If you have other transportation and community issues you would like to discuss, please do not hesitate to contact me at (315) 422-5716.

Sincerely yours,



James D'Agostino
Director

Other Legal Notices

*SYRACUSE POST STANDARD
8-24-07*

SMTC Seeks Job Access and Reverse Commute and New Freedom Funding Proposals
The Syracuse Metropolitan Transportation Council (SMTC) is requesting Proposals from qualified public, private and non-profit transportation providers within the SMTC Metropolitan Planning Area (MPA) seeking Federal Transit Administration (FTA) funding assistance from two specific funding programs (i.e., Section 5316 (Job Access and Reverse Commute) and Section 5317 (New Freedom)). The SMTC MPA is comprised of all of Onondaga County and small portions of Oswego and Madison Counties. Individuals or organizations who desire to submit an Application may request a "Request for Proposal Package" from Mario Colone, Senior Transportation Planner by telephone at number: (315) 422-5716, mailing address: Syracuse Metropolitan Transportation Council, 126 North Salina St., Suite 100, Syracuse, NY 13202 or e-mail: mcolone@smtcmpo.org. Additional funding information can be found on the SMTC web site at www.smtcmpo.org. Two (2) copies of the proposal must be received in the offices of the Syracuse Metropolitan

Transportation Council, attention Mario Colone no later than 4:00 p.m. EST on September 19, 2007. Proposals received after this time and date will be returned, unopened. Organizations wishing to submit Proposals do so entirely at their own risk. There is not an express or implied obligation on the part of the SMTC to reimburse responding organizations for any expenses incurred in preparing and submitting Proposals in response to this request. The SMTC reserves the right to reject any and all Proposals for any reason. Proposals received within the confines of the due date will remain in effect sixty (60) days from the due date. All Proposers will be required to certify that they are not on the Comptroller General's List of Ineligible Contractors. Each Proposer will be required to comply with all Equal Employment Opportunity Rules and Regulations. The SMTC hereby notifies all Proposers that it will affirmatively insure that in regard to any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids to this invitation and will not be discriminated against on the grounds of sex, race, color, or national origin in consideration for an award.

SMTC to Hold Job Access and Reverse Commute and New Freedom Public Information Session

The Syracuse Metropolitan Transportation Council (SMTC) will be hosting a public information session on two specific funding programs (i.e., Section 5316 (Job Access and Reverse Commute) and Section 5317 (New Freedom)). The session will be held on Thursday, October 11, 2007, at the Onondaga County Public Library at the Galleries, Curtin Auditorium, 447 South Salina Street, Syracuse, at 2:00 p.m. Eligible applicants will be presenting their proposals at this time. Following the formal portion of the session, the public will be encouraged to ask questions about the various proposals.

The session facility is handicapped accessible. Please advise the SMTC of any specific accommodations required to facilitate your participation at this public session.

For additional information regarding the funding programs or the October 11 event contact Mario Colone, Senior Transportation Planner by telephone at (315)422-5716 or e-mail: mcolone@smtcmpo.org.



Coordinated Public Transit – Human Services Transportation Plan Public Meeting



Monday, November 17, 2008

4:00 p.m.

**Syracuse Metropolitan Transportation Council
100 Clinton Square, 126 N Salina St, Suite 100
Lower Level Conference Room**



The Syracuse Metropolitan Transportation Council (SMTC) is in the process of developing the area's Coordinated Public Transit – Human Services Transportation Plan. The Coordinated Plan will be used to prioritize funding for 3 populations specifically identified by the Federal Transit Administration as underserved:

- Low-Income
- Persons with Disabilities
- Senior Citizens

Your input is important!

You are invited to attend a public meeting where you can share your thoughts and comments on proposed recommendations to improve transportation services for underserved populations.



For more information, please contact Mario Colone at the SMTC:

Phone: (315) 422-5716

E-mail: mcolone@smtcmpo.org

Mail: 126 N. Salina St., Suite 100, Syracuse, NY 13202



The meeting facility is fully accessible. Please advise the SMTC of any specific accommodations required to facilitate your participation at the public meeting.

The Syracuse Metropolitan Transportation Council (SMTC) is a state-designated metropolitan planning organization (MPO) responsible for administering the continuous and comprehensive transportation planning process in Onondaga County and small portions of Madison and Oswego Counties.



Coordinated Public Transit – Human Services Transportation Plan Public Meeting
 November 17, 2008 4:00 PM
 Syracuse Metropolitan Transportation Council Lower Level Conference Room

SIGN IN SHEET (PLEASE PRINT)

Name	Address	Phone	Email
BERNIE ELLIS	550 S CHURTON ST APT 1604 SYRACUSE NY 13202	315 399-2058	
Starr L. Guckert	ADDORA OF CNY, INC. 518 James St, Suite 100, Syr. NY 13202 Canton Woods Senior Center	315 472-7263	sguckert@aurorakny.org
Judeth Lawrence	70 Geneva Canton St - Suite 101 St Camillus HRCF	315-638-0097	elizabeth.mcgowan@st-camillus.org
Beth McGowan	813 Fay Rd., Syracuse, NY 13219	315-703-0752	
Betty Petre	Centro	442-3318	bpetrie@centro.org
Tony Wisnack	UNION PARK CO DSS	315 X 211 435-2815	
Andrew Maxwell	201 E. Cambridge St		
JoAnne Spolsbach	D Non Ed Dept of Aging & Youth	315 435-2362	Joanne.Becker@msdny.org



M E M O R A N D U M

DATE: November 19, 2008
TO: File
FROM: Mario Colone, Senior Transportation Planner
RE: Meeting Summary from November 17, 2008 Coordinated Plan public meeting

SMTC staff present:

Mario Colone – Senior Transportation Planner
James D’Agostino – Director
Paul Mercurio – Transportation Planner

The Coordinated Plan Public Meeting was held on Monday, November 17, 2008 in the SMTC Lower Level Conference Room. Approximately 10 individuals attended. The meeting started at 4:00 p.m. with Mario Colone giving a presentation on the purpose of the Coordinated Plan and the strategies recommended for inclusion in the final document. Following the presentation, Mr. Colone commenced a question and answer session. The questions/comments and responses, where relevant, are summarized below.

- Concerns about ramps / wheelchair access on Centro buses. Ramps are difficult to go up, difficult to enter, wheelchairs not given priority, overall safety concerns. Also, bus stops without curbs: the ramps are too steep. Betty Petrie, program manager with Centro indicated that Centro cannot switch out old ramps, but are retiring those buses as new buses are bought.
- Question was raised about purchasing accessible taxis with 5310 funds. Indication is that these can be bought through New Freedom funds.
- Centro has travel training, assisting people in utilizing services that best meet their needs. However, Aurora is best suited to assisting the hearing / visually impaired with service placement.
- Syracuse should have a 511. Similar to 911 or 311, 511 has all transit information (traffic / sporting event detouring / finding a charter bus / finding wheelchair

- accessible sites / finding fixed route lines). NYSDOT and USDOT encourage this service.
- Criticism of Coordinated Plan: it provides ideas of what must be done, but not how to do it. Mr. Colone indicated that situations are different between agencies and that agreements should be created on separate bases. The Coordinated Plan is not descriptive to setting up coordination, rather it prioritizes strategies to improve transportation services for underserved populations.
 - Access to airport: poor, infrequent service. Call-a-Bus can provide service (though people seemed not aware of this)
 - Access to the Regional Transportation Center is good – all Centro routes going to the mall will stop there.
 - Wheelchair accessible taxi has a lot of merit!
 - Ensure options for people! Taxi and para-transit.
 - Visitor to town can have hindered mobility. For example, many of SU's visiting speakers have had problems with mobility.
 - How often are buses replaced? Ms. Petrie noted to the group that approximately \$60 million will be spent in the coming year on new buses.
 - Can anything be added to the Coordinated Plan regarding "green" transportation? Lobby the state to include hybrid / fuel-efficient models in their 5310 application? Mr. Colone mentioned that "green" technology will be referenced in the plan. Also, he stated that CMAQ funding can possibly be utilized to purchase these vehicles, though CMAQ is best applied through a municipal agency.
 - How does CuseCar fit into the Coordinated Plan? James D'Agostino noted that SMTC is on their advisory committee and we will pass this information along to them.
 - Any thought to adding more bus shelters? Mr. D'Agostino stated that SMTC can forward that concern along to Centro, but it is out of the scope of the Coordinated Plan.
 - Ms. Petrie stated concerns that the competitive process for funds will deter organizations from making enhancements to services, when they could lose the funding in the future.
 - When will RFP be available? Mr. Colone indicated that the Coordinated Plan is scheduled to be approved in December. Early 2009 the RFPs should be sent out. The funding will be for the 2008 funds only.
 - Next RFP will have the FTA requirements as a link instead of in the application. It should make the application less overwhelming.

- Private companies can apply for these funds, but they must be a shared-ride agency that is open to the public.
- Presentation will be made available online and for download through SMTC's website.

Once all questions and comments were noted and received, Mr. Colone thanked those present for their attendance. The meeting formally ended at 5:30 PM.

This summary represents the SMTC's understanding and interpretation of the discussion that occurred at the Coordinated Plan Public Meeting on November 17, 2007 in the SMTC Lower Level Conference Room.

November 26, 2008

Syracuse Metropolitan Transportation Council
126 N. Salina St.
Suite 100
Syracuse, NY 13202

**Public Comments for the Coordinated Public Transit-Human Services
Transportation Plan**

**Provided by the members of the Public Transportation Advisory Committee, c/o 635
James St., Syracuse, NY 13203**

Public Transportation Advisory Committee (PTAC) is a group of people with disabilities who use transit services and disability rights advocates. We are dedicated to improving transportation options in Onondaga County for people with disabilities.

We appreciate the opportunity to comment on the Coordinated Public Transit-Human Services Transportation Plan this year.

We recognize and appreciate the importance of coordination and collaboration of all existing transportation services and providers, as well as an important role that our public transit plays in providing transportation services in our community. As a community, we must ensure that the funding available under the New Freedom grant will be prioritized only on projects that go beyond the ADA minimums requirements and at the same time serve those people with disabilities who reside in suburban and rural areas of our county, and currently have no transportation services.

Here are our priorities that should be included in the Coordinated Public Transit-Human Services Plan this year that also should apply the New Freedom projects:

1. We believe that providing transfer trips to fixed bus routes is needed in some instances but it will not be of help to people with disabilities who have no transportation services and who are unable to use the fixed bus service. We still need paratransit and the expansion of paratransit in the suburban areas, especially those with concentration of residents with disabilities, is a greater priority.
2. Our community needs to expand paratransit services to areas near the commuter routes that are located in the suburban areas, and are currently not served by paratransit. We should concentrate on routes that are near accessible and affordable apartment complexes. An excellent example of this problem is Bayshore North apartment complex in Brewerton that provides accessible and affordable housing options but it is only served by a commuter bus service and therefore currently not eligible for paratransit, if only the minimum ADA standards are used. Residents with mobility impairments and other disabilities

living in this complex need paratransit services and would greatly benefit from this expansion. We need to start this effort by creating pilot projects in the suburban areas targeting apartment complexes that provide housing for seniors and people with disabilities

3. We believe that another priority is to expand the $\frac{3}{4}$ of a mile paratransit service corridor to 2 miles in those suburban areas, outside of the city limits, where accessible and affordable apartment complexes exist or are being developed. We applaud SMTC for including the $\frac{3}{4}$ mile expansion as a goal in the Coordinated Public Transit-Human Services Transportation Plan. We also feel that in some areas, such as Riverknoll apartments at Drakes Landing, located off Rt. 31 in Town of Lysander, near Rt. 57, and in the area of Radisson Community, the expansion of the service radius should go beyond 2 miles to ensure paratransit availability in this area to serve seniors and pwd's who occupy the existing affordable and accessible apartment complexes in that immediate area. Riverknoll apartments alone provide 1, 2 and 3 bedroom fully accessible and affordable units with roll-in-showers, which are in the greatest demand in our county, but people with mobility and visual impairments are unable to move into them due to lack of any transportation options in this area. This area and Rt. 31 corridor itself is also one of the fastest growing areas of our county so this expansion makes perfect sense.
4. Our airport needs to be served by paratransit service. Currently lack of paratransit at our airport unnecessarily restricts air travel for persons with disabilities who are unable to use bus service, and who need to travel by air.
5. We support creation of accessible transportation service on demand in our county. This could be done by having accessible taxis serving the airport and other areas of our county.
6. Transportation providers in our county should coordinate ride reservations to ensure that passengers are offered the most options and their chances of getting a ride are maximized based on all available services. Currently rides are not being coordinated.
7. We support agencies and transportation providers' efforts to share vans and we feel this is also a priority that will maximize transportation choices and options for passengers with disabilities.

In addition to the above mentioned New Freedom project priorities, we also would like to suggest the following priorities to help coordinate transportation efforts in our county:

1. People with different types of disabilities who use transit and paratransit services and advocates for disability rights should always be a part of the planning and

decision making process for transit and paratransit routes, and in any efforts to coordinate transportation in our county. We appreciated an opportunity to participate in Onondaga County's United We Ride meetings last year and we hope those meetings will be brought back soon.

2. We support the expansion of fixed bus routes and commuter routes but we also recognize a need for redesign of the existing fixed and commuter routes in the suburban areas to accommodate the growing demand and meeting the need. Most people do not take fixed bus service in the suburban areas because the routes are not conveniently located and it takes too long to reach destinations. Studies should be done and public hearings in the suburban areas should be held in villages and towns to better match the existing passenger demand with the bus routes. Areas with apartment complexes for seniors and people with disabilities should be one of the targets for those hearings.
3. Many people with disabilities are unable to use fixed routes because too many bus stops are unsafe, located in ditches and grassy areas or built into a hill, and most of them lack a bench to rest while waiting for a bus. Many people are unable to stand for a long period of time. Equipping bus stops with benches and making the waiting areas safer and more accessible by providing steady surfaces for wheelchair users should be a priority of coordinated transportation in our county.

The above comments are submitted on behalf of the Public Transportation Advisory Committee (PTAC) by Beata Karpinska-Prehn, PTAC member.

I can be reached at 671-2929 or by e-mail at bkarpinska@ariseinc.org

JARC/New Freedom Funding Available in CNY

The Syracuse Metropolitan Transportation Council (SMTC) announced the availability of Job Access & Reverse Commute (JARC, Section 5316) and New Freedom (Section 5317) funding within the SMTC Metropolitan Planning Area (MPA). JARC and New Freedom are both Federal Transit Administration (FTA) programs funded under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), signed into law in August 2005. Funding is available to private non-profit organizations, state or local governmental authorities and operators of public transportation services, including private operators of public transportation services.

The *JARC* program provides formula funding to states to support the development and maintenance of Job Access & Reverse Commute projects designed to transport welfare recipients and eligible low-income individuals to and from jobs and activities related to their employment. The total JARC funding available to the SMTC MPA for FY 2006 and 2007 is **\$419,738**. The *New Freedom* program is a new formula grant program whose purpose is to provide new public transportation services and public transportation alternatives beyond those currently required by the Americans with Disabilities Act of 1990 (42 U.S.C. 12101, et seq.) that assist individuals with disabilities with transportation. The total New Freedom funding available to the SMTC MPA for FY 2006 and 2007 is **\$208,401**.

Transportation legislation has mandated that projects chosen to receive JARC or New Freedom funds must be derived from a locally developed, Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan) and further selected from a “competitive selection process”. As part of the 2007-2008 Unified Planning Work Program, the SMTC has taken the lead effort to complete the locally developed Coordinated Plan for the planning area. The Coordinated Plan will identify the transportation needs of individuals with disabilities, older adults, and people with low incomes and provide strategies for meeting the transportation needs of these target populations. The Coordinated Plan is also required to prioritize transportation services for funding and implementation. This document will be prepared with assistance, collaboration and coordination from multiple member agencies, local transportation providers, human service agencies and community members in the MPA.



DIRECTIONS

DIRECTIONS is a publication of the Syracuse Metropolitan Transportation Council (SMTC). Formed in 1966 as a result of the Federal Aid Highway Act of 1962, and Urban Mass Transportation Act of 1964, the SMTC serves as the metropolitan planning organization (MPO) for the Syracuse metropolitan area, and provides a forum for cooperative decision making in developing transportation plans and programs. Its committees are comprised of elected and appointed officials, representing local, state and federal governments or agencies (member agencies) having interest in or responsibility for transportation planning and programming.

Editor: Patricia A. Wortley

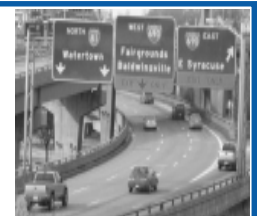
To initiate the selection process, SMTC has prepared an application for funding that was provided to organizations in late August for specific JARC/New Freedom projects. Beginning in September, all submittals will undergo substantial review prior to funding dispersal. For those agencies interested in obtaining Elderly Individuals and Individuals with Disabilities (Section 5310) funding, the New York State Department of Transportation will continue the project solicitation, selection and oversight of the Section 5310 program in the SMTC MPA.

The deadline for submission of Applications to the SMTC is 4:00 p.m. on **Wednesday, September 19, 2007**.

For additional information about these programs, such as eligible use of funds and the Coordinated Plan can be found on the FTA's web site (www.fta.dot.gov) or by contacting **Mario Colone at (315) 422-5716** or via e-mail at mcolone@smtcmpo.org.

**SAVE
THE
DATE:**

Onondaga County Traffic Safety Fair
Saturday, November 10, 2007
12:00 - 4:00 p.m.
Driver's Village, Circle Drive
Cicero



SMTC COMPLETES COMPETITIVE SELECTION PROCESS

The Syracuse Metropolitan Transportation Council (SMTC) completed the first round of an established competitive selection process. The competitive selection process was initiated to continue the dispersal of Federal Transit Administration (FTA) funds to the SMTC Metropolitan Planning Area (MPA). As required by SAFETEA-LU, any project selected to receive Job Access and Reverse Commute (JARC, Sect. 5316) or New Freedom (Sect. 5317) funds must be chosen from a competitive selection process and the projects should be derived from a locally developed Coordinated Public Transit-Human Services Transportation Plan. The SMTC, in collaboration with a working group, developed a transit funding application to be utilized for project solicitation. This funding application was provided to approximately sixty agencies/organizations in the SMTC MPA.

On October 26, 2007, the Coordinated Plan Review Team, which consisted of several agencies with an interest in providing and enhancing transportation options to the transportation disadvantaged, selected two proposals submitted by the Central New York Regional Transportation Authority (CNYRTA). CNYRTA's Rides for Work Program was chosen to receive JARC funding. This program, which has been operating in Onondaga County since 2001, provides transportation for eligible low-income and welfare recipients entering the workforce with service being available 24 hours a day. The second proposal submitted by Centro requesting New Freedom funds will establish a travel training program and an enhanced functional assessment process to their current eligibility determination utilized for the paratransit service. Travel Training will provide the transportation disadvantaged with an understanding of the



bus system and the most appropriate use of the system for an individual's particular circumstance be it on the fixed route system or Call-A-Bus offered by CNYRTA. The SMTC Policy Committee, on recommendation from the Coordinated Plan Review Team and the Planning Committee, approved the allocation of FTA funding to the two CNYRTA proposals.

DIRECTIONS

DIRECTIONS is a publication of the Syracuse Metropolitan Transportation Council (SMTC). Formed in 1966 as a result of the Federal Aid Highway Act of 1962, and Urban Mass Transportation Act of 1964, the SMTC serves as the metropolitan planning organization (MPO) for the Syracuse metropolitan area, and provides a forum for cooperative decision making in developing transportation plans and programs. Its committees are comprised of elected and appointed officials, representing local, state and federal governments or agencies (member agencies) having interest in or responsibility for transportation planning and programming.

Editor: Patricia A. Wortley

Please note that the SMTC is currently utilizing two previously completed coordinated efforts by the agency as an interim Coordinated Plan. In the coming months, staff will initiate work on updating/creating a new Coordinated Plan for the area and will utilize prioritized recommendations/strategies contained within the document for subsequent competitive selection processes. This Coordinated Plan will be developed with assistance from member agencies, human service agencies, public transportation providers, the private sector and representatives from the community. Upon notification of FTA allotted funds to the area, an additional solicitation for funding will occur.

If you did not receive a solicitation letter for this first round and are interested in obtaining information on this process, please contact **Mario Colone** at (315) 422-5716 or via e-mail at mcolone@smtcmpo.org.



M E M O R A N D U M

DATE: March 12, 2008
TO: Section 5310 Applicants
FROM: Mario Colone, Senior Transportation Planner *MC*
RE: Coordinated Public Transit-Human Services Transportation Plan
CC: James D'Agostino, Director

According to the New York State Department of Transportation (NYSDOT) Section 5310 Grant Application and Federal Transit Law, potential Section 5310 applicants must document that projects selected for Section 5310 funding be "derived from a locally developed, coordinated public transit human services transportation plan" and that the plan be "developed through a process that includes representatives of public, private and non-profit transportation and human services providers and participation by members of the public." Additionally, potential applicants must show that they are/will be involved in the coordinated planning process.

The Syracuse Metropolitan Transportation Council (SMTC), the state designated Metropolitan Planning Organization for the Syracuse Metropolitan Area, is currently utilizing two previously completed coordinated planning documents as the interim locally developed Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan) for the SMTC Metropolitan Area. These interim documents involved coordination and collaboration with relevant stakeholders noted above and provided various recommendations for enhanced services. We are in the beginning stages of updating the locally developed Coordinated Plan, which will involve active participation from representatives of public, private, non-profit transportation and human services providers and members of the public, such as yourself. The updated Coordinated Plan will expound upon recommendations referenced in the interim documents; identify the transportation needs of individuals with disabilities, older adults and people with low incomes; and provide strategies for meeting the transportation needs of these target populations through new or enhanced services.

Several meetings/workshops will be held in FY 2008/2009 to initiate the coordinated planning process. As a stakeholder in the locally developed Coordinated Plan, we will seek your involvement or a representative from your organization, in the development of this updated Coordinated Plan. The SMTC supports all Section 5310 activities deemed eligible by NYSDOT and will include such in the updated Coordinated Plan. The NYSDOT Grant Application further specifies that applicants submit a letter from the MPO indicating the proposed project is included as part of the Coordinated Plan.

If there are questions about the Coordinated Plan or how your organization can participate, please feel free to contact Mario Colone at (315) 422-5716 or at mcolone@smtcmpo.org.

Syracuse Metropolitan Transportation Council



100 Clinton Square
126 N. Salina Street, Suite 100
Syracuse, New York 13202
Phone: (315) 422-5716
Fax: (315) 422-7753
www.smtcmpo.org

April 8, 2008

Ms. Jan Simpson
NYSDOT Public Transportation Bureau
Section Head, Specialized Transit
50 Wolf Road, POD 54
Albany, NY 12232

Dear Ms. Simpson:

PACE CNY/Loretto is applying to the New York State Department of Transportation (NYSDOT) for a Section 5310 grant to purchase five vans to provide specialized transportation service for elderly individuals and individuals with disabilities.

As the Metropolitan Planning Organization that covers the proposed project for Section 5310 federal funding, we hereby certify that PACE CNY/Loretto is part of the local Coordinated Public Transit-Human Services Transportation planning efforts for the area of proposed service. The Syracuse Metropolitan Transportation Council (SMTC) is currently utilizing two previously completed human service/transportation related documents as the area's interim Coordinated Plan. These documents contain numerous recommendations to improve or enhance coordination between human service agencies and transportation providers in the SMTC area. We will be initiating a full update to the Coordinated Plan in the coming weeks that will expand the active participation and collaboration of public, private and non-profit transportation representatives and human service providers, as well as participation by members of the public occurring locally in the SMTC area. The SMTC supports all NYSDOT policies and procedures relative to the Section 5310 program.

The interim Coordinated Plan documents were developed through a process that included public, private and non-profit transportation representatives and human service providers, as well as participation by members of the public.

Sincerely,

A handwritten signature in black ink, appearing to read "James D'Agostino", written over a horizontal line.

James D'Agostino
Director

cc: Pete Smith, PACE CNY
Mario Colone, SMTC

The Metropolitan Planning Organization

Office of the Mayor • Syracuse Common Council • Syracuse Planning Commission • Metropolitan Development Association • New York State Department of Transportation • New York State Department of Environmental Conservation • New York State Department of Economic Development • New York State Thruway Authority • Office of the County Executive • Onondaga County Legislature • Onondaga County Planning Board • Central New York Regional Transportation Authority • Central New York Regional Planning and Development Board • Federal Transit Administration • Federal Highway Administration

Syracuse Metropolitan Transportation Council



100 Clinton Square
126 N. Salina Street, Suite 100
Syracuse, New York 13202
Phone: (315) 422-5716
Fax: (315) 422-7753
www.smtcmpo.org

M E M O R A N D U M

DATE: April 10, 2008
TO: Pete Smith
FROM: Mario Colone, Senior Transportation Planner *MC*
RE: Coordinated Plan Certification Letter
CC: James D'Agostino, Director

Enclosed, please find one signed original copy of the Section 5310 certification letter as required by the New York State Department of Transportation for inclusion in your application package. The letter is addressed to Ms. Jan Simpson, NYSDOT Public Transportation Bureau.

If you have any questions, please feel free to contact me at (315) 422-5716 or mcolone@smtcmpo.org.

The Metropolitan Planning Organization

Office of the Mayor • Syracuse Common Council • Syracuse Planning Commission • Metropolitan Development Association • New York State Department of Transportation • New York State Department of Environmental Conservation • New York State Department of Economic Development • New York State Thruway Authority • Office of the County Executive • Onondaga County Legislature • Onondaga County Planning Board • Central New York Regional Transportation Authority • Central New York Regional Planning and Development Board • Federal Transit Administration • Federal Highway Administration

Syracuse Metropolitan Transportation Council



100 Clinton Square
126 N. Salina Street, Suite 100
Syracuse, New York 13202
Phone: (315) 422-5716
Fax: (315) 422-7753
www.smtcmpo.org

April 8, 2008

Ms. Jan Simpson
NYSDOT Public Transportation Bureau
Section Head, Specialized Transit
50 Wolf Road, POD 54
Albany, NY 12232

Dear Ms. Simpson:

The St. Camillus Health and Rehabilitation Center is applying to the New York State Department of Transportation (NYSDOT) for a Section 5310 grant to purchase two buses to provide specialized transportation service for elderly individuals and individuals with disabilities.

As the Metropolitan Planning Organization that covers the proposed project for Section 5310 federal funding, we hereby certify that St. Camillus Health and Rehabilitation Center is part of the local Coordinated Public Transit-Human Services Transportation planning efforts for the area of proposed service. The Syracuse Metropolitan Transportation Council (SMTC) is currently utilizing two previously completed human service/transportation related documents as the area's interim Coordinated Plan. These documents contain numerous recommendations to improve or enhance coordination between human service agencies and transportation providers in the SMTC area. We will be initiating a full update to the Coordinated Plan in the coming weeks that will expand the active participation and collaboration of public, private and non-profit transportation representatives and human service providers, as well as participation by members of the public occurring locally in the SMTC area. The SMTC supports all NYSDOT policies and procedures relative to the Section 5310 program.

The interim Coordinated Plan documents were developed through a process that included public, private and non-profit transportation representatives and human service providers, as well as participation by members of the public.

Sincerely,

A handwritten signature in black ink, appearing to read "James D'Agostino".

James D'Agostino
Director

cc: Beth McGown, St. Camillus Health and Rehabilitation Center
Mario Colone, SMTC

The Metropolitan Planning Organization

Office of the Mayor • Syracuse Common Council • Syracuse Planning Commission • Metropolitan Development Association • New York State Department of Transportation • New York State Department of Environmental Conservation • New York State Department of Economic Development • New York State Thruway Authority • Office of the County Executive • Onondaga County Legislature • Onondaga County Planning Board • Central New York Regional Transportation Authority • Central New York Regional Planning and Development Board • Federal Transit Administration • Federal Highway Administration



Syracuse Metropolitan Transportation Council

100 Clinton Square
126 N. Salina Street, Suite 100
Syracuse, New York 13202
Phone: (315) 422-5716
Fax: (315) 422-7753
www.smtcmptc.org

M E M O R A N D U M

DATE: April 10, 2008
TO: Beth McGown
FROM: Mario Colone, Senior Transportation Planner *MC*
RE: Coordinated Plan Certification Letter
CC: James D'Agostino, Director

Enclosed, please find one signed original copy of the Section 5310 certification letter as required by the New York State Department of Transportation for inclusion in your application package. The letter is addressed to Ms. Jan Simpson, NYSDOT Public Transportation Bureau.

If you have any questions, please feel free to contact me at (315) 422-5716 or mcolone@smtcmptc.org.

The Metropolitan Planning Organization

Office of the Mayor • Syracuse Common Council • Syracuse Planning Commission • Metropolitan Development Association • New York State Department of Transportation • New York State Department of Environmental Conservation • New York State Department of Economic Development • New York State Thruway Authority • Office of the County Executive • Onondaga County Legislature • Onondaga County Planning Board • Central New York Regional Transportation Authority • Central New York Regional Planning and Development Board • Federal Transit Administration • Federal Highway Administration

Syracuse Metropolitan Transportation Council



100 Clinton Square
126 N. Salina Street, Suite 100
Syracuse, New York 13202
Phone: (315) 422-5716
Fax: (315) 422-7753
www.smtcmpo.org

June 11, 2008

Ms. Jan Simpson
NYSDOT Public Transportation Bureau
Section Head, Specialized Transit
50 Wolf Road, POD 54
Albany, NY 12232

Dear Ms. Simpson:

The First United Methodist Church of Minoa is applying to the New York State Department of Transportation (NYSDOT) for a Section 5310 grant to purchase 1 bus to provide specialized transportation service for elderly individuals and individuals with disabilities.

As the Metropolitan Planning Organization that covers the proposed project for Section 5310 federal funding, we hereby certify that the First United Methodist Church of Minoa is part of the local Coordinated Public Transit-Human Services Transportation planning efforts for the area of proposed service. The Syracuse Metropolitan Transportation Council (SMTC) is currently utilizing two previously completed human service/transportation related documents as the area's interim Coordinated Plan. These documents contain numerous recommendations to improve or enhance coordination between human service agencies and transportation providers in the SMTC area. We will be initiating a full update to the Coordinated Plan in the coming weeks that will expand the active participation and collaboration of public, private and non-profit transportation representatives and human service providers, as well as participation by members of the public occurring locally in the SMTC area. The SMTC supports all NYSDOT policies and procedures relative to the Section 5310 program.

The interim Coordinated Plan documents were developed through a process that included public, private and non-profit transportation representatives and human service providers, as well as participation by members of the public.

Sincerely,

A handwritten signature in cursive script that reads "Mario A. Colone".

Mario Colone
Senior Transportation Planner

cc: Pastor Baums, First United Methodist Church of Minoa
James D'Agostino, Director

The Metropolitan Planning Organization

Office of the Mayor • Syracuse Common Council • Syracuse Planning Commission • Metropolitan Development Association • New York State Department of Transportation • New York State Department of Environmental Conservation • New York State Department of Economic Development • New York State Thruway Authority • Office of the County Executive • Onondaga County Legislature • Onondaga County Planning Board • Central New York Regional Transportation Authority • Central New York Regional Planning and Development Board • Federal Transit Administration • Federal Highway Administration

Syracuse Metropolitan Transportation Council



100 Clinton Square
126 N. Salina Street, Suite 100
Syracuse, New York 13202
Phone: (315) 422-5716
Fax: (315) 422-7753
www.smtcmto.org

M E M O R A N D U M

DATE: June 11, 2008
TO: Janice Simpson
FROM: Mario Colone, Senior Transportation Planner *MC*
RE: Coordinated Plan Certification Letter
CC: James D'Agostino, Director

Enclosed, please find one signed original copy of the Section 5310 certification letter for the First United Methodist Church of Minoa's Section 5310 application as required. A copy of the letter has also been provided to the church for their records.

If you have any questions, please feel free to contact me at (315) 422-5716 or mcolone@smtcmto.org.

The Metropolitan Planning Organization

Office of the Mayor • Syracuse Common Council • Syracuse Planning Commission • Metropolitan Development Association • New York State Department of Transportation • New York State Department of Environmental Conservation • New York State Department of Economic Development • New York State Thruway Authority • Office of the County Executive • Onondaga County Legislature • Onondaga County Planning Board • Central New York Regional Transportation Authority • Central New York Regional Planning and Development Board • Federal Transit Administration • Federal Highway Administration

Syracuse Metropolitan Transportation Council



100 Clinton Square
126 N. Salina Street, Suite 100
Syracuse, New York 13202
Phone: (315) 422-5716
Fax: (315) 422-7753
www.smtcmpo.org

July 9, 2008

Dear Stakeholder,

As you may be aware, the Syracuse Metropolitan Transportation Council (SMTC) is undertaking a study to explore greater coordination between public transportation, paratransit and other transportation services that serve individuals with disabilities, the elderly and low income individuals. This study will be developed into a Coordinated Public Transit – Human Services Transportation Plan which will prioritize strategies to meet the identified needs within the SMTC metropolitan planning area (MPA). This MPA includes all of Onondaga County and small portions of Madison and Oswego Counties.

In order to best understand the needs of the community, a questionnaire has been created. The results of this questionnaire will be used to guide and prioritize the strategies of the Coordinated Plan. Located on the following pages, the questionnaire is organized as follows:

Section A: Organizational Information

(All respondents complete)

Section B: Transportation Program Profile

(Only organizations that operate, purchase, or arrange for transportation should complete)

Section C: Coordination of Transportation Services

(All respondents complete)

Only complete the sections that apply to your organization. If needed, a list of definitions can be found at the end of the questionnaire. A self-addressed envelope is included, or you can send the survey directly to:

Mario Colone
Syracuse Metropolitan Transportation Council
126 North Salina Street, Suite 100
Syracuse, NY 13202

If you have any questions regarding this questionnaire or the Coordinated Plan please call: (315) 422-5716. Please return this questionnaire by July 31, 2008. Thank you for your participation!

Sincerely,

A handwritten signature in black ink that reads "Mario A. Colone".

Mario Colone

Senior Transportation Planner

cc: James D'Agostino, Director

The Metropolitan Planning Organization

Office of the Mayor • Syracuse Common Council • Syracuse Planning Commission • Metropolitan Development Association • New York State Department of Transportation • New York State Department of Environmental Conservation • New York State Department of Economic Development • New York State Thruway Authority • Office of the County Executive • Onondaga County Legislature • Onondaga County Planning Board • Central New York Regional Transportation Authority • Central New York Regional Planning and Development Board • Federal Transit Administration • Federal Highway Administration

Appendix E

Transportation Services

a. Questionnaire

Transportation Services Questionnaire

SECTION A: ORGANIZATIONAL INFORMATION

Organization: _____
Address: _____
Contact Person: _____
Title: _____
Phone: _____ Ext: _____ Fax: _____
Email: _____

A1. Which of the following describes your organization? (Please check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Government (Please specify)
<input type="checkbox"/> Municipal
<input type="checkbox"/> County
<input type="checkbox"/> State
<input type="checkbox"/> Federal | <input type="checkbox"/> Private (Please specify)
<input type="checkbox"/> Not-For-Profit
<input type="checkbox"/> For Profit
<input type="checkbox"/> Transportation Agency
<input type="checkbox"/> Human Service Agency |
|---|--|

A2. Please indicate which service(s) your organization provides? (Please check all that apply. Refer to definitions on the last page for assistance)

- | | |
|---|---|
| <input type="checkbox"/> My agency does not purchase, operate or arrange transportation services. (Please skip to Section C if checked) | <input type="checkbox"/> Volunteer driver programs |
| <input type="checkbox"/> Fixed route, fixed schedule services...
<input type="checkbox"/> Operated internally
<input type="checkbox"/> Contracted through: _____ | <input type="checkbox"/> Subsidies / reimbursements to clients/riders who arrange for their own transportation (Please indicate \$ per year): _____ |
| <input type="checkbox"/> Demand responsive services...
<input type="checkbox"/> Utilizing paid drivers
<input type="checkbox"/> Utilizing volunteer drivers
<input type="checkbox"/> Contracted through: _____ | <input type="checkbox"/> Bus tickets or passes for your clients (Please indicate \$ per year): _____
<input type="checkbox"/> Other services / programs (Please specify):

_____ |

SECTION B: TRANSPORTATION PROGRAM PROFILE

Please complete this section only if you indicated a service on Question A2.

B1. What are the geographic limits of your transportation service area?

- | | |
|--|---|
| <input type="checkbox"/> City of Syracuse limits | <input type="checkbox"/> Other geographic boundary: _____ |
| <input type="checkbox"/> Onondaga County limits | _____ |

B2. Please indicate your payment policy:

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Fare (Amount): _____ | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Donation | |

Transportation Services Questionnaire

B3. Who is eligible to receive your transportation services? (Please check all that apply.)

- | | | |
|---|--|--|
| <input type="checkbox"/> The general public | <input type="checkbox"/> Persons with disabilities | <input type="checkbox"/> Persons of a certain income (Please specify): |
| <input type="checkbox"/> Clients of our agency only | <input type="checkbox"/> Elderly persons (Over age): _____ | _____ |
| <input type="checkbox"/> Other: _____ | | |

B4. For which of the following trip purposes does your organization provide transportation services? (Please check all that apply.)

- | | |
|--|---|
| <input type="checkbox"/> Health/medical (e.g., trips to the doctor, clinic, drug store treatment center) | <input type="checkbox"/> Employment (e.g., trips to job interview sites or places of employment, etc.) |
| <input type="checkbox"/> Nutrition (e.g., trips to a nutrition site) | <input type="checkbox"/> Shopping / Personal needs (e.g., trips to the mall, barber, beauty shop, etc.) |
| <input type="checkbox"/> Social (e.g., visits to friends/relatives) | <input type="checkbox"/> Social services (e.g., trips to social service centers, adult daycare, etc.) |
| <input type="checkbox"/> Recreation (e.g., trips to cultural, social, athletic events) | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Education/training (e.g., trips to training centers, schools, etc.) | |

B5. What are your organization's main sources of funding for transportation services?

Name of Funding Source:	Approximate Percent:
_____	_____
_____	_____
_____	_____

B6. Please provide information about each type of vehicle your agency owns. (If you have recently completed a similar fleet inventory for another agency, you may attach a copy of that inventory in place of the following chart. If your agency does not own or lease vehicles for transportation services, please skip this question).

Vehicle Type	# of Vehicles	Seating Capacity	Wheelchair Access?	Wheelchair Capacity
EXAMPLE: Van	1	8 ambulatory	Yes	2 wheelchairs

B7. Quantify the services you provide: (Refer to definitions on the last page for assistance)

	One-way passenger trips	Total vehicle miles	Total vehicle hours
Annually (FY07 or prior full year):			
In a typical month (current year):			

Transportation Services Questionnaire

B8. Please fill in the schedule below to reflect (1) your typical hours of operation, (2) peak hours and (3) off peak hours. (The line at the top of the box indicates the beginning of the hour)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
5:00 AM							
6:00							
7:00							
8:00							
9:00							
10:00							
11:00							
12:00 PM							
1:00							
2:00							
3:00							
4:00							
5:00							
6:00							
7:00							
8:00							
9:00							
10:00							
11:00							
12:00 AM							
1:00							
2:00							
3:00							
4:00							

B9. Please describe the use of your vehicles during a typical day.

Peak service situation:

Number of vehicles in operation: _____

Room for additional riders:

Yes (How many per vehicle): _____

No _____

Off peak service situation:

Number of vehicles in operation: _____

Room for additional riders:

Yes (How many per vehicle): _____

No _____

When vehicles are not transporting riders, are they used for other purposes?

Yes (Specify below): _____

No

Transportation Services Questionnaire

SECTION C: COORDINATION OF TRANSPORTATION SERVICES

C1. Do you coordinate transportation services for other organizations?

- My agency provides transit services. My agency receives transit services. Neither one. (Please skip to Question C2)

C1a. With whom does your agency coordinate services?

C1b. Please elaborate upon which services your agency coordinates:

- Fixed route, fixed schedule services Other services / programs (Please specify):
 Demand responsive services _____
 Volunteer driver programs _____

C1c. Describe the reimbursement arrangement(s):

C2. Please indicate (additional) services your organization could provide to another agency or agencies.

- My agency is not interested / not able to provide services to other agencies. Volunteer driver programs
 Fixed route, fixed schedule services Other services / programs: _____
 Demand responsive services _____

C3. Please indicate (additional) services your organization could receive from another agency or agencies.

- My agency is not interested receiving services from other agencies. Volunteer driver programs
 Fixed route, fixed schedule services Other services / programs: _____
 Demand responsive services _____

C4. Identify any transportation service gaps that currently exist in the planning area.

- Geographic gaps (Where): _____ Quality concerns (Specify): _____
 Time gaps (When): _____ Other: _____
 Costs concerns (Specify): _____ _____

Transportation Services Questionnaire

C5. What barriers (real or perceived) are preventing the coordination of existing transportation services in your area?

C5a. What strategies would alleviate the barriers?

C6. Is your organization interested in jointly purchasing and sharing vehicles with another agency?

Yes, if the price and quality of service meets my agency's needs.

No
 Maybe

My agency does not own vehicles.

C7. If fixed route bus service is available in your area, are your agency's clients able to use it?

Yes
 No

Maybe
 Service is not available

C8. Indicate any transportation service overlaps in the region:

C8a. What strategies would alleviate these overlaps?

C9. Please provide additional comments or general ideas to enhance collaboration below.

Thank you for your time!

Transportation Services Questionnaire

DEFINITIONS

Coordinated Transportation Services: A cooperative arrangement between human service agencies and/or transportation providers to combine or consolidate some or all transportation functions or activities of the different organizations, in order to improve the efficiency and effectiveness of an area's transportation system. Many types and degrees of coordination exist, from vehicle sharing or the joint procurement of equipment or services to the performance of centralized administration and other functions by a single entity acting as a transportation broker. The intended result of coordination is lower costs for participating organizations through greater efficiency, which can mean better transportation services for the region.

Curb-to-Curb: Service is provided to the passenger's particular origin or destination. The driver offers no assistance other than operating the wheelchair lift, ramp and tie down.

Demand Responsive Transportation Service: A service characterized by flexible routes and time schedules. The pick-up and drop-off locations and the vehicle routes will vary depending on rider requests. Riders typically call or arrange service in advance.

Door-through-Door: The driver escorts the passenger to or from the vehicle and *through* the front entrance of the building.

Door-to-Door: The driver escorts the passenger to or from the vehicle and the front entrance of the building.

Fixed Route, Fixed Schedule Transportation Service: Transit service that operates over specified routes according to an established schedule. Passengers may board or be discharged at designated points along the route.

One-Way Passenger Trips: A one-way passenger trip consists of one person riding one-way from an origin to a destination. Thus, a round trip by one person is considered as two "one-way passenger trips."

Syracuse Metropolitan Transportation Council (SMTTC): This is the Syracuse-area Metropolitan Planning Organization (MPO), a federally mandated agency responsible for administering the continuous and comprehensive transportation planning process for Onondaga County and portions of Madison and Oswego Counties. The MPO provides a forum for cooperative decision making in the development of transportation plans, programs and recommendations.

Vehicle-Hours of Service: The total number of hours that vehicles are in use to provide transportation service. For example, if three vehicles are used to provide transportation and each is in operation 40 hours a week, 52 weeks a year, there would be 6,240 vehicle-hours of service provided.

Vehicle-Miles of Service: The total number of miles traveled by vehicles providing transportation service. For example, if three vehicles are used to provide transportation, and they each travel 30,000 miles in a given year, there would be 90,000 vehicle-miles of service provided.

Appendix F

JARC/New Freedom Application

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 1: REQUEST FOR PROPOSAL
(JARC/New Freedom Funding Solicitation)

The Syracuse Metropolitan Transportation Council (SMTC) is requesting Proposals from qualified public, private and non-profit transportation providers within the SMTC Metropolitan Planning Area (MPA) seeking Federal Transit Administration (FTA) funding assistance from two specific funding programs (i.e., Section 5316 (Job Access and Reverse Commute) and Section 5317 (New Freedom)). The SMTC MPA is comprised of all of Onondaga County and small portions of Oswego and Madison Counties; please refer to the enclosed map for specifics.

Individuals or organizations who desire to submit an Application may request a "Request for Proposal Package" from Mario Colone, Senior Transportation Planner by telephone at number: (315) 422-5716, mailing address: Syracuse Metropolitan Transportation Council, 126 North Salina St., Suite 100, Syracuse, NY 13202 or e-mail: mcolone@smtcmto.org.

Two (2) copies of the proposal must be received in the offices of the Syracuse Metropolitan Transportation Council, attention Mario Colone no later than 4:00 p.m. EST on September 19, 2007. Proposals received after this time and date will be returned, unopened.

Organizations wishing to submit Proposals do so entirely at their own risk. There is not an express or implied obligation on the part of the SMTC to reimburse responding organizations for any expenses incurred in preparing and submitting Proposals in response to this request. The SMTC reserves the right to reject any and all Proposals for any reason.

Proposals received within the confines of the due date will remain in effect sixty (60) days from the due date.

All Proposers will be required to certify that they are not on the Comptroller General's List of Ineligible Contractors.

Each Proposer will be required to comply with all Equal Employment Opportunity Rules and Regulations.

The SMTC hereby notifies all Proposers that it will affirmatively insure that in regard to any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids to this invitation and will not be discriminated against on the grounds of sex, race, color, or national origin in consideration for an award.

Please note, this Request for Proposal package was prepared with specific Central New York Regional Transportation Authority (CNYRTA) and FTA requirements assuming that CNYRTA is the designated recipient of the JARC (Section 5316) and New Freedom (Section 5317) funding. The Governor of the State of New York or an official designee

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 1: REQUEST FOR PROPOSAL
(JARC/New Freedom Funding Solicitation)

has not formally designated the direct recipients for JARC/New Freedom funding in urbanized areas over 200,000 in population, such as the Syracuse metropolitan area. Thus, should CNYRTA not be the designated recipient, all CNYRTA project proposal requirements contained herein are no longer valid, with the potential for a new solicitation to take place utilizing a different set of conditions. However, it's highly probable that CNYRTA will be given this status as they are currently the designated recipient of various other FTA funds. As such, all requirements found within this solicitation package are binding.

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 2: SCOPE OF SERVICES
(JARC/New Freedom Funding Solicitation)

1. Introduction

As required by the Central New York Transportation Authority (CNYRTA) and federal regulations regarding competitive procurement for professional services, the SMTC is requesting proposals for JARC/New Freedom funding described under “Scope of Services Required” below.

For an agency to be considered, two (2) copies of the respondent’s Proposal must be received at the office of the Syracuse Metropolitan Transportation Council, 126 North Salina St., Suite 100, Syracuse, NY 13202 Attn.: Mario Colone, Senior Transportation Planner, by 4:00 p.m. on September 19, 2007.

Contract Period

The term of this service is for a period of 24 months. The contract period will commence on or after January 1, 2008 and end December 31, 2009, with the option for a mutually-agreed upon contract extension.

References

The Proposal shall contain a listing of three (3) companies your firm has or is currently contracted with. CNYRTA and/or SMTC may contact any or all of these references as an integral part of its review of proposals. This listing shall include the following:

- a) Company Name
- b) Address
- c) Contact Person
- d) Phone Number
- e) Duration of contract.

2. Designated Contact

All contact concerning this RFP shall be directed to Mario Colone, the Designated Contact for this procurement at (315) 422-5716, fax (315) 422-7753 or e-mail mcolone@smtcmpo.org.

Prior to approval by SMTC of the contract for which this solicitation has been issued, a Proposer shall not communicate with SMTC other than with the person identified in this solicitation as the Designated Contact, or with a person who the Designated Contact has advised the Proposer is also a Designated Contact.

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 2: SCOPE OF SERVICES
(JARC/New Freedom Funding Solicitation)

3. Company Background

The Syracuse Metropolitan Transportation Council

The Syracuse Metropolitan Transportation Council (SMTC) is the State-designated Metropolitan Planning Organization (MPO), responsible for administering the continuous and comprehensive transportation planning process in Onondaga County, and small portions of Madison and Oswego Counties. As the MPO, the SMTC provides the forum for cooperative decision making in the development of transportation plans, programs and recommendations. Its committees are comprised of elected and appointed officials, representing local, state and federal governments, agencies, and organizations having interest in or responsibility for transportation planning and programming. The SMTC also provides an opportunity for citizens to participate in the discussion of specific transportation issues and projects, and encourages the public to engage in the public involvement opportunities available.

The Central New York Regional Transportation Authority

The Central New York Regional Transportation Authority (CNYRTA) is a public authority and a public benefit corporation of New York State, created in 1970 by Title 11-D of Public Authorities Law. Its legislated purpose is to continue, further develop, and improve transportation and related services in the Central New York Regional Transportation District which originally included Onondaga County and could include Cayuga, Cortland, Jefferson, Madison, Oneida and Oswego Counties by election of those legislative bodies. To date, Oswego and Cayuga (both 1973) and Oneida (2005) counties have joined Onondaga county (1970) as members of the District.

In the course of a year, nearly 12 million rides are provided over 5.2 million miles of service by a combined fleet of 258 large and small buses in the four counties it currently serves (Onondaga, Oneida, Oswego, and Cayuga). The regular Centro fixed route service is augmented by the Call-A-Bus service, an ADA complementary paratransit program, and other specialized transportation services for low income populations and people with disabilities.

SMTC and CNYRTA Roles for the JARC and New Freedom Programs

The CNYRTA is the Federal Transit Administration's (FTA) designated recipient of the Section 5316, (Job Access and Reverse Commute) funds and the Section 5317 (New Freedom) funds. As the designated recipient, it is the intent of CNYRTA to enter into an Agreement with the successful proposer(s), said proposer(s) being the official subrecipient(s) of the above funding.

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL

PART 2: SCOPE OF SERVICES

(JARC/New Freedom Funding Solicitation)

The subrecipient(s) must be able to comply with all applicable terms, conditions, certifications and assurances set forth by the FTA and presented herein in Part 5, the FTA Master Agreement, and Part 6, the FTA Certifications and Assurances.

The subrecipient(s) must also agree to hold all subcontractors to the same terms, conditions, certifications and assurances set forth in the above named FTA documents.

The subrecipient(s) and subcontractors will need to agree to make available all relevant and requested documentation for review and audit upon demand. Audits can be expected as a part of CNYRTA's internal control program and the FTA's Triennial Review program.

The SMTC will facilitate the process of selecting proposals to receive JARC and New Freedom funding (see Part 4: Application Instructions for additional details on this process). Once the selection process is complete, the SMTC will forward the list of selected projects to the CNYRTA. The Board of Directors of the CNYRTA will then approve the necessary contracts with the selected subrecipient(s) as described above.

4. Scope of Services

Refer to Part 4: Application Instructions for the details of this solicitation.

5. Insurance

Insurance coverage is required in the amounts and types listed in the section of these proposal documents titled "Insurance Requirements".

The Certificate of Insurance is required prior to award of contract.

6. Project Timing

The project selection process will be conducted by the SMTC. Details of the project selection process are provided in Part 4: Application Instructions.

It is the intention of the CNYRTA and the SMTC to present a recommendation to the CNYRTA Board of Directors in November or December 2007. In order to do so, the following schedule should be adhered to. Specific dates in the schedule may be changed as necessary:

Proposals Due from Proposers:	September 19, 2007
SMTC Policy Committee Approval of Projects:	November, December 2007
Contract approval by CNYRTA Board of Directors:	November, December 2007

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 2: SCOPE OF SERVICES
(JARC/New Freedom Funding Solicitation)

Notice to Proceed:
Proposed Start Date:

December 2007
January 1, 2008

7. Selection Criteria

The SMTC will select projects based on the criteria described in Part 4.

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 3: INSURANCE REQUIREMENTS
(JARC/New Freedom Funding Solicitation)

Each Contractor/Vendor shall maintain the following kinds and limits of insurance as imposed by law or the contract with respect to all work and operations performed under the contract by the Contractor/Vendor and each of its subcontractors:

- A. Worker's Compensation and Employers Liability Insurance
Limits: Not less than required by law.

- B. New York State Disability Insurance
Limits: Not less than required by law.

- C. Comprehensive General Liability including:
 - Premises-Operations
 - Products/Completed Operations
 - Contractual
 - Broad Form Property Damage
 - Independent Contractor
 - Personal Injury Liability, Hazards A, B & C
 - Products including Completed Operations, to be kept in force for a least two (2) years after work has been completed.

Central New York Regional Transportation Authority (CNYRTA) and all related entities (CNY Centro, Inc., Centro Call-a-bus, Inc., Centro of Oneida, Inc., Centro of Oswego, Inc., Centro of Cayuga, Inc., Centro Parking, Inc., Intermodal Transportation Center, Inc., Designated Recipient, Inc.) shall be included as additional named insured on the Contractor's/Vendor's policy. The amendment to the Contractor's/Vendor's policy naming CNYRTA, Directors, Officers, Agents, Employees, guests and invitees and all related entity, et al as additional insured for liability coverage's shall state that such coverage shall be primary insurance protection on behalf of CNYRTA et al. Insurance Services Office, Inc. (ISO) form #CG0043 or its equivalent shall be included in the policy.

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 3: INSURANCE REQUIREMENTS
(JARC/New Freedom Funding Solicitation)

Each policy shall have Bodily Injury and Property Damage limits not less than:

- \$1,000,000 per occurrence
- \$2,000,000 Products/Completed Operations Aggregate
- \$1,000,000 Personal & Advertising Injury Aggregate
- \$2,000,000 General Aggregate

D. Comprehensive Automobile Liability Insurance including coverage for owned, non-owned or hired automobiles. Limits not less than:

\$1,000,000 per accident, Bodily Injury and Property Damage

E. Excess (Umbrella) Liability providing Bodily Injury and Property Damage Liability limits not less than:

- \$1,000,000 per occurrence
- \$1,000,000 aggregate

Central New York Regional Transportation Authority (CNYRTA) and all related entities (CNY Centro, Inc., Centro Call-a-bus, Inc., Centro of Oneida, Inc., Centro of Oswego, Inc., Centro of Cayuga, Inc., Centro Parking, Inc., Intermodal Transportation Center, Inc., Designated Recipient, Inc.) shall be included as additional named insured on the Contractor's/Vendor's policy. The Amendment to the Contractor's/Vendor's policy naming CNYRTA, Directors, Officers, Agents, Employees, guests and invitees and all related entity, et al as additional insured for liability coverage's shall state that such coverage shall be primary insurance protection on behalf of CNYRTA et al. Insurance Services Office, Inc. (ISO) form #CG0043 or its equivalent shall be included in the policy.

G. Other requirements:

All of the required insurance coverage's shall be written through insurance carriers licensed to do business in the State of New York.

Each insurance contract shall be amended to provide for sixty (60) days prior written notice of cancellation, non-renewal or reduction in coverage to be given to the Director of Procurement of CNYRTA et al.

All liability insurance contracts shall be amended to eliminate the provisions applicable to the insurance carriers' rights of subrogation as it pertains to the CNYRTA et al.

All liability insurance contracts shall be amended to not eliminate or reduce the coverage provided to the CNYRTA et al in the event of a breach of the Contract/Vendor, their agents, employees, directors and/or sub-Contractor to comply with the terms, provisions and conditions of liability insurance contracts.

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 3: INSURANCE REQUIREMENTS
(JARC/New Freedom Funding Solicitation)

If any of the liability coverage's are provided on a claims-made basis, the policy date or retroactive date shall predate this contract. The termination of any such claims-made contract or applicable reporting period shall be no earlier than five (5) years after the termination date of coverage's required to be maintained by the applicable provisions of this agreement.

Certificates of Insurance shall be filed with: the Central New York Regional Transportation Authority, Attention: Director of Procurement, 200 Cortland Ave., PO Box 820, Syracuse, NY 13205-0820. Such certificates of insurance shall contain specific language so as to adequately advise the CNYRTA of compliance with the aforesaid requirements of insurance. Each Contractor/Vendor agrees to provide actual certified copies of the required insurance contracts.

CNYRTA et al reserves the right to amend the requirements of insurance protection it may deem necessary.

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4: APPLICATION INSTRUCTIONS
(JARC/New Freedom Funding Solicitation)

INTRODUCTION

Overview

This application addresses funding for the Job Access and Reverse Commute (JARC, Section 5316) program and the New Freedom (Section 5317) program beginning in Federal Fiscal Year (FFY) 2007 and continuing until a new locally developed, coordinated public transit-human services transportation plan is in place. JARC and New Freedom are both Federal Transit Administration (FTA) programs funded under the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU). SAFETEA-LU is the current Federal transportation legislation, which authorizes funding for various transportation programs through Federal Fiscal Year 2009.

The **JARC** program funds services to transport low income individuals to and from jobs and job-related activities. This program also supports the development of services to transport urban, suburban, and rural residents to suburban employment opportunities.

The **New Freedom** program is a new formula program authorized in SAFETEA-LU to support new public transportation services and public transportation alternatives beyond those required by the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et. seq.*). This program is codified at 49 U.S.C. 5317. The program goal (as stated by the Federal Transit Authority’s [FTA] New Freedom Guidance) is “*The New Freedom grant program aims to provide additional tools to overcome existing barriers facing Americans with disabilities seeking integration into the work force and full participation in society. Lack of adequate transportation is a primary barrier to work for individuals with disabilities. The 2000 Census showed that only 60% of people between the ages of 16 and 64 with disabilities are employed. The New Freedom formula grant program seeks to expand the transportation mobility options available to persons with disabilities beyond the requirements of the Americans with Disabilities Act of 1990.*”

Available Funds

See Part 4B for the total available funding for the SMTC Metropolitan Planning Area from the JARC and New Freedom programs.

Eligible Applicants

JARC and New Freedom funding is available to state or local government authorities, private non-profit organizations, and operators of public transportation services (public or private) within the SMTC Metropolitan Planning Area (Onondaga County, plus small portions of Oswego and Madison Counties).

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4: APPLICATION INSTRUCTIONS
(JARC/New Freedom Funding Solicitation)

Eligible Use of Funds

The JARC and New Freedom programs are intended to fund projects that address gaps and/or barriers in employment transportation services for individuals with disabilities, older adults, and low-income individuals. Funds should be used to create new programs or services or to continue existing programs targeted to these populations. JARC and New Freedom funds may be used for both operating and capital costs. Both programs also require local matching funds.

More detailed descriptions of the JARC and New Freedom programs are included in Part 4B. Additional information about these programs can be found on the FTA's website at:

JARC: http://www.fta.dot.gov/funding/grants/grants_financing_3550.html;

New Freedom: http://www.fta.dot.gov/funding/grants/grants_financing_3549.html.

The Coordinated Public Transit-Human Services Transportation Plan

SAFETEA-LU requires that, beginning in FFY 2007, projects funded under the JARC and New Freedom programs must be competitively selected and derived from a locally developed, coordinated public transit-human services transportation plan (the "coordinated plan"). The coordinated plan must identify the transportation needs of individuals with disabilities, older adults, and people with low incomes and provide strategies for meeting the transportation needs of these target populations. The coordinated plan is also required to prioritize transportation services for funding and implementation. The coordinated plan development process should include representatives of public, private, and non-profit transportation and human services providers along with participation by the members of the public (including representatives of the targeted populations).

The FTA has stated via their published circular "**NEW FREEDOM PROGRAM GUIDANCE AND APPLICATION INSTRUCTIONS**" that they will consider plans developed prior to the issuance of the final New Freedom program circulars as an acceptable basis for project selection in FFY 2007 provided that these plans include an assessment of available services and existing needs, identify strategies to address gaps for target populations, and are developed in good faith in coordination with appropriate planning partners and with opportunities for public participation.

The SMTC has previously produced two plans that meet the above criteria: the Regional Mobility Action Plan (ReMAP) and the Job Access and Reverse Commute (JARC) Plan. Both of these plans have been approved by the SMTC Policy and Planning Committees. In March 2007, the SMTC Policy Committee approved the use of ReMAP and the JARC Plan as the basis for JARC and New Freedom project selection for FY 2007. ReMAP is available for review at the SMTC office. The JARC plan is available at the SMTC office and online at: http://www.smtcmpo.org/docs/reports/JARCFinal_2000-01.pdf.

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4: APPLICATION INSTRUCTIONS
(JARC/New Freedom Funding Solicitation)

Project Selection Process

Job Access and Reverse Commute (Section 5316) and New Freedom (Section 5317) funds will be awarded through a competitive selection process. The approval process beginning in FY 2007 will be as follows:

- SMTC staff will review applications for eligibility.
- Eligible applicants will be invited to present their proposal at a public information session. The public will have the opportunity to comment on the proposals at this information session. Public comments will be recorded and made available to the Coordinated Plan review team.
- SMTC staff will score the applications based on the established criteria (see Attachment B).
- Applications, public comments, and scoring results will be submitted to the Coordinated Plan Review Team. The Review Team will select projects to be funded. The Review Team must reach consensus on the list of selected projects.
- The list of selected projects will be submitted to the SMTC Policy Committee for adoption.
- SMTC staff will prepare Transportation Improvement Program (TIP) amendments for each of the approved projects.
- The TIP amendments will be submitted to the SMTC Policy Committee for adoption.
- The program of selected projects will be forwarded to the CNYRTA Board of Directors, which will approve contracts with the selected subrecipients.

The Coordinated Plan Review Team will consist of one representative from each of the following agencies:

- Centro
- New York State Department of Transportation
- Syracuse-Onondaga County Planning Agency
- Onondaga County Department of Aging & Youth
- City of Syracuse Department of Community Development
- CNY Works
- JOBSPlus!
- SMTC (facilitator).

**SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4: APPLICATION INSTRUCTIONS
(JARC/New Freedom Funding Solicitation)**

Application and Project Selection Process

4:00 p.m. September 19, 2007	Application deadline.
Late September - October 2007	Eligible applicants present proposals at public information session.
September – October 2007	SMTC staff provides applications, public comments, and project scores to the Coordinated Plan Review Team.
Mid-October 2007	Coordinated Plan Review Team meets to select projects for recommendation to the SMTC Planning Committee. Planning Committee action on recommended projects.
November – December 2007	Policy Committee action on recommended projects. Contract approval by CNYRTA Board of Directors
January – February 2008	Selected applicants notified. Distribution of funds to selected applicants.

**SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4: APPLICATION INSTRUCTIONS
(JARC/New Freedom Funding Solicitation)**

PROPOSAL SUBMISSION GUIDELINES

Proposals must be received at the address below no later than 4:00 p.m. on Wednesday, September 19, 2007.

Proposals received after 4:00 p.m. on September 19, 2007, will not be considered. The SMTC will accept printed (via mail or hand-delivered) or electronic proposals. All proposals must be typewritten. Proposals should be submitted to:

Mr. Mario Colone
Senior Transportation Planner
Syracuse Metropolitan Transportation Council
126 North Salina Street, Suite 100
Syracuse, NY 13202
E-mail: mcolone@smtcmpo.org

The information in this application is a public record. Applicants should not include information that may be regarded as confidential. The applicant will comply with the necessary Certifications and Assurances if assistance is awarded.

A complete Proposal will include the following:

- ✓ Two (2) copies of the completed Application for Funding, consisting of:

SECTION I – TITLE PAGE – *Complete Part 4A: Application for funding form.*

SECTION II – PROJECT NARRATIVE – *Submit a separate narrative that answers the questions on page 6 in the order and format presented.*

SECTION III – PROPOSED PROJECT BUDGET – *Complete Part 4A: Application for funding form.*

Note: Please *do not* submit pages 1 through 6 of Part 4 with your application.

- ✓ FTA Master Agreement Certification Form, signed and notarized (See Part 5).
- ✓ FTA Certifications and Assurances Certification Form, signed and notarized (See Part 6).

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4: APPLICATION INSTRUCTIONS
(JARC/New Freedom Funding Solicitation)

SECTION II – NARRATIVE

Project Needs, Goals, and Objectives

1. Describe the transportation gap and/or barrier that the proposed project seeks to address. The description should reference a transportation gap and/or barrier identified in ReMAP and/or the JARC plan. Describe how the project will mitigate the transportation need.
2. Provide appropriate demographic data and/or maps for the project's target population, including income and unemployment figures. Estimate the number of people served and/or the number of service units that will be provided. Estimate the percentage of the region's total target population that will be served by the proposed project.
3. Identify the goals and objectives for the proposed project.

Implementation Plan

1. Provide an operational plan for delivering service. Include route or service area map, if applicable OR provide an implementation plan for completing a capital project, including key milestones and estimated completion date.
2. Explain how this project relates to other services or facilities provided by your agency or firm and demonstrate how it can be achieved within your technical capacity. Describe key personnel assigned to this project and your agency's ability to manage the project.
3. Identify existing transportation operators, if any, in the proposed project area.

Project Budget

1. Provide a complete budget indicating project revenues and expenditures in the format provided in Part III and describe efforts to measure the project's cost-effectiveness, such as the cost per trip or cost per unit.
2. Describe how the proposed project will leverage funds from other sources. Provide a letter of commitment or other proof of matching funds.
3. Describe the methods that will be used to sustain service after the grant period.

Coordination/Program Outreach

1. Describe how the project will be coordinated with public and/or private transportation and social service agencies serving low-income populations and individuals with disabilities. Provide a letter of support from involved entities describing the proposed collaboration.
2. Describe efforts to market the project and ways to promote public awareness of the program. Letters of support should be obtained from key stakeholders and attached to the grant application.

Program Effectiveness and Performance Indicators

1. Demonstrate that the proposed project is the most appropriate match of service delivery to the need. Identify performance measures to track the effectiveness of the service in meeting the identified goals. For capital-related projects, project sponsor is responsible for establishing milestones and reporting on the status of project delivery.
2. Describe a plan for monitoring and evaluating the service and steps to be taken if original goals are not achieved.

Innovation

1. Describe any proposed use of innovative approaches that will be employed for this project. Discuss what is innovative about the approach and how the innovations could be applied to other services in the region.

**SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4A: APPLICATION FOR FUNDING
(JARC/New Freedom Funding Solicitation)**

SECTION I – TITLE PAGE *(required)*

Applicant Data

Contact Person: _____
Organization: _____
Street Address: _____
City, State, ZIP: _____
Phone #: _____
Fax #: _____
E-mail: _____

Project Description

Project title: _____

Brief description: _____

Funding program: JARC New Freedom Both

Project type: Capital only (including mobility management)

Operating only Capital and operating

Days/hours of service: _____

Estimated daily riders (specify weekday/weekend): _____

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4A: APPLICATION FOR FUNDING
(JARC/New Freedom Funding Solicitation)

SECTION II – NARRATIVE *(required)*

Submit a narrative that answers the questions in the order and format presented.

Project Needs, Goals, and Objectives

1. Describe the transportation gap and/or barrier that the proposed project seeks to address. The description should reference a transportation gap and/or barrier identified in ReMAP and/or the JARC plan. Describe how the project will mitigate the transportation need.
2. Provide appropriate demographic data and/or maps for the project's target population, including income and unemployment figures. Estimate the number of people served and/or the number of service units that will be provided. Estimate the percentage of the region's total target population that will be served by the proposed project.
3. Identify the goals and objectives for the proposed project.

Implementation Plan

1. Provide an operational plan for delivering service. Include route or service area map, if applicable OR provide an implementation plan for completing a capital project, including key milestones and estimated completion date.
2. Explain how this project relates to other services or facilities provided by your agency or firm and demonstrate how it can be achieved within your technical capacity. Describe key personnel assigned to this project and your agency's ability to manage the project.
3. Identify existing transportation operators, if any, in the proposed project area.

Project Budget

1. Provide a complete budget indicating project revenues and expenditures in the format provided in Part III and describe efforts to measure the project's cost-effectiveness, such as the cost per trip or cost per unit.
2. Describe how the proposed project will leverage funds from other sources. Provide a letter of commitment or other proof of matching funds.
3. Describe the methods that will be used to sustain service after the grant period.

Coordination/Program Outreach

1. Describe how the project will be coordinated with public and/or private transportation and social service agencies serving low-income populations and individuals with disabilities. Provide a letter of support from involved entities describing the proposed collaboration.
2. Describe efforts to market the project and ways to promote public awareness of the program. Letters of support should be obtained from key stakeholders and attached to the grant application.

Program Effectiveness and Performance Indicators

1. Demonstrate that the proposed project is the most appropriate match of service delivery to the need. Identify performance measures to track the effectiveness of the service in meeting the identified goals. For capital-related projects, project sponsor is responsible for establishing milestones and reporting on the status of project delivery.
2. Describe a plan for monitoring and evaluating the service and steps to be taken if original goals are not achieved.

Innovation

1. Describe any proposed use of innovative approaches that will be employed for this project. Discuss what is innovative about the approach and how the innovations could be applied to other services in the region.

**SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4A: APPLICATION FOR FUNDING
(JARC/New Freedom Funding Solicitation)**

SECTION III – PROJECT BUDGET *(required)*

	Amount	Percent of Total
Total annual project budget (operating and capital only)	\$	100 %
Capital Federal share	\$	%
Capital local match <i>(at least 20% required)</i>	\$	%
Operating Federal share	\$	%
Operating local match <i>(at least 50% required)</i>	\$	%

Local match funding source:

Will there be a commitment of funds beyond the grant period? Yes No

Please explain:

END OF PART 4A: APPLICATION FOR FUNDING

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4B: JARC AND NEW FREEDOM PROGRAM DESCRIPTIONS
(JARC/New Freedom Funding Solicitation)

Summary descriptions of the JARC and New Freedom programs are provided here. Additional information about these programs can be found on the FTA's website at:

JARC: http://www.fta.dot.gov/funding/grants/grants_financing_3550.html;

New Freedom: http://www.fta.dot.gov/funding/grants/grants_financing_3549.html.

Job Access and Reverse Commute Program (Section 5316)

Total funding available to the SMTC Metropolitan Planning Area for FY 2006 & 2007: \$419,738.

Goals and Objectives: The JARC program provides formula funding to states to support the development and maintenance of Job Access & Reverse Commute projects designed to transport welfare recipients and eligible low-income individuals to and from jobs and activities related to their employment. Funds are available to support the capital and operating costs of transportation services that address the needs of welfare recipients and eligible low-income individuals that are not met by other transportation services. Federal JARC funds may be used for 80% of capital expenses and 50% of operating expenses. Funds provided under other Federal programs (other than those of the Department of Transportation) may be used for local/state match for funds provided under Section 5316, and revenue from service contracts may be used as local match.

Eligible Participants: Regional public transportation providers, human service transportation agencies and providers, Federal Indian reservations, those intercity bus companies which are directly sponsored by NYSDOT for transit service under section 14-G of the NYS transportation law, and any city or county government which provides or contracts for the provision of public transportation services, are eligible to apply for these JARC Program funds.

Eligible Projects: Examples of projects and activities that might be funded under the program include, but are not limited to:

- Transportation projects to finance planning, capital, and operating costs of providing access to jobs;
- Promoting public transportation by low-income workers, including the use of public transportation by workers with nontraditional work schedules;
- Promoting the use of transit vouchers for welfare recipients and eligible low-income individuals;
- Promoting the use of employer-provided transportation, including the transit pass benefit program under section 132 of the Internal Revenue Code of 1986;
- Subsidizing the costs associated with adding reverse commute bus, train, carpool, van routes, or service from urbanized areas and other than urbanized areas to suburban workplaces;
- Subsidizing the purchase or lease by a nonprofit organization or public agency of a van or bus dedicated to shuttling employees from their residences to workplaces after coordination with existing services.

States and designated recipients may use up to ten percent of their annual apportionment to administer, plan, and provide technical assistance for a funded project. Beginning in FY 2006, no local share is required for these program administrative funds.

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4B: JARC AND NEW FREEDOM PROGRAM DESCRIPTIONS
(JARC/New Freedom Funding Solicitation)

New Freedom Program (Section 5317)

Total funding available to the SMTC Metropolitan Planning Area for FY 2006 & 2007:
\$208,401.

Goals and Objectives: The New Freedom program purpose is to provide new public transportation services and public transportation alternatives beyond those currently required by the Americans with Disabilities Act of 1990 (42 U.S.C. 12101, et seq.) that assist individuals with disabilities with transportation. Federal Section 5317 New Freedom funds may be used for 80% of capital expenses and 50% of operating expenses. Funds provided under other Federal programs (other than those of the Department of Transportation) may be used for local/state match for funds provided under section 5317, and revenue from service contracts may be used as local match.

Eligible Participants: Regional public transportation providers, human service transportation agencies and providers, Federal Indian reservations, those intercity bus companies which are directly sponsored by NYSDOT for transit service under section 14-G of the NYS transportation law, and any city or county government which provides or contracts for the provision of public transportation services, are eligible to apply for these New Freedom Program funds.

Eligible Projects: Examples of projects and activities that might be funded under the program include:

- New Public Transportation services beyond ADA including:
 - expansion of Para transit parameters beyond the ¾ mile limit, expansion of hours of operations for Para transit beyond the fixed route schedule, provision of same day service;
 - providing enhanced service by providing escorts or with through door service;
 - purchasing vehicles and equipment to accommodate mobility aids that exceed the dimension ratings for wheelchairs under ADA, installing additional securement locations beyond ADA;
- New Feeder services (transit service that provides access) to commuter rail, commuter bus, intercity rail and intercity bus stations, for which complimentary paratransit service is not required under the ADA;
- Making accessibility improvements to transit and intermodal stations not designated as key stations;
- New Public Transportation Alternatives beyond ADA
 - Purchasing vehicles to support new accessible taxi, ride sharing or vanpooling;
 - Supporting the administration and expenses related to new voucher programs of transportation services offered by human service providers;
 - Supporting new volunteer driver and aide programs;
 - Supporting new mobility management and coordination programs among public transportation providers and other human services agencies providing transportation.

SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4C: SCORING CRITERIA AND MATRIX
(JARC/New Freedom Funding Solicitation)

SCORING CRITERIA

Project Needs, Goals, and Objectives (40 points total): The project should directly address transportation gaps and/or barriers identified in the Regional Mobility Action Plan (ReMAP) or JARC Plan. Applications should clearly state the overall goals and objectives of the proposed project and demonstrate how the project is consistent with the objectives of the JARC and New Freedom grant programs.

Implementation Plan (20 points total): Project sponsors should identify a specific target population for the proposed project and indicate the percentage of the region's target population that will be serviced by the proposed project. Project sponsors should also identify existing transportation operators in the proposed project area. Income and unemployment figures for the target population should be provided. For projects seeking funds to support program operations, applicants must provide a well-defined service operations plan, describe the proposed implementation steps, and identify a timeline for carrying out the plan. The project application should indicate the number of persons expected to be served and the number of trips (or other units of service) expected to be provided. The service operations plan should identify key personnel assigned to this project and their qualifications. Project sponsors should demonstrate their institutional capability to carry out the service delivery aspect of the project. For projects seeking funds for capital purposes, the applicant must provide a solid rationale for use of JARC and/or New Freedom funds for this purpose and demonstrate that no other sources of funds are available or are sufficient to meet this need. Also, the applicant must provide an implementation plan and timeline for completing the capital project.

Project Budget (15 points total): Projects must submit a clearly defined project budget, indicating anticipated project expenditures and revenues, including documentation of matching funds. Proposals should address long-term efforts and identify potential funding sources for sustaining the service beyond the grant period. The project sponsor shall demonstrate how using this funding leverages resources to the maximum possible extent.

Coordination/Program Outreach (15 points total): Proposed projects will be evaluated based on their ability to coordinate with other community transportation and/or social service resources. Project sponsors should clearly identify project stakeholders, and how they will keep stakeholders involved and informed throughout the project. Project sponsors should also describe how they would promote public awareness of the project.

Program Effectiveness and Performance Indicators (5 points): The project will be scored based on the project sponsor's ability to demonstrate that the proposed project is the most appropriate match of service delivery to need and is a cost-effective approach. Project sponsors should identify clear, measurable outcome-based performance measures to track the effectiveness of the service in meeting the identified goals. A plan should be provided for ongoing monitoring and evaluation of the service and steps to be taken if original goals are not achieved. Sponsor should describe steps to measure the effectiveness and magnitude of the impact that the project will have on residents.

Innovation (5 points): The project will be examined to see if it contains new or innovative service concepts or facilities that have the potential for improving access and mobility for the target populations and may have future application elsewhere in the region.

**SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 4C: SCORING CRITERIA AND MATRIX
(JARC/New Freedom Funding Solicitation)**

SCORING MATRIX

Question	Possible Points*
Project Needs, Goals, and Objectives	
Does the project address a transportation gap and/or barrier identified in ReMAP or the JARC Plan?	20
Does the project establish, preserve, or improve mobility for a target population?	10
What percentage of the region's target population is served by the project?	5
Does the applicant provide income and unemployment figures for the target population?	5
Implementation Plan	
Does the applicant provide an implementation plan for the project, including key personnel and demonstrating the agency's ability to complete the project?	5
Does the applicant provide a timeline for completing the project?	5
Does the applicant identify available transportation operators in the project area?	5
What is the extent of service provided by the project (days and hours)?	5
Project Budget	
Did the applicant submit letter of commitment or other proof of the matching funds?	5
Does the project leverage resources to the maximum possible extent?	5
Does the applicant provide methods to sustain service after the grant period?	5
Coordination/Program Outreach	
Does the project involve collaboration by at least one other group not including the entity providing matching funds?	10
Does the application include a letter of support from the involved entities?	5
Program Effectiveness and Performance Indicators	
Is there a methodology identified to measure and evaluate the impact of the project in meeting its identified goals?	5
Innovation	
Does the project contain innovative ideas that could be applied elsewhere?	5

*Partial points may be awarded

**SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 5: FTA MASTER AGREEMENT
(JARC/New Freedom Funding Solicitation)**

**FTA Master Agreement
Certification Form**

Please review the FTA's Master Agreement, October 1, 2007 which can be found on the FTA's website at: <http://www.fta.dot.gov/documents/14-Master.pdf>

By signing below, the Proposer:

- (A) Affirms that the Proposer understands and agrees to comply with the terms and conditions as presented in the FTA Master Agreement that follows.
- (B) Certifies that all information provided to CNYRTA in response to the terms and conditions of the FTA Master Agreement are complete, true and accurate.
- (C) Agrees to sign the attached FTA Master Agreement as an integral part of the Agreement with CNYRTA upon approval of the proposal and annually, thereafter, upon request of CNYRTA.
- (D) Understands that the conditions set forth in the FTA Master Agreement are subject to change and the Proposer must comply with said changes.

DATE _____

AGENCY/COMPANY NAME _____

BY _____

AUTHORIZED OFFICIAL SIGNATURE

PRINT NAME _____

TITLE _____

STATE OF _____ SS# _____

COUNTY OF _____

On this _____ day of _____, 20____, the above named individual before me personally came and appeared, to me known, and known to me to be the authorized official described in and who executed the foregoing instrument and he/she acknowledged to me that he/she executed same.

Notary Public

**SYRACUSE METROPOLITAN TRANSPORTATION COUNCIL
PART 6: FTA CERTIFICATIONS AND ASSURANCES
(JARC/New Freedom Funding Solicitation)**

**FTA Certifications and Assurances
Certification Form**

Please review the FTA's Federal Fiscal Year 2007 Certifications and Assurances for Federal Transit Administration Assistance Programs on the FTA's website at:
http://www.fta.dot.gov/documents/2007-Certs-Appendix_.doc

By signing below, the Proposer:

(A) Affirms that the Proposer understands and agrees to comply with the terms and conditions as presented in the FTA Certifications and Assurances that follow.

(B) Certifies that all information provided to CNYRTA in response to the terms and conditions of the FTA Certifications and Assurances are complete, true and accurate.

(C) Agrees to sign the attached and applicable FTA Certifications and Assurances as an integral part of the Agreement with CNYRTA upon approval of the proposal and annually, thereafter, upon request of CNYRTA.

(D) Understands that the conditions set forth in the FTA Certifications and Assurances are subject to change and the Proposer must comply with said changes.

DATE _____

AGENCY/COMPANY NAME _____

BY _____

AUTHORIZED OFFICIAL SIGNATURE

PRINT NAME _____

TITLE _____

STATE OF _____ SS# _____

COUNTY OF _____

On this _____ day of _____, 20____, the above named individual before me personally came and appeared, to me known, and known to me to be the authorized official described in and who executed the foregoing instrument and he/she acknowledged to me that he/she executed same.

Notary Public

Appendix G

List of Human/Transportation Services Organizations

RB Transport
902 Beley Ave
Syracuse, NY 13211

Baldwinsville Taxi
8 Tappan St.
Baldwinsville, NY 13027

March of Dimes
5 Adler Drive
East Syracuse, NY 13057

Camillus Area Transport
25 1/2 First St.
Camillus, NY 13031

CS Taxi
PO Box 54
Syracuse, NY 13212 0054

Lanpher's Taxi
4333 LaFayette Road
Jamesville, NY 13078

Liverpool Transport
PO Box 83
Liverpool, NY 13088

Onondaga County Dept. of Social Services Homebound
Transportation
421 Montgomery St.
Syracuse, NY 13202

Skaneateles FISH
26 Fennell St.
Skaneateles, NY 13152

Rzan Medical Transportation
227 Grace St.
Syracuse, NY 13206

Vera House
6181 Thompson Road Suite 100
Syracuse, NY 13206

Murphy Taxi
6773 Plainville Rd.
Memphis, NY 13112

Area North Transportation Services
Salina Civic Center 2826 LeMoyné Ave.
Mattydale, NY 13211

Hillside Children's Center
716 E. Washington St. Suite #2
Syracuse, NY 13210

Girl Scout Council of CNY
The Promise Center 8170 Thompson Road
Cicero, NY 13039

Fayetteville-Manlius FISH
PO Box 272
Fayetteville, NY 13066 0272

Affordable Medical Transportation
836 N. State St.
Syracuse, NY 13208

Blue Chip Transportation
4882 S. Salina St.
Syracuse, NY 13205

Mr. Mike Addario
Rural Metro
PO Box 671
Syracuse, NY 13201

Mr. Tom Bazydlo
Northeast Community Center
716 Hawley Ave.
Syracuse, NY 13203

Ms. Ramona Bellavia
Bellavia Transportation
112 E. Second St.
E. Syracuse, NY 13057

Mr. Mark Bragman
Mark's Transportation
3208 Howlett Hill Road
Camillus, NY 13031

Mr. Sean Broderick
A&E Transportation Services, Inc.
PO Box 189
Oswego, NY 13216

Mr. David Butler
TLC Medical Transportation
638 Burnet Ave.
Syracuse, NY 13203

Mr. Anthony Calarese
Speedy Medical Transportation
219 South Center St.
East Syracuse, NY 13057

Mr. Frank Caputo
Disabled American Veterans Transportation
VA Hospital 800 Irving Ave.
Syracuse, NY 13210

Ms. Eleanor Carr
Catholic Charities
1654 W. Onondaga St.
Syracuse, NY 13204

Ms. Debra Chaiken
Executive Director
Aurora of Central New York
518 James Street
Syracuse, NY 13203 2219

Ms. Linda Cleary
Consortium for Children's Services
2212 Erie Blvd. E
Syracuse, NY 13224

Mr. Mario Colone
Senior Transportation Planner
Syracuse Metropolitan Transportation Council
100 Clinton Square 126 N. Salina St. Suite 100
Syracuse, NY 13202

Ms. Nancy Conley

Baldwinsville Volunteer Transportation
44 Oswego St.
Baldwinsville, NY 13027

Mr. Carl Coyle

Liberty Resources
1065 James St. Suite 200
Syracuse, NY 13203

Ms. Mary Cutrone

Suburban Medical Transportation
203 Bagg Street PO Box 236
East Syracuse, NY 13057 0236

Mr. James D'Agostino

Director
Syracuse Metropolitan Transportation Council
100 Clinton Square 126 N Salina Street Suite 100
Syracuse, NY 13202

Ms. Cindy Davies

Christopher Community
1654 W. Onondaga St.
Syracuse, NY 13204

Ms. Linda Dickerson Hartsock

Regional Director
Empire State Development
620 Erie Blvd. West Suite 112
Syracuse, NY 13204

Ms. Deborah Donahue

Onondaga Case Management Services, Inc.
220 Herald Place 3rd Floor
Syracuse, NY 13202

Mr. Jesse Dowdell

Executive Director
Southwest Community Center
401 South Avenue
Syracuse, NY 13204

Mr. Dan Earnest

AIDS Community Resources, Inc.
627 W. Genesee St.
Syracuse, NY 13204

Ms. Marci Erlebacher

Executive Director
Jewish Community Center of Syracuse, Inc.
5655 Thompson Road
Syracuse, NY 13214

Ms. Judy Gilson

ADAPT
99 Deerfield Road
East Syracuse, NY 13057

Ms. Anne Goulet

RSVP Program
1654 W. Onondaga St.
Syracuse, NY 13204

Mr. Robert Grenga

Abby's Dispatch Service, Inc.
323 Burnet Ave.
Syracuse, NY 13203 2301

Ms. Carol Hayes Howard

Transitional Living Services
420 E. Genesee St.
Syracuse, NY 13202

Mr. John Henley

Executive Director
Elmcrest Children's Center
960 Salt Springs Road
Syracuse, NY 13224

Ms. Rachel Hunt

Smart Senior of CNY
428 W. Onondaga St.
Syracuse, NY 13202

Mr. Mitchell Jaffee

Syracuse Jewish Family Services
4101 E. Genesee St.
Syracuse, NY 13214

Mr. Bob James

CNY Works
443 N. Franklin St.
Syracuse, NY 13204

Ms. Cathy James

Alzheimers Association
441 W. Kirkpatrick St.
Syracuse, NY 13204

Mr. Clement Johnson

Department of Veterans Administration Medical Center
800 Irving Ave.
Syracuse, NY 13210

Ms. Sally Johnson

Enable
1603 Court St.
Syracuse, NY 13208

Ms. Marcella Jones

Vivian Teal Howard Residential Healthcare Facility
116 E. Castle St.
Syracuse, NY 13205

Ms. Beata Karpinska-Prehn

ARISE
635 James St.
Syracuse, NY 13203 2226

Mr. Duane Kinnon

Boys and Girls Clubs of Syracuse
2100 E. Fayette St.
Syracuse, NY 13224

Ms. Barbara Kohberger

LaFayette/Tully FISH P.E.A.C.E. Inc.
PO Box 312
Tully, NY 13159

Ms. Annette Krisak

JOBSPLUS!
677 S. Salina St.
Syracuse, NY 13202

Mr. Rich Landerkin

Director of Planning
Central New York Regional Transportation Authority
200 Cortland Ave P.O. Box 820
Syracuse, NY 13205

Ms. June Laurange

Canton Woods
76 Canton St.
Baldwinsville, NY 13027

Mr. Dan Lembo

Absolute Delivery/Lembo's
5858 E. Molloy Road Suite 148
Syracuse, NY 13211

Pat Leone

CONTACT Community Services
6520 Basile Rowe
East Syracuse, NY 13057

Ms. Nina Lutz

ARISE, Inc.
635 James Street
Syracuse, NY 13203

Ms. Nadine Macomber

Project R.O.S.E./Catfish
4600 W. Genesee St.
Syracuse, NY 13219

Mr. Rocco Manzi

Yellow Cab Co.
1371 South Salina St.
Syracuse, NY 13202

Mr. Rocco Manzi

City Taxi
1371 S. Salina St.
Syracuse, NY 13205

Ms. Janice Mayne

JobsPlus, Inc.
677 S. Salina St.
Syracuse, NY 13202

Ms. Beth McGown

Director of Transportation
St. Camillus Health and Rehabilitation Center
813 Fay Road
Syracuse, NY 13219 3098

Ms. Carol McLoughlin

President
Empire DM, Inc.
222 Teall Ave. Suite 106
Syracuse, NY 13210

Mr. Michael Melara

Huntington Family Centers, Inc.
405 Gifford St.
Syracuse, NY 13204

Ms. Sandy Mueller

Arc of Onondaga
600 S. Wilbur Ave.
Syracuse, NY 13204

Mr. Sean Murphy

New York State Department of Transportation
333 E. Washington St.
Syracuse, NY 13202

Mr. Fernando Ortiz

Commissioner
Community Development City of Syracuse
City Hall Commons Room 612
Syracuse, NY 13202

Mr. Michael Osterhout

Adam's Apple Services, Inc.
3604 Court St.
Syracuse, NY 13206

Mr. Chasz Parker

Director
Rescue Mission Alliance
155 Gifford Street
Syracuse, NY 13204

Ms. Crystal Parkhurst

All Metro Healthcare
526 Old Liverpool Road Suite 3
Liverpool, NY 13088

Ms. Tina Paul

Best Comfort Care
200 Lodi St.
Syracuse, NY 13203

Ms. Maureen Perkins

American Red Cross
220 Herald Place
Syracuse, NY 13202

Ms. Tracy Perry

M&M Transport
PO Box 885
Williamson, NY 14589

Mr. Betty Petrie

Centro Call-a-Bus
PO Box 820
Syracuse, NY 13205 0820

Mr. Shawn Pole

A-Medical Escort & Taxi
63 Daisy Lane
Fulton, NY 13069

Mr. Dwight Rhodes

Executive Director
Dunbar Center
1453 South State Street
Syracuse, NY 13205

Mr. Michael Rydelek

Salt City Taxi
534 Whittier Ave.
Syracuse, NY 13204

Mr. Ray Sander

Hiawatha Seaway Council, BSA
113 Twin Oaks Drive
Syracuse, NY 13206

Mr. Sonny Singh

On Time Cab
PO Box 6036
Syracuse, NY 13217

Mr. Tom Slater

Food Bank of Central New York
6970 Schuyler Road
East Syracuse, NY 13057

Mr. Pete Smith

Loretto Geriatric Center/Pace CNY
700 East Brighton
Syracuse, NY 13205

Mr. Joe Southern

Laker Limo
4038 Jordan Road
Skaneateles, NY 13152

Ms. JoAnne Spoto Decker

Project Director - Community Services
Department of Aging and Youth Onondaga County
421 Montgomery St. 13th Floor
Syracuse, NY 13202

Ms. Sharon Strati

Star Travel
1124 Rt. 104
Ontario, NY 14519

Mr. David Sutkow

Commissioner
Department of Social Services Onondaga County
421 Montgomery St. 12th Floor
Syracuse, NY 13202

Mr. Bill Taddeo

ABLE Medical Transportation, Inc.
PO Box 981
Syracuse, NY 13201 0981

Ms. Laurie Trojnar

Planning Director
Transportation Department P.E.A.C.E., Inc.
McCarthy Building 2nd Floor 217 South Salina Street
Syracuse, NY 13202

Mr. Tom Waldron

First Transit
d/b/a First Student 1340 E. Water St.
Syracuse, NY 13210

Mr. Bob Walsh

Syracuse Brick House
847 James St.
Syracuse, NY 13203

Mr. John Warren

Birnie Bus
7309 Northern Blvd East
E. Syracuse, NY 13057

Ms. Peggy Woods

Director
Women's Opportunity Center
901 James St.
Syracuse, NY 13203

Ms. Linda Wright

Salvation Army
677 S. Salina St.
Syracuse, NY 13202

Mr. Jacques Zenner

Jacques Zenner
139 Alpine Drive #4
DeWitt, NY 13214

Mr. Tony Zugaib

Dependable Taxi
123 Ball Circle
Syracuse, NY 13210