

# UNIFIED PLANNING WORK PROGRAM

2021 – 2022  
(April 1, 2021 –  
March 31, 2022)

The preparation of this report was funded in part through grants from the Federal Highway Administration (FHWA) Metropolitan Planning Program and from the Federal Transit Administration (FTA) Metropolitan Planning Program. The views expressed herein are solely those of the Binghamton Metropolitan Transportation Study, and do not represent an official position of the FHWA or FTA.

BMTS has adopted a [Public Participation Plan](#), [Title VI Program](#) and [Limited English Proficiency Plan](#) that provides an opportunity for all members of the public to review and comment on MPO plans, programs and projects. These documents ensure that the transportation planning process is consistent with and conforms to Executive and US Department of Transportation orders on Environmental Justice.

**BINGHAMTON METROPOLITAN TRANSPORTATION STUDY  
POLICY COMMITTEE  
RESOLUTION 2021-02**

Resolution approving the 2021-2022 BMTS Unified Planning Work Program

WHEREAS the Binghamton Metropolitan Transportation Study Policy Committee has been designated by the Governor of the State of New York as the Metropolitan Planning Organization responsible, together with the State, for the comprehensive, continuing, and cooperative transportation planning process for the Binghamton Metropolitan Area, and

WHEREAS Federal regulations (23 CFR Chapter 1, Part 450, Subpart C, and 49 CFR Chapter VI, Part 613, Subpart B) require that the urban transportation planning process shall include development of a Unified Planning Work Program which shall annually describe all urban transportation and transportation related planning activities anticipated within the next one or two year period, and will document the work to be performed with technical assistance provided under the Fixing America's Surface Transportation (FAST) Act, the Clean Air Act Amendments of 1990, Title VI of the Civil Rights Act of 1964, Section 5303 program, and

WHEREAS the BMTS Policy Committee has created a Planning Committee of technical representatives to advise it on matters concerning the implementation of the urban transportation planning process, and

WHEREAS there has been developed a Draft 2021-2022 Unified Planning Work Program which includes all transportation and transportation-related planning activities to be undertaken by BMTS Central Staff during the period April 1, 2021 through March 31, 2022, and a staffing plan and program budget for those activities, and

WHEREAS public comment has been solicited on the Draft 2021-2022 Unified Planning Work Program, and


WHEREAS the BMTS Planning Committee on January 26<sup>th</sup>, 2021, approved, by consensus, a resolution recommending approval of the Draft 2021-2022 Unified Planning Work Program and associated grant budgets, finding that it properly addresses the technical planning priorities of the region,

NOW THEREFORE BE IT RESOLVED that the BMTS Policy Committee approves the 2021-2022 Unified Planning Work Program, and

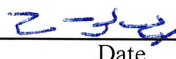
BE IT FURTHER RESOLVED that the BMTS Policy Committee approves the Federal Highway Administration PL Program 2021-2022 budget and the FTA §5303 Program 2021-2022 budget.

**CERTIFICATION OF RESOLUTION 2021-02**

I, the undersigned, duly elected Chair of the Binghamton Metropolitan Transportation Study Policy Committee, do hereby certify that the foregoing is a true and correct copy of BMTS Policy Committee Resolution 2021-02, adopted by consensus this 28<sup>th</sup> day of January 2021.



Michael Marinaccio, Chair  
BMTS Policy Committee



Date

## Purpose

Current Federal transportation legislation, Fixing America's Surface Transportation Act or "FAST Act", authorizes funding for transportation improvements across the nation. To be eligible to use this funding, metropolitan regions must undertake the metropolitan transportation planning process specified in related federal planning regulations. Under these regulations, metropolitan planning organizations (MPOs) work in cooperation with their states and operators of publicly-owned transit services to annually develop and adopt UPWPs to carry out mandated planning activities.

The Binghamton Metropolitan Transportation Study (BMTS) is the metropolitan planning organization (MPO) designated for the Binghamton Metropolitan Area. This area includes portions of both Broome and Tioga County and is responsible for carrying out the continuous, comprehensive, and cooperative transportation planning process for the Binghamton Metropolitan Area. A more complete description of BMTS can be found in the [Unified Operations Plan](#), which has been updated periodically, most recently in 2017.

## Priorities

BMTS' 2021-2022 Unified Planning Work Program identifies transportation planning activities that will be undertaken that support and further accomplish the vision, goals, objectives and performance measures established in its current long range transportation plan, ***Moving our Future Forward 2045***.

BMTS' work program is also shaped by the planning priorities established for the region. The aim is to ensure that the outcomes of these programmed activities help achieve the transportation priorities and goals that the MPO, through its public processes, has set for the region.

Data collection and the enhancement of BMTS' current travel demand model are priorities for the BMTS region. Analysis of data and model outputs inform future plans and projects and also help to identify areas of concern within the region, including safety issues. Data collection initiatives include various types of traffic counts, bicycle/ pedestrian counts on multi-use trails, transit ridership data, crash data, and pavement condition ratings. BMTS will incorporate recently collected data from their 2018 Household Travel Survey into their model and explore potential future data inputs and expansions of the model.

Project delivery is also a priority for the BMTS region with an emphasis on locally sponsored projects. BMTS will assist with project development and will monitor locally-sponsored federal-aid projects from TIP approval through to their completed construction. Data collection throughout a project and on the completed project will allow for a comprehensive analysis of what changes have been made in regard to scope, budget, and schedule throughout the course of the project.

The UPWP serves as a source for the following information for government officials, municipal officials, and the public, and is also a management tool for directing staff throughout the year.

- Surface transportation planning projects and programs expected to be conducted in the BMTS region

- Budget information about how BMTS plans to spend federal metropolitan planning funds on studies and programs performed on behalf of the MPO.

The 2021-2022 UPWP also supports the planning factors set forth in the FAST Act. They provide a framework for transportation planning and development of the MPO Planning area.

**FAST Act Planning Factors**

- 1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency.
- 2) Increase the safety of the transportation system for motorized and non-motorized users.
- 3) Increase the security of the transportation system for all users.
- 4) Increase accessibility and mobility options available to people for freight.
- 5) Protect and enhance the environment, promote energy conservation, and improve quality of life.
- 6) Enhance integration and connectivity of the transportation system, across and between modes throughout the state, for people and freight.
- 7) Promote efficient system management and operation.
- 8) Emphasize the preservation of the existing transportation system.
- 9) Improve system resiliency and reliability and reduce or mitigate stormwater impacts on surface transportation.
- 10) Enhance travel and tourism.

In addition to the ten planning factors, the FAST Act also contains the following national goals. Performance measures have been developed by USDOT to advance these goals. BMTS will continue to coordinate with NYSDOT and support NYSDOT’s targets for performance measures as required under the FAST Act.

**FAST Act National Planning Goals**

- 1) Safety. To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- 2) Infrastructure condition. To maintain the highway infrastructure asset system in a state of good repair.
- 3) Congestion reduction. To achieve a significant reduction in congestion on the National Highway System.
- 4) System reliability. To improve the efficiency of the surface transportation system.
- 5) Freight movement and economic vitality. To improve the National Highway Freight Network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- 6) Environmental sustainability. To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- 7) Reduced project delivery delays. To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion.

The chart on the following page shows the relationship between 2021-2022 UPWP tasks and the FAST Act Planning Factors.

## Revenues

The planning activities which are undertaken by BMTS Staff are funded by the Federal Highway Administration Metropolitan Planning (PL) program and the Federal Transit Administration §5303 Metropolitan Planning Program, with in-kind match provided by the New York State Department of Transportation and Broome County.

The work performed to complete each task in this UPWP is to be undertaken by either BMTS Staff or by a consultant under contract with Broome County and supervised by BMTS Staff. Included in this UPWP is a program budget, which details how the available funds will be utilized to support the planning activities. It also details the administrative activities that are necessary for the completion of those planning tasks. The required local match to Federal funds is provided through in-kind services delivered by the BMTS Staff host agency, Broome County government. These services are primarily administrative, and include a broad range of financial, personnel, and information technology support services. The delivery of in-kind services as local match is documented in the Broome County Indirect Cost Plan.

The Unified Planning Work Program also includes projects of statewide significance that are being undertaken under the Shared Cost Initiative Program of the New York State Association of MPOs, some of which are partially funded by the FHWA Statewide Planning & Research program.

Within the Unified Planning Work Program is a section that includes the BMTS Staffing Plan. The Staffing Plan is necessarily constrained by the available Federal funding. This UPWP reflects a decrease of current staffing levels to four professional positions and one support position. It is anticipated that in the 2022-2023 Unified Planning Work Program, staffing levels will be brought back up to five professional positions and one support position as was the case in the 2020-2021 UPWP.

## Organization and Development Process

Decision making authority is held by the BMTS Policy Committee, which includes elected and appointed officials from:

- Broome and Tioga County
- City of Binghamton
- Villages of Endicott, Johnson City, and Owego
- Towns of Chenango, Dickinson, Kirkwood, Owego, Union, and Vestal
- New York State Department of Transportation
- Empire State Development
- Southern Tier 8 (Regional Planning Agency)
- The Federal Highway Administration, the Federal Transit Administration, and Pennsylvania Department of Transportation serve as advisory members.

Task		Economic Vitality	Safety	Security	Accessibility & Mobility	Environment, Energy Conservation & Quality of Life	Integration & Connectivity	System Management and Operation	Preservation	Resiliency & Reliability	Travel & Tourism
A.1	General Administration										
A.2	Public Participation										
B.1	Transportation Data Collection	X	X	X	X	X	X	X	X	X	X
B.2	Transportation Infrastructure Monitoring System		X		X	X			X		
B.3	Geographic Information Systems (GIS)	X	X	X	X	X	X	X	X	X	X
B.4	Binghamton Regional Travel Model	X	X	X	X	X	X	X	X	X	X
C.1	Complete Street Policy Guidelines/Implementation		X		X	X		X			
C.2	Pedestrian and Bicycle Planning	X	X		X	X	X				X
C.3	Coord. Public Transit/Human Services Plan Implementation	X			X	X	X				
C.4	Regional Smart Growth and Sustainability Planning	X			X	X	X			X	
C.5	NYS DOT Regional Planning Assistance							X			
D.1	Local Traffic Engineering Assistance	X	X		X		X	X		X	
D.2	NYSAMPO Working Groups	X	X	X	X	X	X	X	X	X	X
D.3	Road Safety Assessments		X		X						
D.4	ITS Regional Architecture Update/Maintenance		X	X			X	X		X	X
D.5	Transit Planning Assistance	X			X	X	X				
D.6	Transportation Planning Assistance	X	X	X		X	X			X	
E.1	Transportation Improvement Program	X	X		X	X	X	X	X	X	X
E.2	Local Project Development Assistance/Tracking		X		X			X	X		
E.3	NYS DOT Project Development Assistance		X		X			X	X		

The BMTS Planning Committee provides technical oversight of the BMTS work program, both directly and through its subcommittees. Planning Committee Members include professional staff of member municipalities: engineers, planners, and public works officials.

BMTS Staff initiates the UPWP development process by issuing a call for transportation planning activities to member agencies. The Planning Committee prioritizes ongoing tasks and new projects. Based on available funding, a draft UPWP is developed for Planning Committee review and recommendation of adoption to the Policy Committee. The Policy Committee has the final responsibility to adopt the UPWP. Project requests are generally able to be accommodated.

The primary tasks of BMTS' Unified Planning Work Program are:

- Implement national transportation policy by meeting the metropolitan planning requirements in *Fixing America's Surface Transportation (FAST) Act (P.L.114-94)*
- Address the emphasis areas of the New York State Department of Transportation that are intended to implement the State's policies for metropolitan transportation planning, and other related policies relevant to transportation as they emerge.
- Address transportation issues specific to the Binghamton metropolitan area as identified by member governments, agencies, or staff.
- Ensure that projects conceived by BMTS to fulfill Federal or State policies or address local issues are progressed in an expeditious, coordinated, and cost-effective manner.

The Unified Planning Work Program is developed annually within the framework of the program established by the Unified Operations Plan. It is developed with the maximum participation of all local officials to ensure that the manner in which it addresses local issues is consistent with the agenda of those officials. Tasks are organized into several major categories to facilitate review and management. These include:

**1. Program Administration**

This category includes general administration, UPWP development and maintenance, and public participation. Funding is also included to allow staff to participate in professional organizations and attend various workshops and conferences to keep informed and up to date on federal legislation and requirements.

**2. Transportation Systems Management and Plan Implementation**

This category includes data collection and analysis for BMTS' traffic count program, pavement monitoring system, and transit database. This category also includes Geographic Information Systems (GIS) activities and the maintenance and development of the Binghamton Regional Travel Model.

**3. Long Range Transportation Planning**

The tasks under this category include activities that support the development and revision of the Long Range Transportation Plan (LRTP) and the implementation of projects to help accomplish its goals and objectives. Most tasks are either annual/ongoing activities or projects that tend to take longer to complete.



#### **4. Short Range Planning/Special Issue Studies**

This category contains projects that can be completed in a shorter timeframe.

#### **5. Project Programming and Development**

The tasks under this category allow for the development and administration of the Transportation Improvement Program (TIP). Assistance to local municipalities for project development is also included in this category.

## Public Participation

Federal law for the past two decades has placed a great emphasis on involving the public in the development of transportation plans and programs, and decisions about priorities of transportation investment.

The current pandemic has had a great impact on the way that MPOs are able to conduct outreach and engage the public. For projects and plans contained within this program year, BMTS will ensure that the use of alternative forms of public participation and outreach accomplish the goals and intent of more traditional forms of public outreach that have been used in the past, with an emphasis on the engagement of minority and low-income populations.

BMTS' Public Participation Plan stipulates a 30-day public review period for the development of the UPWP. The draft UPWP was posted on BMTS' website and sent electronically to all of BMTS' Planning and Policy Committee members on December 18, 2020 for review.

# 2021-2022 UPWP Task Descriptions

## A. Program Support and Administration

- 1. General Administration.** Perform administrative responsibilities associated with maintenance of BMTS Central Staff and the accomplishment of the Unified Planning Work Program.
  - Support the activities of the BMTS Policy Committee and Planning Committee.
  - Perform the administrative responsibilities associated with Federal grant requirements, including all fiscal actions.
  - Facilitate the professional development of BMTS Central Staff.
  - Oversee the completion of the 2021-2022 UPWP and the development of the 2022-2023 UPWP.
  - Create and submit necessary reports to comply with Title VI of the Civil Rights Act and the Americans with Disabilities Act. Analyze the Transportation Plan and Transportation Improvement Program with respect to Environment Justice Requirements.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$109,310	\$72,874	\$223,415
<b>Schedule:</b>	Ongoing, development of 2022-2023 UPWP will take place during the 3rd and 4th quarters (Oct. – March).		

- 2. Public Participation and Website Update.** Update the BMTS Public Participation Plan to include the use of virtual meetings and other “alternative” forms of public outreach and participation, as these non-traditional methods have become necessary due to the COVID-19 pandemic. Conduct outreach activities and use visualization techniques as appropriate to engage the public during a time where in-person events are not a likely to occur. Outreach activities will include an emphasis on engaging minority and low-income populations. This task also includes maintenance of the BMTS website and Facebook pages as well as managing BMTS’ Twitter account. BMTS will continue to improve outreach efforts using social networking opportunities as appropriate. BMTS began a complete overhaul and upgrade to its website during the 4<sup>th</sup> quarter of the 2020-2021 Fiscal year. Once completed, this will allow BMTS to better serve the public and provide pertinent information in an easily accessible format. The update will be completed during the 1<sup>st</sup> quarter of the 2021-2022 program year.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$3,500	\$1,500	\$6,112
<b>Schedule:</b>	Ongoing, website upgrade will take place during 1 <sup>st</sup> quarter (April – June), update to Public Participation Plan will take place during 2 <sup>nd</sup> quarter (July – September).		

B. Transportation Systems Monitoring and Information Management

- 1. Transportation Data Collection.** Collection of transportation related data, including traffic volume (AADT) counts, intersection turning movement counts, bicycle and pedestrian counts, off-road trail user counts, census data, and crash data, as well as roadway geometric and operational information.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$79,059	-	\$95,703
<b>Schedule:</b>	Ongoing, primary data collection of traffic volume counts and intersection turning movement counts will take place during the 3rd quarter (Oct. – Dec.).		

- 2. Transportation Infrastructure Monitoring System.** Collection and analysis of pavement sufficiency data, including visual scoring of non-State Federal aid eligible roadways and Two Rivers Greenway trails in the BMTS planning area. BMTS receives bridge sufficiency data from NYSDOT. All are used as input for identifying TIP projects.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$10,000	-	\$12,105
<b>Schedule:</b>	Ongoing, pavement sufficiency data collection during 2nd quarter (July – Sept.).		

- 3. Geographic Information Systems (GIS).** Development and maintenance of transportation related applications within the BMTS GIS platform performed as additional data is collected by staff or becomes available from other sources. This task also includes updates to and maintenance of the interactive maps on BMTS’ website. GIS data is also used as a tool for geospatial analysis to assist in the completion of other UPWP tasks. Additionally, staff provides similar GIS assistance to local municipalities and Broome County Transit for their transportation planning needs.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$5,600	\$2,400	\$9,684
<b>Schedule:</b>	Ongoing.		

- 4. Binghamton Regional Travel Model.** Provides ongoing maintenance of the model, including updating with new land use, demographic, or transportation data.
  - A consultant will be utilized to update the model using data obtained from BMTS’ 2018 Household Travel Survey. The consultant will work closely with BMTS staff to estimate trip generation and distribution and also calibrate and validate the model. The consultant will provide training to staff including, but not limited to general operability of the model, incorporation of external trip generation into the model, editing attributes, assessing project impacts, model validation, and displaying and exporting model results.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$83,500	\$8,500	\$111,368
<b>Schedule:</b>	Ongoing. Model update and training will begin during the 2 <sup>nd</sup> quarter (July – September) with completion of the project to be determined with input from the consultant.		

C. Long Range Transportation Planning

- 1. Complete Street Policy and Design Guidelines.** The BMTS Policy Committee adopted a Complete Streets Policy in 2016. BMTS will continue to educate, as well as assist local municipalities in developing and implementing Complete Streets Policies. BMTS staff will evaluate Complete Streets concepts along corridors within the BMTS Planning Area and develop strategies for implementation. BMTS will also make recommendations to local municipalities as to appropriate Complete Streets treatments for roadways prior to each paving season. BMTS staff will also work with Region 9 Planning staff and Region 9 Traffic & Safety staff.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$7,280	-	\$8,812
<b>Schedule:</b>	Ongoing.		

- 2. Pedestrian and Bicycle Planning.** BMTS staff facilitates and promotes local efforts to develop and implement bicycle and pedestrian activities and promote increased mobility. BMTS staff will continue to assist NYSDOT and local governments in trail development efforts as indicated in the BMTS Greenway Study. BMTS will continue to staff the Bicycle and Pedestrian Advisory Committee. This committee meets monthly to provide input and review BMTS plans and capital project designs. BMTS will work with the Broome and Tioga County Health Departments and local school districts as requested.
  - BMTS staff began research of best practices for regulating electric vehicles on off-road trails during the 2020-2021 SFY. This project is approximately 30% complete and will be completed during this program year. Local municipalities will be provided with a guide that lists best practices for developing their own regulations. BMTS will be available to assist locals in the development of their regulations with a special focus on municipalities that manage the existing trails comprising the Two Rivers Greenway.
  - A planning study to implement a regional bike share program was postponed in the 2020-2021 UPWP. BMTS staff will complete the planning study during this program year working with local municipalities and Binghamton University to determine the best way to implement a regional bike share program

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$115,000	-	\$139,211
<b>Schedule:</b>	Ongoing. Off-road trail regulation project will be completed during 2 <sup>nd</sup> quarter (July – Sept.) and Bike share study will be initiated during 1 <sup>st</sup> quarter (April – June).		

**3. Coordinated Public Transit-Human Services Plan/Implementation.** The Coordinated Transportation Plan was completed in March of 2007, updated in 2013 and most recently updated in December of 2018. Staff will continue working to determine if there is a cost savings that can be realized by the current transportation providers sharing of services. Staff will continue participation with the Getthere/BMTS Advisory Committee, which absorbed the original BMTS advisory committee formed at the time of the initial study, and the related activity of screening applications for FTA Section 5310 funds and evaluating use of Section 5307 and 5311 funds in relation to the Coordinated Transportation Plan recommendations. The Getthere/BMTS Advisory Committee also plans and carries out the most comprehensive Mobility Management Program for the BMTS area, as well as in neighboring Counties.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	-	\$29,175	\$36,469
<b>Schedule:</b>	Ongoing, bi-monthly meetings.		

**4. Regional Smart Growth and Sustainability Planning.** Assist local municipalities with implementing projects and activities related to goals and objectives in *Moving our Future Forward 2045*, BMTS’ current long range transportation plan related to the environment and resiliency.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$9,275	-	\$11,228
<b>Schedule:</b>	Ongoing.		

**5. NYSDOT Regional Planning Assistance.** Provide assistance to NYSDOT Region 9 in regional comprehensive planning and travel forecasting, and other planning tasks where BMTS Central Staff's expertise in systems planning can be beneficial.

- In partnership with NYSDOT Region 9 planning staff, BMTS will meet with Village officials within the BMTS Planning Area to collect information about characteristics on roadways located on the Federal Aid system. The information will provide a better understanding of transportation needs and highlight which roadways traverse neighborhoods identified as Environmental Justice target areas by BMTS.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$11,276	-	\$13,650
<b>Schedule:</b>	Ongoing, survey administration during 2 <sup>nd</sup> and 3 <sup>rd</sup> quarters (July – December).		

D. Short Range Transportation Planning

**1. Local Traffic Engineering Assistance.** This longstanding program provides for professional traffic engineering assistance to local governments, including safety analyses, traffic operations studies, site development traffic impact review, and participation in the Binghamton Traffic Board, the Broome County Traffic Safety Board, and the NYSDOT Region 9 Site Impact Committee.

- BMTS staff will be initiating a Local Road Safety Action Plan. This plan will include crash data analysis, identification of safety emphasis areas and will describe strategies, programs and policies that local governments can consider for implementation to reduce fatal and serious injury crashes and reduce crash rates on local roads.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$70,000	-	\$84,737
<b>Schedule:</b>	Ongoing, Local Road Safety Action Plan will be initiated during 2nd quarter (July – Sept.).		

**2. NYSAMPO Working Groups.** BMTS staff participates in many of the New York State Association of Metropolitan Planning Organizations (NYSAMPO) working groups. These include Safety, GIS, Modeling, Freight, Transit, Pedestrian and bicycle and Climate Change, as well as regular meetings of the NYS MPO directors. The Director of BMTS is also a member of the NYSAMPO Executive Committee. Significant work has been accomplished by these groups through information sharing and discussion of topics relevant to MPOs and the metropolitan transportation planning process.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$12,000	\$8,000	\$24,211
<b>Schedule:</b>	Ongoing.		

**3. Road Safety Assessments.** BMTS staff will perform roadway safety assessments (RSA) on streets in the BMTS region. These assessments provide beneficial information to municipal owners on potential safety improvements. Staff intends to perform at least two assessments in the program year at locations identified by BMTS members and/or based on crash data analysis and high frequency crash locations as identified in the current long range plan, Moving our Future Forward 2045.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$35,000	-	\$42,368
<b>Schedule:</b>	One RSA is to be performed during each half of the program year.		

4. **ITS Regional Architecture Maintenance.** Plan will be updated as needed if conditions change, and deployments occur.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$1,000	-	\$1,211
<b>Schedule:</b>	As needed.		

5. **Transit Planning Assistance.** BMTS Staff will provide assistance to BC Transit with planning tasks where BMTS Central Staff's expertise can be benefit. BMTS staff will investigate the suitability and need for enhanced or specialized bus routes along the most traveled corridors within the BMTS region. This study was requested by Getthere, the region's largest Mobility Management program. Recommendations will be based on best practices, ridership trends, and cost/benefit analysis for implementation.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	-	\$45,441	\$55,008
<b>Schedule:</b>	Ongoing, as requested. Investigation of need for enhanced/specialized transit routes will begin during the 3 <sup>rd</sup> quarter (Oct. – Dec.). Completion is expected during the 4 <sup>th</sup> quarter (Jan. – March).		

6. **Transportation Planning Assistance.** BMTS Staff will assist local municipalities with planning tasks/studies where BMTS Central Staff's expertise can be beneficial. As requested, BMTS staff will provide planning/zoning assistance to local municipalities as planning and transportation are closely tied. A consultant may be hired to work on certain projects, depending on the scope of the request.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$39,840	-	\$48,227
<b>Schedule:</b>	Ongoing, as requested.		

E. Program Development and Management

1. **Transportation Improvement Program.** The 2020-2024 Transportation Improvement Program was adopted in June 2019. This task will provide for oversight and monitoring of the current TIP and processing of any TIP amendments and support for quarterly TIP Subcommittee meetings that oversee program management issues. The creation of the Annual Listing of Obligated Projects is also included under this task as required by federal legislation.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$3,714	\$2,476	\$7,493
<b>Schedule:</b>	Ongoing, annual list 3 <sup>rd</sup> quarter (Oct. – Dec.)		

- 2. Local Project Development Assistance and Tracking.** BMTS acknowledges the challenges faced by local sponsors of federal-aid projects in complying with federal regulations while seeing a project through to completion while keeping the project on schedule and within budget.
- BMTS staff will create a database that will monitor locally-sponsored federal-aid projects from TIP approval through to their completed construction. Data collection throughout the project and on the completed project allows for a comprehensive analysis of what changes have been made in regard to scope, budget, and schedule throughout the course of the project.
  - This task also allows for BMTS staff to provide assistance with project development, primarily during scoping and preliminary design.

	<b>FHWA-PL</b>	<b>FTA MPP (§ 5303)</b>	<b>TOTAL</b>
<b>Budget:</b>	\$5,400	\$3,600	\$10,895
<b>Schedule:</b>	Ongoing, database creation during 2 <sup>nd</sup> quarter (July – Sept).		

- 3. NYSDOT Project Development Assistance.** Provides for BMTS staff participation in NYSDOT project development activities for urbanized area projects, primarily during scoping and preliminary design, and public outreach.

	<b>FHWA-PL</b>	<b>FTA MPP (§ 5303)</b>	<b>TOTAL</b>
<b>Budget:</b>	\$6,000	-	\$7,263
<b>Schedule:</b>	Ongoing.		



## FTA §5303: Status and Reprogramming of Active Previous Grants

The Federal Transit Administration grants provide funding for the tasks specified in the UPWP and remain active until all the work is completed and the funds expended, even if doing so extends into subsequent years. To provide a full picture of the work being undertaken by BMTS Central Staff, this section documents any FTA §5303 grants from previous years that are still active and will be reprogrammed in 2021-2022.

The report below represents a forecast of remaining balances and work to be completed beginning April 1, 2021.

### **Grant: NY-80-0029 - \$33,000 remaining**

- A.1 General Administration.  
\$5,000 will be reprogrammed for this task.
- B.3 Geographic Information Systems.  
\$2,000 will be reprogrammed for this task.
- D.2 NYS MPO Working Groups  
\$4,000 will be reprogrammed for this task
- D.5 Transit Planning Assistance  
\$22,000 will be reprogrammed for this task

### **Grant: NY-80-0030 - \$58,000 remaining**

- A.1 General Administration.  
\$42,000 will be reprogrammed for this task.
- A.2 Public Participation.  
\$526 will be reprogrammed for this task.
- C.3 Coordinated Public Transit - Human Services Plan Implementation  
\$4,474 will be reprogrammed for this task.
- D.2 NYS MPO Working Groups  
\$4,000 will be reprogrammed for this task
- D.5 Transit Planning Assistance  
\$7,000 will be reprogrammed for this task

## Tasks of Statewide Significance

The New York State Department of Transportation receives funds from the Federal Highway Administration under the Statewide Planning and Research (SPR) program. NYSDOT has full authority to develop the SPR work program, selecting appropriate planning projects. When the project is in a metropolitan area, it is included for information on the MPO's UPWP.

SPR #	Project Title	Projected End Date	SPR Funding	Short Description
SP-20-02	National Household Travel Survey (NHTS), Census Transportation Planning Program (CTPP), Intercity Travel (ATS) and Travel Patterns for NYS	February 2025	\$3,580,616	The goal of this project is to provide research and analysis of national data sets to highlight New York State data.
C-13-57	Highway Oversize/Overweight Credentialing System (HOOCS)	September 2021	\$5,000,000	The goal is to implement a Commercial Off-the-Shelf (COTS) HOOCS software solution and obtain the accompanying integration services necessary to fulfill NYSDOT's Central Permitting Bureau's business requirements.
C-14-53	Program & Project Management Software and Training	November 2021	\$2,712,796	The goal of this project is to provide support services for the ongoing configuration and implementation of a Department-wide enhanced and improved enterprise level program and project management system to facilitate improvements to the capital program delivery.
C-14-61	Technical Support for Use of National Performance Management Research Data (NPMRDS)	September 2021	\$1,654,357	The goal of this project is to develop and make accessible to NYSDOT and partner planning agencies a hosted National Performance Management Research Data Set (NPMRDS) geo-database and analytic framework for performance analysis and visualization of congestion, mobility and reliability.
C-19-51	Short Count Traffic Count Program (2020-2024)	December 2025	\$30,434,707	The project goal is to provide for the collection of traffic data in NYSDOT Regions 1 through 11 (divided into Zones). This will be achieved by contracting for the collection of that data.
C-15-52	Statewide Planning, Policy & Technical Research Tasks in Support of ATDM (Active Transportation Demand Management)	June 2021	\$3,725,000	This project will progress and support specific task-order based assignments related to planning, policy, technical assistance, and research needs that may be inter-regional, or statewide in scope and aim to reduce congestion, energy consumption, greenhouse gas emissions, improve mobility, increase transportation efficiency through multimodal measures, and promote or foster a sustainable transportation system.
C-15-54	Bus Safety Inspection System (BusNET)	November 2020	\$2,300,000	The goal of this project is to replace the existing 25+ year old mainframe with a new modern server-based IT system.
C-16-51	Continuous Count Traffic Count Program Zone 1	June 2021	\$2,525,000	This initiative is the Continuous Count Traffic Count Program for Zone 1 with full performance-based maintenance and upgrade services in Zone 1 to provide better coverage, distribution, and differentiation by functional classification of

				roadway, geographic area, and seasonality of traffic patterns.
<b>C-16-52</b>	Continuous Count Traffic Count Program Zone 2	June 2021	\$2,225,000	This initiative is the Continuous Count Traffic Count Program for Zone 2 with full performance-based maintenance and upgrade services in Zone 2 to provide better coverage, distribution, and differentiation by functional classification of roadway, geographic area, and seasonality of traffic patterns.
<b>C-17-53</b>	Pavement Condition Data Collection Services	December 2024	\$20,500,000	The goal of this project is to collect pavement condition data as necessary to comply with annual state and federal requirements and NYSDOT pavement management practices and to develop and maintain a system by which to track location, dimension and condition of other highway related assets.
<b>C-17-56</b>	Statewide Coordination of Metropolitan Planning Programs	March 2022	\$100,000 2021-2022 UPWP period	The goal of this project is to support and maintain the ongoing coordination of the metropolitan planning programs in NYS for statewide benefit; the ongoing collaboration of the fourteen (14) metropolitan planning organizations (MPOs); and the on-going coordination of metropolitan and statewide planning programs.
<b>C-18-51</b>	Statewide Analysis of All Horizontal Curves and Associated Curve Warning Signs	February 2021	\$2,000,000	The goal of this project is to determine sign changes required to meet 2009 Manual of Uniform Traffic Control Devices (MUTCD) requirements. The objective is to hire a consultant to collect information required to inform the design and construction steps necessary to bring horizontal curve warning signs into compliance with the 2009 MUTCD. These sign changes are expected to reduce accidents within horizontal curves on the New York State (NYS) highway system.
<b>C-18-53</b>	Probe Data: Floating Car (GPS-based)	August 2023	\$337,500	The goal of this project is to purchase floating car probe data to establish performance targets to assess travel reliability, congestion and emissions, and to perform other analyses and visualizations of road performance for both passenger cars and trucks. This data will be utilized by the Department and its fourteen-partner Metropolitan Planning Organizations (MPOs). Currently, the Federal Highway Administration provides (no fee) floating car probe data collected by INRIX as a single, consistent source of data for all states to utilize.
<b>C-18-54</b>	Statewide Small Culvert Inventory & Inspection System Improvements	December 2023	\$4,000,000	The goal of this project is to expand the number of small culverts contained within the Department's AgileAssets Maintenance Management System (MMS) to create a complete statewide inventory and inspection of small culverts. The consultant will go into the field to locate small culverts and collect data related to physical attributes and inventory and inspection information.

<b>C-18-55</b>	New York State Transportation Master Plan	January 2023	\$2,000,000	The goal of this project is to produce an updated, statewide long-range transportation plan to coordinate federal and state transportation planning activities.
<b>C-18-57</b>	BrM Implementation and Operations Support for Tunnel Inspections	September 2021	\$50,000	The goal of this project is to customize and implement Bridge Management software (BrM) for tunnel inspections and to support other bridge management functions.

There are also transportation planning and research tasks that can benefit many or all the metropolitan planning organizations in New York State. The fourteen MPOs in New York State and the New York State Department of Transportation have recognized the efficiency of pooling a portion of their Federal metropolitan planning funds to undertake these tasks. NYSDOT has agreed to support the program with SPR funds where appropriate to the task. The MPO Directors and the NYSDOT Policy and Planning Division and MPO Liaison collaborate to identify potential tasks, reach consensus on those that are proposed for the year, and develop a scope of work for each. In general, these projects are undertaken by a consultant under contract to one of the MPOs or NYSDOT.

**ONGOING PROJECTS:**

- **NYSAMPO Staff Support**  
Objective: Provide administrative and technical support for NYSAMPO efforts, including working groups.  
Cost: \$250,000 (\$150,000 FHWA PL and \$100,000 NYSDOT SPR)  
Lead Agency: Capital District Transportation Committee
- **NYSAMPO Staff Training**  
Objective: Provide relevant training and professional development opportunities for the staffs and member agencies of MPOs.  
Cost: \$77,849 FHWA PL and \$9,828 FTA MPP/\$2,457 NYSDOT IKS  
Lead Agency: Genesee Transportation Council
- **AMPO Dues**  
Objective: Ensure that MPOs are aware of and considered in the development of national transportation policy.  
Cost: \$42,898 FHWA PL  
Lead Agency: Binghamton Metropolitan Transportation Study
- **Shared Transit Service Planning and Analytics Initiative**  
Objective: Support a set of collaborative pilot applications of common transit mobility planning and analysis tools.  
Cost: \$458,590 FTA Section 5303 MPP/\$114,648 NYSDOT IKS  
Lead Agency: Capital District Transportation Committee

TASK	BINGHAMTON METROPOLITAN TRANSPORTATION STUDY 2021-2022 UNIFIED PLANNING WORK PROGRAM																	
	FHWA-PL				FTA										AGENCY TOTALS			
	Central Staff (\$)	Local Match (IKS)	NYS DOT Match (IKS)	Program Total	Central Staff NY-80-0031	Local Match (IKS)	NYS DOT Match (IKS)	Central Staff NY-80-0030	Local Match (IKS)	NYS DOT Match (IKS)	Central Staff NY-80-0029	Local Match (IKS)	NYS DOT Match (IKS)	Program Total	Central Staff (\$)	Local Match (IKS)	NYS DOT Match (IKS)	Program Total
<b>A. Administration</b>	112,810	5,937	17,812	136,559	26,848	1,678	5,034	42,526	2,658	7,974	5,000	313	938	92,968	187,184	10,586	31,757	229,527
1 General Administration	109,310	5,753	17,259	132,323	25,874	1,617	4,851	42,000	2,625	7,875	5,000	313	938	91,093	182,184	10,308	30,923	223,415
2 Public Participation	3,500	184	553	4,237	974	61	183	526	33	99	0	0	0	1,875	5,000	278	834	6,112
<b>B. Transportation Systems Monitoring and Information Mgmt.</b>	178,159	9,377	28,130	215,666	8,900	556	1,669	0	0	0	2,000	125	375	13,625	189,059	10,058	30,174	229,291
1 Transportation Data Collection	79,059	4,161	12,483	95,703										0	79,059	4,161	12,483	95,703
2 Transportation Infrastructure Monitoring System	10,000	526	1,579	12,105										0	10,000	526	1,579	12,105
3 Geographic Information Systems (GIS)	5,600	295	884	6,779	400	25	75	0	0	0	2,000	125	375	3,000	8,000	445	1,334	9,779
4 Binghamton Regional Travel Model	83,500	4,395	13,184	101,079	8,500	531	1,594	0	0	0	0	0	0	10,625	92,000	4,926	14,778	111,704
<b>C. Long Range Transportation Planning</b>	142,831	7,517	22,552	172,901	24,701	1,544	4,631	4,474	280	839	0	0	0	36,469	172,006	9,341	28,023	209,369
1 Complete Street Policy and Design Guidelines	7,280	383	1,149	8,813										0	7,280	383	1,149	8,813
2 Pedestrian and Bicycle Planning	115,000	6,053	18,158	139,211										0	115,000	6,053	18,158	139,211
3 Coord. Public Transit-Human Services Plan/Implementation				0	24,701	1,544	4,631	4,474	280	839	0	0	0	36,469	29,175	1,823	5,470	36,469
4 Regional Smart Growth and Sustainability Planning	9,275	488	1,464	11,228										0	9,275	488	1,464	11,228
5 NYSDOT Regional Planning Assistance	11,276	593	1,780	13,650										0	11,276	593	1,780	13,650
<b>D. Short Range Planning/Special Issue Studies</b>	157,840	8,307	24,922	191,069	16,441	1,028	3,083	11,000	688	2,063	26,000	1,625	4,875	66,801	211,281	11,647	34,942	257,871
1 Local Traffic Engineering Assistance	70,000	3,684	11,053	84,737										0	70,000	3,684	11,053	84,737
2 NYSAMPO Working Groups	12,000	632	1,895	14,526	0	0	0	4,000	250	750	4,000	250	750	10,000	20,000	1,132	3,395	24,526
3 Road Safety Assessments	35,000	1,842	5,526	42,368										0	35,000	1,842	5,526	42,368
4 ITS Regional Architecture Update/Maintenance	1,000	53	158	1,211										0	1,000	53	158	1,211
5 Transit Planning Assistance				0	16,441	1,028	3,083	7,000	438	1,313	22,000	1,375	4,125	56,801	45,441	2,840	8,520	56,801
6 Transportation Planning Assistance	39,840	2,097	6,291	48,227										0	39,840	2,097	6,291	48,227
<b>E. Project Programming and Development</b>	15,114	795	2,386	18,296	6,076	380	1,139	0	0	0	0	0	0	7,595	21,190	1,175	3,526	25,891
1 Transportation Improvement Program	3,714	195	586	4,496	2,476	155	464							3,095	6,190	350	1,051	7,591
2 Local Project Development Assistance & Tracking	5,400	284	853	6,537	3,600	225	675							4,500	9,000	509	1,528	11,037
3 NYSDOT Project Development Assistance	6,000	316	947	7,263										0	6,000	316	947	7,263
<b>TOTALS</b>	<b>\$606,754</b>	<b>\$31,934</b>	<b>\$95,803</b>	<b>\$734,492</b>	<b>\$82,966</b>	<b>\$5,185</b>	<b>\$15,556</b>	<b>\$58,000</b>	<b>\$3,625</b>	<b>\$10,875</b>	<b>\$33,000</b>	<b>\$2,063</b>	<b>\$6,188</b>	<b>\$217,458</b>	<b>780,720</b>	<b>42,807</b>	<b>128,421</b>	<b>951,948</b>

# BINGHAMTON METROPOLITAN TRANSPORTATION STUDY 2021-2022 UNIFIED PLANNING WORK PROGRAM

## FHWA PL BUDGET

### AUDITABLE BUDGET

	ITEM	FEDERAL	LOCAL	STATE	TOTAL
4610	PERSONNEL	222,717	11,722	0	234,439
4620	FRINGE BENEFITS	113,585	5,978	0	119,563
4660	CONTRACTUAL	217,000	11,421	0	228,421
4680	INDIRECT COSTS	53,452	2,813	0	56,265
	TOLL CREDITS			95,803	95,803
	<b>TOTAL</b>	<b>\$606,754</b>	<b>\$31,934</b>	<b>\$95,803</b>	<b>\$734,492</b>

### TASK BUDGET

	ITEM	FEDERAL	LOCAL	STATE	TOTAL
0	ADMINISTRATION	112,810	5,937	0	118,747
10	MONITORING	178,159	9,377	0	187,536
20	LONG RANGE PLANNING	142,831	7,517	0	150,348
30	SHORT RANGE PLANNING	157,840	8,307	0	166,147
40	PROJECT PROGRAMMING	15,114	795	0	15,909
	TOLL CREDITS			95,803	95,803
	<b>TOTAL</b>	<b>606,754</b>	<b>\$31,934</b>	<b>\$95,803</b>	<b>\$734,492</b>

### STATEWIDE & SHARED COST BUDGET

	ITEM	FEDERAL	LOCAL	STATE	TOTAL
	AMPO DUES	42,897	0	10,724	53,621
	<b>TOTAL</b>	<b>\$42,897</b>	<b>\$0</b>	<b>\$10,724</b>	<b>\$53,621</b>

<b>FEDERAL</b>	<b>\$649,651</b>
<b>STATE</b>	<b>\$106,528</b>
<b>LOCAL</b>	<b>\$31,934</b>
<b>TOTAL</b>	<b>\$788,113</b>

**BINGHAMTON METROPOLITAN TRANSPORTATION STUDY  
2021-2022 UNIFIED PLANNING WORK PROGRAM**

**FTA SECTION 5303 BUDGET**

**NY-80-0031 (NEW)**

**AUDITABLE BUDGET**

CLASS	ITEM	FEDERAL	LOCAL	STATE	TOTAL
44.20.01	PERSONNEL	47,409	2,963	8,889	59,261
44.20.02	FRINGE BENEFITS	24,179	1,511	4,534	30,224
44.20.06	CONTRACTUAL		0	0	0
44.20.08	INDIRECT COSTS	11,378	711	2,133	14,223
<b>TOTAL</b>		<b>\$82,966</b>	<b>\$5,185</b>	<b>\$15,556</b>	<b>\$103,708</b>

**TASK BUDGET**

CLASS	ITEM	FEDERAL	LOCAL	STATE	TOTAL
44.21.00	ADMINISTRATION	26,848	1,678	5,034	33,560
44.23.00	LONG RANGE PLANNING	24,701	1,544	4,631	30,876
44.24.00	SHORT RANGE PLANNING	25,341	1,584	4,751	31,676
44.25.00	TRANSPORTATION IMPROVEMENT PROGRAM	6,076	380	1,139	7,595
<b>TOTAL</b>		<b>\$82,966</b>	<b>\$5,185</b>	<b>\$15,556</b>	<b>\$103,708</b>

<b>FEDERAL</b>	<b>\$82,966</b>
<b>STATE</b>	<b>\$15,556</b>
<b>LOCAL</b>	<b>\$5,185</b>
<b>TOTAL</b>	<b>\$103,708</b>

**BINGHAMTON METROPOLITAN TRANSPORTATION STUDY  
2021-2022 UNIFIED PLANNING WORK PROGRAM**

**FTA SECTION 5303 BUDGET  
NY-80-0030 (ROLLOVER)**

**AUDITABLE BUDGET**

CLASS	ITEM	FEDERAL	LOCAL	STATE	TOTAL
44.20.01	PERSONNEL	33,143	2,071	6,214	41,429
44.20.02	FRINGE BENEFITS	16,903	1,056	3,169	21,129
44.20.06	CONTRACTUAL		0	0	0
44.20.08	INDIRECT COSTS	7,954	497	1,491	9,943
<b>TOTAL</b>		<b>\$58,000</b>	<b>\$3,625</b>	<b>\$10,875</b>	<b>\$72,500</b>

**TASK BUDGET**

CLASS	ITEM	FEDERAL	LOCAL	STATE	TOTAL
44.21.00	ADMINISTRATION	42,526	2,658	7,974	53,158
44.23.00	LONG RANGE PLANNING	4,474	280	839	5,593
44.24.00	SHORT RANGE PLANNING	11,000	688	2,063	13,750
<b>TOTAL</b>		<b>\$58,000</b>	<b>\$3,625</b>	<b>\$10,875</b>	<b>\$72,500</b>

<b>FEDERAL</b>	<b>\$58,000</b>
<b>STATE</b>	<b>\$10,875</b>
<b>LOCAL</b>	<b>\$3,625</b>
<b>TOTAL</b>	<b>\$72,500</b>



**BINGHAMTON METROPOLITAN TRANSPORTATION STUDY  
2021-2022 UNIFIED PLANNING WORK PROGRAM**

**FTA SECTION 5303 BUDGET  
NY-80-0029 (ROLLOVER)**

**AUDITABLE BUDGET**

CLASS	ITEM	FEDERAL	LOCAL	STATE	TOTAL
44.20.01	PERSONNEL	18,857	1,179	3,536	23,571
44.20.02	FRINGE BENEFITS	9,617	601	1,803	12,021
44.20.06	CONTRACTUAL	0	0	0	0
44.20.08	INDIRECT COSTS	4,526	283	849	5,658
<b>TOTAL</b>		<b>\$33,000</b>	<b>\$2,063</b>	<b>\$6,188</b>	<b>\$41,250</b>

**TASK BUDGET**

CLASS	ITEM	FEDERAL	LOCAL	STATE	TOTAL
44.21.00	ADMINISTRATION	5,000	313	938	6,250
44.23.00	LONG RANGE PLANNING		0	0	0
44.24.00	SHORT RANGE PLANNING	28,000	1,750	5,250	35,000
44.25.00	TRANSPORTATION IMPROVEMENT PROGRAM		0	0	0
<b>TOTAL</b>		<b>\$33,000</b>	<b>\$2,063</b>	<b>\$6,188</b>	<b>\$41,250</b>

<b>FEDERAL</b>	<b>\$33,000</b>
<b>STATE</b>	<b>\$6,188</b>
<b>LOCAL</b>	<b>\$2,063</b>
<b>TOTAL</b>	<b>\$41,250</b>

# 2021-2022 Staffing Plan

## Job Titles and Descriptions

### **Executive Director**

Responsible for the planning, organization and direction of BMTS Central Staff. Directs development of metropolitan transportation plans, programs, and policies. Supervises the Traffic Engineer, Transportation Analyst, Senior Transportation Planners, and Senior Account Clerk. Acts as direct liaison to the New York State Department of Transportation Regional Director, the Federal Highway Administration Division Office and Federal Transit Administration Regional Office on issues of metropolitan transportation planning. Reports to the BMTS Planning and Policy Committee. Administrative oversight provided by the Broome County Commissioner of Planning and Economic Development.

### **Transportation Analyst**

This position involves collecting and analyzing transportation and land use data. This position is also responsible for the analysis of traffic operations for existing and proposed roads, streets, and highways. This position may assist in the development, maintenance, and operation of computer models necessary for the performance of BMTS metropolitan transportation plans, including travel demand/traffic forecasting modeling, geographic information systems, and economic analysis. The work is performed under the administrative supervision of the Executive Director of BMTS Central Staff and other Senior staff.

### **Senior Transportation Planner**

This position is responsible for much of the primary planning functions of BMTS, especially those across the range of modes of transportation. The position develops plans for transit, freight, bicycle, and pedestrian movement. The position also leads corridor and subarea studies, utilizing the expertise of the traffic engineer and senior transportation analyst, and is a participant in the periodic update of the BMTS long range transportation plan

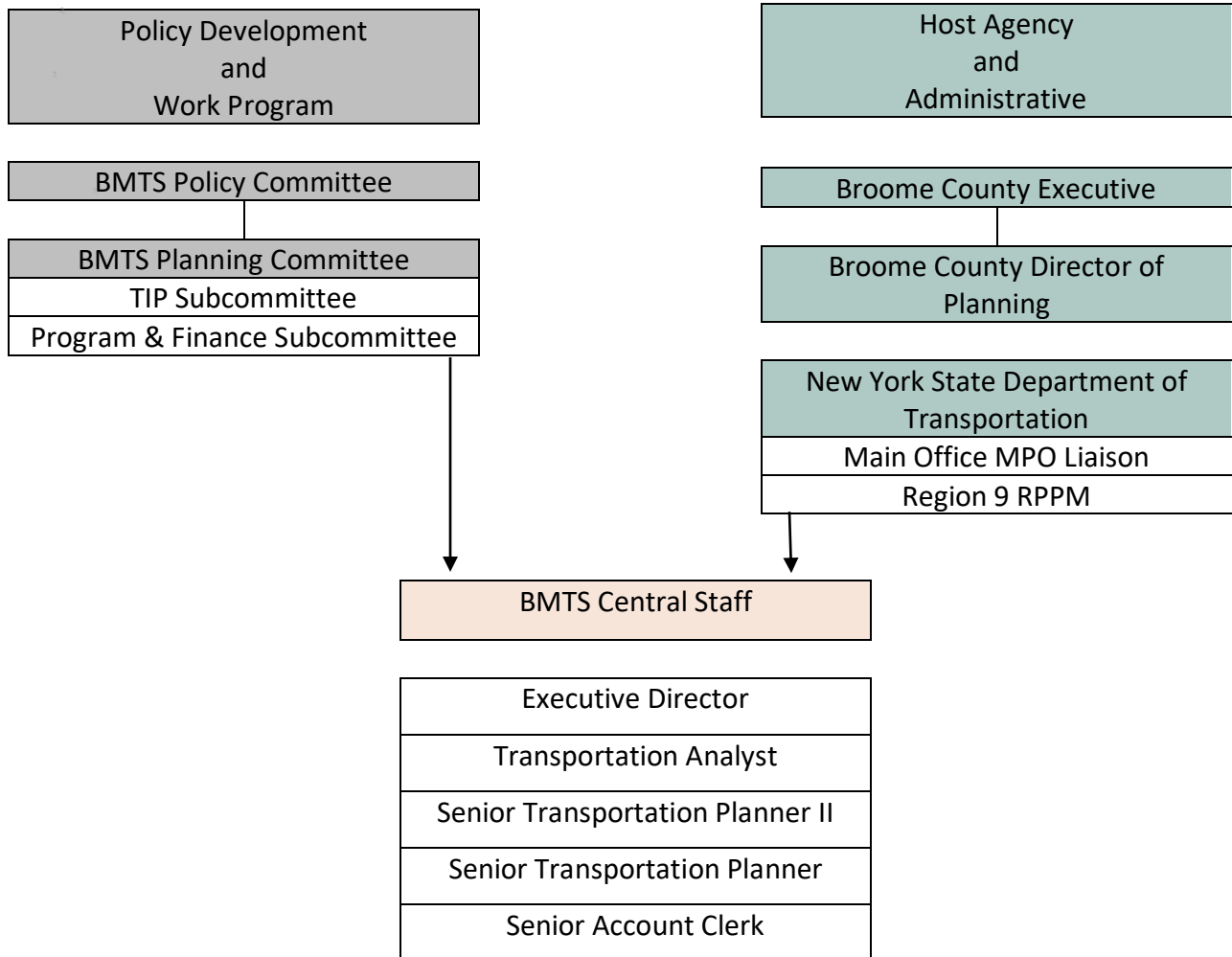
### **Senior Transportation Planner II**

These positions are responsible for much of the primary planning functions of BMTS, especially those across the range of modes of transportation. They develop plans for transit, freight, bicycle, and pedestrian movement. They lead corridor and subarea studies, utilizing the expertise of the traffic engineer and transportation analyst, and are key participants in the periodic update of the BMTS long range transportation plan.

### **Senior Account Clerk (Part-time)**

Primary responsibilities of this position include clerical duties, including maintaining grant and related financial records; and receptionist duties. The work is performed under the direct supervision of the Director of BMTS Central Staff. The position is part-time (19.75 hours/week).

# Binghamton Metropolitan Transportation Study Organizational Chart



## Financial Certification

The Staffing Plan is contingent upon certification of the availability of adequate Federal Highway Administration PL funds and Federal Transit Administration §5303 funds to support salaries, fringe benefits, and overhead expense. Personal service costs are based on contractual agreements, all of which are in place through December 2025. Fringe benefit expense is based on the Broome County 2021 budget preparation instructions, with projected increases for the first quarter of 2022.

<b>Statement of available funds</b>		
<b>FTA §5303</b>	2021 - 2022 Allocation (FTA X031)	\$82,966
	Unexpended balance (FTA030) (estimated as of 12/15/20)	\$58,000
	Unexpended balance (FTA029) (estimated as of 12/15/20)	\$33,000
	<b>TOTAL §5303 AVAILABLE</b>	<b>\$173,966</b>
<b>FHWA PL</b>	2021 -2022 Allocation (Includes \$42,065 AMPO Dues pass through)	\$507,026
	Unexpended balance from 2020-2021 (estimated as of 12/15/20)	\$271,000
	<b>TOTAL FHWA-PL AVAILABLE</b>	<b>\$778,026</b>
<b>TOTAL FUNDS AVAILABLE FOR PROGRAMMING</b>		<b>\$951,992</b>
<b>TOTAL FUNDS PROGRAMMED, 2021-2022 UPWP (includes pass- through AMPO dues)</b>		<b>\$ 823,617</b>
<b>Estimated Unprogrammed Funds</b>		<b>\$128,375</b>

Over the last few years, BMTS has programmed amounts larger than their federal allocation as part of a spending plan to reduce our FHWA-PL carryover balance. BMTS has reduced the carryover balance from \$427,021 for the 2019-2020 project year to the current amount of \$128,375. The goal will be to keep that amount in reserve to address unexpected fiscal fluctuations over the next couple program years, mainly due to the current pandemic.