

Binghamton Metropolitan  
Transportation Study

# 2023-2024 UPWP



**BMTS**

APRIL 1, 2023 - MARCH 31, 2024

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 2023-01**

Resolution approving the 2023-2024 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 2023-2024 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, 2023 through March 31, 2024, and a staffing plan and program budget for those activities, and

WHEREAS public comment has been solicited on the Draft 2023-2024 Unified Planning Work Program, and

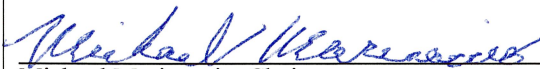
WHEREAS the BMTS Planning Committee on February 23, 2023, approved, by consensus, a resolution recommending approval of the Draft 2023-2024 Unified Planning Work Program and associated grant budgets, finding that it properly addresses the technical planning priorities of the region,

NOW THEREFORE BE IT RESOLVED that the BMTS Policy Committee approves the 2023-2024 Unified Planning Work Program, and

BE IT FURTHER RESOLVED that the BMTS Policy Committee approves the Federal Highway Administration PL Program 2023-2024 budget and the FTA §5303 Program 2023-2024 budget.

**CERTIFICATION OF RESOLUTION 2023-01**

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 2023-01, adopted by consensus this 2<sup>nd</sup> day of March 2023.



Michael Marinaccio, Chair  
BMTS Policy Committee



Date



## Purpose

Current Federal transportation legislation, the Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), 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 Unified Planning Work Programs (UPWP) 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 Counties and is responsible for carrying out the continuous, comprehensive, and cooperative transportation planning process for the Binghamton Metropolitan Area. The BMTS Metropolitan Area also includes the boroughs of Great Bend and New Milford in Pennsylvania. These towns are included in the Northern Tier Regional Planning and Development Commission (NTRPDC), which is a Rural Planning Organization in Pennsylvania. The Pennsylvania Department of Transportation (PennDOT) is responsible for planning activities and transportation projects in the Pennsylvania portion of the BMTS planning 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' 2023-2024 Unified Planning Work Program identifies transportation planning activities that will be undertaken that support and further accomplish the vision, goals, objectives and performance measures as established in its current long range transportation plan (LRTP), [Moving our Future Forward 2045](#). These goals and objectives reflect the priorities of the region and were established through the Plan's extensive public outreach processes. The aim is to ensure that the outcomes of the tasks outlined in the 2023-2024 UPWP help achieve the priorities and goals that the MPO has set for the region.

The foundation of the LRTP centers around supporting the economy, improving communities, protecting the environment, and utilizing new technology. The goals listed below fall under each of these emphasis areas.

### Economy:

- Empower local businesses by supporting efficient freight movement and access to and by workforce
- Provide excellent infrastructure that meets mobility needs of people and goods

### Communities:

- Provide safety and security to all users by whatever mode they choose for travel
- Provide residents and visitors with the ability to access key destinations within and beyond the region
- Support improved public health through active transportation

- Grow population and economic activity in urban centers

Environment:

- Ensure that transportation makes a positive contribution to preserve and protect a healthy environment
- Ensure a resilient transportation system

Technology:

- Prepare strategically for the incorporation of new transportation technology in the regional transportation system

The tasks programmed in the 2023-2024 UPWP work towards achieving these goals and many times one task works towards accomplishing several goals.

Project delivery is also a priority for the BMTS region with an emphasis on locally sponsored projects. BMTS assists with project development and monitors locally sponsored federal-aid projects from TIP approval through construction. Data collection from the start to finish of a project will allow for a comprehensive analysis of changes to scope, budget, and schedule.

Creating Complete Streets that allow people of all ages, abilities, and economic statuses to travel safely and reliably throughout the region continues to be a priority for BMTS. Many of the tasks in the UPWP work towards this goal as well, including the Watson Boulevard Complete Streets Implementation Study. BMTS will also be working with the City of Binghamton to update their current Complete Streets Policy and providing guidance to Broome County as they establish a Complete Streets Policy.

The UPWP serves as a source for information for government officials, municipal officials, and the public, and is also a management tool for directing staff throughout the year. It includes surface transportation planning projects and programs expected to be conducted in the BMTS region. It also includes budget information about how BMTS plans to spend federal metropolitan planning funds.

### **Federal Planning Factors**

The 2023-2024 UPWP also supports the planning factors set forth in the FAST Act and continued in the Bipartisan Infrastructure Law (BIL). They provide a framework for transportation planning and development for the MPO Planning area. The chart on the following page shows the relationship between 2023-2024 UPWP tasks and the 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.

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	X	X	X	X	X	X	X	X	X
A.	2	Public Participation	X	X	X	X	X	X	X	X	X
A.	3	UPWP Maintenance & Development	X	X	X	X	X	X	X	X	X
B.	1	Transportation Data Collection	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
B.	4	Binghamton Regional Travel Model Complete Street Policy	X	X	X	X	X	X	X	X	X
C.	1	Guidelines/Implementation		X	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	NYSDOT 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
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	
D.	7	Local Road Safety Action Plan		X	X			X			
D.	8	Watson Boulevard Complete Streets Implementation Study	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	NYSDOT Project Development Assistance		X	X			X	X		

Relationship between 2023-2024 UPWP/Federal Planning Factors

- 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.

### **National Planning Goals**

In addition to the ten planning factors, the federal transportation legislation 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.

- 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.

### **Planning Emphasis Areas (PEAs)**

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) Offices of Planning jointly issued updated Planning Emphasis Areas (PEAs). MPOs are encouraged to identify and develop tasks associated with these emphasis areas in the MPO's UPWP. BMTS has historically, and will continue to, plan projects that support these PEAs, particularly equity, Complete Streets, public involvement, and data.

- Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future  
Ensure that transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters



resulting from the increasing effects of climate change. BMTS tasks include evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation and shift to lower emission modes of transportation.

- Equity and Justice in Transportation Planning  
Advance racial equity and support for underserved and disadvantaged communities.
- Complete Streets  
Review current policies, rules, and procedures to determine their impact on safety for all road users.
- Public Involvement  
Early, effective, and continuous public involvement to increase engagement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices.
- Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination  
Coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities.
- Federal Land Management Agency (FLMA) Coordination  
Coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands.
- Planning and Environment Linkages (PEL)  
Use this collaborative and integrated approach to transportation decision making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process.
- Data in Transportation Planning  
Incorporate data sharing and consideration into the transportation planning process,

## 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 49 USC §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. These projects can be found on page 21.

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 the maintenance of current staffing levels of five professional positions and one support position and can be found on page 28.

## Organization and Development Process

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

- Broome and Tioga Counties
- 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.

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 the *Infrastructure Investment and Jobs Act (IIJA) (P.L.117-58)*.
- Address Planning Emphasis Areas issued by FHWA and FTA.
- 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 and 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 COVID-19 pandemic had a great impact on the way that MPOs were able to conduct outreach and engage the public. For projects and plans contained within this program year, BMTS will continue to 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 and partners on January 26<sup>th</sup>, 2023 for review.

# 2023-2024 UPWP Task Descriptions

[NOTE: Task budgets include the Federal share and Total, but do not include the local share amount]. This information can be found in the budget tables on pages 24-27.

## A. Program Support and Administration

1. **General Administration.** Perform administrative responsibilities associated with maintenance of BMTS Central Staff and the transportation planning process.
  - 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.
  - 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.
  - Conduct activities needed to address guidance and rulemakings associated with the enactment of the Infrastructure Investment and Jobs Act (IIJA).

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$105,279	\$70,186	\$215,176
<b>Schedule:</b>	Ongoing.		

2. **Public Participation and Website Maintenance.** BMTS staff will conduct outreach activities and use various techniques as appropriate to engage the public. Outreach may be conducted in-person, virtually, or using a combination of the two, since the use of virtual public involvement broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. 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.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$2,872	\$1,915	\$5,870
<b>Schedule:</b>	Ongoing.		

3. **UPWP Maintenance and Development.** BMTS staff will oversee the completion of the 2023-2024 UPWP and the development of the 2024-2025 UPWP.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$9,100	\$3,900	\$15,891
<b>Schedule:</b>	Ongoing, development of 2024-2025 UPWP will take place during the 3rd and 4th quarters (Oct. – March).		

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. During this program year, BMTS staff will review and adjust, as needed, the urbanized area boundary now that the U.S. Census 2020 data has been released. A consultant will be hired to collect volume and turning movement counts. BMTS staff will collect all other data.

	FHWA-PL	FTA MPP (§ 5303)	TOTAL
<b>Budget:</b>	\$102,000	-	\$123,474
<b>Schedule:</b>	Ongoing, primary data collection of traffic volume counts and intersection turning movement counts will take place during the 3 <sup>rd</sup> quarter (Oct. – Dec.).		

- 2. Transportation Infrastructure Monitoring System.** BMTS staff will collect and analyze pavement sufficiency data, including visual scoring of non-State Federal aid eligible roadways (annual) and Two Rivers Greenway trails (biennial) 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>	\$21,879	-	\$26,485
<b>Schedule:</b>	Ongoing, roadway pavement sufficiency data collection and Two Rivers Greenway trails 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. Additionally, BMTS 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>	\$4,900	\$2,100	\$8,557
<b>Schedule:</b>	Ongoing.		

- 4. Binghamton Regional Travel Model.** BMTS staff will provide ongoing updates to and maintenance of the model. Money is programmed to allow for training and as-needed modeling support for BMTS staff.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$45,598	\$6,685	\$63,554
<b>Schedule:</b>	Ongoing. Training will be as needed. *All consultant costs will utilize FHWA-PL.		

C. Long Range Transportation Planning

- 1. Complete Streets 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. BMTS staff will provide assistance to the Village of Johnson City with Complete Streets implementation within their central business district as part of phase 1 of their larger streetscape project. During this program year BMTS staff will develop materials for public education to promote save driving, walking and bicycling.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$10,000	-	\$12,105
<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 BMTS 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.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$83,915	-	\$101,581
<b>Schedule:</b>	Ongoing. Monthly meetings.		

- 3. Coordinated Public Transit-Human Services Plan/Implementation.** BMTS staff began an update of the Coordinated Transportation Plan during the previous work program. This update will continue during the current work program with expected completion/adoption during the 3<sup>rd</sup> quarter. Staff will continue working to determine if there are cost savings that can be realized by the current transportation providers sharing of services. Staff will continue participation with the Getthere/BMTS Advisory Committee, 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 for and carries out the Mobility Management Program for the BMTS area, as well as in neighboring Counties.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	-	\$40,000	\$50,000
<b>Schedule:</b>	Ongoing, bi-monthly meetings. Coordinated Plan completion in November 2023.		

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

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$7,000	-	\$8,474
<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. BMTS staff will continue to participate on the NYSDOT Region 9 Bicycle and Pedestrian Committee.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$7,000	-	\$8,474
<b>Schedule:</b>	Ongoing.		

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 analyze crash data and review level of service, as requested, and suggest improvements to enhance intersection operations for all transportation modes.
- Staff will analyze the type/condition of locally owned traffic signals and provide a priority list for replacement. This task was postponed from the 2022-2023 UPWP to allow time for NYSDOT to complete a similar study for NYSDOT traffic signals. BMTS staff will review the study and use it as a base for the local signal prioritization.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$51,980	-	\$62,923
<b>Schedule:</b>	Ongoing. Signal condition analysis will begin during 2 <sup>nd</sup> 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.

	<b>FHWA-PL</b>	<b>FTA MPP (\$ 5303)</b>	<b>TOTAL</b>
<b>Budget:</b>	\$9,800	\$4,200	\$17,113
<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 will conduct an RSA on Burbank Ave, from Floral Ave to Riverside Drive in the Village of Johnson City and an RSA on Watson Boulevard, from Hooper Road to Robble Avenue in the Town of Union.

	<b>FHWA-PL</b>	<b>FTA MPP (\$ 5303)</b>	<b>TOTAL</b>
<b>Budget:</b>	\$11,334	-	\$13,720
<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.

	<b>FHWA-PL</b>	<b>FTA MPP (\$ 5303)</b>	<b>TOTAL</b>
<b>Budget:</b>	\$500	-	\$605
<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 of benefit.

	<b>FHWA-PL</b>	<b>FTA MPP (\$ 5303)</b>	<b>TOTAL</b>
<b>Budget:</b>	-	\$33,542	\$41,928
<b>Schedule:</b>	Ongoing, as requested.		

- 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. BMTS staff will complete the curbside inventory and management project, that was started last program year, during the current work program.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$8,000	-	\$9,684
<b>Schedule:</b>	Ongoing, as requested. Curbside management plan is approximately 30% finished and is scheduled for completion during the 2 <sup>nd</sup> quarter (July - Sept).		

**7. Local Road Safety Plan.** BMTS staff initiated a Local Road Safety Action Plan during the 2022-2023 program year. The 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>	\$135,923	-	\$164,538
<b>Schedule:</b>	Project is 10% complete. Completion of Plan during 4 <sup>th</sup> quarter (Jan – March).		

**8. Watson Boulevard Complete Streets Implementation Study.** BMTS staff initiated this study during the 3<sup>rd</sup> quarter (Oct – Dec) of the 2022-2023 program year and has a consultant on board. This plan will determine the feasibility of Complete Streets improvements along Watson Boulevard from Valley Plaza to Hooper Road. This project will utilize \$31,341 from the Increasing Safe & Accessible Transportation Options Metropolitan Planning Set-Aside requirement.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$69,000	\$6,000	\$91,026
	*FHWA-PL includes \$31,341 from the Increasing Safe & Accessible Transportation Options Metropolitan Planning Set-Aside requirement.		
<b>Schedule:</b>	Project is 10% complete. Completion of Plan during 4 <sup>th</sup> quarter (Jan – March). *All consultant costs will utilize FHWA-PL.		

E. Program Development and Management

**1. Transportation Improvement Program.** The 2023-2027 Transportation Improvement Program was adopted in August 2022. 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. This task will be completed by BMTS staff.

	FHWA-PL	FTA MPP (\$ 5303)	TOTAL
<b>Budget:</b>	\$11,929	\$7,953	\$24,382
<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 continue 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>	\$6,000	\$4,000	\$12,263
<b>Schedule:</b>	Ongoing.		

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

	<b>FHWA-PL</b>	<b>FTA MPP (\$ 5303)</b>	<b>TOTAL</b>
<b>Budget:</b>	\$2,885	-	\$3,492
<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 2023-2024.

The report below represents a forecast of remaining balances and work to be completed beginning April 1, 2023.

### **Grant: NY-80-0031 - \$75,000 remaining**

- A.1 General Administration.  
\$40,000 will be reprogrammed for this task.
  
- C.3 Coordinated Public Transit - Human Services Plan Implementation  
\$25,000 will be programmed for this task.
  
- D.2 NYSAMPO Working Groups  
\$2,000 will be reprogrammed for this task
  
- D.5 Transit Planning Assistance  
\$8,000 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
<b>C-17-53</b>	Pavement Condition Data Collection Services	December 2024	\$20,500,000	Collect pavement condition data as necessary to comply w/ annual state & federal requirements & NYSDOT pavement management practices & develop & maintain a system to track location, dimension & condition of other highway related assets.
<b>C-17-56</b>	Statewide Coordination of Metropolitan Planning Programs	March 2023	\$100,000	Support & maintain the ongoing coordination of metropolitan planning programs in NYS for statewide benefit; ongoing collaboration of the 14 MPOs; & on-going coordination of metropolitan & statewide planning programs.
<b>C-17-59</b>	Traffic Data System	February 2029	\$3,890,100	Implement an automated traffic data management system application.
<b>C-18-53</b>	Probe Data: Floating Car (GPS-based)	August 2023	\$337,500	Purchase floating car probe data to establish performance targets to assess travel reliability, congestion & emissions & perform other analyses & visualizations of road performance for passenger cars & trucks. Data will be utilized by NYSDOT & MPOs.
<b>C-18-55</b>	NYS Transportation Master Plan	January 2023	\$2,000,000	Produce an updated, statewide long-range transportation plan to coordinate federal & state transportation planning activities.
<b>C-19-51</b>	Short Count Traffic Count Program (2020-2024)	December 2024	\$25,613,607	Provide for collection of traffic data in NYSDOT Regions 1 - 11 (divided into Zones).
<b>SP-20-02</b>	NPTS, CTPP, Intercity Travel (ATS) and Travel Patterns for NYS	February 2025	\$3,580,616	Establish a research & analysis capability w/Oak Ridge National Labs (ORNL), Center for Transportation Analysis, to assist NYS in analyzing national data.
<b>SP-20-03</b>	Research, Development & Support of an Integrated Planning & Performance Data & Analytics Framework (PPDAF)	September 2023	\$906,500	Leverage the current analysis tools to research & further integrate travel time datasets & available open-source analytics tools w/other transportation, economic & demographic data to support efficient & consistent planning & analysis.
<b>SP-21-02</b>	Program & Project Management System Support Services	September 2024	\$1,208,328	Provide support services for post-implementation of a Department-wide enhanced & improved enterprise level program & project management system to facilitate improvements to capital program delivery.

<b>SP-21-04</b>	Highway Oversize/Overweight Credentialing System (HOOCS) Phase 2	September 2026	\$1,950,000	Implement a Commercial Off-the-Shelf (COTS) HOOCS software solution & obtain accompanying integration services necessary to fulfill NYSDOT's Central Permitting Bureau's business requirements. Phase 2 will advance functionality of HOOCS.
<b>SP-21-05</b>	Statewide Small Culvert Inventory & Inspection System Improvements	December 2024	\$4,000,000	Expand the number of small culverts contained w/in NYSDOT's AgileAssets Maintenance Management System (MMS) to create a complete statewide inventory & inspection of small culverts.
<b>SP-21-06</b>	Accelerating the Use of Integrated Incident Management System (IIMS) for Traffic Incident Data Collection and Management	December 2023	\$295,000	Demonstrate the ability of an enhanced IIMS to provide improved sharing of incident reporting between First/Secondary Response teams & operations centers to: improve situational awareness, enhance coordinated response to incidents & safety of incident scenes, reduce incident duration & impact (lane closures, delay, & occurrence of secondary incidents) using analytical tools that correlate IIMS w/vehicle sensor & other data sources.
<b>SP-21-08</b>	Continuous Count Traffic Count Program, Zone 1	February 2024	\$5,082,107	For full performance-based maintenance & upgrade services to provide better coverage, distribution & differentiation by functional classification of roadway, geographic area & seasonality of traffic patterns.
<b>SP-21-09</b>	Continuous Count Traffic Count Program, Zone 2	February 2024	\$4,824,525	For full performance-based maintenance & upgrade services to provide better coverage, distribution & differentiation by functional classification of roadway, geographic area & seasonality of traffic patterns.
<b>SP-22-02</b>	CLEAR (Crash Location & Engineering Analysis Repository) Safety Management Data System Transfer	January 2025	\$500,000	To improve the transfer of crash data and images to support the CLEAR applications. This project builds off of the work from another project with a focus on assessing the Department's safety analysis methods and safety programs and implementing new strategies using updated technologies and enterprise platforms.
<b>SP-22-03</b>	Statewide Mobility Services Program	December 2027	\$3,941,160	To continue and expand on NYSDOT's agency-wide efforts to support and encourage the use of sustainable and efficient modal options for travel, while addressing the goals of the NYS Climate Leadership and Community Protection Act (CLCPA) to reduce GHGs 85% and achieve economy-wide carbon neutrality by 2050. It will build on the efforts of the existing Statewide Active Transportation Demand Management (ATDM) and will include additional technical assistance program elements, policy research, pilot initiatives and partnerships with employers, large

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institutions, destination, neighborhood and community organizations, local governments, and mobility providers. Work products are expected to result in products that specifically integrate mobility into existing NYSDOT policies, programs, projects, and protocols. This will include but is not limited to: regional and state-wide project development, prioritization, and programming; corridor plans; integrated multi-modal systems management and transportation management center (TMS) operations; and freight analysis.

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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: \$55,615 FHWA PL and \$104,345 FTA MPP/\$26,086 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: \$53,605 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

<u>DETAILED TASK BUDGET</u>	BINGHAMTON METROPOLITAN TRANSPORTATION STUDY 2023-2024 UNIFIED PLANNING WORK PROGRAM															
TASK	FHWA-PL				FTA								AGENCY TOTALS			
	Central Staff (\$)	Local Match (IKS)	NYSDOT Match (IKS)	Program Total	Central Staff NY-80-0033	Local Match (IKS)	NYSDOT Match (IKS)	Central Staff NY-80-0032	Local Match (IKS)	NYSDOT Match (IKS)	Program Total	Central Staff (\$)	Local Match (IKS)	NYSDOT Match (IKS)	Program Total	
<b>A. Administration</b>	117,251	6,171	18,513	141,935	36,001	2,250	6,750	40,000	2,500	7,500	95,001	193,252	10,921	32,764	236,937	
1 General Administration	105,279	5,541	16,623	127,443	30,186	1,887	5,660	40,000	2,500	7,500	87,733	175,465	9,928	29,783	215,176	
2 Public Participation	2,872	151	453	3,477	1,915	120	359				2,394	4,787	271	813	5,870	
3 UPWP Maintenance & Development	9,100	479	1,437	11,016	3,900	244	731				4,875	13,000	723	2,168	15,891	
<b>B. Transportation Systems Monitoring and Information Mgmt.</b>	174,377	9,178	27,533	211,088	8,785	549	1,647	0	0	0	10,981	183,162	9,727	29,180	222,069	
1 Transportation Data Collection	102,000	5,368	16,105	123,474							0	102,000	5,368	16,105	123,474	
2 Transportation Infrastructure Monitoring System	21,879	1,152	3,455	26,485							0	21,879	1,152	3,455	26,485	
3 Geographic Information Systems (GIS)	4,900	258	774	5,932	2,100	131	394	0	0	0	2,625	7,000	389	1,167	8,557	
4 Binghamton Regional Travel Model	45,598	2,400	7,200	55,198	6,685	418	1,253	0	0	0	8,356	52,283	2,818	8,453	63,554	
<b>C. Long Range Transportation Planning</b>	107,915	5,680	17,039	130,634	15,000	938	2,813	25,000	1,563	4,688	50,000	147,915	8,180	24,539	180,634	
1 Complete Street Policy and Design Guidelines	10,000	526	1,579	12,105							0	10,000	526	1,579	12,105	
2 Pedestrian and Bicycle Planning	83,915	4,417	13,250	101,581							0	83,915	4,417	13,250	101,581	
3 Coord. Public Transit-Human Services Plan/Implementation				0	15,000	938	2,813	25,000	1,563	4,688	50,000	40,000	2,500	7,500	50,000	
4 Regional Smart Growth and Sustainability Planning	7,000	368	1,105	8,474							0	7,000	368	1,105	8,474	
5 NYSDOT Regional Planning Assistance	7,000	368	1,105	8,474							0	7,000	368	1,105	8,474	
<b>D. Short Range Planning/Special Issue Studies</b>	286,537	15,081	45,243	346,861	33,742	2,109	6,327	10,000	625	1,875	54,678	330,279	17,815	53,444	401,538	
1 Local Traffic Engineering Assistance	51,980	2,736	8,207	62,923							0	51,980	2,736	8,207	62,923	
2 NYSAMPO Working Groups	9,800	516	1,547	11,863	2,200	138	413	2,000	125	375	5,250	14,000	778	2,335	17,113	
3 Road Safety Assessments	11,334	597	1,790	13,720							0	11,334	597	1,790	13,720	
4 ITS Regional Architecture Update/Maintenance	500	26	79	605							0	500	26	79	605	
5 Transit Planning Assistance				0	25,542	1,596	4,789	8,000	500	1,500	41,928	33,542	2,096	6,289	41,928	
6 Transportation Planning Assistance	8,000	421	1,263	9,684							0	8,000	421	1,263	9,684	
7 Local Road Safety Action Plan	135,923	7,154	21,462	164,538								135,923	7,154	21,462	164,538	
8 Watson Boulevard Complete Streets Implementation Study	69,000	3,632	10,895	83,526	6,000	375	1,125	0	0	0	7,500	75,000	4,007	12,020	91,026	
<b>E. Project Programming and Development</b>	20,814	1,095	3,286	25,196	11,953	747	2,241	0	0	0	14,941	32,767	1,843	5,528	40,137	
1 Transportation Improvement Program	11,929	628	1,884	14,441	7,953	497	1,491	0	0	0	9,941	19,882	1,125	3,375	24,382	
2 Local Project Development Assistance & Tracking	6,000	316	947	7,263	4,000	250	750	0	0	0	5,000	10,000	566	1,697	12,263	
3 NYSDOT Project Development Assistance	2,885	152	456	3,492							0	2,885	152	456	3,492	
<b>TOTALS</b>	<b>\$706,895</b>	<b>\$37,205</b>	<b>\$111,615</b>	<b>\$855,715</b>	<b>\$105,481</b>	<b>\$6,593</b>	<b>\$19,778</b>	<b>\$75,000</b>	<b>\$4,688</b>	<b>\$14,063</b>	<b>\$225,601</b>	<b>887,375</b>	<b>48,485</b>	<b>145,455</b>	<b>1,081,315</b>	



# BINGHAMTON METROPOLITAN TRANSPORTATION STUDY 2023-2024 UNIFIED PLANNING WORK PROGRAM

## FHWA PL BUDGET

### AUDITABLE BUDGET

	ITEM	FEDERAL	LOCAL	STATE	TOTAL
4610	PERSONNEL	244,103	12,848	0	256,951
4620	FRINGE BENEFITS	144,143	7,586	0	151,729
4660	CONTRACTUAL	266,923	14,049	0	280,972
4680	INDIRECT COSTS	51,726	2,722	0	54,448
	TOLL CREDITS			111,615	111,615
	<b>TOTAL</b>	<b>\$706,895</b>	<b>\$37,205</b>	<b>\$111,615</b>	<b>\$855,715</b>

### TASK BUDGET

	ITEM	FEDERAL	LOCAL	STATE	TOTAL
0	ADMINISTRATION	117,251	6,171	0	123,422
10	MONITORING	174,377	9,178	0	183,555
20	LONG RANGE PLANNING	107,915	5,680	0	113,595
30	SHORT RANGE PLANNING	286,537	15,081	0	301,618
40	PROJECT PROGRAMMING	20,814	1,095	0	21,910
	TOLL CREDITS			111,615	111,615
	<b>TOTAL</b>	<b>706,895</b>	<b>\$37,205</b>	<b>\$111,615</b>	<b>\$855,715</b>

### STATEWIDE & SHARED COST BUDGET

	ITEM	FEDERAL	LOCAL	STATE	TOTAL
	AMPO DUES	52,592	0	13,148	65,740
	<b>TOTAL</b>	<b>\$52,592</b>	<b>\$0</b>	<b>\$13,148</b>	<b>\$65,740</b>

<b>FEDERAL</b>	<b>\$759,487</b>
<b>STATE</b>	<b>\$124,764</b>
<b>LOCAL</b>	<b>\$37,205</b>
<b>TOTAL</b>	<b>\$921,456</b>

\*Includes \$31,341 in Safe and Accessible Transportation Options Metropolitan Planning Set-Aside funding that will be billed against task D8.

**BINGHAMTON METROPOLITAN TRANSPORTATION STUDY  
2023-2024 UNIFIED PLANNING WORK PROGRAM**

**FTA SECTION 5303 BUDGET**

**NY-80-0033 (NEW)**

**AUDITABLE BUDGET**

CLASS	ITEM	FEDERAL	LOCAL	STATE	TOTAL
44.20.01	PERSONNEL	58,522	3,658	10,973	73,153
44.20.02	FRINGE BENEFITS	34,558	2,160	6,480	43,198
44.20.06	CONTRACTUAL		0	0	0
44.20.08	INDIRECT COSTS	12,401	775	2,325	15,501
<b>TOTAL</b>		<b>\$105,481</b>	<b>\$6,593</b>	<b>\$19,778</b>	<b>\$131,851</b>

**TASK BUDGET**

CLASS	ITEM	FEDERAL	LOCAL	STATE	TOTAL
44.21.00	ADMINISTRATION	36,001	2,250	6,750	45,001
44.23.00	LONG RANGE PLANNING	15,000	938	2,813	18,750
44.24.00	SHORT RANGE PLANNING	42,527	2,658	7,974	53,159
44.25.00	TRANSPORTATION IMPROVEMENT PROGRAM	11,953	747	2,241	14,941
<b>TOTAL</b>		<b>\$105,481</b>	<b>\$6,593</b>	<b>\$19,778</b>	<b>\$131,851</b>

<b>FEDERAL</b>	<b>\$105,481</b>
<b>STATE</b>	<b>\$19,778</b>
<b>LOCAL</b>	<b>\$6,593</b>
<b>TOTAL</b>	<b>\$131,851</b>

**BINGHAMTON METROPOLITAN TRANSPORTATION STUDY  
2023-2024 UNIFIED PLANNING WORK PROGRAM**

**FTA SECTION 5303 BUDGET  
NY-80-0032 (ROLLOVER)**

**AUDITABLE BUDGET**

CLASS	ITEM	FEDERAL	LOCAL	STATE	TOTAL
44.20.01	PERSONNEL	41,611	2,601	7,802	52,014
44.20.02	FRINGE BENEFITS	24,572	1,536	4,607	30,715
44.20.06	CONTRACTUAL		0	0	0
44.20.08	INDIRECT COSTS	8,817	551	1,653	11,021
<b>TOTAL</b>		<b>\$75,000</b>	<b>\$4,688</b>	<b>\$14,063</b>	<b>\$93,750</b>

**TASK BUDGET**

CLASS	ITEM	FEDERAL	LOCAL	STATE	TOTAL
44.21.00	ADMINISTRATION	40,000	2,500	7,500	50,000
44.23.00	LONG RANGE PLANNING	25,000	1,563	4,688	31,250
44.24.00	SHORT RANGE PLANNING	10,000	625	1,875	12,500
<b>TOTAL</b>		<b>\$75,000</b>	<b>\$4,688</b>	<b>\$14,063</b>	<b>\$93,750</b>

<b>FEDERAL</b>	<b>\$75,000</b>
<b>STATE</b>	<b>\$14,063</b>
<b>LOCAL</b>	<b>\$4,688</b>
<b>TOTAL</b>	<b>\$93,750</b>

# 2023-2024 Staffing Plan

## Job Titles and Descriptions

### **Executive Director**

Responsible for the planning, organization, and direction of BMTS Central Staff. Directs the 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**

This position is 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. The position leads 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.

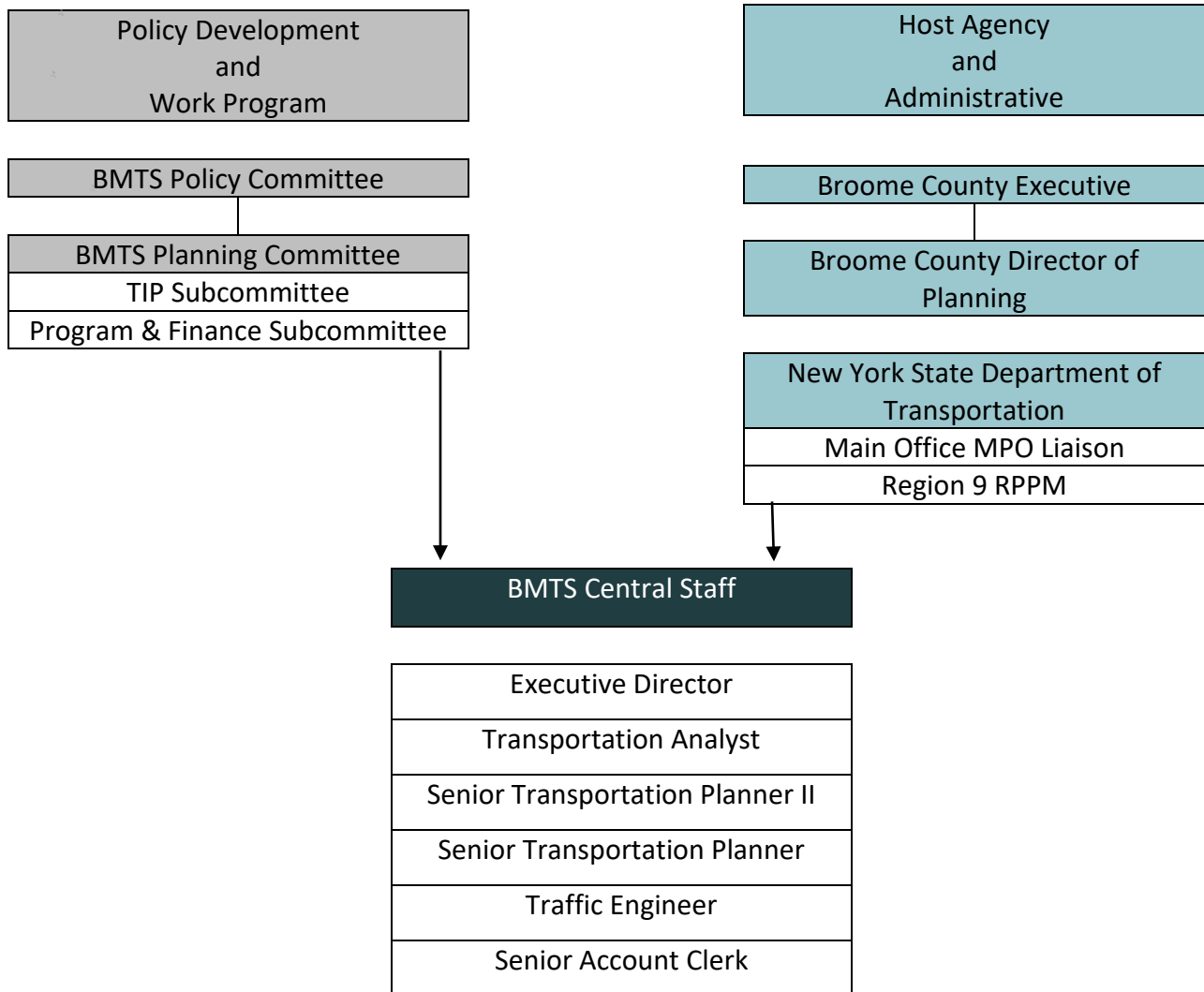
### **Traffic Engineer (Part-time)**

This position conducts traffic operations studies involving analysis of highway and intersection capacity, geometrics, and traffic control devices and strategies; and development of recommended alternative solutions. This position also reviews consultant prepared traffic impact studies for site development for member agencies. The position is part-time (up to 19.75 hours/week).

### **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 (up to 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 expenses. 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 2023 budget preparation instructions, with projected increases for the first quarter of 2024.

<b>Statement of available funds</b>		
<b>FTA §5303</b>	2023 - 2024 Allocation (FTA X033)	\$105,481
	Unexpended balance (FTA032) (estimated as of 1/20/23)	\$75,000
	<b>TOTAL §5303 AVAILABLE</b>	<b>\$180,481</b>
<b>FHWA PL</b>	2023 -2024 Allocation (Includes \$52,592 AMPO Dues pass through)	\$668,629
	Unexpended balance from 2022-2023 (estimated as of 1/20/23)	\$208,665
	<b>TOTAL FHWA-PL AVAILABLE</b>	<b>\$877,294</b>
<b>TOTAL FUNDS AVAILABLE FOR PROGRAMMING</b>		<b>\$1,057,775</b>
<b>TOTAL FUNDS PROGRAMMED, 2023-2024 UPWP (includes pass- through AMPO dues)</b>		<b>\$ 939,967</b>
<b>Estimated Unprogrammed Funds</b>		<b>\$117,808</b>

BMTS will have a carryover amount of \$117,808. The goal will be to keep that amount in reserve to address unexpected needs in the next few years. BMTS plans to program a portion of these carryover funds towards the future Long Range Transportation Plan Update.