

November 4, 2024

Karly Maltby  
Calvert-St. Mary's Metropolitan Planning Organization  
St. Mary's County Government, Land Use & Growth Management  
P.O. Box 653  
41770 Baldrige Street  
Leonardtown, MD 20650

Dear Ms. Maltby:

The Maryland Department of Transportation (MDOT) requests a modification to two transit projects in the Calvert-St. Mary's Metropolitan Planning Organization's FY 2025-2028 Transportation Improvement Program (TIP) on behalf of the MDOT Maryland Transit Administration (MDOT MTA).

Please see the attached documentation. If you have questions or need additional information, please contact me at 410-865-1098, or via email at [djanousek@mdot.maryland.gov](mailto:djanousek@mdot.maryland.gov) for assistance.

Sincerely,

*Daniel Janousek*

Dan Janousek  
Regional Planner  
Office of Planning and Capital Programming

Attachment

cc: Ms. Kari Snyder, Regional Planner, OPCP, MDOT

**TO:** DIRECTOR MICHELLE MARTIN  
OFFICE OF PLANNING, PROGRAMMING, AND PROJECT DELIVERY  
MARYLAND DEPARTMENT OF TRANSPORTATION (MDOT)

**ATTN:** DAN JANOUSEK, REGIONAL PLANNER  
KARI SNYDER, REGIONAL PLANNER

**FROM:** DIRECTOR ERIC BECKETT *Eric Beckett*  
OFFICE OF CAPITAL PROGRAMMING AND ASSET MANAGEMENT  
MARYLAND TRANSIT ADMINISTRATION (MTA)

**DATE:** OCTOBER 30, 2024

**SUBJECT:** REQUEST FOR AN ADMINISTRATIVE MODIFICATION TO THE FISCAL  
YEAR 2025-2028 CALVERT ST MARY’S TRANSPORTATION  
IMPROVEMENT PROGRAM (TIP)

**PURPOSE OF MEMORANDUM**

To request OPCP request Calvert St. Mary’s MPO to approve the following TIP administrative modification and, upon Calvert/St. Mary MPO approval, notify the Federal Transit Administration (FTA) of the administrative modification to the Calvert St. Mary MPO FY 2025-FY2028 TIP. This administrative modification increases the 5339 funding by \$117,394 and state and local match by a total of \$29,352 in FY 25.

**SUMMARY**

The MTA requests that Calvert St. Mary’s MPO modify the FY 2025-2028 Calvert St. Mary’s TIP to reflect the following action.

TIP	PROJECT	TYPE	FUNDING CHANGE
C-2018-10	Small Urban Transit System – Calvert County Transit	5339	\$117,394
		STATE/LOCAL	\$ 29,352

Ms. Michelle Martin  
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## **ANALYSIS**

The Small Urban Transit System – Calvert County Transit provides capital assistance to Calvert County. This action will allow Calvert County to replace two small buses. This administrative modification increases the 5339 funding by \$117,394 and state and local match by a total of \$29,352 in FY 25.

The attached Statewide Transportation Improvement Program (STIP) report documents MDOT's requested amendment with respect to funding for the project above. The requested action will not impact scheduling or funding availability for other projects in the current STIP, which continues to be fiscally constrained.

Please modify the FY 2025-2028 Calvert St. Mary's TIP and the FY 2022-2025 STIP to reflect the funding information provided in the attachments. If you have any questions, please do not hesitate to contact Mr. Stephen Miller, Chief of Strategic Planning, Statewide Project Development, at [smiller6@mta.maryland.gov](mailto:smiller6@mta.maryland.gov).

## **ATTACHMENTS**

- FY 2025-2028 Calvert St. Mary's TIP Project Report
- FY 2022-2025 Maryland STIP Project Report

cc: Mr. Erika Falk, Assistant Manager, Office of Capital Programming and Asset Management, MTA  
Ms. Kisha Joyner, Assistant Manager, Capital Programming and Asset Management, MTA  
Mr. Stephen Miller, Chief Strategic Planning, Statewide Project Development, MTA  
Ms. Amanda Wilson, Grants Administrator, Capital Programming and Asset Management, MTA

**Calvert - St. Mary's  
Metropolitan Planning Organization  
FY 2025-2028  
TRANSPORTATION IMPROVEMENT PROGRAM  
CAPITAL**

**Project Code:** \_\_\_\_\_ **STIP #:** C-2018-10

**Project Name:** Small Urban Transit System  
(Calvert County Transit)

**Improvement Description:** Capital Assistance for Transit Services provided by Calvert County

**Responsible Agency:** Maryland Department of Transportation/Maryland Transit Administration

**Funding:** Various **Ratio:** 80% Federal  
10% State  
10% Local

**Comments/**  
**MPO App.** Capital Assistance will enable Calvert County to continue to operate public transit service. The following projects will be funded; Fare boxes, Small Bus Replacement and Preventive Maintenance.

Project	Funding Source	FY2025	FY2026	FY2027	FY2028	FY 2025 - 2028 TOTAL
Section 5311	<b>Federal</b>	\$ 109,248	\$ 109,248	\$ 109,248	\$ 109,248	\$ 436,992
	<b>State</b>	\$ 13,656	\$ 13,656	\$ 13,656	\$ 13,656	\$ 54,624
	<b>Local</b>	\$ 13,656	\$ 13,656	\$ 13,656	\$ 13,656	\$ 54,624
Section 5307	<b>Federal</b>	\$ 29,040	\$ 29,040	\$ 29,040	\$ 29,040	\$ 116,160
	<b>State</b>	\$ 3,630	\$ 3,630	\$ 3,630	\$ 3,630	\$ 14,520
	<b>Local</b>	\$ 3,630	\$ 3,630	\$ 3,630	\$ 3,630	\$ 14,520
Section 5339	<b>Federal</b>	\$ 170,442	\$ 53,048	\$ 53,048	\$ 53,048	\$ 329,586
	<b>State</b>	\$ 21,306	\$ 6,631	\$ 6,631	\$ 6,631	\$ 41,199
	<b>Local</b>	\$ 21,308	\$ 6,631	\$ 6,631	\$ 6,631	\$ 41,201
<b>Total:</b>		<b>385,916</b>	<b>239,170</b>	<b>239,170</b>	<b>239,170</b>	<b>1,103,426</b>

# MARYLAND STATEWIDE TIP FY 2022-2025

MDOT TIP ID: C-2018-10

**SUMMARY TABLE**

Project:	Amendment Criteria	Conformity Status	Environmental Status	Current Funding Level (000s)		
				Federal	State/Local	Total
Small Urban Transit System- (Calvert County Transit)	B	Exempt		\$ 191	\$ 50	\$ 241
				Net Funding Change (000s)		
	Administration	Area/MPO	CTP Page	Federal	State/Local	Total
	MTA	CSMMPO	Multiple	\$ 118	\$ 29	\$ 147
Description: Capital Assistance for Transit Services provided by Calvert County.						
Justification: Capital Assistance will enable Calvert County to continue to operate public transit service. The following projects will be funded; Fare boxes, Small Bus Replacement and Preventive Maintenance.						

**INDIVIDUAL REQUEST FORM**

STIP/TIP Amendment Criteria		Funding	FY 2022	FY 2023	FY 2024	FY 2025	Total
<input type="checkbox"/>	A) Adds new individual projects to the current STIP	Current (000s)	Total \$ -	\$ -	\$ -	\$ -	\$ 241
<input checked="" type="checkbox"/>	B) Increase/decrease, scope change, advance, delay, or phase change	Federal	\$ -	\$ -	\$ -	\$ -	\$ 191
<input type="checkbox"/>	C) Removes or deletes individual listed project from the STIP	State/Local	\$ -	\$ -	\$ -	\$ -	\$ 50
<input type="checkbox"/>	D) Other	Proposed (000s)	Total \$ -	\$ -	\$ -	\$ -	\$ 388
		Federal	\$ -	\$ -	\$ -	\$ -	\$ 309
		State/Local	\$ -	\$ -	\$ -	\$ -	\$ 79
		Change (000s)	Total \$ -	\$ -	\$ -	\$ -	\$ 147
		Federal	\$ -	\$ -	\$ -	\$ -	\$ 118
		State/Local	\$ -	\$ -	\$ -	\$ -	\$ 29



**PHASE DETAIL**

Current		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5311	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 109	\$ 28	\$ 109	\$ 28	\$ 137
CO	5307 Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29	\$ 8	\$ 29	\$ 8	\$ 37
CO	5339	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53	\$ 14	\$ 53	\$ 14	\$ 67
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 191	\$ 50	\$ 191	\$ 50	\$ 241

Proposed		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5311	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 109	\$ 28	\$ 109	\$ 28	\$ 137
CO	5307 Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29	\$ 8	\$ 29	\$ 8	\$ 37
CO	5339	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 171	\$ 43	\$ 171	\$ 43	\$ 214
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 309	\$ 79	\$ 309	\$ 79	\$ 388

Change		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5311	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO	5307 Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO	5339	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 118	\$ 29	\$ 118	\$ 29	\$ 147
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 118	\$ 29	\$ 118	\$ 29	\$ 147

**TOTAL PROJECT COST**

Prior Cost (≤ FY 2021)		STIP Cost (FY 2022-2025)		Balance to Complete (≥ FY 2026)		Total Project Cost	
Federal	\$ -	Federal	\$ 309	Federal	\$ 574	Federal	\$ 883
State/Local	\$ -	State/Local	\$ 79	State/Local	\$ 144	State/Local	\$ 223
<b>Total</b>	\$ -	<b>Total</b>	\$ 388	<b>Total</b>		<b>Total</b>	\$ 1,106

**TO:** DIRECTOR MICHELLE MARTIN  
OFFICE OF PLANNING, PROGRAMMING, AND PROJECT DELIVERY  
MARYLAND DEPARTMENT OF TRANSPORTATION (MDOT)

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**PURPOSE OF MEMORANDUM**

To request OPCP request Calvert St. Mary’s MPO to approve the following TIP administrative modification and, upon Calvert/St. Mary MPO approval, notify the Federal Transit Administration (FTA) of the administrative modification to the Calvert St. Mary MPO FY 2025-FY2028 TIP. This administrative modification increases the 5339 funding by \$354,842 and state and local match by a total of \$88,712 in FY 25.

**SUMMARY**

The MTA requests that Calvert St. Mary’s MPO modify the FY 2025-2028 Calvert St. Mary’s TIP to reflect the following action.

TIP	PROJECT	TYPE	FUNDING CHANGE
S-2018-12	Small Urban Transit System – St. Mary’s County Transit	5339	\$354,842
		STATE/LOCAL	\$ 88,712

Ms. Michelle Martin  
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## **ANALYSIS**

The Small Urban Transit System – St. Mary’s County Transit provides capital assistance to St. Mary’s County. This action will allow St. Mary’s County to replace two small buses, one medium bus, and three bus shelters. This administrative modification increases the 5339 funding by \$354,842 and state and local match by a total of \$88,712 in FY 25.

The attached Statewide Transportation Improvement Program (STIP) report documents MDOT’s requested administrative modification with respect to funding for the project above. The requested action will not impact scheduling or funding availability for other projects in the current STIP, which continues to be fiscally constrained.

Please modify the FY 2025-2028 Calvert St. Mary’s TIP and the FY 2022-2025 STIP to reflect the funding information provided in the attachments. If you have any questions, please do not hesitate to contact Mr. Stephen Miller, Chief of Strategic Planning, Statewide Project Development, at [smiller6@mta.maryland.gov](mailto:smiller6@mta.maryland.gov).

## **ATTACHMENTS**

- FY 2025-2028 Calvert St. Mary’s TIP Project Report
- FY 2022-2025 Maryland STIP Project Report

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**Calvert - St. Mary's  
Metropolitan Planning Organization  
FY 2025-2028  
TRANSPORTATION IMPROVEMENT PROGRAM  
CAPITAL**

**Project Code:** \_\_\_\_\_ **STIP #:** S-2018-12

**Project Name:** Small Urban Transit System  
(St. Mary's County Transit)

**Improvement Description:** Capital Assistance for Transit Services provided by St. Mary's County

**Responsible Agency:** Maryland Department of Transportation/Maryland Transit Administration

**Funding:** Various **Ratio:** 80% Federal  
10% State  
10% Local

**Comments/**  
**MPO App.** Capital Assistance will enable St. Mary's to continue to operate public transit service. The following projects will be funded: Preventive Maintenance and Small Bus Replacements.

Project	Funding Source	FY2025	FY2026	FY2027	FY2028	FY 2025-2028 TOTAL
Section 5311	<b>Federal</b>	\$ 166,567	\$ 166,567	\$ 166,567	\$ 166,567	\$ 666,268.00
	<b>State</b>	\$ 20,822	\$ 20,822	\$ 20,822	\$ 20,822	\$ 83,288.00
	<b>Local</b>	\$ 20,822	\$ 20,822	\$ 20,822	\$ 20,822	\$ 83,288.00
Section 5307	<b>Federal</b>	\$ 239,695	\$ 239,695	\$ 239,695	\$ 239,695	\$ 958,780.00
	<b>State</b>	\$ 29,963	\$ 29,963	\$ 29,963	\$ 29,963	\$ 119,852.00
	<b>Local</b>	\$ 29,963	\$ 29,963	\$ 29,963	\$ 29,963	\$ 119,852.00
Section 5339	<b>Federal</b>	\$ 354,842	\$ 198,554	\$ -	\$ 198,554	\$ 751,950.00
	<b>State</b>	\$ 44,356	\$ 24,980	\$ -	\$ 24,980	\$ 94,316.00
	<b>Local</b>	\$ 44,356	\$ 24,980	\$ -	\$ 24,980	\$ 94,316.00
<b>Total:</b>		<b>951,386</b>	<b>756,346</b>	<b>507,832</b>	<b>756,346</b>	<b>2,971,910</b>

# MARYLAND STATEWIDE TIP FY 2022-2025

MDOT TIP ID: S-2018-12

**SUMMARY TABLE**

Project:	Amendment Criteria	Conformity Status	Environmental Status	Current Funding Level (000s)		
				Federal	State/Local	Total
Small Urban Transit System- (St. Mary's County Transit)	B	Exempt		\$ 407	\$ 102	\$ 509
				Net Funding Change (000s)		
	Administration	Area/MPO	CTP Page	Federal	State/Local	Total
	MTA	CSMMPO	Multiple	\$ 355	\$ 89	\$ 444
Description: Capital Assistance for Transit Services provided by St. Mary's County.						
Justification: Capital Assistance will enable St. Mary's County to continue to operate public transit service. The following projects will be funded; Fare boxes, Small Bus Replacement and Preventive Maintenance.						

**INDIVIDUAL REQUEST FORM**

STIP/TIP Amendment Criteria			Funding	FY 2022	FY 2023	FY 2024	FY 2025	Total
<input type="checkbox"/>	A) Adds new individual projects to the current STIP	Current (000s)	Total	\$ -	\$ -	\$ -	\$ 509	\$ 509
<input checked="" type="checkbox"/>	B) Increase/decrease, scope change, advance, delay, or phase change		Federal	\$ -	\$ -	\$ -	\$ 407	\$ 407
<input type="checkbox"/>	C) Removes or deletes individual listed project from the STIP		State/Local	\$ -	\$ -	\$ -	\$ 102	\$ 102
<input type="checkbox"/>	D) Other	Proposed (000s)	Total	\$ -	\$ -	\$ -	\$ 953	\$ 953
			Federal	\$ -	\$ -	\$ -	\$ 762	\$ 762
			State/Local	\$ -	\$ -	\$ -	\$ 191	\$ 191
		Change (000s)	Total	\$ -	\$ -	\$ -	\$ 444	\$ 444
			Federal	\$ -	\$ -	\$ -	\$ 355	\$ 355
			State/Local	\$ -	\$ -	\$ -	\$ 89	\$ 89



**PHASE DETAIL**

Current		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5311	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167	\$ 42	\$ 167	\$ 42	\$ 209
	5307 Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240	\$ 60	\$ 240	\$ 60	\$ 300
	5339	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 407	\$ 102	\$ 407	\$ 102	\$ 509

Proposed		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5311	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167	\$ 42	\$ 167	\$ 42	\$ 209
	5307 Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240	\$ 60	\$ 240	\$ 60	\$ 300
	5339	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 355	\$ 89	\$ 355	\$ 89	\$ 444
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 762	\$ 191	\$ 762	\$ 191	\$ 953

Change		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5311	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5307 Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5339	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 355	\$ 89	\$ 355	\$ 89	\$ 444
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 355	\$ 89	\$ 355	\$ 89	\$ 444

**TOTAL PROJECT COST**

Prior Cost (≤ FY 2021)		STIP Cost (FY 2022-2025)		Balance to Complete (≥ FY 2026)		Total Project Cost	
Federal	\$ -	Federal	\$ 762	Federal	\$ 1,616	Federal	\$ 2,378
State/Local	\$ -	State/Local	\$ 191	State/Local	\$ 405	State/Local	\$ 596
<b>Total</b>	\$ -	<b>Total</b>	\$ 953	<b>Total</b>		<b>Total</b>	\$ 2,974