

March 26, 2025

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 administrative modifications to two federally-funded, Maryland Transit Administration (MTA) projects in the Calvert-St. Mary's Metropolitan Planning Organization's FY 2025-2028 Transportation Improvement Program (TIP). These changes are required by the Federal Transit Administration to obligate the federal funds.

1. S-2018-13 Rural Urban Transit Systems – St. Mary's County Transit	This administrative modification will add \$163,512 in 5311 funds, add \$166,990 in local match and a decrease in state match of \$3,478. For the 5307 operating the federal total stayed the same but the state match decreased by \$5,004 and the local match increased by \$5,004.
2. C-2018-11 Rural Urban Transit Systems – Calvert County Transit	This administrative modification will add \$129,933 in 5311 funds and \$132,574 in local match and a decrease in state match of \$2,641. The federal for the 5307 operating stayed the same but the state match decreased by \$702 and the local match increased by \$702.

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 for assistance.

Sincerely,

Dan Janousek

Dan Janousek
Regional Planner
Office of Planning and Capital Programming

Attachment

cc: Mr. Shawn Keirnan, Strategic Planner, OPPPD, MDOT
Ms. Kari Snyder, Regional Planner, OPPD, MDOT

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

ATTN: OPCP REGIONAL PLANNER KARI SNYDER
OPCP REGIONAL PLANNER DAN JANOUSEK

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

DATE: MARCH 20, 2025

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

PURPOSE OF MEMORANDUM

To request OPSPD request the Calvert St. Mary’s Metropolitan Planning Organization approve the following TIP administrative modification and, upon CSMMPO approval, notify the Federal Transit Administration (FTA) of the administrative modification to the CSMMPO FY 2025-FY2028 TIP. This administrative modification will add \$163,512 in 5311 funds, add \$166,990 in local match and a decrease in state match of \$3,478. For the 5307 operating the federal total stayed the same but the state match decreased by \$5,004 and the local match increased by \$5,004.

SUMMARY

The MTA requests that the CSMMPO approve the administrative modification to the FY 2025-2028 CSMMPO TIP to reflect the following action.

TIP	PROJECT	FUNDING TYPE	NEW FUNDING
S-2018-13	Rural Urban Transit Systems – St. Mary’s County Transit	5311	\$163,512
		Local	\$166,990
		State	(\$3,478)
		5307	\$0
		Local	\$5,004
		State	(\$5,004)

ANALYSIS

This project provides operating assistance to rural transit systems in St. Mary's County. This action matches the FY 25 5311 award provided to St. Mary's County. This administrative modification will add \$163,512 in 5311 funds, add \$166,990 in local match and a decrease in state match of \$3,478. For the 5307 operating the federal total stayed the same but the state match decreased by \$5,004 and the local match increased by \$5,004.

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 on scheduling or funding availability for other projects in the current STIP, which continues to be fiscally constrained.

Please approve the administrative modification to the FY 2025-2028 CSMMPO 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.

ATTACHMENTS

- FY 2025-2028 CSMMPO TIP Project Report
- FY 2022-2025 Maryland STIP Project Report

cc: Ms. Erika Falk, Assistant Manager, Office of Capital Programming and Asset Management, MTA
Ms. Kisha Joyner, Assistant Manager, Capital Programming and Asset Management, MTA
Mr. Shawn Kiernan, Strategic and Regional Planner, Office of Planning, Programming, and Project Delivery, TSO
Mr. Stephen Miller, Chief of 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
OPERATING

Project Code:		STIP #:	S-2018-13
Project Name:	Rural Urban Transit System (St. Mary's County Transit)		
Improvement Description:	Operating Assistance for Transit Services provided by St. Mary's County		
Responsible Agency	Maryland Department of Transportation/Maryland Transit Administration		
Funding: Section 5311 & Section 5307	Ratio:	Variable (50% Federal)	
Comments/ MPO App.	Operating Assistance will enable St. Mary's County to continue to operate public transit service.		

Project	Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2025 - 2028 TOTAL
5311	Federal	472,172	308,660	308,660	308,660	1,398,152
	State	13,910	17,388	17,388	17,388	66,074
	Local	458,262	291,272	291,272	291,272	1,332,078
5307	Federal	444,169	444,169	444,169	444,169	1,776,676
	State	20,017	25,021	25,021	25,021	95,080
	Local	424,152	419,148	419,148	419,148	1,681,596
Total:		1,832,682	1,505,658	1,505,658	1,505,658	6,349,656

MARYLAND STATEWIDE TIP FY 2022-2025

MDOT TIP ID: S-2018-13

SUMMARY TABLE

Project:	Amendment Criteria	Conformity Status	Environmental Status	Current Funding Level (000s)		
				Federal	State/Local	Total
Rural Urban Transit System- (St. Mary's County Transit)	B	Exempt		\$ 753	\$ 753	\$ 1,506
	Administration	Area/MPO	CTP Page	Net Funding Change (000s)		
	MTA	CSMMPO	Multiple	\$ 164	\$ 164	\$ 327
Description: Operating Assistance for Transit Services provided by St. Mary's County.						
Justification: Operating Assistance will enable St. Mary's County to continue to operate public transit service.						

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	\$ -	\$ -	\$ -	\$ 1,506
<input checked="" type="checkbox"/> B) Increase/decrease, scope change, advance, delay, or phase change		Federal	\$ -	\$ -	\$ -	\$ -	\$ 753
<input type="checkbox"/> C) Removes or deletes individual listed project from the STIP		State/Local	\$ -	\$ -	\$ -	\$ -	\$ 753
<input type="checkbox"/> D) Other		Proposed (000s)	Total	\$ -	\$ -	\$ -	\$ 1,833
		Federal	\$ -	\$ -	\$ -	\$ -	\$ 916
		State/Local	\$ -	\$ -	\$ -	\$ -	\$ 916
		Change (000s)	Total	\$ -	\$ -	\$ -	\$ 327
		Federal	\$ -	\$ -	\$ -	\$ -	\$ 164
		State/Local	\$ -	\$ -	\$ -	\$ -	\$ 164

PHASE DETAIL

Current		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5307 (Operating)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 444	\$ 444	\$ 444	\$ 444	\$ 888
	5311 (Operating, Rural)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 309	\$ 309	\$ 309	\$ 309	\$ 617
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 753	\$ 753	\$ 753	\$ 753	\$ 1,506

Proposed		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5307 (Operating)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 444	\$ 444	\$ 444	\$ 444	\$ 888
	5311 (Operating, Rural)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 472	\$ 472	\$ 472	\$ 472	\$ 944
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 916	\$ 916	\$ 916	\$ 916	\$ 1,833

Change		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5307 (Operating)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5311 (Operating, Rural)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164	\$ 164	\$ 164	\$ 164	\$ 327
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164	\$ 164	\$ 164	\$ 164	\$ 327

TOTAL PROJECT COST			STIP Cost (FY 2022-2025)			Balance to Complete (≥ FY 2026)			Total Project Cost		
Prior Cost (≤ FY 2021)			Federal			Federal			Federal		
			\$ -			\$ 916			\$ 2,258		
			State/Local			\$ 916			\$ 2,258		
Total			\$ -			\$ 1,833			\$ 4,517		

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

ATTN: OPCP REGIONAL PLANNER KARI SNYDER
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PURPOSE OF MEMORANDUM

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SUMMARY

The MTA requests that the CSMMPO approve the administrative modification to the FY 2025-2028 CSMMPO TIP to reflect the following action.

TIP	PROJECT	FUNDING TYPE	NEW FUNDING
C-2018-11	Rural Urban Transit Systems – Calvert County Transit	5311	\$129,933
		Local	\$132,574
		State	(\$2,641)
		5307	\$0
		Local	\$702
		State	(\$702)

ANALYSIS

This project provides operating assistance to rural transit systems in Calvert County. This action matches the FY 25 5311 award provided to Calvert County. This administrative modification will add \$129,933 in 5311 funds and \$132,574 in local match and a decrease in state match of \$2,641. The federal for the 5307 operating stayed the same but the state match decreased by \$702 and the local match increased by \$702.

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Ms. Amanda Wilson, Grants Administrator, Capital Programming and Asset Management, MTA

PROPOSED

Calvert - St. Mary's						
Metropolitan Planning Organization						
FY 2025-2028						
TRANSPORTATION IMPROVEMENT PROGRAM						
OPERATING						
Project Code:					STIP #:	C-2018-11
Project Name:	Rural Urban Transit System (Calvert County Transit)					
Improvement Description:	Operating Assistance for Transit Services provided by Calvert County					
Responsible Agency	Maryland Department of Transportation/Maryland Transit Administration					
Funding:	Section 5311 & Section 5307	Ratio:	Variable (50% Federal)			
Comments/ MPO App.	Operating Assistance will enable Calvert County to continue to operate public transit service.					
Project	Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2025 - 2028 TOTAL
5311	Federal	392,212	262,279	262,279	262,279	1,179,049
	State	10,562	13,203	13,203	13,203	50,171
	Local	381,650	249,076	249,076	249,076	1,128,878
5307	Federal	69,720	69,720	69,720	69,720	278,880
	State	2,808	3,510	3,510	3,510	13,338
	Local	66,912	66,210	66,210	66,210	265,542
Total:		923,864	663,998	663,998	663,998	2,915,858

MARYLAND STATEWIDE TIP FY 2022-2025

MDOT TIP ID: FY 2024-2027 C-2018-11

SUMMARY TABLE

Project:	Amendment Criteria	Conformity Status	Environmental Status	Current Funding Level (000s)		
				Federal	State/Local	Total
Rural Urban Transit System- (Calvert County Transit)	B	Exempt		\$ 332	\$ 332	\$ 664
				Net Funding Change (000s)		
	Administration	Area/MPO	CTP Page	Federal	State/Local	Total
	MTA	CSMMPO	Multiple	\$ 130	\$ 130	\$ 260
Description: Operating Assistance for Transit Services provided by Calvert County.						
Justification: Operating Assistance will enable Calvert County to continue to operate public transit service.						

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	\$ -	\$ -	\$ -	\$ 664
<input checked="" type="checkbox"/> B) Increase/decrease, scope change, advance, delay, or phase change		Federal	\$ -	\$ -	\$ -	\$ -	\$ 332
<input type="checkbox"/> C) Removes or deletes individual listed project from the STIP		State/Local	\$ -	\$ -	\$ -	\$ -	\$ 332
<input type="checkbox"/> D) Other		Proposed (000s)	Total	\$ -	\$ -	\$ -	\$ 924
		Federal	\$ -	\$ -	\$ -	\$ -	\$ 462
		State/Local	\$ -	\$ -	\$ -	\$ -	\$ 462
		Change (000s)	Total	\$ -	\$ -	\$ -	\$ 260
		Federal	\$ -	\$ -	\$ -	\$ -	\$ 130
		State/Local	\$ -	\$ -	\$ -	\$ -	\$ 130



PHASE DETAIL

Current		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5307 (Operating)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70	\$ 70	\$ 70	\$ 70	\$ 139
	5311 (Operating, Rural)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262	\$ 262	\$ 262	\$ 262	\$ 525
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 332	\$ 332	\$ 332	\$ 332	\$ 664

Proposed		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5307 (Operating)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70	\$ 70	\$ 70	\$ 70	\$ 139
	5311 (Operating, Rural)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 392	\$ 392	\$ 392	\$ 392	\$ 784
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 462	\$ 462	\$ 462	\$ 462	\$ 924

Change		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL		
Phase	Funding	Federal	State/Local	Total								
CO	5307 (Operating)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5311 (Operating, Rural)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130	\$ 130	\$ 130	\$ 130	\$ 260
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130	\$ 130	\$ 130	\$ 130	\$ 260

TOTAL PROJECT COST

Prior Cost (≤ FY 2021)		STIP Cost (FY 2022-2025)		Balance to Complete (≥ FY 2026)		Total Project Cost	
Federal	\$ -	Federal	\$ 462	Federal	\$ 996	Federal	\$ 1,458
State/Local	\$ -	State/Local	\$ 462	State/Local	\$ 996	State/Local	\$ 1,458
Total	\$ -	Total	\$ 924	Total	\$ 1,992	Total	\$ 2,916