

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

TRANSPORTATION—APPROVE FY2026 MDOT OPERATING AND CAPITAL ASSISTANCE APPLICATIONS

BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves the request from Allegan County Transportation Services to approve the attached FY2026 Michigan Department of Transportation (MDOT) applications for operating and capital assistance

- Regular Service- State operating of \$765,952 and Federal Operating - Section 5311 \$450,715
- Job Access Reverse Commute of \$102,300
- Capital Section New Freedom-Mobility Management for \$62,500
- Capital Section Transit Vehicles/equipment for \$938,050; and

BE IT FURTHER RESOLVED that the County Administrator is authorized to purchase transit vehicles as requested in the application; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to make the necessary budget adjustments, and any necessary documents, and MDOT project authorizations to complete this action are authorized to be signed.

Allegan County Grants

Request for Action (RFA) Form - Application

Section I - General Information

Name of Grants	Grant Period / Term
Annual Capital JARC New Freedom	10/1/2024 to 9/30/2025
Source of Grant Funding - Agency Name	Federal, State, Local
Michigan Department of Transportation	Federal, State, Local
Submitted by and/or Program Manager	Service Area Requesting
Whitney Ehresman	Transportation
Brief summary of Grant program	<p>The MDOT Annual Application process is a crucial process for securing state and federal funding for transportation operating costs and capital requests.</p> <p>Annual Capital is part of ACT's 2026 annual application capital request to MDOT for replacement vehicles/equipment. JARC provides trips for employment related services. New Freedom provides wage/fringe full time for Senior Service staff to coordinate a volunteer driver program. Regular service provides operating funds to provide trips to customers, clients and consumers of organizations that contract with ACT for services.</p>

Section II - Application

Request Type	Renewal Grant	Work Order No.	247729
Specific Action Requested	BOC Resolution Needed	Request Date	1/8/2025
Request Submission Deadline (Date)	2/1/2025	Approval Date	
Grant request approved by BOC with Budget			
Signatures Needed	County administrator will need to sign certification form		
Funding Sources	Estimated amounts approved with Grant Renewal list	Application Amount	
Annual Capital - Federal Funding	\$ 1,532,440.00	\$	737,940.00
Annual Capital - State Funding	\$ 383,110.00	\$	200,110.00
JARC - Federal Funding	\$ 51,150.00	\$	51,150.00
JARC - State Funding	\$ 51,150.00	\$	51,150.00
New Freedom - Federal Funding	\$ 62,500.00	\$	62,500.00
New Freedom - State Funding	\$ -	\$	-
Regular Service - Federal Funding	\$ 408,076.02	\$	450,715.00
Regular Service - State Funding	\$ 828,517.98	\$	765,952.00
County Funding	\$ -	\$	-
TOTAL	\$ 3,316,944.00	\$	2,319,517.00

Notes or Additional Information

Grant requires a board resolution, County Administrator signature on the Contract Clauses Certification form, and a public notice.



ALLEGAN COUNTY
REQUEST FOR ACTION FORM

Completed RFA form must be attached to a work order request through the Track-It System. If you have any questions regarding this process, please contact Finance @ ext. 2658.

Date: 1/7/2025

Request Type Grant
Department Requesting Transportation
Submitted By Whitney Ehresman
Contact Information wehresman@allegancounty.org or call ext 2902

Name of Grant:
Annual Application for Funding - MDOT Year Ending 2026

Summary of Grant:
The MDOT Annual Application process is a crucial process for securing state and federal funding for transportation operating costs and capital requests.

Grant Submission Deadline Date Feb 1, 2025

- APPLICATION
- ACCEPTANCE

Amount (Not including local match) \$2,319,517

Source of Grant Funds (% of allocation) CAPITAL: 80% Federal/20% State. OPERATING: 18 percent Federal/30.5895 Percent State (based on eligible expenses)

Type of Match

- Cash
- Inkind

Amount / Description / Source of Match:

Local Operating Assistance (General Fund Transfer), Contracted services and passenger fares

Term of Grant October 1, 2025 - September 30, 2026 (Operating). Capital Requests may have longer grant term.

Does it involve personnel?

- No
- Yes

Does it involve ongoing Operational Activities (recoverable?)

- No
- Yes

	2024	2025	2026
Regular Service - State	\$ 774,614.00	\$ 841,999.00	\$ 765,952.00
Regular Service - Federal	\$ 398,539.00	\$ 376,086.00	\$ 450,715.00
Job Access Reverse Commute	\$ 102,300.00	\$ 102,300.00	\$ 102,300.00
New Freedom Mobility Management	\$ 62,500.00	\$ 62,500.00	\$ 62,500.00
Capital requests - STBG (STP)	\$ 250,000.00	\$ 282,000.00	\$ 40,800.00
Capital requests (Section 5339)	\$ 250,050.00	\$ 1,451,150.00	\$ 897,250.00
Total grant amounts	\$ 1,838,003.00	\$ 3,116,035.00	\$2,319,517.00
Capital total	\$ 562,550.00	\$ 1,795,650.00	\$1,000,550.00

**Allegan County Transportation
Capital Requests For FY 2026**

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2026	STBG(STP)							
Requested:1	Equipment	Desc:Replace maintenance truck including attachments/snowplow Justn:Requesting funds to replace maintenance truck, which has reached its useable life benchmark. RTF approval 11/2022 for \$32,000 FY 2026 notes: Increasing expected cost to \$55K. Will use local funding for shortfall if additional funding source cannot be identified.	\$25,600	\$6,400	\$0	\$32,000	REPLACE	PRE-REQUESTED
Requested:1	Equipment	Desc:Office copier has reached end of useable life; needing to be replaced as part of the county's refresh cycle. Copier is used for fax transmissions (scheduling requests), copying, scanning and printing. Justn:Request to replace office copier Approved by Allegan RFT 10/2024 for FY 2026	\$7,040	\$1,760	\$0	\$8,800	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$32,640	\$8,160	\$0	\$40,800		
2026	SEC 5310-NF							
Requested:0	Mobility Mgt	Desc:These grant funds ensure our agency is able to prioritize mobility management activities. The objective is to improve outreach to vulnerable populations that would benefit from public transit to improve quality of life. This includes promoting the independence of older adults 60+, individuals with disabilities, and lower income individuals and families. Justn:Continuation of funding for Mobility Management Activities in Allegan County	\$50,000	\$12,500	\$0	\$62,500	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$50,000	\$12,500	\$0	\$62,500		
2026	SEC 5339 - Bus and Bus Facilities							

**Allegan County Transportation
Capital Requests For FY 2026**

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
Eligible/Pending:1 Requested:1	Vehicle	Desc:12-Passenger Van w/ lift (Additional price options include vinyl decal lettering and tablet hardware) Justn:Requesting replacement of passenger van (local ID 50) which has reached its useable life benchmark	\$70,760	\$17,690	\$0	\$88,450	REPLACE	PRE-REQUESTED
Eligible/Pending:4 Requested:4	Vehicle	Desc:Small Bus, 158 in wheelbase, w/ lift, propane (Vinyl Decals / Tablet Hardware) Justn:Local Units 40, 41, 42, 43. All CDL-buses. Would like to purchase propane engine buses to improve air quality and reduce operating costs.	\$628,640	\$157,160	\$0	\$785,800	REPLACE	PRE-REQUESTED
Requested:0	Equipment	Desc:Requesting 5339 Funding or will explore additional funding options through the Small Urban (meets in 2026). Justn:Requesting additional funding to cover shortfall on Equipment- Truck. This was project approved by RTF in 11/2022.	\$18,400	\$4,600	\$0	\$23,000	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$717,800	\$179,450	\$0	\$897,250		
Sub Total By Request Year			\$800,440	\$200,110	\$0	\$1,000,550		

**Allegan County Transportation
Capital Requests For FY 2026**

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2027	STBG(STP)							
Requested:0	Equipment	<p>Desc:This project request is to replace the six hand-held radios purchased on 9/25/2018. These handheld radio models are no longer supported by Motorola Solutions so Project Management at Allegan County would like to explore replacement options for FY 2027. The estimated cost includes the docking station.</p> <p>Justn:Replacement hand-held radios that are no longer supported by Motorola Solutions (OEM). Approved by RTF 10/2024</p>	\$13,760	\$3,440	\$0	\$17,200	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$13,760	\$3,440	\$0	\$17,200		
2027	SEC 5310-NF							
Requested:0	Mobility Mgt	<p>Desc:These grant funds ensure our agency is able to prioritize mobility management activities. The objective is to improve outreach to vulnerable populations that would benefit from public transit to improve quality of life. This includes promoting the independence of older adults 60+, individuals with disabilities, and lower income individuals and families.</p> <p>Justn:Continuation of funding for Mobility Management activities.</p>	\$50,000	\$12,500	\$0	\$62,500	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$50,000	\$12,500	\$0	\$62,500		
2027	SEC 5339 - Bus and Bus Facilities							
Eligible/Pending:2 Requested:2	Vehicle	<p>Desc:Small Bus, 158 in wheelbase, w/ lift, propane (Vinyl Lettering / Hardware for Tablets)</p> <p>Justn:Replacement buses for units that meet replacement criteria; local units 44, 45 (both CDL) Would like to purchase propane engine units to improve air quality/emissions and reduce operating costs associated with refueling.</p>	\$314,320	\$78,580	\$0	\$392,900	REPLACE	PRE-REQUESTED

**Allegan County Transportation
Capital Requests For FY 2026**

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
Sub Total By Program Type			\$314,320	\$78,580	\$0	\$392,900		
Sub Total By Request Year			\$378,080	\$94,520	\$0	\$472,600		

**Allegan County Transportation
Capital Requests For FY 2026**

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2028 STBG(STP)								
Requested:0	Facility	Desc:Driveway and Parking Lot Resurfacing. Justn:Parking lot resurfacing and replacement of asphalt. Includes relocation of entrance sign and widening of paved entrance. STZBG (STP) approved 11/2022 Requested to move to 2028 at 10/2024 RTF meeting based on funding constraints, current condition of parking lot.	\$200,000	\$50,000	\$0	\$250,000	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$200,000	\$50,000	\$0	\$250,000		
2028 SEC 5310-NF								
Requested:0	Mobility Mgt	Desc:These grant funds ensure our agency is able to prioritize mobility management activities. The objective is to improve outreach to vulnerable populations that would benefit from public transit to improve quality of life. This includes promoting the independence of older adults 60+, individuals with disabilities, and lower income individuals and families. Justn:Continuation of funding for Mobility Management activities.	\$50,000	\$12,500	\$0	\$62,500	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$50,000	\$12,500	\$0	\$62,500		
2028 SEC 5339 - Bus and Bus Facilities								
Eligible/Pending:1 Requested:1	Vehicle	Desc:Small Bus, 158 in wheelbase, w/ lift, propane (Vinyl lettering / Tablet hardware) Justn:Request to replace buses that meet replacement criteria based on useable life benchmark, Local ID 46, 47, 48, 49. Three CDL units, one non-CDL. Desire to purchase propane-engine vehicles to improve air quality and reduce operating costs.	\$157,160	\$39,290	\$0	\$196,450	REPLACE	PRE-REQUESTED

**Allegan County Transportation
Capital Requests For FY 2026**

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
Sub Total By Program Type			\$157,160	\$39,290	\$0	\$196,450		
Sub Total By Request Year			\$407,160	\$101,790	\$0	\$508,950		

**Allegan County Transportation
Capital Requests For FY 2026**

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2029	STBG(STP)							
Requested:0	Facility	Desc:Funding will be used to replace the roofing shingles over the office-area at the Allegan County Transportation Facility. Project moved to 2029 based on the current condition of the roof, assessed October 2024. Justn:RTF approval 11/2022; replacement of shingled roof above office-area at Transportation facility. PM note: JN218308 Project moved to FY 2029 at RTF meeting 10/2024	\$28,800	\$7,200	\$0	\$36,000	REPLACE	PRE-REQUESTED
Requested:0	Equipment	Desc:This project request is to replace the communications equipment based on the useable life threshold set by MDOT and Project Management at Allegan County for capital equipment. The equipment was procured initially in 2018. The project cost is for 29 buses. Justn:Replacement radios initially procured in 2018 for 29 buses. Approved by RTF 10/2024	\$108,000	\$27,000	\$0	\$135,000	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$136,800	\$34,200	\$0	\$171,000		
2029	SEC 5310-NF							
Requested:0	Mobility Mgt	Desc:These grant funds ensure our agency is able to prioritize mobility management activities. The objective is to improve outreach to vulnerable populations that would benefit from public transit to improve quality of life. This includes promoting the independence of older adults 60+, individuals with disabilities, and lower income individuals and families. Justn:Continuation of Funding for Mobility Management activities.	\$50,000	\$12,500	\$0	\$62,500	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$50,000	\$12,500	\$0	\$62,500		
2029	SEC 5339 - Bus and Bus Facilities							

**Allegan County Transportation
Capital Requests For FY 2026**

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
Eligible/Pending:5 Requested:5	Vehicle	Desc:Small Bus, 158 in wheelbase, w/ lift, propane (Vinyl decals / hardware for tablets) Justn:Replacement for buses that meet criteria; local units 54, 52, 55, 51 and 53. Desire to upgrade to Propane engine to improve emissions and air quality and reduce operating costs. Two non-CDL, Three CDL (same size wheelbase; different seating configuration)	\$785,800	\$196,450	\$0	\$982,250	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$785,800	\$196,450	\$0	\$982,250		
Sub Total By Request Year			\$972,600	\$243,150	\$0	\$1,215,750		
Grand Total			\$2,558,280	\$639,570	\$0	\$3,197,850		

Allegan County Transportation

**750 Airway Drive
Allegan, Michigan 49010**

(269) 686-4529

Nonurban County

Regular Service

Annual Budgeted

2026

Total Eligible Expenses: \$2,503,970

Comments:

- Trip requests have increased from 200/trips per day to upwards of 270. To accommodate uptick in requests, more drivers have been hired and more vehicles in service. Analytics show an average of 100 new passengers per month.**
- There will be an additional three vehicles on the road on Saturdays (when compared to FY 2024).**
- Hourly contractor rate for MTM Transit is increasing 7% from 2024 to 2026.**
- Cost of software is now factored into Operating expenses; previously a grant-funded expenditure (Service Initiatives - 2024-2026)**
- Wages and cost of benefits for all County personnel will increase (overall a 35 percent difference in wages from 2024 to 2026 and total cost of benefits are 43% higher)**

**Allegan County Transportation
Nonurban County
Regular Service
Annual Budgeted
2026**

Revenue Schedule Report

Code	Description	Amount
401 :	Farebox Revenue	
40100	Passenger Fares (- Accounts for increase in more \$5 trips (out of county rate))	\$130,489
407 :	NonTrans Revenues	
40720	Rental of Bldgs or Other Property (- Building lease to county)	\$36,011
40760	Gains from the Sale of Capital Assets (Explain in comment field) (- Sale of van, maint. truck once replacement received)	\$45,000
409 :	Local Revenue	
40910	Local Operating Assistance (General fund transfer - actual amount approved for allocation)	\$953,098
40950	Local Service Contract/Local Source (-Includes \$25,000 transfer from Commission on Aging)	\$184,016
411 :	State Formula and Contracts	
41101	State Operating Assistance (- 30,5895)	\$765,952
413 :	Federal Contracts	
41301	Section 5311 Operating (- 18 percent of eligible expenses)	\$450,715
41398	RTAP (-)	\$5,500
Total Revenues: \$2,570,781		

**Allegan County Transportation
Nonurban County
Regular Service
Annual Budgeted
2026**

Expense Schedule Report

Code	Description	Amount
501 :	Labor	
50101	Operators Salaries & Wages (- \$2/hr increase for drivers effective Jan 1 2025)	\$801,620
50102	Other Salaries & Wages (-)	\$408,047
50103	Dispatchers' Salaries & Wages (- Increased staffing based on expanded hours of service; \$2/increase Dispatcher wages effective Jan 1 2025)	\$237,342
502 :	Fringe Benefits	
50200	Fringe Benefits (- Cost of benefits for County personnel has increased)	\$310,402
503 :	Services	
50302	Advertising Fees (-)	\$12,528
50305	Audit Costs (- Based on 2023 CAP)	\$2,592
50399	Other Services (- Contracted snow removal, janitorial, MTM admin services)	\$93,923
504 :	Materials and Supplies	
50401	Fuel & Lubricants (-)	\$216,896
50402	Tires & Tubes (-)	\$5,567
50499	Other Materials & Supplies (- Building maintenance, supplies)	\$32,884
505 :	Utilities	
50500	Utilities (-)	\$52,992
506 :	Insurance	
50603	Liability Insurance (-)	\$116,852
50699	Other Insurance (-)	\$133,604
509 :	Misc Expenses	

**Allegan County Transportation
Nonurban County
Regular Service
Annual Budgeted
2026**

Expense Schedule Report

Code	Description	Amount
50902	Travel, Meetings & Training (-)	\$10,695
50903	Association Dues & Subscriptions (-)	\$3,072
50909	Loss on Disposal of Assets (Return of sale proceeds van/shop truck past \$10K (sold at separate times))	\$25,000
512 :	Operating Leases & Rentals	
51200	Operating Leases & Rentals (-)	\$106,765
550 :	Ineligible Expenses	
55009	Ineligible Percent of Association Dues (MPTA membership ineligible portion of dues)	\$300
560 :	Ineligible Expenses	
56004	Ineligible Expenses Associated w/Rentals (- Building lease to county; CAP in place)	\$36,011
574 :	Ineligible Expenses	
57402	Ineligible RTAP (-)	\$5,500
580 :	Ineligible Expenses	
58009	Ineligible Loss on Disposal of Assets (Return of sale proceeds van/shop truck eligible for replacement FY 2026)	\$25,000

Total Expenses: \$2,570,781

Total Ineligible Expenses: \$66,811

Total Eligible Expenses: \$2,503,970

**Allegan County Transportation
Nonurban County
Regular Service
Annual Budgeted
2026**

Non Financial Schedule Report		
Public Service		
Code	Description	Quantity DR
610	Vehicle Hours	34,711
611	Vehicle Miles	691,721
615	Unlinked Passenger Trips - Regular	22,310
616	Unlinked Passenger Trips - Elderly	10,339
617	Unlinked Passenger Trips - Persons w/Disabilities	13,059
618	Unlinked Passenger Trips - Elderly Persons w/Disabilities	8,706
622	Total Demand-Response Unlinked Passenger Trips	54,414
625	Days Operated	314

Total Passengers: 54,414

Vehicle Information

Code	Description	Quantity
655	Total Demand-Response Vehicles	26
656	Demand-Response Vehicle w/ Lifts	26
658	Total Transit Vehicles	26

Total Vehicles: 26

Miscellaneous Information

Code	Description	Quantity DR
659	LPG (propane) or CNG (compressed natural gas) Gallons Equivalent Consumed	19,060
660	Diesel/Gasoline Gallons Consumed	782
661	Total Transit Agency Employees (Full-Time Equivalents)	35
662	Total Revenue Vehicle Operators (Full-Time Equivalents)	27
801	Property Damage Only (PDO) Accidents w/damage equal to or greater than \$1,000 but less than \$25,000	4

Allegan County Transportation

**750 Airway Drive
Allegan, Michigan 49010**

(269) 686-4529

Nonurban County

Job Access

Annual Budgeted

2026

Total Eligible Expenses: \$102,300

Comments: -

**Allegan County Transportation
 Nonurban County
 Job Access
 Annual Budgeted
 2026**

Revenue Schedule Report

Code	Description	Amount
401 :	Farebox Revenue	
40100	Passenger Fares (-)	\$3,153
411 :	State Formula and Contracts	
41199	Other MDOT/OPT Contracts and Reimbursements (Explain in comment field) (- 50% State JARC)	\$51,150
413 :	Federal Contracts	
41399	Other Federal Transit Contracts & Reimbursements (Explain in comment field) (- 50% Federal JARC)	\$51,150

Total Revenues: \$105,453

**Allegan County Transportation
Nonurban County
Job Access
Annual Budgeted
2026**

Expense Schedule Report

Code	Description	Amount
501 :	Labor	
50101	Operators Salaries & Wages (-)	\$33,277
50102	Other Salaries & Wages (-)	\$16,939
50103	Dispatchers' Salaries & Wages (-)	\$9,852
502 :	Fringe Benefits	
50200	Fringe Benefits (-)	\$12,885
503 :	Services	
50302	Advertising Fees (-)	\$520
50305	Audit Costs (- Cost Allocation Plan; based on 2023 CAP)	\$108
50399	Other Services (- Contracted snow removal, janitorial, MTM admin services)	\$3,899
504 :	Materials and Supplies	
50401	Fuel & Lubricants (-)	\$9,004
50402	Tires & Tubes (-)	\$231
50499	Other Materials & Supplies (- Building maint., supplies)	\$1,365
505 :	Utilities	
50500	Utilities (-)	\$2,200
506 :	Insurance	
50603	Liability Insurance (-)	\$4,851
50699	Other Insurance (-)	\$5,546
509 :	Misc Expenses	

**Allegan County Transportation
 Nonurban County
 Job Access
 Annual Budgeted
 2026**

Expense Schedule Report

Code	Description	Amount
50902	Travel, Meetings & Training (-)	\$216
50903	Association Dues & Subscriptions (-)	\$128
512 :	Operating Leases & Rentals	
51200	Operating Leases & Rentals (-)	\$4,432
550 :	Ineligible Expenses	
55000	Ineligible JARC and NF Fares (-)	\$3,153

Total Expenses: \$105,453

Total Ineligible Expenses: \$3,153

Total Eligible Expenses: \$102,300

**Allegan County Transportation
Nonurban County
Job Access
Annual Budgeted
2026**

Non Financial Schedule Report		
Public Service		
Code	Description	Quantity DR
610	Vehicle Hours	1,443
611	Vehicle Miles	28,369
615	Unlinked Passenger Trips - Regular	915
616	Unlinked Passenger Trips - Elderly	424
617	Unlinked Passenger Trips - Persons w/Disabilities	536
618	Unlinked Passenger Trips - Elderly Persons w/Disabilities	357
622	Total Demand-Response Unlinked Passenger Trips	2,232
625	Days Operated	25,903

Total Passengers: 2,232

Vehicle Information

Code	Description	Quantity
655	Total Demand-Response Vehicles	2
656	Demand-Response Vehicle w/ Lifts	2
658	Total Transit Vehicles	2

Total Vehicles: 2

Miscellaneous Information

Code	Description	Quantity DR
659	LPG (propane) or CNG (compressed natural gas) Gallons Equivalent Consumed	781
660	Diesel/Gasoline Gallons Consumed	3,402
661	Total Transit Agency Employees (Full-Time Equivalents)	2
662	Total Revenue Vehicle Operators (Full-Time Equivalents)	2