



Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, Transportation Director
Date: 11/24/2020
Re: **Resolution Amending Resolution 2019-02-017 Authorizing Third-party Contracts Between Livingston County and Specialized Services Transportation Providers – LETS**

Attached for your consideration is a resolution to amend third-party contracts between the County and three local agencies that receive pass-through grant funding from LETS to provide specialized public transportation services for seniors and individuals with disabilities.

As a recipient of state Specialized Services funding, LETS has the fiduciary responsibility to apply for funding on behalf of the sub-recipients (providers), report service activity to MDOT quarterly, and receive and distribute funds according to the funding distribution formula, which is approved annually by a coordinating committee comprised of the LETS Director, the Specialized Services providers, local human service organizations, and citizen stakeholders.

Specialized Services funds reimburse the agencies for mileage costs at the rate of \$1.20 per mile, up to their maximum share of the funding distribution. LETS receives the funds from MDOT quarterly based on passenger trip mileage reported by the Specialized Services providers. Upon receipt of the funds LETS distributes the quarterly reimbursement to the service providers.

In previous years each provider typically reported more trip mileage than there is funding available to reimburse, in which case they all receive their maximum share of the funding distribution. However, due to the COVID-19 pandemic and consequent service reductions, two of the five providers did not report sufficient mileage to receive their full share in FY 2020.

While this is not common, the funding distribution formula does provide for the redistribution of unspent funds when one or more providers is not eligible to receive its full share. In that case, the remaining funds are distributed between the providers that exceeded their maximum mileage reimbursement based on their percent share of the total mileage reported for the fiscal year.

The result of the redistribution of FY 2020 funds is illustrated in the table below. Hartland Senior Center, Livingston County Catholic Charities, and Livingston County Community Mental Health each exceeded their maximum mileage reimbursement for the year and will therefore receive the leftover funds based on the formula noted above.

Specialized Services Provider	FY 2020 Original Distribution	FY 2020 Revised Distribution
Brighton Senior Center	\$17,560	\$8,722
Hartland Senior Center	\$17,560	\$23,694
Livingston County Catholic Charities	\$10,375	\$14,920
Livingston County Community Mental Health	\$17,560	\$19,521
Special Ministries of Livingston County	\$7,025	\$3,223
Total	\$70,080	\$70,080

To allow for the redistribution of funds the third-party contracts for these three providers will require an amendment to increase the funding amount. Because the funding amounts are expressed on a “not to exceed” basis, the contracts for the two providers that will receive less than their full share do not require an amendment.

As always, if you have any questions, please do not hesitate to contact me at x7843.