



Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, Transportation Director
Date: 08/29/2022
Re: Resolution Authorizing Sub-recipient Agreement for Transportation Services between Livingston County (LETS) and People's Express of Whitmore Lake for FY 2023 - LETS

LETS entered into a sub-recipient, or "pass-through," agreement with People's Express of Whitmore Lake beginning in October 2019 in an effort to improve transit service in the southeastern portion of the County, which has traditionally been difficult for LETS to serve because of the distance from its facility in Howell Township.

The partnership has demonstrated exceptional value for the citizens of Livingston County, providing over 82,000 passenger trips between October 2019 and June 2022 to supplement LETS services with no local funds required. Both parties wish to continue the partnership and renew the agreement for FY 2023.

The sub-recipient agreement assigns LETS a fiduciary role that includes applying for the grant funds on behalf of People's Express, reporting quarterly expenses and non-financial data to MDOT, and receiving and distributing the grant funds. The pass-through payments are issued to People's Express on a reimbursement basis after MDOT approves the expense reports and LETS receives the funds.

The estimated state and federal funding available for FY 2023 is \$213,000. This includes State operating funding of 35% and Federal Section 5311 funding of 36% for \$300,000 in eligible expenses. The term of the agreement will be October 1, 2022 through September 30, 2023.

As always, please do not hesitate to contact me at 517-540-7843 if you have any questions.