



**National Capital Region
Transportation Planning Board**

ITEM #5

MEMORANDUM

TO: Transportation Planning Board
FROM: Kanti Srikanth, TPB Staff Director
SUBJECT: Additional Letters Sent/Received
DATE: March 16, 2016

Kanti

The attached additional letters sent/received will be reviewed along with other letters sent/received under Item 5 of the March 16th TPB agenda.

Attachment



MARYLAND TRANSIT ADMINISTRATION

MARYLAND DEPARTMENT OF TRANSPORTATION

Larry Hogan, Governor • Boyd K. Rutherford, Lt. Governor
Pete K. Rahn, Secretary • Paul Comfort, Administrator

March 10, 2016

Mr. Nicholas Ramfos
Metropolitan Washington Council of Governments
777 N. Capitol Street, N.E., Suite 300
Washington DC 20002-4290

Dear Mr. Ramfos:

This letter communicates the Maryland Transit Administration's (MTA) Fiscal Year 2017 commitment to fund the marketing effort for the Baltimore Guaranteed Ride Home (GRH) Program. The Baltimore GRH Program is one element of the Commuter Connections Program, as overseen by state transportation agencies and managed on their behalf by Council of Governments (COG)/National Capital Region Transportation Planning Board (TPB) staff.

Funding Commitment

The MTA will provide a total maximum funding level of \$75,000, to be paid on a reimbursement basis, to provide a combined marketing effort for the Guaranteed Ride Home Program on a regional basis. This amount consists of the remaining balance of \$25,000 for FY 2016 and the annual amount of \$50,000 for FY 2017. This funding is to be used for the services listed below. It is understood that other services may also be provided as necessary.

- Modify radio/print spots to include all MTA services (Light Rail, Metro, Commuter Bus, MARC), as they relate to the GRH Program
- Update/print brochures when required (MTA will provide any art work needed)
- Produce GRH signage, give-a-ways, etc. (MTA will provide any art work needed)

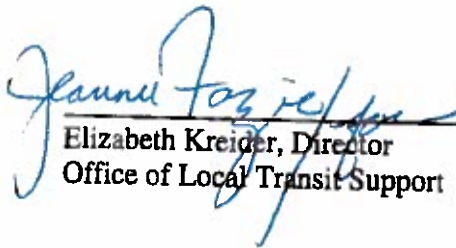
Program Administration

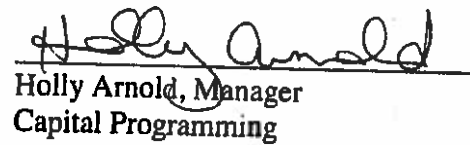
Funds committed by MTA are reimbursable and will be paid upon receipt of a monthly invoice for completed work. Invoices must be accompanied by monthly progress reports.

MTA will be required to sign off on any new or revised marketing materials.

Baltimore Guaranteed Ride Home invoices should be sent to Office of Local Transit Support, 6 St. Paul Street, 8th floor, Baltimore, MD 21202. If you have any questions please contact Jeannie Fazio, Program Manager, Office of Local Transit Support at 410-767-3781 or jfazio1@mta.maryland.gov.

Sincerely,


Elizabeth Kreider, Director
Office of Local Transit Support


Holly Arnold, Manager
Capital Programming

cc: Lyn Erickson, MDOT, Regional Planner
Travis Johnston, WCOG
James Gillece, MTA Finance