

<b>Mandatory Fee Request Form</b>			
<b>Fiscal Year 2016 Budget</b>			
Institution Name:	Georgia Institute of Technology		
Section I			
Name of Fee:	Transportation Fee		
Type of Fee:	Transportation	PPV Fee?	No
New fee or existing fee?	Existing		
Fund Code:	12250	Account Code(s):	404103
Current Fee Amount	Incremental Increase Request	Requested Fee Amount	Requested % Increase
(Fall/Spring) \$ 81	\$ 3	\$ 84	3.7%
(Summer) \$ 54	\$ -	\$ 54	0.0%
Current Budgeted Revenue	Projected Fee Instances	Projected Incremental Revenue Increase at Requested Level	Total Projected Revenue at Requested Level
\$ 3,542,238	46,439	\$ -	\$ 3,684,216
What is the purpose/use of this fee? (Attach additional documentation as necessary)			
The FY15 fee was used to maintain the current level of service to include the Stinger bus routes, Trolley (and extended hours for the Midnight Rambler), the Emory Shuttle and Stingerette paratransit and nighttime service. The fee requested for FY16 will be used to maintain the current level of service. See attached narrative.			
How will the incremental revenue be used? (Attach additional documentation as necessary)			
To maintain current level of service as per the attached narrative.			
Section II			
<b>Financial Data:</b> Please complete the Financial Data Sheets and the Detail of Revenue Sheets for this Fee. The financial data must be completed even if no fee increase is being requested.			
As of June 30, 2014	Total Revenues	Total Expenditures	% of Revenue Expended
	\$ 4,529,489	\$ 3,958,154	87%
Provide explanation if % of revenue expended is less than 80%			
Available Fund Balance Information as of June 30, 2014			
1,230,835	Fund Balance per General Ledger		
429,156	Encumbered funds as of June 30, 2014		
326,728	Reserved for Renewals and Replacements as of June 30, 2014		
474,951	Available Fund Balance as of June 30, 2014		
Provide explanations for planned uses of available Fund Balance:			
The available Fund Balance will be used for 1) the purchase of vehicles \$331,000 over 10 years; 2) bus shelters \$800,000 over 10 years; 3) LED transit signage \$24,000 over the next 2 years; 4) digital signage of \$100,000; 5) an electronic key box system of \$20,000; 6) electric vehicle charging stations for \$100,000; and 7) a camera system for Stinger buses and Trolleys for \$60,000. These projects represent Transportation's 10 year capital plan.			
Section III			
Questions and Answers:			
(1) Is this fee required for all students regardless of the number of credit hours taken? If no, please explain.	Yes		
(2) What positions, if any, are being funded through this fee? Please list the positions.	Associate Director of Transportation, Operations Manager, Campus Transportation Planner, Operations Dispatcher, Night-shift Admin. Supervisor, and 10 Drivers		
(3) Is this fee being used to cover employee travel? If yes, please explain. Continuing education for Assoc. Director and Managers.	Yes		
(4) Are significant changes to the fee amount anticipated within the next three (3) years? If yes, please list. A 5% (four dollar) fee increase is expected to maintain current level of service.	Yes		
(5) Does this fee support any type of debt service? If yes, please explain in detail.	No		
6. Other than the student fee committee, what percentage of the student body was made aware of the fee? How was the student body at large informed and/or engaged in the process (i.e. town hall meetings, online surveys, etc.) Please explain and/or attach appropriate documentation. Were these actions taken before or after the student committee vote? The proposed Student Fees were presented at our most recent PTAC meeting (which typically includes representatives from each of the organizations listed). During the October 2014 meeting, the representatives present included Undergraduate and Graduate SGA. All other representatives are sent minutes of the meeting, which includes the proposed fees for the upcoming budget. These members are charged to disseminate the information to their respective groups. The budget will also be posted on the Student Government website and on the GA Tech Budget Office website.			

**Mandatory Fee  
Fiscal Year 2016  
Financial Data  
Transportation**

Institution: **Georgia Institute of Technology**

Date: 11/20/2014 BaH

				D	G	F
					= (F - D)	= (D+G)
				FY 2016	Revenue	FY 2016
				Projected	Generated by	Proposed
	FY 2013	FY 2014	FY 2015	Budget	Rate	Budget
	Actual	Actual	Budget	w/o Fee Increase	Increase	w/ Fee Increase
<b>Revenue</b>						
<b>Fee Revenue Fall/Spring</b>	3,145,912	3,129,388	3,146,364	3,176,577	117,651	3,294,228
<b>Fee Revenue Summer</b>	385,915	386,688	395,874	389,988		389,988
<b>Planned Reserve Amount to be Used (NEW)</b>			90,000			
<b>Non-Fee Revenue (list Individually)</b>						
Charter Revenue	173,789	184,226	182,478	193,437		193,437
Emory Shuttle Fall/Spring - Institute Allocation	94,628	87,364	101,466	106,134		106,134
Emory Shuttle Fall/Spring - Emory Allocation	43,502	47,543	49,976	53,067		53,067
Emory Shuttle/Summer - Institute Allocation			34,740	41,100		41,100
Emory Shuttle/Summer - Emory Allocation			17,111	-		-
Transit Advertising	10,270	19,535	21,000	21,420		21,420
Interest Income	5,799	7,167	5,984	7,611	251	7,862
Institute Allocation (Stinger/Trolley/Zipcar)	607,578	667,578	727,578	861,740		861,740
Institute Allocation (Midnight Rambler)						
<b>Total Revenue</b>	<b>\$ 4,467,393</b>	<b>4,529,489</b>	<b>\$ 4,772,571</b>	<b>\$ 4,851,074</b>	<b>\$ 117,902</b>	<b>\$ 4,968,976</b>
<b>Net Revenue</b>	<b>\$ 4,467,393</b>	<b>\$ 4,529,489</b>	<b>\$ 4,772,571</b>	<b>\$ 4,851,074</b>	<b>\$ 117,902</b>	<b>\$ 4,968,976</b>
<b>Expenditures</b>						
Personal Services (Including Fringes)	778,816	886,512	902,882	1,009,827		1,009,827
Travel	4,654	6,762	8,500	8,500		8,500
Supplies and Materials	62,078	59,908	72,117	84,810		84,810
Repairs and Maintenance	32,308	26,178	43,946	41,446		41,446
Telecommunications	8,402	6,855	8,741	8,928		8,928
Depot Lease	24,009	24,729	24,970	26,129		26,129
Transit Advertising	3,000	5,201	10,000	8,500		8,500
Contracted Services	2,857,848	2,785,333	3,445,168	3,509,885		3,509,885
Equipment Non-capitalized/LED Solar Signag		4,809	11,125	12,938		12,938
Institute Overhead - New FY09	88,305	87,911	89,268	90,187		90,187
Auxiliary Tech Support & Administration	88,305	57,537	69,086	40,672		40,672
Operation and Maintenance of Facilities	2,219	296	2,788	2,843		2,843
Utilities	5,530	6,123	6,045	6,654		6,654
Stingerette Sign Enhancements						
						0
<b>Total Expenditures</b>	<b>\$ 3,955,474</b>	<b>\$ 3,958,154</b>	<b>\$ 4,694,636</b>	<b>\$ 4,851,319</b>	<b>\$ -</b>	<b>\$ 4,851,319</b>
<b>Encumbrances</b>	<b>\$ 167,442</b>	<b>\$ 377,908</b>				
<b>Depreciation</b>	<b>\$ 65,093</b>	<b>\$ 65,911</b>	<b>\$ 77,549</b>	<b>\$ 72,911</b>		<b>\$ 72,911</b>
<b>Surplus (Deficit)</b>	<b>\$ 279,384</b>	<b>\$ 127,516</b>	<b>\$ 386</b>	<b>\$ (73,156)</b>	<b>\$ 117,902</b>	<b>\$ 44,746</b>
<b>Cumulative Fund Balance</b>		474,951				
<b>% of Revenue Expended</b>	<b>88.54%</b>	<b>87.39%</b>	<b>98.37%</b>	<b>100.01%</b>	<b>0.00%</b>	<b>97.63%</b>

## Mandatory Fee

Fiscal Year 2016

### Financial Data

Detail of Revenue Projection  
Transportation

Institution: Georgia Institute of Technology

Date: 11/20/2014

Fee Detail	FY 2013 Actual Rate	FY 2014 Actual Rate	FY 2015 Current Rate	FY 2015 Number of Participants	FY 2016 Number of Participants	D = A x C	E	F = C x E
						Projected FY 2016 Revenue with Current Rate	FY 2016 Proposed Rate % Inc	Projected FY 2016 Revenue with Proposed Rate
<b>Fall / Spring</b>								
0-4 Credit Hours	\$81	\$81	\$81	1,215	1,227	99,377	\$84 3.7%	103,057
5-8 Credit Hours	\$81	\$81	\$81	1,642	1,658	134,283	\$84 3.7%	139,257
9-12 Credit Hours	\$81	\$81	\$81	7,700	7,774	629,711	\$84 3.7%	653,033
Full Time	\$81	\$81	\$81	28,286	28,558	2,313,205	\$84 3.7%	2,398,879
<b>Total</b>	<b>\$81</b>	<b>\$81</b>	<b>\$81</b>	<b>38,844</b>	<b>39,217</b>	<b>3,176,576</b>	<b>\$84 3.7%</b>	<b>3,294,227</b>
<b>Summer</b>								
0-4 Credit Hours	\$51	\$54	\$54	229	226	12,200	\$54 0%	12,200
5-8 Credit Hours	\$51	\$54	\$54	310	305	16,486	\$54 0%	16,486
9-12 Credit Hours	\$51	\$54	\$54	1,453	1,432	77,310	\$54 0%	77,310
Full Time	\$51	\$54	\$54	5,338	5,259	283,992	\$54 0%	283,992
<b>Total</b>	<b>\$51</b>	<b>\$54</b>	<b>\$54</b>	<b>7,331</b>	<b>7,222</b>	<b>389,988</b>	<b>\$54 0.0%</b>	<b>389,988</b>
<b>TOTAL</b>					<b>46,439</b>	<b>\$3,566,564</b>	<b>\$3,684,215</b>	

**NOTES:**

- (1) Under different Auxiliary Units there may be several fee types. If your institution has various fees under any one unit list out each fee individually with the applicable description.
- (2) If you have a different fee level for different types of participants, please list each category separate (i.e. if you charge a lesser fee for students in less than full time credit hour categories).

Notes:

Summer Rates = 67% of prior year fall rate.  
Participation numbers provided by the Budget Office.

## Georgia Institute of Technology

### Analysis Budget vs Actual for Mandatory Fees

Name of Fee: Transportation

Updated: 10/10/2014

	C	D	F	E (D-C)	G
	FY 2015	FY 2015	FY 2015	FY 2015	Explanation of
	Current	PROJECTION	Three Months	Variance	Significant
	Budget		Actual	Current-Approved	Variances
<b>Revenue</b>					
<b>Fee Revenue - Fall &amp; Spring</b>	3,146,364	3,146,364	1,654,273	0	
<b>Fee Revenue - Summer</b>	395,874	395,874	154,130	0	
<b>Planned Reserve Amount to be Used (NEW)</b>	90,000	90,000		0	
<b>Non-Fee Revenue (list Individually)</b>					
Charter Revenue	182,478	182,478	40,933	0	
Emory Shuttle Fall/Spring - Institute Allocation	101,466	100,961		-505	
Emory Shuttle Fall/Spring - Emory Allocation	49,976	50,481		505	
Emory Shuttle/Summer - Institute Allocation	34,740	41,100		6,360	Reflects actual allocation for summer shuttle
Emory Shuttle/Summer - Emory Allocation	17,111	0			
Transit Advertising	21,000	13,000	1,440	-8,000	Reflects decrease in anticipated revenues from purchased advertisements
Interest Income	5,984	8,000	3,681	2,016	Interest income based on cash balance
Institute Allocation (Stinger/Trolley/Zipcar)	727,578	727,578	727,578	0	
Misc.		340	340	340	
<b>Total Revenue</b>	<b>4,772,571</b>	<b>4,756,176</b>	<b>2,582,375</b>	<b>716</b>	
<b>Expenditures</b>					
Personal Services (Including Fringes)	902,882	902,882	222,367	0	
Travel	8,500	8,500	0	0	
Supplies and Materials	72,117	72,117	60,927	0	
Repairs and Maintenance	43,946	40,000	3,213	-3,946	Reflects y-t-d expenditures plus anticipated costs for remainder of fiscal year
Telecommunications	8,741	8,741	2,074	0	
Depot Lease	24,970	25,013	25,013	43	Reflects y-t-d expenditures plus anticipated costs for remainder of fiscal year
Transit Advertising	10,000	6,500	2,499	-3,500	Reflects y-t-d expenditures plus anticipated costs for remainder of fiscal year
Contracted Services	3,445,168	3,396,707	3,339,258	-48,461	Reflects y-t-d expenditures for remainder of fiscal year - decr. Expense for summer shuttle
Equipment	11,125	11,625	0	500	Reflects y-t-d anticipated costs for remainder of fiscal year - incr. Tech Refresh allocation
Institute Overhead - New FY09	89,268	89,268	0	0	
Auxiliary Tech Support & Administration	69,086	69,086	8,931	0	
Operation and Maintenance of Facilities	2,788	2,788	0	0	
Utilities	6,045	6,045	0	0	
Depreciation	77,549	72,911	18,228	-4,638	Reflects depreciation reserve
<b>Total Expenditures</b>	<b>4,772,185</b>	<b>4,712,183</b>	<b>3,682,508</b>	<b>-60,002</b>	

**Campus Services Department - Transportation**  
**10 Year Capital Plan FY2015**

Revised 04/25/2014

Description	Budget	Projection	N#	P#	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Total 10 Year Plan
	FY2014	FY2014													
<b>A Capital Expend From R&amp;R/Depr Reserve</b>															
Vehicles - Stingerette Service	28,000	28,000	1	1	30,000	70,000	28,000	84,000	28,000	28,000	-	-	-	63,000	331,000
Office Renovation	7,903	6,080													-
															-
															-
															-
															-
															-
															-
<b>Sub Total Capital Exp From R&amp;R/Depr Res</b>	<b>35,903</b>	<b>34,080</b>			<b>30,000</b>	<b>70,000</b>	<b>28,000</b>	<b>84,000</b>	<b>28,000</b>	<b>28,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>63,000</b>	<b>331,000</b>
<b>Less Funds From Outside Sources</b>															
<b>Sub Total Capital Exp - Auxiliary</b>	<b>35,903</b>	<b>34,080</b>			<b>30,000</b>	<b>70,000</b>	<b>28,000</b>	<b>84,000</b>	<b>28,000</b>	<b>28,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>63,000</b>	<b>331,000</b>
<b>B Capital Expend From Surplus Reserve</b>															
Bus Shelters	80,000	80,000	2	2	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	800,000
GPS Hardware Replacement	100,000	100,000													0
LED Signage - Nextbus	12,000	4,000	3	6	12,000	12,000									24,000
Digital Signage - Nextbus						100,000									100,000
6th Street Project	50,000	50,000													-
Electronic Key Box System			4	5	20,000										20,000
EV Charging Stations			5	4	100,000										100,000
Camera System for Stinger Buses & Trolleys			6	3	60,000										60,000
															-
<b>Sub Total Capital Exp From Surplus</b>	<b>242,000</b>	<b>234,000</b>			<b>272,000</b>	<b>192,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>1,104,000</b>
<b>Total Capital Plan Campus Services</b>	<b>277,903</b>	<b>268,080</b>			<b>302,000</b>	<b>262,000</b>	<b>108,000</b>	<b>164,000</b>	<b>108,000</b>	<b>108,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>143,000</b>	<b>1,435,000</b>
<b>Total Cap Plan Auxiliary &amp; Outside Sources</b>	<b>277,903</b>	<b>268,080</b>			<b>302,000</b>	<b>262,000</b>	<b>108,000</b>	<b>164,000</b>	<b>108,000</b>	<b>108,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>143,000</b>	<b>1,435,000</b>

C Cash Flow Analysis	
R&R / Depreciation Reserve 07/01/13	305,454
Surplus Reserve 07/01/13	809,390
<b>Funds Available</b>	<b>1,114,844</b>
Less Projected FY2014 Plant Funds	(268,080)
<b>Funds / Cash Flow Balance June 30, 2014</b>	<b>846,764</b>

Must tie to Funding Plan (Next Tab)

D Operating Expenses In Budget		Must Tie To FY2015 Operating Budget											Total
Equipment < \$5K and Renovations < \$100K		FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024		
7	7	2,625	2,625	2,625	1,575	1,575	1,575	1,575	1,575	1,575	1,575	18,900	
8	8	8,500	8,755	9,018	9,288	9,567	9,854	10,149	10,454	10,768	11,091	97,443	
												-	
												-	
												-	
<b>Total Operating Expenses in FY15 Budget</b>		<b>11,125</b>	<b>11,380</b>	<b>11,643</b>	<b>10,863</b>	<b>11,142</b>	<b>11,429</b>	<b>11,724</b>	<b>12,029</b>	<b>12,343</b>	<b>12,666</b>	<b>116,343</b>	

**GEORGIA INSTITUTE OF TECHNOLOGY  
MANDATORY FEES REQUESTED FOR FISCAL YEAR 2016**

<b>Mandatory Fee:</b>	Transportation
<b>Current Fee Level FY15:</b>	\$81 Fall/Spring-\$54 Summer
<b>Fee Level FY16:</b>	\$81 Fall/Spring-\$54 Summer (2/3's of \$81 fee for summer FY16)
<b>FY 2014 Total Revenue:</b>	\$4,529,489 Total Revenue
<b>Fee Review Organization:</b>	Parking and Transportation Advisory Committee

**Current Uses of Revenue:**

Fee revenue and other income from transportation operations are used for the day-to-day operation of the Tech Trolley, the Stinger Bus, the GLC to Clough Commons shuttle and Stingerette services. The Stinger and Trolley offer multiple routes with 16 buses and 8 trolleys to transport people to various locations on campus, Technology Square, NARA/TEP, Midtown MARTA and Georgia Tech facilities along 14th Street.

Stinger service provides 10 continuously running buses (with 3 spares) operating Monday through Friday from 6:50 a.m. until 10:07 p.m. Shuttle service to Publix-Atlantic Station is provided from 10:10 a.m. to 5:45 p.m., Saturdays and Sundays. The Stingerette Van Escort Service provides after-hours call-in campus transportation for students, operating daily from 6:00 p.m. until 7:00 a.m. Disability transport service is available Monday through Friday from 7:30 a.m. to 6:00 p.m.

The GLC to Clough Commons shuttle operates weekdays; with one 12 passenger van in service from 7:00 a.m. to 9:59 a.m.; and from 3:00 p.m. to 5:59 p.m. The service was a pilot program in FY2014 and is currently operated during fall and spring semesters only.

The Tech Trolley provides 6 continuously running trolleys (with 2 spares) operating Monday through Friday from 5:45 a.m. until 10:14 p.m.; from 10:00 a.m. to 6:38 p.m. on Saturdays; and from 3:00 p.m. to 9:50 p.m. on Sundays, providing service between the Trolley HUB (adjacent to the Student Center) and the Midtown MARTA Station. The Tech Trolley also provides daily service to the Midtown Publix. The Midnight Rambler provides nighttime transit service seven days a week from 8:54 p.m. to 3:21 a.m., connecting west to east campus. The Rambler provides two trolleys on the route and includes convenient stops at the Clough Undergraduate Learning Center and the North Avenue Dining Hall. The Midnight Rambler is in service during fall and spring semesters only.

Fees are also used for capital expenses such as vehicle replacement, communication equipment, and transit shelters.

Transportation receives two major sources of revenue which include Student Fees and Institute Allocation dollars. This revenue represents approximately 93% of the department's total revenue.

Trolley, Stinger and GLC/Clough Commons shuttle services are currently provided through a contract with a private vendor - Groome Transportation, and Stingerette services are staffed by Parking and Transportation employees.

The current annual service hours are approximately 21,300 for the Trolley and Midnight Rambler, 26,500 for the Stinger service, 1,200 for the GLC/Clough Commons shuttle and 18,300 hours for the Stingerette.

***Explanation of Fiscal 2016 Fee Request:***

Transportation Services is submitting a request for a \$3 fee increase for the Fall and Spring semesters of Fiscal Year 2016. The requested fee increase for FY16, will allow the department to maintain the Institute's current level of day and nighttime service provided to students – which covers a 5% increase in Stinger and Trolley contracted services.

***Consequences If Request is Not Approved:***

If these monies are not approved, reductions in the Stinger, Trolley (including the Midnight Rambler) and Clough Commons Shuttle service hours will be required. For every dollar reduction this would require a cut in annual service hours by approximately 594 hours per year.