



GoTriangle
 Board of Trustees
 February 23, 2022
 12:00 pm-2:30 pm Eastern Time

Based on NC Safer At Home executive orders in response to COVID-19, the GoTriangle Board of Trustees will meet remotely on Wednesday, February 23, 2022, at 12:00 pm.

*Click here to: [Join Webex Meeting](#)
 Or dial: +1 415-655-0003
 Access code: 2433 259 3227*

I. Call to Order and Adoption of Agenda

(1 minute Sig Hutchinson)

ACTION REQUESTED: Adopt agenda with any changes requested.

II. Recognition

A. Employee Service Awards

(5 minutes Charles Lattuca)

III. Public Comment

(Sig Hutchinson)

The public comment period is held to give citizens an opportunity to speak on any item. The session is no more than thirty minutes long and speakers are limited to no more than three minutes each. Speakers are required to sign up in advance with the Clerk to the Board at mdawson@gotriangle.org.

IV. Consent Agenda

(1 minute Sig Hutchinson)

Items listed on the consent agenda are considered as a single motion. At the request of any Board member, or member of the public, items may be removed from the consent agenda and acted on by a separate motion. Items pulled from the consent agenda will be placed at the beginning of the general business agenda for discussion and action. Any Board member wishing to remove an item from the consent agenda should advise staff in advance.

ACTION REQUESTED: Approve consent agenda.

A. Minutes - January 31, 2022

B. Interlocal Agreement for Reimbursement of Commuter Rail Related Waterline Adjustments

O&F RECOMMENDATION: Authorize the President/CEO to execute an Interlocal Agreement between GoTriangle and the City of Durham for Reimbursement of Commuter Rail Related Waterline Adjustments with a reimbursement amount of \$39,000 to be paid by GoTriangle.

ILA

C. Wake Transit FY 2022 Q3 Amendments

O&F RECOMMENDATION: Adopt the FY2022 Q3 Wake Transit Work Plan and budget amendments.

Budget Change Impact

Memo to TPAC

O 2022 0003 | Wake Operating Fund Budget Ordinance Amendment

O 2022 0004 | Wake Capital Fund Budget Ordinance Amendment

V. General Business Agenda

Items listed on the general business agenda are for discussion and possible action. Such designation means that the Board intends to discuss the general subject area of that agenda item before making any motion concerning that item.

A. Items Removed from the Consent Agenda

(1 minute Sig Hutchinson)

ACTION REQUESTED: Discuss and take action on any items removed from the consent agenda.

B. Operations & Finance Committee Report

(20 minutes Renee Price)

C. MOU for Joint Procurement of On-Call Services

(5 minutes Michelle Peele)

ACTION REQUESTED: Authorize the President/CEO to execute the Joint Procurement of On-Call Transit Planning/Engineering Services Memorandum of Understanding (MOU) with CAMPO and CAMPO member jurisdictions.

VI. Other Business

A. President & CEO's Report

(5 minutes Charles Lattuca)

Contracts

New Hires & Promotions

1. Operations Update

(10 minutes Patrick Stephens)

2. Covid-19 Update

(10 minutes Carolyn Lyons)

3. Capital Projects Status Report

Presentation - Major Projects Update
(10 minutes Katharine Eggleston)

B. General Counsel's Report

(10 minutes Byron Smith)

C. Chair's Report

(5 minutes Sig Hutchinson)

D. Board Member Reports

1. CAMPO Executive Board Representative

(5 minutes Will Allen III)

2. Regional Transportation Alliance (RTA) Rep.

(5 minutes Will Allen III)

3. DCHC MPO Board Representative

(5 minutes Michael Parker)

VII. Adjournment

(Sig Hutchinson)



**BOARD OF TRUSTEES
MEETING MINUTES**

4600 Emperor Boulevard
Suite 100
Durham, NC 27703

Monday, January 31, 2022

12:00 p.m.

Virtual | Webex

Board members present | Will Allen III, Corey Branch [arr. 12:07 p.m.], Michael Fox [arr. 12:15 p.m.], Brenda Howerton, Sig Hutchinson, Valerie Jordan [left 1:11 p.m.], Vivian Jones, Elaine O'Neal, Michael Parker, Renée Price [arr. 12:13 p.m.], Jennifer Robinson, Stelfanie Williams [arr. 12:49 p.m.]

Chair Sig Hutchinson officially called the meeting to order at 12:03 p.m. A quorum was present.

I. Adoption of Agenda

Action: On motion by Robinson and second by Allen the agenda was adopted. Upon vote by roll call, the motion was carried unanimously.

II. Recognition

A. Board Member Appreciation

Board Chair Hutchinson offered words of appreciation to Charlie Reece, former City of Durham representative. Board members offered their thanks and appreciation as well.

B. New Board Member Welcome

Board Chair Hutchinson introduced and welcomed Durham Mayor Elaine O'Neal, new representative from the City of Durham. O'Neal was administered the oath of office on January 26, 2022. Her signed oath is attached and hereby made a part of these minutes.

C. Employee Service Award

President/CEO Charles Lattuca recognized Brian Fahey for 20 years' service.

III. Public Comment

No comments.

IV. Consent Agenda

Action: A motion was made by Allen and seconded by Parker to approve the consent agenda. Upon vote by roll call, the motion was carried unanimously.

The following consent agenda items were approved:

- December 15, 2021 | Regular Session Minutes.
- December 15, 2021 | Closed Session Minutes.
- Authorization for the President/CEO to award and execute a contract with Whitely Contracting Inc. for construction, installation of bus stop amenities, and other related bus stop improvements at 14 GoDurham bus station locations and one GoTriangle bus stop location for \$296,985, plus an additional \$29,700 for contingency.
- FY2022 Orange Transit work plan and budget ordinance amendments 2022 0001 - 0002.
- Authorization for the Chair to sign waiver of conflict related to Kaplan Kirsch & Rockwell representation of GoTriangle and NCDOT.

The budget ordinance amendments and signed conflict waiver letter are attached and hereby made a part of these minutes.

V. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. FY2022 Work Plan | General Counsel

Byron Smith presented his draft work plan.

Action: A motion was made by Branch and seconded by Jones to approve the General Counsel's work plan for FY2022. Upon vote by roll call, the motion was carried unanimously. The work plan is attached and hereby made a part of these minutes.

C. Operations & Finance Committee Report

All action items were approved on the consent agenda.

VI. Other Business

A. President and CEO's Report

Contracts approved by the President/CEO are attached and hereby made a part of these minutes.

Lattuca reported on the following items:

- RTA trip to south Florida was postponed, but will be rescheduled later in the spring.
- Attended the North Carolina Chamber economic forecast, NC Go board meeting, North Carolina Transportation Summit and the Raleigh Chamber leadership roundtable.
- Staff is working on a reporting format for county transit plan revenues and expenditures to present to the Operations & Finance Committee.
- Staff is exploring the possibility of transferring sponsorship of some bus routes that are being operated by GoRaleigh. He stated GoRaleigh operates the routes because they can do so at a lower cost than GoTriangle due to a closer proximity.
- Staff is in discussion with CAMPO regarding bus service operating reimbursements. The parties disagree about expenses eligible for reimbursement.
- SMAP funding has been restored by the state.

1. Operations Update

The monthly report is attached and hereby made a part of these minutes.

Patrick Stephens reported on operator recruitment. He stated that 58 operators are needed to provide daily service, but 70 to manage time off. He stated that GoTriangle currently has 55 operators, with four out on long term leave. He said that part-time operators are being used to manage service delivery. A class of two will begin next week.

Stephens also reported that GoTriangle has partnered with NC State on a grant they were awarded to develop a fast charging system. GoTriangle staff will work with the university on the project and the charger will remain on GoTriangle property.

Lattuca added that the recruitment facility at Durham station will open soon, with hopes of recruiting more operators. The facility will be jointly staffed by Durham and GoTriangle.

Parker encouraged staff to get notice of service changes and cancellations out as early as possible so passengers can make alternate arrangements for transportation. Stephens responded that staff is working on methods to provide this information more quickly and to more people.

2. Capital Projects Status Report

The capital projects status report and presentation on major project updates is attached and hereby made a part of these minutes.

Katharine Eggleston shared images from each of the three counties of recent bus stop improvement projects. Since FY2020 improvements have been implemented at 57 bus stops throughout Durham County, with another 96 in process. In Wake County, improvements have been made at nine stops and another 18 are in process. GoTriangle designs the bus stop improvements for Orange County and the county implements construction.

Eggleston then reported that renovations on the Plaza building for the relocation of paratransit operations from Nelson Road began this month. The work is expected to be complete in the summer.

The final joint development project request has been submitted to FTA for the RUS Bus project as well as a grant agreement modification request. The mass grading permit is being submitted to the City of Raleigh in preparation for demolition scheduled for April. The developer team will be seeking variances from the appearance commission for the site planning process.

Eggleston stated that results from the capacity modeling study, which were expected by February, have been delayed. A detailed update on the commuter rail study status will be given at the February work session.

Eggleston shared activities related to the top risks to the project:

- Railroad coordination – The Norfolk Southern modeling study is delayed.
- Local buy-in – Planning with municipalities for public and elected official engagement is ongoing.
- Cost-sharing discussions – Financial consultants are working with the parties to evaluate model assumptions and support negotiation. The preferred scenario for the Durham Transit Plan is under development.

- Feasibility in key areas – Study results for Durham and Cary are being finalized with comments on the technical work expected from the City of Durham.
- Federal funding eligibility – Ridership model updates are ongoing.

B. General Counsel’s Report

General Counsel Byron Smith reported that Hoffman has agreed to GoTriangle’s final comments on the JDA and JDSA and RUS Bus documents have been sent the FTA for review. Policies and procedures are under review for needed updates.

C. Chair’s Report

Chair Hutchinson noted the following items:

- Board member disclosure forms for 2022 are due.
- A Board work session is scheduled for Wednesday, February 16.
- A dinner for regional leaders to discuss transit issues is scheduled for Monday, March 21, hosted by Duke University.

D. Board Member Reports

1. CAMPO Executive Board Representative

Will Allen III reported that Sig Hutchinson and Vivian Jones were re-elected MPO chair and vice chair, respectively. The FFY2023 Locally Administered Projects Program (LAPP) Investment Program was discussed, with land use and equity as new scoring elements. A lease for new office space was authorized for Fenton in Cary, which will be on the new western BRT route.

2. Regional Transportation Alliance (RTA) Representative

Will Allen III reported tentative dates for the rescheduled south Florida trip as March 29-31.

3. DCHC MPO Board Representative

Michael Parker reported that MPO executive director Felix Nwoko has retired. The results from the governance study will feed into the executive search. The MPO also approved the release of the air quality report.

4. NC Transportation Summit Report

Will Allen, Vivian Jones and Sig Hutchinson reported on the summit. Highlights included a session on the 15-minute city and a discussion about replacing the gas tax.

VII. Adjournment

Action: Chair Hutchinson adjourned the meeting at 1:26 p.m.

Sig Hutchinson, Chair



Connecting all points of the Triangle

MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Katharine Eggleston, Chief Development Officer
DATE: February 11, 2022
SUBJECT: **Interlocal Agreement between GoTriangle and the City Of Durham for Reimbursement of Commuter Rail Related Waterline Adjustments**

Strategic Objective or Initiative Supported

1.5 Maintain cost-effectiveness

Action Requested

Staff requests that the Operations and Finance Committee recommend that the Board of Trustees authorize the CEO and President to execute an Interlocal Agreement between GoTriangle and the City of Durham for Reimbursement of Commuter Rail Related Waterline Adjustments with a reimbursement amount of \$39,000 to be paid by GoTriangle.

Background and Purpose

Coordination activities completed as part of the Greater Triangle Commuter Rail study identified the opportunity to avoid a costly and disruptive future utility relocation if a low-cost modification to a waterline project underway by City of Durham could be completed now. The cost of the modification is \$78,000; the City of Durham proposes to split the cost 50/50 with GoTriangle.

GoTriangle's consultant has developed numerous design concepts for commuter rail construction through downtown Durham, is recommending that the preferred design lower Gregson Street in the vicinity of the existing railroad bridge to develop additional vertical clearance between the roadway and the bridge at that location. The City of Durham is currently undertaking a project that will set a new 36" waterline in Gregson Street near the crossing. The baseline design for the City's project would put the waterline in the street with "minimum cover," which means that in order to lower the roadway in the future as proposed for the commuter rail project, the new waterline would need to be relocated.

GoTriangle's consultant and the City water department coordinated on the design, and determined that the new waterline could be set approximately two feet lower than originally planned, in order to avoid the need for the relocation in the future if the commuter rail project lowers the roadway. This is a positive outcome for both parties and the public, in that it would reduce cost of the commuter rail project for GoTriangle, and eliminate future disruption of the waterline for the City of Durham.

In the event the commuter rail project does not move forward, the roadway could still be lowered to provide additional vertical clearance under the bridge as a standalone operations and safety project or as part a future bridge replacement.

Financial Impact

The cost of this reimbursement can be accommodated within contingency currently held in the Durham Transit workplan project for commuter rail project development.

Attachments

- Draft interlocal agreement

Staff Contact

- Katharine Eggleston, (919) 485-7564, keggleston@gotriangle.org



INTERLOCAL AGREEMENT BETWEEN GOTRIANGLE AND THE CITY OF DURHAM FOR REIMBURSEMENT OF COMMUTER RAIL RELATED WATERLINE ADJUSTMENTS

This Contract is made and entered into by and between the Research Triangle Regional Public Transportation Authority d/b/a GoTriangle, a public body and body corporate and politic of the State of North Carolina (“GoTriangle”), and the City of Durham, a municipal corporation of the State of North Carolina (“City”). The effective date of this Contract is the last date executed by the Parties. GoTriangle and City may be referred to individually as a “Party” and collectively as the “Parties.”

STATEMENT OF PURPOSE

The City’s Public Works Department is replacing the 36” transmission waterline as part of the Phase II American Tobacco Waterline Replacement Project. GoTriangle’s Commuter Rail design team identified an opportunity to realign the new waterline under Gregson Street to accommodate future Commuter Rail alignment alternatives and avoid a more costly and disruptive relocation in the future. This realignment is to cost \$78,000 due to anticipated rock in the area. The City has agreed to this realignment request and will cover 50% of the cost.

TERMS AND CONDITIONS

Pursuant to the provisions of Article 20 of Chapter 160A of the General Statutes related to interlocal cooperation, and in consideration of the mutual promises contained herein, the parties agree as follows:

- A. Term.** Unless otherwise terminated pursuant to the provisions herein, this Contract will terminate on December 31, 2022 or upon completion of the reimbursement, whichever is sooner.
- B. Scope of Work.** City shall cause the performance of the work described in the Scope of Work attached hereto as Exhibit A (the “Work”) with a qualified third-party contractor.
- C. Reimbursement Cap.** GoTriangle shall reimburse City for 50% of the actual rates and costs properly incurred by City for all Work satisfactorily performed in accordance with this Contract, up to but not in excess of \$78,000. GoTriangle shall not be liable to City for payments in excess of \$39,000 unless this cap is increased by a written agreement duly executed by all parties (hereinafter, “Reimbursement Cap”).
- D. Invoicing.** For Work satisfactorily performed in accordance with this Contract, City shall invoice GoTriangle for allowable costs incurred by City, documenting actual rates and costs for City’s in-house personnel and for any third-party contractor retained by City. All itemized invoices submitted to GoTriangle shall reasonably substantiate the actual incurred rates and costs for the Work. No more frequently than every 30 days, City shall electronically submit an itemized invoice and progress report to invoice@gotriangle.org, based on the Work satisfactorily completed by City. Upon request, City shall provide GoTriangle with backup documentation and any other information reasonably necessary to verify the invoice.
- E. Payment Terms.** GoTriangle, within 30 days of receipt of an invoice from City, shall review and reimburse one hundred percent (100%) of the rates and costs invoiced, up to the Reimbursement Cap, unless GoTriangle within 10 days of receipt of the invoice notifies City that it has a question about an invoiced cost. In the event GoTriangle has a question about an invoiced cost from City, the designated representatives of the Parties agree to discuss promptly

the questioned cost(s) and to make reasonable efforts to resolve the matter(s). If the designated representatives cannot resolve the matter(s) within 30 days after receiving notice of the questioned cost(s) from GoTriangle, the appropriate manager of City and of GoTriangle shall meet promptly to resolve the matter(s).

- F. Audits.** City shall maintain books and records supporting all amounts invoiced to GoTriangle under this Contract. City shall preserve such books and records for the duration of this Contract and for 3 years thereafter, during which time upon 5 days' prior written notice, GoTriangle employees or contractors, as well as authorized representatives of the Federal or State government, shall have access to the pertinent records relating to the amounts invoiced by City and shall have the right to make any copies thereof for audit or verification purposes.
- G. Applicable Laws.** GoTriangle and City are public entities and are subject to the North Carolina Public Records Law (Chapter 132 of the N.C. General Statutes, as amended) and other requirements under Federal and State law. This Contract shall be interpreted consistently with such requirements.
- H. Ownership of Materials.** Each Party shall maintain ownership of any materials or work product generated by that Party in the performance of this Contract.
- I. Liability.** Regardless of the nature of the cause of action, whether in contract, tort, or otherwise, in no event shall City or GoTriangle be liable to each other or to any third party for any consequential, special, reliance, indirect, or punitive damages, regardless of whether City or GoTriangle knew or should have known of the possibility of such damages.
- J. Amendment.** Any changes, amendments, corrections, modifications, or additions to this Contract shall be by an amendment in writing; shall be executed and approved by the duly authorized representative (or her/his designee) of each respective Party; shall be in accordance with applicable law; and shall become effective upon approval by both GoTriangle and City.
- K. Termination.**
- 1. For Convenience.** Either Party may terminate this Contract for its convenience. The terminating party shall notify the other party in writing at least sixty (60) days in advance of such election to terminate this Contract.
 - 2. For Default.** Either Party may terminate this Contract for the material breach of the other Party following written notice to the breaching Party, specifying the nature of the breach and providing a 30-day cure period in which to cure the breach to the reasonable satisfaction of the notifying Party. The 30-day cure period shall commence upon receipt of the written notice by the breaching Party. If the breach is not cured in the cure period, the non-breaching Party may terminate the Contract. If the breach cannot reasonably be cured in the cure period, the parties may agree in writing to extend the cure period beyond 30 days, or the non-breaching Party may terminate the Contract upon expiration of the cure period.
 - 3. For Insufficient Funds.** This Contract is void and unenforceable if all or part of Federal, State, or local funds applicable to this Contract are not available to GoTriangle.

GoTriangle's obligations under this Contract are subject to the availability of authorized funds, determined by GoTriangle's fiscal budget, which runs from July 1 to June 30 of each fiscal year. GoTriangle may terminate this Contract, or any part of the Work, without prejudice to any right or remedy of GoTriangle, for insufficient funds. If this Contract is terminated for insufficient funds: (i) GoTriangle will be liable only for payment in accordance with the terms of this Contract for Work actually completed prior to the termination date designated by GoTriangle in its notice of termination; and (ii) City shall be released from the obligation to perform further Work pursuant to this Contract.

4. In the event of termination of this Contract for any reason, GoTriangle shall reimburse City for all actual Work and costs incurred to that point for completed Work or obligated Work and also for all direct costs City reasonably incurs in connection with ending any Work.

- L. Governing Law.** This Contract shall be governed by and construed in accordance with the laws of the State of North Carolina without regard to any conflict of laws provisions.
- M. Notice.** All notices, communications, documents, and other materials submitted or exchanged between the parties pursuant to this Contract shall be in writing and shall be addressed to the representatives for each Party as set forth below and shall be deemed to have been duly given (i) on the date of delivery, if delivered personally to the Party to whom notice is given, or (ii) on the date of actual receipt if mailed by United States mail, postage prepaid, return receipt requested. Telephonic and electronic mail communications and facsimile transmittals may be used to expedite communications, but neither shall be considered official communications under this Contract unless and until confirmed in writing by the Party to whom the communication was sent. A Party shall promptly notify the other Party if there is a change regarding the person(s) to whom notices and other communications shall be directed. Notices and other communications shall be directed to the parties at the addresses listed below:

1. If to GoTriangle: GoTriangle

Attn: President and CEO
 Delivery: 4600 Emperor Boulevard, Suite 100, Durham, NC 27703
 US Mail: P.O. Box 13787, RTP, NC 27709
 Email: clattuca@gotriangle.org

With a copy to: GoTriangle
 Attn: General Counsel
 Delivery: 4600 Emperor Boulevard, Suite 100 Durham, NC 27703
 US Mail: P.O. Box 13787, RTP, NC 27709
 Email: bsmith@gotriangle.org

2. If to City:

Attn: Director of Transportation, City of Durham
 Delivery and US Mail: 101 City Hall Plaza, Durham, NC 27701
 Email: sean.egan@durhamnc.gov

With a copy to: Attn: Senior Assistant City Attorney, City of Durham
 Delivery and US Mail: 101 City Hall Plaza, Durham, NC 27701
 Email: fred.lamar@durhamnc.gov

- N. No Waiver.** No failure or waiver or successive failures or waivers on the part of either Party, its successors or permitted assigns, in the enforcement of any provision of this Contract shall operate as a discharge of any such provision nor render the same invalid, nor impair the right of either Party hereto, their successors or permitted assigns, to enforce the same in the event of any subsequent breaches by the other Party hereto, its successors or permitted assigns.
- O. Merger.** This Contract constitutes the entire agreement of the parties, all prior discussions, representations, and Contracts being merged herein. The Contract may not be changed, modified, extended, or amended, nor any provision thereof waived, except by a written amendment duly executed by the parties. Any Exhibit attached hereto is an integral part of this Contract and is incorporated into this Contract as fully as if the contents thereof were set out in full herein at each point of reference thereto.
- P. Severability.** If any part, term, or provision of this Contract is judicially determined to be illegal or in conflict with any applicable law, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Contract did not contain the particular part, term, or provision held to be invalid or illegal.
- Q. No Third Party Rights.** Except as expressly set forth herein, the representations, warranties, terms, and provisions of this Contract are for the exclusive benefit of the Parties hereto, and no other person or entity shall have any right or claim against either Party by reason of any of these terms and provisions or be entitled to enforce any of these terms and provisions against either Party.
- R. Successors and Permitted Assigns.** Subject to the provisions herein, this Contract shall be binding upon and inure to the benefit of the parties, their successors and permitted assigns. No assignment of this Contract shall be permitted except with the express written consent of the other Party, which consent shall not be unreasonably withheld.
- S. Contracting Laws.**
1. City and GoTriangle agree, pursuant to NCGS 147-86.55 et seq., that each will not do business with any company appearing on the list of companies determined to be engaged in investment activities in Iran by the North Carolina State Treasurer.
 2. City and GoTriangle agree, pursuant to NCGS 147-86.80 et seq., that each will not do business with any company appearing on the list of companies determined to be engaged in a boycott of Israel by the North Carolina State Treasurer.
 3. City further agrees to not contract with any entity suspended, debarred, or otherwise ineligible for engaging in business under public contracts.

4. City and GoTriangle agree to comply, and to require their contractors to comply, with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (E-Verify).

- T. **Appointment of Personnel.** The City Manager shall designate persons to carry out the City's obligations under this Contract. The GoTriangle CEO shall designate persons to carry out GoTriangle's obligations under this Contract.

- U. **Separate Counterparts.** This Contract may be executed in one or more counterparts, each of which, when so executed, shall be deemed to be an original. Such counterparts shall together constitute and be one of the same instrument.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute and deliver the Contract.

CITY OF DURHAM

ATTEST:

CITY OF DURHAM

By: _____

preaudit certificate, if applicable _____

**RESEARCH TRIANGLE REGIONAL PUBLIC TRANSPORTATION AUTHORITY
d/b/a GOTRIANGLE**

BY: _____

Title: President and CEO

Print Name: Charles E. Lattuca

Date: _____

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act by GoTriangle.

Reviewed and approved as to legal form by GoTriangle.

Saundra Freeman
Chief Financial Officer

Byron Smith
General Counsel



Connecting all points of the Triangle

MEMORANDUM

TO: GoTriangle Board of Trustees Operations & Finance Committee
FROM: Finance & Administrative Services
DATE: January 18, 2022
SUBJECT: Wake Transit FY 2022 Q3 Proposed Wake Work Plan/Budget Amendment

Strategic Objective or Initiative Supported

Implement the Wake Transit Plan with Transit Planning Advisory Committee.

Action Requested

Staff requests that the Operations & Finance Committee recommend to the Board of Trustees the approval of the FY2022 Q3 Wake Transit Work Plan amendments. The total FY22 financial impact for all 24 projects is \$11,246,263.

Background and Purpose

One major amendment that includes 24 separate projects included in these attachments has been submitted for approval:

1. 16 operating projects
 - a. One (1) project requesting funds from fund balance
 - b. 15 projects releasing adopted funds to fund balance
2. Eight (8) capital projects
 - a. Three (3) projects requesting funds from fund balance
 - b. Five (5) projects releasing adopted funds to fund balance

At the time of the GoTriangle Operations & Finance Committee receiving this item, TPAC will have already reviewed and recommended the listed amendments to both the CAMPO Executive Board and the GoTriangle Board of Trustees. The CAMPO Executive Board will be presented the FY2022 Q3 Wake Transit Amendments during February 16th Executive Board Meeting.

Financial Impact

The proposed amendments, if recommended by this committee and approved by the Board of Trustees, will increase the Wake Transit Work Plan by \$11,246,263. The increase in funding needed for the proposed amendments can be accommodated within the current financial model.

Attachments

- Memorandum to TPAC

Staff Contacts

- Steven Schlossberg, Budget & Finance Mgr., sschlossberg@gotriangle.org, (919) 485-7590
- Sandra Freeman, CFO, sfreeman@gotriangle.org, (919) 485-7415



FY22 Budget Change Impact - Wake Transit Plan

| | <u>Revenue</u> | <u>Expenditures</u> | <u>Reserve/Cash Impact</u> | <u>Fund Affected</u> | <u>Comments</u> |
|--|-----------------------|-----------------------|--------------------------------|----------------------|---|
| FY22 Approved Budget | \$ 286,733,899 | \$ 239,597,494 | \$47,136,405 | | |
| Amended FY22 Budget (Nov 2021) | \$ 299,706,026 | \$ 252,569,621 | \$47,136,405 | | |
| CAMPO | \$ - | \$ 20,000 | \$ (20,000) | 43 | Increase in funding for Administrative Expenses for Legal, Technical Support, Financial Review Services |
| Town of Apex (GoApex Operating) | - | (155,000) | 155,000 | 43 | Fixed Route Circulator savings |
| City of Raleigh (GoRaleigh Operating) | - | (91,344) | 91,344 | 43 | Web Hosting & Maint savings due to fare service temporary suspension |
| City of Raleigh (GoRaleigh Operating) | - | (745,070) | 745,070 | 43 | Revised timing for the New Glenwood Route |
| GoTriangle Operating | - | (200,000) | 200,000 | 43 | Delay of the yearly transit survey |
| GoTriangle Operating | - | (12,691) | 12,691 | 43 | Re-evaluation of the customer feedback project |
| GoTriangle Operating | - | (1,491,000) | 1,491,000 | 43 | Impact of service adjustments for Route 305, Route 310, NRX, DRX, CRX and complimentary ADA service |
| GoTriangle Operating | - | (44,950) | 44,950 | 43 | Mobile Ticketing savings due to suspended fares |
| GoTriangle Operating | - | (81,000) | 81,000 | 43 | Short Term Park & Ride savings |
| GoTriangle Operating | - | (16,558) | 16,558 | 43 | Holly Springs P&R savings |
| GoTriangle Operating | - | (50,000) | 50,000 | 43 | Outreach/Marketing/Comm savings |
| Town of Cary (GoCary Capital) | - | 15,000,000 | (15,000,000) | 43 | Multimodal Transit Center expenditure increase |
| Town of Cary (GoCary Capital) | - | (120,000) | 120,000 | 43 | Complimentary ADA Service savings |
| Town of Cary (GoCary Capital) | - | (300,000) | 300,000 | 43 | Fare collection tech savings due to suspension for fare collection |
| City of Raleigh (GoRaleigh Capital) | - | (308,624) | 308,624 | 43 | Hillsborough/State Fair txf point improvement delay |
| City of Raleigh (GoRaleigh Capital) | - | 30,000 | (30,000) | 43 | Western Corridor increase in expenditure due to artist retention during project's design phase |
| GoTriangle Capital | - | (150,000) | 150,000 | 43 | Long Term P&R study cost below budget |
| GoTriangle Capital | - | (67,500) | 67,500 | 43 | Uplift for Storage cost below budget |
| GoTriangle Capital | - | 30,000 | (30,000) | 43 | RUS Bus increase in expenditure due to artist retention during the project's design phase |
| Allocation from Wake Capital Fund Balance | 11,246,263 | - | 11,246,263 | 43 | Funding from Capital Fund balance to offset increased expenditures. |
| Amended FY22 Budget (February 2022) | \$ 310,952,289 | \$ 263,815,884 | \$ 47,136,405 | | |
| Changes from Amendments | \$ 11,246,263 | \$ 11,246,263 | \$ - | | |

WAKE COUNTY TRANSIT PLAN: IMPLEMENTATION

From: Bret Martin, Wake Transit Program Manager, Capital Area MPO

To: Wake County Transit Planning Advisory Committee (TPAC)

Date: 1/3/2022

Re: Summary of Requested FY 2022, 3rd Quarter Work Plan Amendments

Twenty-four (24) Wake Transit Work Plan amendment requests were submitted by CAMPO, the City of Raleigh, GoTriangle, and the Towns of Apex and Cary for consideration in the 3rd quarter of FY 2022. The amendment requests were reviewed by CAMPO staff to determine the appropriate amendment type classifications (major versus minor) as outlined in the Wake Transit Work Plan Amendment Policy. All 24 of the amendment requests fall into the 'Major Amendment' category for at least one of the following reasons:

- 1) Amendment request involves the addition of a project to the Work Plan;
- 2) Amendment request involves the removal of a project from the Work Plan; or
- 3) Amendment request involves a financial impact requiring a change in fund balance or budgeted reserves.

The amendment requests were released for public comment between December 10, 2021, and January 9, 2022. No public comments were received in response to the amendment requests as of January 5, 2022.

Attached to this memorandum are the following:

- Proposed FY 2022 Q3 Amendment List (released for public comment) and Financial Disposition
- Completed Amendment Request Forms for Amendment Requests (released for public comment)
- Joint Budget & Finance/Planning & Prioritization Subcommittee Disposition Memo and Voting Record

A scope and financial disposition for the amendment requests was developed by the Planning & Prioritization and Budget & Finance Subcommittees and unanimously recommended to the TPAC at a joint meeting held on December 17, 2021, with the following findings:

- The proposed reductions in FY 22 budgeted amounts for various operating projects would result in a total of \$2,887,613 being added to fund balance, which allows more funding to be encumbered to other projects;
- The proposed reductions in capital project funding allocations made in prior fiscal years would result in a total of \$946,124 being added to fund balance, which allows more funding to be encumbered to other projects;
- The addition of a proposed operating project funding allocation for CAMPO administrative expenses related to its Wake Transit Plan implementation responsibilities is appropriate for the continued implementation of the Wake County Transit Plan;
- The proposed change in budget to add \$15,000,000 to Project TC002-F [Downtown Cary Multimodal Transit Center (Design and Land Acquisition)] to fund land acquisition for the facility is appropriate for the continued implementation of the Wake County Transit Plan and, more specifically, the Wake BRT: Western Corridor project, the western Durham to Garner/Clayton commuter rail project, and GoCary bus service expansion; and
- The proposed changes in budget to add \$30,000 to each of Project TC005-A3 [Western Corridor Bus Rapid Transit Facility (FY 22 – Project Development, Final Design)] and Project TC002-A [Raleigh Union Station Bus Facility (FY 20 – Design)] for artist retention fees are appropriate for the continued implementation of the Wake County Transit Plan and are consistent with the adopted Wake Transit Art Funding Eligibility Policy.

FY 2022, Quarter 3, Requested Wake Transit Work Plan Amendments

REQUESTED MAJOR/MINOR AMENDMENTS

| Project ID # | Agency | Project Title | FY 21 Original Funding Allocation | FY 22 Original Funding Allocation | FY 22 Requested Funding Allocation | FY 22 Funding Impact | Reason for Major/Minor Amendment Status |
|--|---|---|-----------------------------------|-----------------------------------|------------------------------------|----------------------|--|
| Operating Budget Amendment Requests | | | | | | | |
| TBD | Capital Area MPO | Administrative Expenses (Legal, Technical Support, Financial Review Services) | \$ - | \$ - | \$ 20,000 | \$ 20,000 | Major Amendment: Amendment request involves addition of a project to the FY 22 Work Plan and requires a change in fund balance or reserves. |
| TO005-BF | Town of Apex | GoApex Route 1: Fixed-Route Circulator | \$ 115,000 | \$ 379,770 | \$ 224,770 | \$ (155,000) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
| TO005-U | City of Raleigh (submitted by Capital Area MPO) | Web Hosting and Maintenance of Fare Collection Technology | \$ 93,600 | \$ 97,344 | \$ 6,000 | \$ (91,344) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
| TO005-AM | City of Raleigh (submitted by Capital Area MPO) | Glenwood Route Package | \$ 471,164 | \$ 993,427 | \$ 248,357 | \$ (745,070) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
| TO002-F | GoTriangle (submitted by Capital Area MPO) | Transit Customer Surveys | \$ 131,328 | \$ 234,611 | \$ 34,611 | \$ (200,000) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
| TO002-J | GoTriangle (submitted by Capital Area MPO) | Customer Feedback Management System | \$ 36,772 | \$ 37,691 | \$ 25,000 | \$ (12,691) | Major Amendment: Amendment request involves reduction of a project budget in FY 22 and subsequent fiscal years, which requires a change in fund balance or budgeted reserves. |
| TO005-AC | GoTriangle (submitted by Capital Area MPO) | Route 305 Improvements | \$ 857,511 | \$ 1,501,452 | \$ 786,452 | \$ (715,000) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
| TO005-AS | GoTriangle (submitted by Capital Area MPO) | Route NRX/North Raleigh Express | \$ 313,200 | \$ 321,030 | \$ 161,030 | \$ (160,000) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
| TO005-X | GoTriangle (submitted by Capital Area MPO) | New Route 310: RTC-Cary | \$ 1,147,001 | \$ 1,272,233 | \$ 882,233 | \$ (390,000) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
| TO005-Y | GoTriangle (submitted by Capital Area MPO) | Mobile Ticketing Software | \$ 50,000 | \$ 51,250 | \$ 6,300 | \$ (44,950) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
| TO005-F | GoTriangle (submitted by Capital Area MPO) | Short Term Park-and-Ride Leases | \$ 92,250 | \$ 94,556 | \$ 13,556 | \$ (81,000) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |

| TO005-C | GoTriangle (submitted by Capital Area MPO) | Additional Trips for Durham-Raleigh Express | \$ 245,055 | \$ 288,110 | \$ 213,110 | \$ (75,000) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
|--|---|---|-----------------------------|------------------------------|----------------|---|---|
| TO005-D | GoTriangle (submitted by Capital Area MPO) | Reliability Improvements for Chapel Hill-Raleigh Express | \$ 61,424 | \$ 62,960 | \$ 31,960 | \$ (31,000) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
| TO005-BH | GoTriangle (submitted by Capital Area MPO) | GoTriangle Complementary ADA Services | \$ 187,285 | \$ 468,385 | \$ 348,385 | \$ (120,000) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
| TO005-N | GoTriangle (submitted by Capital Area MPO) | Holly Springs Park-and-Ride Lease | \$ 16,153 | \$ 16,558 | \$ - | \$ (16,558) | Major Amendment: Amendment request involves removal of a project budget in FY 22 and subsequent years, which requires a change in fund balance or budgeted reserves. |
| TO002-D | GoTriangle (submitted by Capital Area MPO) | Outreach/Marketing/Communications for Transit Plan Administration | \$ 165,520 | \$ 219,658 | \$ 169,658 | \$ (50,000) | Major Amendment: Amendment request involves reduction of a project budget in FY 22, which requires a change in fund balance or budgeted reserves. |
| Total Operating Funding Impact | | | | | | \$ (2,867,613) | |
| Capital Budget Amendment Requests | | | | | | | |
| Project ID # | Agency | Project Title | Original Funding Allocation | Requested Funding Allocation | Funding Impact | Reason for Major/Minor Amendment Status | |
| TC002-F | Town of Cary | Downtown Cary Multimodal Transit Center (Design and Land Acquisition) | \$ 2,000,000 | \$ 17,000,000 | \$ 15,000,000 | Major Amendment: Amendment request involves a financial impact requiring a change in fund balance or to budgeted reserves. Requests expands funding for an FY 2019 allocation for design and land acquisition for the multimodal facility. | |
| TC002-R | Town of Cary (submitted by Capital Area MPO) | Weston Route Bus Stop Improvements | \$ 1,016,000 | \$ 896,000 | \$ (120,000) | Major Amendment: Amendment request involves reduction of a project budget in a prior-year Work Plan, which requires a change in fund balance or budgeted reserves. Request reduces funding for an FY 2019 allocation. | |
| TC002-Z | Town of Cary (submitted by Capital Area MPO) | Fare Collection Technology Upgrade | \$ 500,000 | \$ 200,000 | \$ (300,000) | Major Amendment: Amendment request involves reduction of a project budget in a prior-year Work Plan, which requires a change in fund balance or budgeted reserves. Request reduces funding for an FY 2020 allocation. | |
| TC002-AF | City of Raleigh | Hillsborough / State Fairgrounds Transfer Point Improvements | \$ 308,624 | \$ - | \$ (308,624) | Major Amendment: Amendment request involves removal of project budgets in prior-year Work Plans, which requires a change in fund balance or budgeted reserves. Request eliminates funding for allocations made in FYs 2020 and FY 2021. | |

| | | | | | | |
|-------------------------------------|---|---|---------------|---------------|----------------------|--|
| TC005-A3 | City of Raleigh | Western Corridor Bus Rapid Transit Facility (FY 22 - Project Development, Final Design) | \$ 12,000,000 | \$ 12,030,000 | \$ 30,000 | Major Amendment: Amendment request involves a change in scope to add funds for artist retention during the project's design phase and involves a financial impact requiring a change in fund balance or to budgeted reserves. Request adds funding to the FY 22 allocation for the project. |
| TC002-O | GoTriangle (submitted by Capital Area MPO) | Long-Term Park-and-Ride Feasibility Study | \$ 500,000 | \$ 350,000 | \$ (150,000) | Major Amendment: Amendment request involves reduction of a project budget in a prior-year Work Plan, which requires a change in fund balance or budgeted reserves. Request reduces funding for an FY 2019 allocation. |
| TC002-U | GoTriangle (submitted by Capital Area MPO) | Upfit for Passenger Amenity Storage | \$ 150,000 | \$ 82,500 | \$ (67,500) | Major Amendment: Amendment request involves reduction of a project budget in a prior-year Work Plan, which requires a change in fund balance or budgeted reserves. Request reduces funding for an FY 2019 allocation. |
| TC002-A | GoTriangle (submitted by Capital Area MPO) | Raleigh Union Station Bus Facility (FY 20 - Design) | \$ 7,260,000 | \$ 7,290,000 | \$ 30,000 | Major Amendment: Amendment request involves a change in scope to add funds for artist retention during the project's design phase and involves a financial impact requiring a change in fund balance or to budgeted reserves. Request adds funding to the FY 20 allocation for the project. |
| Total Capital Funding Impact | | | | | \$ 14,113,876 | |

Distributed for Public Comment on 12/10/2021
Public Comments Accepted Through 1/9/2022



Wake County Transit Planning Advisory Committee TPAC Budget and Finance

Financial Disposition: December 17, 2021

Discussion:

The Budget Amendment process requires the review and provision of a financial disposition of all Major/Minor amendments that are submitted by the Transit Planning Advisory Committee (TPAC) Budget and Finance Subcommittee.

All minor and major budget amendments must be approved by the Capital Area Metropolitan Planning Organization (CAMPO) Executive Board and GoTriangle Board of Trustees.

Requested Items for Committee Disposition:

Major Amendment – 24 Amendments

Operating Projects

Projects requesting funds from Wake Transit

1) CAMPO - *Administrative Expenses (Legal, Technical Support, Financial Review Services)*

Projects releasing adopted funds to fund balance

- 2) Town of Apex - *GoApex Route 1: Fixed-Route Circulator*
- 3) City of Raleigh - *Web Hosting and Maintenance of Fare Collection Technology*
- 4) City of Raleigh - *Glenwood Route Package*
- 5) GoTriangle - *Transit Customer Survey**
- 6) GoTriangle - *Customer Feedback Management System*
- 7) GoTriangle - *Route 305 Improvements*
- 8) GoTriangle - *Route NRX/North Raleigh Express*
- 9) GoTriangle - *Route 310: RTC-Cary*
- 10) GoTriangle - *Mobile Ticketing Software*
- 11) GoTriangle - *Short Term Park-and-Ride Leases*
- 12) GoTriangle - *Additional Trips for Durham-Raleigh Express*
- 13) GoTriangle - *Reliability Improvements for Chapel Hill-Raleigh Express*
- 14) GoTriangle - *Complementary ADA Services*
- 15) GoTriangle - *Holly Springs Park-and-Ride Lease*
- 16) GoTriangle - *Outreach/Marketing/Communications for Transit Plan Administration**

Capital Projects**Projects requesting funds from Wake Transit**

- 1) Town of Cary - Downtown Cary Multimodal Transit Center (Design and Land Acquisition)
- 2) GoTriangle - Raleigh Union Station Bus Facility (Artist Retention)
- 3) City of Raleigh - Western Corridor Bus Rapid Transit Facility (Artist Retention)

Projects releasing adopted funds to fund balance

- 4) Town of Cary - Weston Route Bus Stop Improvements
- 5) Town of Cary - Fare Collection Technology Upgrade
- 6) City of Raleigh - Hillsborough / State Fairgrounds Transfer Point Improvements
- 7) GoTriangle - Long-Term Park-and-Ride Feasibility Study
- 8) GoTriangle - Upfit for Passenger Amenity Storage

Net Impact to Wake Transit Plan = Increase of \$11,246,263

FY22-Q3 Amendment Financial Impact

| Ordinance Tag | Agency | Description | Wake Transit Adopted Funding | Wake Transit Proposed Amended Budget | Revised Adopted Wake Transit Plan Funding |
|--|-----------------|---|---|---|--|
| Transit Plan Administration | CAMPO | Administrative Expenses (Legal, Technical Support, Financial Review Services) | \$ - | \$ 20,000 | \$ 20,000 |
| Community Funding Area | Town of Apex | GoApex Route 1: Fixed-Route Circulator | 379,770 | (155,000) | 224,770 |
| Transit Plan Administration | GoTriangle | Transit Customer Survey* | 234,611 | (200,000) | 34,611 |
| Transit Plan Administration | GoTriangle | Outreach/Marketing/Communications for Transit Plan Administration* | 219,658 | (50,000) | 169,658 |
| Transit Plan Administration | GoTriangle | Customer Feedback Management System | 37,691 | (12,691) | 25,000 |
| Bus Operations | GoTriangle | Route 305 Improvements | 1,501,452 | (715,000) | 786,452 |
| Bus Operations | GoTriangle | Route NRX/North Raleigh Express | 321,030 | (160,000) | 161,030 |
| Bus Operations | GoTriangle | Route 310: RTC-Cary | 1,272,233 | (390,000) | 882,233 |
| Bus Operations | GoTriangle | Additional Trips for Durham-Raleigh Express | 288,110 | (75,000) | 213,110 |
| Bus Operations | GoTriangle | Reliability Improvements for Chapel Hill-Raleigh Express | 62,960 | (31,000) | 31,960 |
| Bus Operations | GoTriangle | Complementary ADA Services | 468,385 | (120,000) | 348,385 |
| Bus Operations | GoTriangle | Mobile Ticketing Software | 51,250 | (44,950) | 6,300 |
| Bus Operations | GoTriangle | Short Term Park-and-Ride Leases | 94,556 | (81,000) | 13,556 |
| Bus Operations | GoTriangle | Holly Springs Park-and-Ride Lease | 16,558 | (16,558) | - |
| Bus Operations | City of Raleigh | Glenwood Route Package | 993,427 | (745,070) | 248,357 |
| Bus Operations | City of Raleigh | Web Hosting and Maintenance of Fare Collection Technology | 97,344 | (91,344) | 6,000 |
| Wake Transit Operating Expenditures | | | | \$ (2,867,613) | |
| Bus Infrastructure | Town of Cary | Downtown Cary Multimodal Transit Center (Design and Land Acquisition)** | 2,508,861 | 15,000,000 | 17,508,861 |
| Bus Infrastructure | Town of Cary | Weston Route Bus Stop Improvements | 1,016,000 | (120,000) | 896,000 |
| Bus Infrastructure | Town of Cary | Fare Collection Technology Upgrade | 500,000 | (300,000) | 200,000 |
| Bus Infrastructure | GoTriangle | Raleigh Union Station Bus Facility (Artist Retention)** | 10,660,000 | 30,000 | 10,690,000 |
| Bus Infrastructure | GoTriangle | Long-Term Park-and-Ride Feasibility Study | 500,000 | (150,000) | 350,000 |
| Bus Infrastructure | GoTriangle | Upfit for Passenger Amenity Storage | 150,000 | (67,500) | 82,500 |
| Bus Infrastructure | City of Raleigh | Hillsborough / State Fairgrounds Transfer Point Improvements | 308,624 | (308,624) | - |
| Bus Rapid Transit | City of Raleigh | Western Corridor Bus Rapid Transit Facility (Artist Retention)** | 20,289,515 | 30,000 | 20,319,515 |
| Wake Transit Capital Expenditures | | | | \$ 14,113,876 | |
| Total Financial Impact - Wake Transit Work Plan | | | | \$ 11,246,263 | |

**OPERATING PROJECT
AMENDMENT REQUESTS**

| |
|----------------------------------|
| Wake Transit Project ID # |
| TBD |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|----------------------|--|--------------------------|------------|
| Administrative Expenses (Legal, Technical Support, Financial Review Services) | CAMPO | Bret Martin | Base Year | \$ 20,000 |
| | | bret.martin@campo-nc.us | Recurring | \$ 223,571 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 2/2022 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |

Project Description Enter below a summary of the project amendment and impact on approved plan.

This funding would cover certain administrative expenses that go beyond general staffing and supplies that have grown over the past five (5) years as CAMPO has taken on more lead agency responsibilities as assigned by the TPAC and/or Wake Transit governing boards. This funding allocation would specifically cover CAMPO's Wake Transit-related legal fees that CAMPO's contracted attorney handles, as well as ongoing technical support for the Wake Transit Performance Tracker and Wake Transit program-level financial review services.

1. Enter Wake Transit Project ID(s) to Increase

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---|-----------------------------|------------------|------------------|-------|
| TBD | Administrative Expenses (Legal, Technical Support, Financial Review Services) | Transit Plan Administration | \$ 20,000 | \$ 48,780 | |
| TOTAL | | | \$ 20,000 | \$ 48,780 | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|-------------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

3. Impact on Transit Plan Project Costs

| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ 20,000 |
|--|--------------------------|--------------|-----------|
| | | Recurring | \$ 48,780 |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ - |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is for this allocation to be authorized for the remainder of FY 22 and to continue in perpetuity as long as CAMPO continues to have the responsibilities that warrant the associated expenditures.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If funded, the public-facing Wake Transit Performance Tracker can be adequately maintained with the most updated data management and display architecture. If funded, CAMPO can continue ensuring overall program-level processes and decisions are legal and protect regional interests further. Further, if funded, CAMPO can provide independent reviews of financial scenario modeling and overall tax district financial management and ensure program-level financial decisions are well informed and reflect programmatic requirements and guidance adopted by the governing boards.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

| |
|--|
| Summary of specific Performance Tracker maintenance tasks supported by the allocated funds |
|--|
- b)

| |
|--|
| Summary of specific legal tasks supported by the allocated funds |
|--|
- c)

| |
|---|
| Summary of specific financial review tasks supported by the allocated funds |
|---|

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | 20,000 | 35,000 | 35,875 | 36,772 | 37,691 | 38,633 | 39,599 |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | - | - | - | - | - |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 20,000 | 35,000 | 35,875 | 36,772 | 37,691 | 38,633 | 39,599 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | | - | - | - | - | - |
| Land - Right of Way | | | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

Prior budget actuals for legal services, cost estimates for ongoing Performance Tracker technical support, and cost estimate information provided by Wake County staff's financial advisor for financial reviews services.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-BF |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment Minor Major

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|--|--|--------------------------|--------------|
| GoApex Route 1: Fixed-Route Circulator | Town of Apex | Shannon Cox | Base Year | \$ 224,770 |
| | | Shannon.Cox@apexnc.org | Recurring | \$ 2,486,516 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 3/2022 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| This funding will cover expenses to be incurred from starting the Town of Apex's first local fixed route service and operating that service during Q3 and Q4 of FY22. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|---|--|------------------------|------------|------------------|--|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TO005-BF | GoApex Route 1: Fixed-Route Circulator | Bus Operations | \$ 155,000 | \$ - | The reduction of \$155,000 will be returned to the CFA fund balance. |
| TOTAL | | | \$ 155,000 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | | |
|--|--------------------------|------------------------|-----------|------|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - | |
| | | Estimated Capital Cost | Recurring | \$ - |
| | | Base Year | \$ - | |
| | | Cumulative | \$ - | |

| | |
|--|---|
| Project Justification / Business Case | Provide responses to <u>EACH</u> of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate. |
|--|---|

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

| |
|--|
| The request is for this allocation to be authorized for the remainder of FY 22. This reduction in funding is only for FY22, and does not include any subsequent year reduction. The full annualized allocation will be encumbered as long as the Town of Apex operates the GoApex Route 1 in partnership with the Wake Transit Community Funding Area Program. |
|--|

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

| |
|--|
| |
|--|
- b)

| |
|--|
| |
|--|
- c)

| |
|--|
| |
|--|

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | 224,770 | 389,264 | 398,996 | 408,970 | 419,195 | 429,675 | 440,416 |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | 224,770 | 389,264 | 398,996 | 408,970 | 419,195 | 429,675 | 440,416 |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | - | - | - | - | - |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 224,770 | 389,264 | 398,996 | 408,970 | 419,195 | 429,675 | 440,416 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

Budget assumptions used to calculate operating expenditures can be found in the Town of Apex's planning documentation, which will be made available upon request.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-U |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|--|--|--------------------------|------------|
| Web Hosting and Maintenance of Fare Collection Technology | City of Raleigh | Bret Martin | Base Year | \$ 6,000 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 669,732 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 3/2022 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| This project will continue to cover the annual maintenance costs associated with the City of Raleigh's upgrades to farebox technology to allow options such as fare capping and mobile ticketing, including any costs associated with the ongoing maintenance of a fare management interface developed to operate these systems. The funding reduction reflects the suspension of fare collection during FY 2022. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|---|------------------------|-----------|------------------|---|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TO005-U | Web Hosting and Maintenance of Fare Collection Technology | Bus Operations | \$ 91,344 | \$ - | Because the suspension of fares has only been committed through FY 2022, the reduction of the project's allocation should only involve FY 2022. |
| TOTAL | | | \$ 91,344 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | | |
|--|--------------------------|--------------|------|--|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - | |
| | | Recurring | \$ - | |
| | Estimated Capital Cost | Base Year | \$ - | |
| | | Cumulative | \$ - | |

| | |
|--|---|
| Project Justification / Business Case | Provide responses to <u>EACH</u> of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate. |
|--|---|

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

| |
|---|
| The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all but \$6,000 budgeted to project TO005-U. |
|---|

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

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|--|
- b)

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- c)

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|--|

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|--------------|----------------|----------------|----------------|----------------|----------------|----------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | | | | | |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | 6,000 | 101,238 | 105,287 | 109,499 | 113,879 | 118,434 | 121,395 |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 6,000 | 101,238 | 105,287 | 109,499 | 113,879 | 118,434 | 121,395 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Land - Right of Way | - | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-AM |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|--|--|--------------------------|--------------|
| Glenwood Route Package | City of Raleigh | Bret Martin | Base Year | \$ 248,357 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 6,504,396 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 8/2020 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| GoRaleigh will continue new service that has a similar alignment to pre-existing service on Glenwood Avenue. When this project was adopted in the FY22 Work Plan it featured the upcoming Route 6 & 6L. These services have been delayed to FY23. Therefore the FY22 allocation is to be reduced from \$993,427 to \$248,357. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|------------------------|------------------------|------------|------------------|--|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TO005-AM | Glenwood Route Package | Bus Operations | \$ 745,070 | \$ - | Routes 6 & 6L have been delayed, and therefore the package does not require the funds to operate the enhancements. |
| TOTAL | | | \$ 745,070 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | | |
|--|--------------------------|--------------|------|--|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - | |
| | | Recurring | \$ - | |
| | Estimated Capital Cost | Base Year | \$ - | |
| | | Cumulative | \$ - | |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all but \$248,357 budgeted to project TO005-AM.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

| |
|--|
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|--|
- b)

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|--|
- c)

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| |
|--|

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|----------------|------------------|------------------|------------------|------------------|------------------|------------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | 248,357 | 1,018,263 | 1,043,720 | 1,069,813 | 1,096,558 | 1,123,972 | 1,152,071 |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | 248,357 | 1,018,263 | 1,043,720 | 1,069,813 | 1,096,558 | 1,123,972 | 1,152,071 |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 248,357 | 1,018,263 | 1,043,720 | 1,069,813 | 1,096,558 | 1,123,972 | 1,152,071 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO002-F |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|--|--|--------------------------|------------|
| Transit Customer Surveys | GoTriangle | Bret Martin | Base Year | \$ 34,611 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 881,359 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 8/2020 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| GoTriangle will continue the development and implementation of ongoing transit customer surveys to continually evaluate user experiences as services are implemented. The remainder of the FY21 allocation carried over into FY22, giving FY22 a total of 234,611. This amendment is to reduce said FY22 allocation by \$200,000 to \$34,611. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|---|--------------------------|-----------------------------|------------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TO002-F | Transit Customer Surveys | Transit Plan Administration | \$ 200,000 | \$ - | |
| TOTAL | | | \$ 200,000 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | | |
|--|--------------------------|--------------|------|--|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - | |
| | | Recurring | \$ - | |
| | Estimated Capital Cost | Base Year | \$ - | |
| | | Cumulative | \$ - | |

| | |
|--|---|
| Project Justification / Business Case | Provide responses to <u>EACH</u> of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate. |
|--|---|

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

| |
|--|
| The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all but \$34,611 budgeted to project TO002-F. |
|--|

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

| |
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- b)

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- c)

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8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|---------------|----------------|----------------|----------------|----------------|----------------|----------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | | | | | |
| Other | | | | | | | |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | 34,611 | 137,977 | 141,426 | 144,962 | 148,586 | 152,300 | 156,108 |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 34,611 | 137,977 | 141,426 | 144,962 | 148,586 | 152,300 | 156,108 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO002-J |

**FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|--|--|--|--------------------------|------------|
| Customer Feedback Management System | GoTriangle | Bret Martin | Base Year | \$ 25,000 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 163,686 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 8/2020 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| GoTriangle will continue the use of a web-based customer feedback management system, integrated into the existing regional call center's phone system, to continue to improve transit agency responsiveness and accountability to transit customers. The FY22 allocation is to be reduced to \$25,000 from an original \$37,691. This reduction will continue in perpetuity. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|-------------------------------------|-----------------------------|-----------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TO002-J | Customer Feedback Management System | Transit Plan Administration | \$ 12,691 | \$ 83,093 | |
| TOTAL | | | \$ 12,691 | \$ 83,093 | |

| 3. Impact on Transit Plan Project Costs | | | | |
|--|--------------------------|--------------|------|--|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - | |
| | | Recurring | \$ - | |
| | Estimated Capital Cost | Base Year | \$ - | |
| | | Cumulative | \$ - | |

| | |
|--|---|
| Project Justification / Business Case | Provide responses to <u>EACH</u> of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate. |
|--|---|

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

| |
|--|
| The request is to reduce the project's Work Plan's allocation for FY 2022 and all future fiscal years. The request is to remove all but \$25,000 budgeted to project TO002-J, and to increase that amount by 2.5% each fiscal year to account for inflation. |
|--|

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

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- b)

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- c)

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8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | | | | | |
| Other | | | | | | | |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | 25,000 | 25,625 | 26,266 | 26,922 | 27,595 | 28,285 | 28,992 |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 25,000 | 25,625 | 26,266 | 26,922 | 27,595 | 28,285 | 28,992 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | | | | | | |
| Land - Right of Way | | | | | | | |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-AC |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|--|--|--------------------------|--------------|
| Route 305 Improvements | GoTriangle | Bret Martin | Base Year | \$ 786,452 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 9,830,650 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 8/2020 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| Pre-existing Route 305's alignment was expanded from Apex to include Holly Springs. However it's geographic expansion was also meant to fund an expansion to all-day service. Due to operator shortages, this service has yet to be implemented. Therefore, the FY22 allocation is to be reduced to \$786,452 from an original \$1,501,452. It is the hope of GoTriangle, that the planned service expansion will go forward in FY23. | | | | |

1. Enter Wake Transit Project ID(s) to Increase

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|------------------------|------------------------|------------|------------------|-------|
| TO005-AC | Route 305 Improvements | Bus Operations | \$ 715,000 | | |
| TOTAL | | | \$ 715,000 | \$ - | |

3. Impact on Transit Plan Project Costs

| | | | |
|---|---------------------------------|--------------|------|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
| | | Recurring | \$ - |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ - |

| | |
|--|---|
| Project Justification / Business Case | Provide responses to <u>EACH</u> of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate. |
|--|---|

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

| |
|--|
| The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all but \$786,452 budgeted to project TO005-AC. |
|--|

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

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- b)

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- c)

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8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|----------------|------------------|------------------|------------------|------------------|------------------|------------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | 786,452 | 1,538,988 | 1,577,463 | 1,616,899 | 1,657,322 | 1,698,755 | 1,741,224 |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | 786,452 | 1,538,988 | 1,577,463 | 1,616,899 | 1,657,322 | 1,698,755 | 1,741,224 |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 786,452 | 1,538,988 | 1,577,463 | 1,616,899 | 1,657,322 | 1,698,755 | 1,741,224 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-AS |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|--|--|--|--------------------------|--------------|
| Route NRX/North Raleigh Express | GoTriangle | Bret Martin | Base Year | \$ 161,030 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 2,101,923 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2021 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| Pre-existing Route 201 was converted into the NRX as a result of the original Wake Transit Bus Plan. Due to the COVID-19 pandemic, that NRX has not been in operation through FY22. Therefore, the FY22 allocation is to be reduced to \$161,030 from an original \$321,030. It is the hope of GoTriangle, that the NRX will return to service in either FY23 or FY24. | | | | |

1. Enter Wake Transit Project ID(s) to Increase

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------------------------------|------------------------|------------|------------------|-------|
| TO005-AS | Route NRX/North Raleigh Express | Bus Operations | \$ 160,000 | | |
| TOTAL | | | \$ 160,000 | \$ - | |

3. Impact on Transit Plan Project Costs

| | | | |
|---|---------------------------------|--------------|------|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
| | | Recurring | \$ - |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ - |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all but \$161,030 budgeted to project TO005-AS.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

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- b)

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8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | 161,030 | 329,056 | 337,282 | 345,714 | 354,357 | 363,216 | 372,297 |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | 161,030 | 329,056 | 337,282 | 345,714 | 354,357 | 363,216 | 372,297 |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 161,030 | 329,056 | 337,282 | 345,714 | 354,357 | 363,216 | 372,297 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-X |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|---|--|--------------------------|--------------|
| New Route 310: RTC-Cary | GoTriangle | Bret Martin | Base Year | \$ 882,233 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 2,640,679 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2021 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| Route 310 is the new service for the portion of Route 300 between Cary and the Regional Transit Center (RTC), which was served on weekdays during peak hours only. Route 310 began operations in 2020 providing hourly midday and evening service between the RTC and the Cary Depot, serving Morrisville and the Wake Tech RTP campus, as well as extending the 30-minute peak period service. Service between the RTC and the Wake Tech RTP Campus between 6:30am and 8:30pm will continue to operate every 30 minutes. However, there is currently only 60 minute frequency which accounts for the allocation reduction. | | | | |

1. Enter Wake Transit Project ID(s) to Increase

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|-------------------------|------------------------|------------|------------------|-------|
| TO005-X | New Route 310: RTC-Cary | Bus Operations | \$ 390,000 | | |
| TOTAL | | | \$ 390,000 | \$ - | |

3. Impact on Transit Plan Project Costs

| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
|--|--------------------------|--------------|------|
| | Recurring | \$ - | |
| | Estimated Capital Cost | Base Year | \$ - |
| | Cumulative | \$ - | |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all but \$882,233 budgeted to project TO005-X.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

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8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|----------------|------------------|------------------|-------|-------|-------|-------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | 882,233 | 1,304,039 | 1,336,640 | | | | |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | 882,233 | 1,304,039 | 1,336,640 | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 882,233 | 1,304,039 | 1,336,640 | - | - | - | - |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|------|------|------|------|------|------|------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | | - | - | - | - | - |
| Land - Right of Way | | | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-Y |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|--|--|--------------------------|------------|
| Mobile Ticketing Software | GoTriangle | Bret Martin | Base Year | \$ 6,300 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 335,554 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2021 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| This project will continue to cover the annual costs associated with updated mobile ticketing technology for GoTriangle buses. Due to the pause in fare-collection during FY 2022, this allocation is being reduced to \$6,300. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|---------------------------|------------------------|-----------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TO005-X | Mobile Ticketing Software | Bus Operations | \$ 44,950 | \$ - | |
| TOTAL | | | \$ 44,950 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | | |
|--|--------------------------|--------------|------|--|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - | |
| | | Recurring | \$ - | |
| | Estimated Capital Cost | Base Year | \$ - | |
| | | Cumulative | \$ - | |

| | |
|--|---|
| Project Justification / Business Case | Provide responses to <u>EACH</u> of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate. |
|--|---|

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

| |
|---|
| The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all but \$6,300 budgeted to project TO005-Y. |
|---|

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

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- b)

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- c)

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8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | | | | | |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | 6,300 | 52,531 | 53,844 | 55,190 | 56,570 | 57,984 | 59,434 |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 6,300 | 52,531 | 53,844 | 55,190 | 56,570 | 57,984 | 59,434 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-F |

**FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|--|--|--|--------------------------|------------|
| Short Term Park-and-Ride Leases | GoTriangle | Bret Martin | Base Year | \$ 13,556 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 619,099 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2021 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| Due to a delay in operationalizing the new FY 2022 allocated Park & Ride locations, the allocation for GoTriangle's lease allocation for FY 2022 has been reduced from \$94,556 to \$13,556. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|---------------------------|------------------------|-----------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TO005-X | Mobile Ticketing Software | Bus Operations | \$ 81,000 | \$ - | |
| TOTAL | | | \$ 81,000 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | | |
|--|--------------------------|--------------|------|--|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - | |
| | | Recurring | \$ - | |
| | Estimated Capital Cost | Base Year | \$ - | |
| | | Cumulative | \$ - | |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all but \$13,556 budgeted to project TO005-F.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

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- b)

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- c)

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8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|---------------|---------------|---------------|----------------|----------------|----------------|----------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | 13,556 | 96,920 | 99,343 | 101,827 | 104,372 | 106,982 | 109,656 |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | 13,556 | 96,920 | 99,343 | 101,827 | 104,372 | 106,982 | 109,656 |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 13,556 | 96,920 | 99,343 | 101,827 | 104,372 | 106,982 | 109,656 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | | - | - | - | - | - |
| Land - Right of Way | | | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-C |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|--|--|--|--------------------------|--------------|
| Additional Trips for Durham-Raleigh Express | GoTriangle | Bret Martin | Base Year | \$ 213,110 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 1,886,382 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2021 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| Due to a delay in operationalizing the additional trips to the DRX, the FY 2022 allocation has been reduced from \$288,110 to \$213,110. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|---|---|------------------------|-----------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TO005-C | Additional Trips for Durham-Raleigh Express | Bus Operations | \$ 75,000 | \$ - | |
| TOTAL | | | \$ 75,000 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | | |
|--|--------------------------|--------------|------|--|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - | |
| | | Recurring | \$ - | |
| | Estimated Capital Cost | Base Year | \$ - | |
| | | Cumulative | \$ - | |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all but \$213,110 budgeted to project TO005-C.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

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- b)

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- c)

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8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | 213,110 | 295,313 | 302,696 | 310,263 | 318,020 | 325,970 | 334,120 |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | 213,110 | 295,313 | 302,696 | 310,263 | 318,020 | 325,970 | 334,120 |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 213,110 | 295,313 | 302,696 | 310,263 | 318,020 | 325,970 | 334,120 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-D |

**FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|--|--|--------------------------|------------|
| Reliability Improvements for Chapel Hill-Raleigh Express | GoTriangle | Bret Martin | Base Year | \$ 31,960 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 412,226 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2021 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| GoTriangle will continue to provide improvements to the reliability of the Chapel Hill-Raleigh Express (CRX) between Downtown Chapel Hill and Downtown Raleigh. The funding for this project matches Orange County and GoTriangle’s previous investment for CRX operations. This project's allocation is being reduced from \$62,960 to \$31,960. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|--|------------------------|-----------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TO005-D | Reliability Improvements for Chapel Hill-Raleigh Express | Bus Operations | \$ 31,000 | \$ - | |
| TOTAL | | | \$ 31,000 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | | |
|--|--------------------------|--------------|------|--|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - | |
| | | Recurring | \$ - | |
| | Estimated Capital Cost | Base Year | \$ - | |
| | | Cumulative | \$ - | |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all but \$31,960 budgeted to project TO005-D.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

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- b)

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- c)

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8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | 31,960 | 64,534 | 66,147 | 67,801 | 69,496 | 71,233 | 73,014 |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | 31,960 | 64,534 | 66,147 | 67,801 | 69,496 | 71,233 | 73,014 |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 31,960 | 64,534 | 66,147 | 67,801 | 69,496 | 71,233 | 73,014 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-BH |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|---|--|--------------------------|--------------|
| GoTriangle Complementary ADA Services | GoTriangle | Bret Martin | Base Year | \$ 348,385 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 2,156,448 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2021 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| GoTriangle will provide complementary Americans with Disabilities Act (ADA)-compliant paratransit services to coincide with its Wake Transit-funded fixed-route services. To plan for FY2022 actuals, the FY2022 allocation is being reduced from \$468,385 to \$348,385. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|---------------------------------------|------------------------|------------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TO005-BH | GoTriangle Complementary ADA Services | Bus Operations | \$ 120,000 | \$ - | |
| TOTAL | | | \$ 120,000 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | | |
|--|--------------------------|--------------|------|--|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - | |
| | | Recurring | \$ - | |
| | Estimated Capital Cost | Base Year | \$ - | |
| | | Cumulative | \$ - | |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all but \$348,385 budgeted to project TO005-BH.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

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| |
|--|
- b)

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| |
|--|
- c)

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8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | 348,385 | 480,095 | 492,097 | 285,190 | 292,320 | 299,628 | 307,118 |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | 348,385 | 480,095 | 492,097 | 285,190 | 292,320 | 299,628 | 307,118 |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 348,385 | 480,095 | 492,097 | 285,190 | 292,320 | 299,628 | 307,118 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO002-D |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|--|--|--------------------------|--------------|
| Outreach/Marketing/Communications for Transit Plan Administration | GoTriangle | Bret Martin | Base Year | \$ 169,658 |
| | | Bret.Martin@campo-nc.us | Recurring | \$ 1,110,821 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2021 | Ongoing | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| The GoTriangle Community & Public Engagement team continues to incur direct costs related to its ongoing community engagement, marketing, and communications activities related to all Wake Transit Plan service implementation. However, in FY21, those costs were not fully drawn down and they carried over into the FY22 allocation. Therefore, this amendment means to strip the carry-over back to fund balance, thus reducing the allocation from \$219,658 to \$169,658 | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|---|-----------------------------|-----------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TO002-D | Outreach/Marketing/Communications for Transit Plan Administration | Transit Plan Administration | \$ 50,000 | \$ - | |
| TOTAL | | | \$ 50,000 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | |
|--|--------------------------|--------------|------|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
| | | Recurring | \$ - |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ - |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for only FY 2022. The request is to remove all \$169,658 budgeted to project TO002-D.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

| |
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| |
|--|
- b)

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| |
|--|
- c)

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8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | | | | | |
| Park & Ride Lease | - | | | | | | |
| Other | | | | | | | |
| Other | | | | | | | |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | 169,658 | 173,899 | 178,246 | 182,703 | 187,270 | 191,952 | 196,751 |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 169,658 | 173,899 | 178,246 | 182,703 | 187,270 | 191,952 | 196,751 |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | | | | | | |
| Land - Right of Way | | | | | | | |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

**CAPITAL PROJECT
AMENDMENT REQUESTS**

| |
|----------------------------------|
| Wake Transit Project ID # |
| TC002-F |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|----------------------|--|--------------------------|---------------|
| Downtown Multi-Modal Center Design & Land Acquisition | Town of Cary | Kelly Blazey, Transit Administrator | Base Year | \$ - |
| | | kelly.blazey@townofcary.org | Recurring | \$ - |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 4/1/22 | 6/30/23 | | Base Year | \$ 15,000,000 |
| | | | Cumulative | \$ - |

Project Description Enter below a summary of the project amendment and impact on approved plan.

The FY19 Wake Transit Work Plan included \$2M to support a matching \$2M LAPP award for design and land acquisition related to a new Downtown Multi-Modal Center. New operating projects in the Wake Transit Plan have brought additional vehicles and riders to our already constrained Cary Depot. The existing location does not allow for full implementation of the Wake Transit Plan, limiting our ability to fully serve our citizens with Bus Rapid Transit and Commuter Rail connections, and a proposed expansion of high-speed commuter rail via the CSX S-Line. The new Multi-Modal Center will support the expanded transit network planned to serve pedestrians, bicyclists, bus transit, train and motorists. The LPA for this project includes 21 parcels bordered by N. Harrison Avenue to the East, N. West Street to the West, the Norfolk-Southern H-Line to the North, and the CSX S-Line to the South. Initial cost estimates assume \$15M needed to purchase the 21 parcels and meet relocation requirements under the Uniform Act.

1. Enter Wake Transit Project ID(s) to Increase

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---|------------------------|---------------|------------------|--|
| TC002-F | Downtown Multi-Modal Center Design & Land Acquisition | | \$ 15,000,000 | | Requesting \$15M for the purchase of property and associated relocation expenses. The \$2M currently in the project will still be used for design. |
| TOTAL | | | \$ 15,000,000 | \$ - | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

3. Impact on Transit Plan Project Costs

| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
|--|--------------------------|--------------|---------------|
| | | Recurring | \$ - |
| | Estimated Capital Cost | Base Year | \$ 15,000,000 |
| | | Cumulative | \$ - |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

We are requesting \$15M to purchase property and cover relocation costs associated with the parcels in the project area for the Downtown Multi-Modal Center. This will be a multi-year project, but we are requesting the total needed.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If this request is funded we will be able to move forward with the land acquisition necessary to move forward with the Downtown Multi-Modal Center project. If this request is not funded, we will not be able to purchase the land which will delay the project schedule, in addition to delaying the project schedule/anticipated implementation of the Wake Transit Western BRT and Commuter Rail projects.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

| |
|-----------------------------|
| Date of closing on property |
|-----------------------------|
- b)

| |
|---|
| Date of concurrence for established concurrence points/milestones |
|---|
- c)

| |
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| |
|--|

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

See attached.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|------|-------|-------|-------|-------|-------|-------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | - | - | - | - | - |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | - | - | - | - | - |
| Other: Database Hosting | | | - | - | - | - | - |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | - | - | - | - | - | - | - |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|------|------------|------|------|------|------|------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | | - | - | - | - | - |
| Land - Right of Way | | 15,000,000 | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | 15,000,000 | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

Town of Cary

Q3 Amendment Request for TC002-F, Downtown Multi-Modal Center Design & Land Acquisition

Any project sponsor proposing the use of Wake Transit Tax Revenue for the acquisition of real property applicable to this policy framework shall submit information to sufficiently answer the following questions in or with the applicable Wake Transit Work Plan project funding request form or amendment request form:

1) Necessity:

a. Why is acquiring title to the property(ies) a better alternative than leasing or other arrangements?

There are 21 parcels in the Multi-Modal Center project area. It is a mix of residential and commercial, as well as owner-occupied and leased. The nature of this project is not suitable for leasing or other arrangements.

b. Can the project proposed to make use of the property(ies) still move forward without acquiring title?

No

c. What is the useful life of the project that is proposed to make use of the subject property(ies)?

40 Years+

2) Location and Size:

a. If available, what is the location (address or other descriptive information to understand the general location of the property) and size of the subject property?

See Next Page

| # | Parcel PIN | Address | Calculated Acreage | Total Assessed Value (1/14/21) | Estimated Acquisition Cost |
|----|------------|--------------------|--------------------|--------------------------------|----------------------------|
| 1 | 0764314876 | 212 N West St | 0.65 | 372,547 | 484,312 |
| 2 | 0764324036 | 300 N West St | 0.20 | 485,000 | 630,500 |
| 3 | 0764324121 | 304 N West St | 0.15 | 485,000 | 630,500 |
| 4 | 0764323197 | 310 N West St | 0.26 | 214,723 | 279,140 |
| 5 | 0764324243 | 312 N West St | 0.36 | 225,913 | 293,687 |
| 6 | 0764324333 | 314 N West St | 0.34 | 248,117 | 322,553 |
| 7 | 0764323337 | 316 N West St | 0.28 | 210,193 | 273,251 |
| 8 | 0764410876 | 203 N Harrison Ave | 0.89 | 2,381,550 | 3,096,015 |
| 9 | 0764421008 | 301 N Harrison Ave | 1.01 | 2,091,934 | 2,719,515 |
| 10 | 0764319920 | 213 Hillsboro St | 0.17 | 151,654 | 197,151 |
| 11 | 0764329104 | 214 Hillsboro St | 0.56 | 1,089,586 | 1,416,462 |
| 12 | 0764317890 | 215 Hillsboro St | 0.85 | 492,452 | 640,188 |
| 13 | 0764318940 | 217 Hillsboro St | 0.22 | 160,774 | 209,007 |
| 14 | 0764317961 | 219 Hillsboro St | 0.11 | 98,376 | 127,889 |
| 15 | 0764328102 | 220 Hillsboro St | 0.54 | 294,463 | 382,802 |
| 16 | 0764317911 | 221 Hillsboro St | 0.11 | 95,560 | 124,228 |
| 17 | 0764327116 | 222 Hillsboro St | 0.57 | 332,161 | 431,810 |
| 18 | 0764316961 | 223 Hillsboro St | 0.11 | 89,161 | 115,910 |
| 19 | 0764326146 | 226 Hillsboro St | 0.64 | 265,193 | 344,751 |
| 20 | 0764315876 | 227 Hillsboro St | 0.62 | 367,024 | 477,132 |
| 21 | 0764325157 | 230 Hillsboro St | 0.66 | 357,224 | 464,392 |
| | | | 9.30 | \$10,136,058 | \$13,176,883 |
| | | | | Estimated Relocation | \$1,823,117 |
| | | | | Total Cost (Est.) | \$15,000,000 |

b. If a single property has not been selected, what feasible locations, described in general terms, have been identified as options/finalists?

N/A

3) Property Value(s):

a. What is the appraised value of the subject property(ies) or of those properties identified as options/finalists (per applicable county tax assessor)? A range of value may be provided.

See 2a for assessed values. An appraisal has not been done at this time. We are estimating an acquisition cost of 30% above the assessed value.

b. If a more recent appraisal than that of the applicable county tax assessor has been performed by the project sponsor, what is the appraised value according to the most recent appraisal?

N/A

4) Funding Source(s):

a. Will any share of the cost for the subject property(ies) to be acquired come from funding sources other than Wake Transit Tax Revenue?

No

b. If so, disclose any other revenue sources and the projected respective shares of each.

N/A

5) Title Issues:

If applicable and known, what other interests in title to the subject real property(ies) are there or will there be that are relevant to the TPAC's consideration of funding acquisition of the property (e.g., liens, significant easement interests, etc.)?

N/A

6) Environmental Issues:

a. If applicable and known, what environmental issues exist on the subject property(ies)?

A gas station located at 301 N. Harrison will likely need environmental remediation.

b. Does acquisition of the property involve environmental remediation, significant grading, or demolition of pre-existing structures?

Environmental remediation will likely be needed on 301 N. Harrison. Demolition will be required on all properties.

7) Displacements:

a. How many parcels are affected by the acquisition?

21

b. If applicable and known, would residents of businesses be displaced and need to be relocated from the subject property or any of the properties identified as options/finalists?

Yes

| | Residential | Commercial | Vacant | Total |
|------------------|-------------|------------|--------|-------|
| Total Properties | 16 | 4 | 1 | 21 |
| Total Units | 17 | 23 | | 40 |
| Owner Occupied | 7 | 1 | | 8 |
| Tenant Occupied | 8 | 19 | | 27 |
| Vacant | 2 | 3 | | 5 |

8) Incidental Uses:

a. What other potential uses are there for the subject property beyond the most immediate intended use?

Transit Oriented Development

b. Would acquisition of the subject property help meet other goals of Wake County Transit Plan implementation that are unrelated to the specific immediate intended use?

The properties to be acquired will support the Downtown Multi-Modal Center, Bus Rapid Transit, Rapid Bus Expansion, Commuter Rail, and the expansion of local and regional bus transit routes. This location will also support high-speed commuter rail proposed by NCDOT for the CSX S-Line.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TC002-R |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment Minor Major

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations bus requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|--|--|--|--------------------------|--------------|
| Weston Route Bus Stop Improvements | Town of Cary | Bret Martin | Base Year | \$ - |
| | | Bret.Martin@campo-nc.us | Recurring | \$ - |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2019 | Ongoing | | Base Year | \$ 896,000 |
| | | | Cumulative | \$ 1,672,000 |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| The Town of Cary / GoCary will design and construct a number of bus stops to support it's Weston Route. Improvements will include the installation of concrete pads for safer and more comfortable boarding/alighting of buses, benches, bike racks, access ramps, sidewalks, and other associated amenities. While the FY 2022 allocation of 776,000 for Design and Construction remains intact, the FY 2019 programmed allocation of 1,016,000 is being reduced by \$120,000 to \$896,000. | | | | |

1. Enter Wake Transit Project ID(s) to Increase

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|------------------------------------|------------------------|------------|------------------|--|
| TC002-R | Weston Route Bus Stop Improvements | Bus Stop Improvements | \$ 120,000 | \$ - | Change from impacting GoCary's future route 9A to GoCary's Weston Route. |
| TOTAL | | | \$ 120,000 | \$ - | |

3. Impact on Transit Plan Project Costs

| | | | |
|--|---------------------------------|--------------|------|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
| | | Recurring | \$ - |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ - |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for only FY 2019. The request is to remove all but \$896,000 budgeted to project TC002-R in FY 2019.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)
- b)
- c)

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|------|-------|-------|-------|-------|-------|-------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | | | | | |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | - | - | - | - | - | - | - |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY19 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------------|----------------|------|------|------|------|------|
| Design/NEPA | \$ 175,000 | - | - | - | - | - | - |
| Equipment | 60,000 | - | - | - | - | - | - |
| Land - Right of Way | 661,000 | 776,000 | - | - | - | - | - |
| TOTAL CAPITAL COSTS | 896,000 | 776,000 | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TC002-Z |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment Minor Major

Minor amendment – Required when there is:

A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:

A project requested to be added to the Work Plan
A project requested to be removed from the Work Plan
Significant changes in scope of funded project
A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|---|--|--------------------------|------------|
| Fare Collection Technology Upgrade | Town of Cary | Bret Martin | Base Year | \$ - |
| | | Bret.Martin@campo-nc.us | Recurring | \$ - |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2019 | Ongoing | | Base Year | \$ 200,000 |
| | | | Cumulative | \$ 200,000 |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| The Town of Cary / GoCary will upgrade the fare collection technology on its existing fleet of 16 buses to allow new fare strategy options, such as fare capping and mobile ticketing. In addition to upgrading technology on the fixed-route fleet, a Smart Card vending machine will be installed at the Cary Depot. The FY 2020 programmed allocation of \$500,000 is being reduced by \$300,000 to \$200,000. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|------------------------------------|------------------------|------------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TC002-Z | Fare Collection Technology Upgrade | Bus Infrastructure | \$ 300,000 | \$ - | |
| TOTAL | | | \$ 300,000 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | |
|--|--------------------------|--------------|------|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
| | | Recurring | \$ - |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ - |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for FY 2020. The request is to remove all but \$200,000 budgeted to project TC002-R in FY 2020.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)
- b)
- c)

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|------|-------|-------|-------|-------|-------|-------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | | | | | |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | - | - | - | - | - | - | - |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY20 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|---------|------|------|------|------|------|------|
| Design/NEPA | | - | - | - | - | - | - |
| Equipment | 200,000 | - | - | - | - | - | - |
| Land - Right of Way | | | - | - | - | - | - |
| TOTAL CAPITAL COSTS | 200,000 | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TC002-AF |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment **Minor** **Major**

Minor amendment – Required when there is:
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:
 A project requested to be added to the Work Plan
 A project requested to be removed from the Work Plan
 Significant changes in scope of funded project
 A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
 A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|--|---------------------------|--|--------------------------|------------|
| Hillsborough/State Fairgrounds Transfer Point Improvements | City of Raleigh/GoRaleigh | david.walker@raleighnc.gov | Base Year | \$ - |
| | | ryan.boivin@raleighnc.gov | Recurring | \$ - |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| | | | Base Year | |
| | | | Cumulative | \$ 308,624 |

Project Description Enter below a summary of the project amendment and impact on approved plan.

In light of the ongoing NCDOT grade separation roadway project in the Hillsborough St/Blue Ridge Rd area, which continues to experience delays, the City does not feel it prudent to install an enhanced transfer point in this area in the next several FYs. Staff have assessed other sites around the City that could be swapped, understanding the candidate should be one appropriate for implementation immediately. With the large amount of transfer point funding received over the last 3 years (from the Wake Transit Plan and LAPP) addressing a large number of suitable sites, a good candidate cannot be identified to implement at this time. The need is evident for a transfer point in this location after the roadway project is completed, so we are requesting these funds be unencumbered, and anticipate utilizing transfer point funding programmed in TC002-GB in FY26 to build this facility. This timeframe provides a pragmatic amount of schedule contingency for the roadway project to be completed.

1. Enter Wake Transit Project ID(s) to Increase

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|--|------------------------|------------|------------------|---|
| TC-002-AF | Hillsborough/State Fairgrounds Transfer Point Improvements | Bus Infrastructure | \$ 308,624 | | This project received \$62,624 in FY20 for Design, and then \$246,000 in FY21 for Construction. |
| TOTAL | | | \$ 308,624 | \$ - | |

3. Impact on Transit Plan Project Costs

| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
|--|--------------------------|--------------|------------|
| | | Recurring | \$ - |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ 308,624 |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? **Operating** **Capital** **Both**

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the funds are not un-encumbered, they will not be utilized. The soonest a transfer point could be built in this location is FY26.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)

| |
|--|
| |
|--|
- b)

| |
|--|
| |
|--|
- c)

| |
|--|
| |
|--|

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

N/A

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|------|-------|-------|-------|-------|-------|-------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | - | - | - | - | - |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | - | - | - | - | - |
| Other: Database Hosting | | | - | - | - | - | - |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | - | - | - | - | - | - | - |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY20 | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 |
|----------------------------|-------------|--------------|------|------|------|------|------|
| Design/NEPA | \$ (62,624) | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Land - Right of Way | - | - | - | - | - | - | - |
| Construction | | \$ (246,000) | | | | | |
| TOTAL CAPITAL COSTS | (62,624) | (246,000) | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TC005-A3 |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment Minor Major

Minor amendment – Required when there is:

- A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
- A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
- Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:

- A project requested to be added to the Work Plan
- A project requested to be removed from the Work Plan
- Significant changes in scope of funded project
- A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
- A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
- Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|---|--|--------------------------|---------------|
| Wake BRT: Western Corridor | City of Raleigh | Mila Vega, Planning Supervisor | Base Year | \$ - |
| | | Mila.Vega@raleighnc.gov | Recurring | \$ - |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| January-22 | December-27 | | Base Year | \$ 30,000 |
| | | | Cumulative | \$ 12,030,000 |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| Advance design for Wake Bus Rapid Transit (Wake BRT) Western Corridor project identified in the Wake Transit Plan to complete final design (30 - 100%) and Project Development coordination for FTA Small Starts Grant, including the integration of art. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|----------------------------|------------------------|------------------|------------------|---|
| TC005-A3 | Wake BRT: Western Corridor | | \$ 30,000 | | Requesting \$30,000 one-time, artist retention fee for project preliminary design phase. Project eligible for artist retention fee per the Wake Transit Art Funding Eligibility Policy. |
| TOTAL | | | \$ 30,000 | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|---------|------------------------|-------------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | |
|--|--------------------------|--------------|---------------|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
| | | Recurring | \$ - |
| | Estimated Capital Cost | Base Year | \$ 30,000 |
| | | Cumulative | \$ 12,030,000 |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

Full year of funding

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

The City of Raleigh will bring an artist on board (Artist in Residence) as a member of the design team, to develop opportunities, locations and potential materials for future artwork along the project corridor.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

| | |
|----|---|
| a) | Date RFP/RFQ release for project development professional services |
| b) | Date contract awarded for project development professional services |
| c) | Date of completion of final design |

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|------|-------|-------|-------|-------|-------|-------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | - | - | - | - | - |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | - | - | - | - | - |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | - | - | - | - | - | - | - |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|---------------|------|------|------|------|------|------|
| Design/NEPA | \$ 12,000,000 | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Land - Right of Way | - | - | - | - | - | - | - |
| Art Integration | \$ 30,000 | | | | | | |
| TOTAL CAPITAL COSTS | \$ 12,030,000 | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TC002-O |

**FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment Minor Major

Minor amendment – Required when there is:

- A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
- A transfer of funds between budget ordinance appropriations bus requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
- Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:

- A project requested to be added to the Work Plan
- A project requested to be removed from the Work Plan
- Significant changes in scope of funded project
- A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
- A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
- Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|--|---|--|--------------------------|------------|
| Long-Term Park-and-Ride Feasibility Study | GoTriangle | Bret Martin | Base Year | \$ - |
| | | Bret.Martin@campo-nc.us | Recurring | \$ - |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2019 | Ongoing | | Base Year | \$ 350,000 |
| | | | Cumulative | \$ 350,000 |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| This implementation element from the FY 2019 Work Plan is meant for a feasibility study in order to assess effective locations for Park & Ride Facilities throughout Wake County. This amendment is to reduce that Fy 2019 allocation from \$500,000 to \$350,000. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---|------------------------|------------|------------------|-------|
| TC002-O | Long-Term Park-and-Ride Feasibility Study | Bus Infrastructure | \$ 150,000 | \$ - | |
| TOTAL | | | \$ 150,000 | \$ - | |

3. Impact on Transit Plan Project Costs

| | | | |
|--|---------------------------------|--------------|------|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
| | | Recurring | \$ - |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ - |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for FY 2019. The request is to remove all but \$350,000 budgeted to project TC002-O in FY 2019.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)
- b)
- c)

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|------|-------|-------|-------|-------|-------|-------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | | | | | |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | - | - | - | - | - | - | - |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY19 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------------|------|------|------|------|------|------|
| Design/NEPA | \$ 350,000 | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | | - | - | - | - | - |
| TOTAL CAPITAL COSTS | 350,000 | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TC002-U |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment Minor Major

Minor amendment – Required when there is:

A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000

A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000

Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:

A project requested to be added to the Work Plan

A project requested to be removed from the Work Plan

Significant changes in scope of funded project

A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000

A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000

Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|--|---|--|--------------------------|-----------|
| | | | Base Year | \$ - |
| Upfit for Passenger Amenity Storage | GoTriangle | Bret Martin | Recurring | \$ - |
| | | Bret.Martin@campo-nc.us | | |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2019 | Ongoing | | Base Year | \$ 82,500 |
| | | | Cumulative | \$ 82,500 |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| This implementation element from the FY 2019 Work Plan is meant to up-fit GoTriangle's facility for storing and fabricating passenger amenities. This amendment is meant to reduce that FY 2019 allocation from \$150,000 to \$82,500. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|-------------------------------------|------------------------|-----------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| TC002-U | Upfit for Passenger Amenity Storage | Bus Infrastructure | \$ 67,500 | \$ - | |
| TOTAL | | | \$ 67,500 | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | |
|--|--------------------------|--------------|------|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
| | | Recurring | \$ - |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ - |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for FY 2019. The request is to remove all but \$82,500 budgeted to project TC002-U in FY 2019.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is not reduced, it keeps funds encumbered for a futile purpose. If the project is reduced, it frees up funds for other needs and will improve our financial planning for future years.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)
- b)
- c)

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|------|-------|-------|-------|-------|-------|-------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | | | | | |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | - | - | - | - | - | - | - |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY19 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|---------------|------|------|------|------|------|------|
| Design/NEPA | \$ 82,500 | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | 82,500 | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

| |
|----------------------------------|
| Wake Transit Project ID # |
| TC002-A |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

Type of Amendment Minor Major

Minor amendment – Required when there is:

A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000

A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000

Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:

A project requested to be added to the Work Plan

A project requested to be removed from the Work Plan

Significant changes in scope of funded project

A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000

A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000

Any change that requires a change in budgeted reserves or fund balance

| New/Amended Project Name | Requesting Agency | Project Contact | Estimated Operating Cost | |
|---|---|--|--------------------------|--------------|
| Raleigh Union Station Bus Facility (FY 20 - Design) | GoTriangle | Bret Martin | Base Year | \$ - |
| | | Bret.Martin@campo-nc.us | Recurring | \$ - |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/2019 | Ongoing | | Base Year | \$ 7,290,000 |
| | | | Cumulative | \$ 7,290,000 |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| This implementation element from the FY 2020 Work Plan is meant to add funds for artist retention during the project's design phase and involves a financial impact requiring a change in fund balance or to budgeted reserves. Request adds \$30,000 in funding to the FY 2020 allocation for the project. | | | | |
| 1. Enter Wake Transit Project ID(s) to Increase | | | | |

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---|------------------------|------------------|------------------|-------|
| TC002-A | Raleigh Union Station Bus Facility (FY 20 - Design) | Bus Infrastructure | \$ 30,000 | \$ - | |
| TOTAL | | | \$ 30,000 | \$ - | |

| 2. Wake Transit Project ID(s) to Reduce | | | | | |
|--|---------|------------------------|-------------|------------------|-------|
| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
| | | | | \$ - | |
| TOTAL | | | \$ - | \$ - | |

| 3. Impact on Transit Plan Project Costs | | | |
|--|--------------------------|--------------|------|
| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
| | | Recurring | \$ - |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ - |

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

The request is to reduce the project's Work Plan's allocation for FY 2020. The request is to add \$30,000 budgeted to project TC002-A in FY 2020, giving a total allocation of \$7,290,000.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the project is funded, it allows for the retention of an artist which done early, will keep costs down and improve overall outcomes. If the project is not funded, it is possible that Wake Transit funded art will not be able to be incorporated in the RUS Bus project.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

- a)
- b)
- c)

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|------|-------|-------|-------|-------|-------|-------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | | | | | |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | | | | | |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | - | - | - | - | - | - | - |

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

| CAPITAL COSTS | FY19 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|------------------|------|------|------|------|------|------|
| Design/NEPA | \$ 7,290,000 | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | | - | - | - | - | - |
| TOTAL CAPITAL COSTS | 7,290,000 | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

WAKE COUNTY TRANSIT PLAN: IMPLEMENTATION

Joint Disposition and Voting Record

Joint Meeting of the Planning & Prioritization and Budget & Finance Subcommittees

December 17, 2021 – 9am-12:30pm

Per the Wake Transit Plan Amendment Policy, the TPAC Budget & Finance and Planning & Prioritization Subcommittees are tasked with jointly reviewing the quarterly Work Plan draft amendment list and amendment request forms when Major Amendment requests are submitted. The subcommittees consider appropriateness of changes in scope and, if applicable, financial choices and tradeoffs associated with the proposed amendments and create a disposition for TPAC consideration. Upon review of the disposition and related amendment requests, the TPAC will make recommendations to the GoTriangle Board of Trustees and CAMPO Executive Board for approval or disapproval of requested amendments to the Work Plan. Following is the voting record and disposition from the joint meeting of the Budget & Finance and Planning & Prioritization Subcommittees held on December 17, 2021, where the requested amendments were reviewed.

Voting Member Agencies for Budget & Finance and Planning & Prioritization Subcommittees

CAMPO
Wake County
City of Raleigh
Town of Cary
GoTriangle
Town of Apex
Town of Fuquay-Varina
Research Triangle Foundation
North Carolina State University

Amendment Requests Description: Twenty-four (24) Wake Transit Work Plan amendment requests were submitted by CAMPO, the City of Raleigh, GoTriangle, and the Towns of Apex and Cary for consideration by the TPAC. All 24 of the amendment requests fall into the 'Major Amendment' category and required a 30-day public comment period.

These requests include the following:

- 1) The addition of an operating project funding allocation for CAMPO Wake Transit-related administrative expenses, including legal services, financial review services, and technical support services;
- 2) A proposed change in budget to add \$15,000,000 to Project TC002-F [Downtown Cary Multimodal Transit Center (Design and Land Acquisition)] to fund land acquisition for the facility;
- 3) Proposed changes in budget to add \$30,000 to each of Project TC005-A3 [Western Corridor Bus Rapid Transit Facility (FY 22 – Project Development, Final Design)] and Project TC002-A [Raleigh Union Station Bus Facility (FY 20 – Design)] for artist retention fees during their respective design phases;
- 4) Proposed reductions in FY 22 budgeted amounts for various operating projects in response to the need to unencumber funds that will not be used for the respective projects in an effort to help address a large funding gap for future-year projects; and
- 5) Proposed reductions in capital project funding allocations authorized in prior fiscal years in response to the need to unencumber funds that will not be used for the respective projects in an effort to help address a large funding gap for future-year projects.

WAKE COUNTY TRANSIT PLAN: IMPLEMENTATION

Joint Disposition and Voting Record

Joint Meeting of the Planning & Prioritization and Budget & Finance Subcommittees

December 17, 2021 – 9am-12:30pm

Subcommittees' Disposition: The Planning & Prioritization and Budget & Finance Subcommittees rendered the following findings for the amendment requests:

- The addition of a proposed operating project funding allocation for CAMPO administrative expenses related to its Wake Transit Plan implementation responsibilities is appropriate for the continued implementation of the Wake County Transit Plan;
- The proposed change in budget to add \$15,000,000 to Project TC002-F [Downtown Cary Multimodal Transit Center (Design and Land Acquisition)] to fund land acquisition for the facility is appropriate for the continued implementation of the Wake County Transit Plan and, more specifically, the Wake BRT: Western Corridor project, the western Durham to Garner/Clayton commuter rail project, and GoCary bus service expansion;
- The proposed changes in budget to add \$30,000 to each of Project TC005-A3 [Western Corridor Bus Rapid Transit Facility (FY 22 – Project Development, Final Design)] and Project TC002-A [Raleigh Union Station Bus Facility (FY 20 – Design)] for artist retention fees are appropriate for the continued implementation of the Wake County Transit Plan and are consistent with the adopted Wake Transit Art Funding Eligibility Policy.
- The proposed reductions in FY 22 budgeted amounts for various operating projects would result in a total of \$2,887,613 being added to fund balance, which allows more funding to be encumbered to other projects;
- The proposed reductions in capital project funding allocations made in prior fiscal years would result in a total of \$946,124 being added to fund balance, which allows more funding to be encumbered to other projects;

Discussion: Specific discussion was centered around the request to add \$15 million to Project TC002-F to fund land acquisition for the Downtown Cary Multimodal Transit Center. Subcommittee members asked clarifying questions about the total cost of the facility independently from its land acquisition needs. It was noted that, although the request is for a substantial amount of funding, the addition of funds to the project for land acquisition is necessary to support at least two other major premium transit projects included in the Wake County Transit Plan (i.e., Wake BRT: Western Corridor and commuter rail). Subcommittee members also asked about the applicability of funding priorities to this request. It was clarified that the Downtown Cary Multimodal Transit Center is a very high priority upon which other high priority projects are predicated.

While not suggesting that it would be applicable to the Downtown Cary Multimodal Transit Center funding request, CAMPO staff further mentioned that CAMPO has an interest in developing a policy to ensure that Wake Transit funds are being used for the basic program requirements of facilities and that the cost of additional components that are desired to be added to facilities should be borne, at least in part, by project sponsors. GoTriangle staff suggested that maybe there should be some sort of limitation on how much costs should be allowed to exceed originally assumed amounts. CAMPO staff stated that poor assumptions made at the planning level with the original bus plan should not tie the hands of project sponsors later when facilities undergo further feasibility study. The problem with managing these changes in cost assumptions starts with the original assumptions made for expenditures to fit within the overall financial constraint. Further discussion ensued regarding changes in external funding sources, such as federal formula and discretionary grants.

Vote: The subcommittees voted unanimously to forward the disposition, as described above, to the TPAC for the requested amendments.

2022 0003

**GOTRIANGLE
FISCAL YEAR 2022
TRIANGLE TAX DISTRICT -- WAKE OPERATING FUND BUDGET ORDINANCE
AMENDMENT**

BE IT ORDAINED by the Research Triangle Regional Public Transportation Authority Board of Trustees:

Section 1. It is estimated that the following revenues will be available in the **Triangle Tax District - Wake Operating Fund** for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

| | Original | Revised |
|--|----------------------|----------------------|
| Article 43 ½ Cent Local Option Sales Tax | \$ 14,379,425 | \$ 11,268,939 |
| Vehicle Rental Tax | 2,800,000 | 2,800,000 |
| \$7 Vehicle Registration Tax | 6,670,000 | 6,670,000 |
| \$3 Vehicle Registration Tax (Transfer from Wake Tax District) | 2,860,000 | 2,860,000 |
| Farebox | 0 | 0 |
| Other/Miscellaneous | <u>370,000</u> | <u>370,000</u> |
| Total | \$ 27,079,425 | \$ 23,968,939 |

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District - Wake Operating Fund** for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

| | Original | Revised |
|---|----------------------|----------------------|
| Tax District Administration (GoTriangle) | \$ 501,338 | \$ 501,338 |
| Transit Plan Administration | 0 | 0 |
| GoTriangle | 2,152,405 | 2,039,714 |
| Capital Area Metropolitan Planning Organization (CAMPO) | 420,249 | 440,249 |
| City of Raleigh | 1,108,690 | 1,108,690 |
| Town of Cary | 984,311 | 984,311 |
| Community Funding Areas | 0 | 0 |
| Town of Wake Forest | 366,083 | 366,083 |
| Town of Apex | 379,770 | 224,770 |
| Town of Morrisville | 338,800 | 338,800 |
| Reserve | 352,570 | 352,570 |
| Bus Operations | 0 | 0 |
| GoTriangle | 5,052,534 | 3,372,719 |
| City of Raleigh | 12,571,145 | 11,523,090 |
| Town of Cary | 2,161,481 | 2,146,481 |
| Wake County | 559,512 | 559,512 |
| Town of Wendell | 4,523 | 4,523 |
| Town of Zebulon | 6,089 | 6,089 |
| Reserve | <u>119,925</u> | <u>0</u> |
| Total | \$ 27,079,425 | \$ 23,968,939 |

Section 3. The GoTriangle President/CEO, or his or her designee, is hereby authorized to transfer funds within appropriations under the following conditions:

- A) No transfer may be made that changes the adopted allocations to fund balance.
- B) All budget transfers will be reported to the Transit Planning Advisory Committee.
- C) All increases to an appropriation, and all transfers between appropriations, must be reviewed by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards.

Section 4: Triangle Tax District – Wake Operating Funds encumbered as of June 30, 2021, by GoTriangle as the Tax District Administrator are hereby appropriated to this budget.

Section 5. Copies of the Budget Ordinance shall be furnished to the Clerk, to the Board of Trustees, to the Finance Officer, and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds. Copies also shall be furnished to representatives of the Agencies under Section 2. The Budget Ordinance shall be entered into the Board minutes.

ADOPTED THIS THE 23RD DAY OF FEBRUARY 2022.

Sig Hutchinson, Board of Trustees Chair

ATTEST:

Michelle C. Dawson, Clerk to the Board

2022 0004

**GOTRIANGLE
FISCAL YEAR 2022**

TRIANGLE TAX DISTRICT - WAKE CAPITAL FUND BUDGET ORDINANCE AMENDMENT

BE IT ORDAINED by the Research Triangle Regional Public Transportation Authority Board of Trustees, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted:

Section 1. It is estimated that the following revenues will be available in the **Triangle Tax District - Wake Capital Fund** for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

| | Original | Revised |
|---|-----------------------|----------------------|
| Article 43 ½ Cent Local Option Sales Tax | \$ 83,620,577 | \$ 86,731,064 |
| Allocation from Wake Capital Fund Balance | 44,739,770 | 55,743,159 |
| Reallocation of Reserves | 0 | 0 |
| <i>Prior Year Commuter Rail Transit Reserve</i> | 0 | <i>(13,365,000)</i> |
| <i>Bus Rapid Transit Reserve</i> | 0 | <i>13,365,000</i> |
| Bus Rapid Transit Reserve (Allocation: City of Raleigh) | <u>0</u> | <u>13,365,000</u> |
| Total | \$ 128,360,347 | \$155,839,223 |

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District - Wake Capital Fund** for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

| | Original | Revised |
|---|--|--|
| Capital Planning | | |
| GoTriangle | \$ 14,3,, | \$ 14,3,, |
| Community Funding Area | | |
| Town of Knightdale | 4,3,, | 4,3,, |
| Research Triangle Foundation | 719 3 19 | 719 3 19 |
| Bus Infrastructure | | |
| GoTriangle | 5 3 963,, | 5 3 483,, |
| City of Raleigh | 0 3 67 3 1, | 1 3 59 3 91 |
| Town of Cary | 94 3 013,, | 4, 3 413,, |
| Reserve | 2 3 5,3,, | 2 3 5,3,, |
| Bus Acquisition | | |
| City of Raleigh | 87 3 09 3 87 | 87 3 09 3 87 |
| Bus Rapid Transit | | |
| City of Raleigh | 87 3 ,,3,, | 74 3 64 3 ,, |
| Allocation to Wake Capital Fund Balance | <u>20391387</u> | <u>20391387</u> |
| Total | \$ 87531, 320 | \$844396379 |

Section 3. The GoTriangle President/CEO, or his or her designee, is hereby authorized to transfer funds within appropriations under the following conditions:

- A) No transfer may be made that changes the adopted allocations to fund balance.

- B) All budget transfers will be reported to the Transit Planning Advisory Committee.
- C) All increases to an appropriation, and all transfers between appropriations, must be reviewed by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards.

Section 4: Triangle Tax District – Wake Capital Funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for duration of the project unless subsequently recommended for reallocation by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards, or as specified in Section 5.

Section 5: GoTriangle Finance Department has authority to close projects and/or programs and reduce appropriations upon notification of project completion by the project sponsor. When actual revenues are available in projects to be closed or which are substantially complete, GoTriangle Finance may transfer savings to Triangle Tax District Wake Capital fund balance. These funds will be then available for future appropriations which require recommendation by the Transit Planning Advisory Committee and approval by the CAMPO and GoTriangle governing boards. This section applies to current and prior year appropriations. A list of project closeouts shall be provided quarterly to the Transit Planning Advisory Committee.

Section 6. If received, Small Starts Funding from the FTA in support of the New Bern Avenue project will be awarded directly to the City of Raleigh. Expenditures funded by these federal funds will be budgeted by the City of Raleigh in their respective Transit Grant Fund. Dollars budgeted above are the local funds budgeted by the tax district and allocated to the City of Raleigh in support of this project.

Section 7. Capital funds included under the commuter rail reserve allocation in Ordinance 2020 0011 of the adopted Fiscal Year 2020 Wake Transit Work Plan have been transferred to the Bus Rapid Transit reserve and then appropriated to the City of Raleigh to fund the FY2022 quarter 2 amendment for project TC005-A1.

Section 8. Copies of the Budget Ordinance shall be furnished to the Clerk, to the Board of Trustees, to the Finance Officer, and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds. Copies also shall be furnished to representatives of the Agencies under Section 2. The Budget Ordinance shall be entered into the Board minutes.

ADOPTED THIS THE 23RD DAY OF FEBRUARY 2022.

Sig Hutchinson, Board of Trustees Chair

ATTEST:

Michelle C. Dawson, Clerk to the Board



**BOARD OF TRUSTEES
OPERATIONS & FINANCE COMMITTEE
MEETING MINUTES**

4600 Emperor Boulevard
Suite 100
Durham, NC 27703

Thursday, February 3, 2022

8:30 a.m.

Remote | Microsoft Teams

Committee members present | Sig Hutchinson, Renée Price, Jennifer Robinson, Stelfanie Williams

Committee members absent | Corey Branch, Valerie Jordan

Other board members present | Will Allen, Brenda Howerton

Committee Chair Renée Price officially called the meeting to order at 8:34 a.m. A quorum was present.

- I. Adoption of Agenda**
- II. Approval of Minutes**

Price asked for a clarification in the draft minutes for January 6, 2022. She stated her question about why black contractors were not qualifying was specific to the bus stop contract.

Action: A motion was made by Williams and seconded by Robinson to adopt the agenda and approve the minutes of January 6, 2022, with the correction as noted. Upon vote by roll call, the motion was carried unanimously.

- III. Joint Procurement of On-Call Transit Planning/Engineering Services MOU**

Michelle Peele shared an opportunity offered GoTriangle by CAMPO to participate in a joint procurement process along with Raleigh and Cary for on-call services related to transportation planning, program and project management and financial services. She stated that a Memorandum of Understanding [MOU] has been drafted to institutionalize the roles and responsibilities of the participating parties in the selection process of qualified firms and enter into agreements with the chosen consultants. She added that GoTriangle the services outlined in the MOU have not been identified as needed by GoTriangle staff, but does allow GoTriangle the opportunity to utilize these services should needs arise in the future. The MOU will be active for a five year period and CAMPO intends to issue two additional requests for qualifications during that time.

- IV. Interlocal Agreement for Reimbursement of Commuter Rail Related Waterline Adjustments**

Katharine Eggleston reported that during the study of the engineering considerations in downtown Durham for commuter rail, an opportunity for a small change to a planned utility project by the city of Durham will avoid a potential costly relocation of a waterline in the future if commuter rail moves forward. She explained that an under height bridge on Gregson Street is often hit by trucks. GoTriangle's recommended concepts for commuter rail involve lowering Gregson Street in addition to raising the rails in this location. The City is replacing the waterline on Gregson Street and plans to set it with minimum cover on the roadway, meaning that in order to lower the roadway the waterline also would need to be relocated. The City has agreed to lower the waterline and split the cost with GoTriangle. GoTriangle's portion would be

Meeting Minutes

\$39,000, charged to the commuter rail project. This Interlocal Agreement [ILA] allows for the reimbursement. Eggleston reiterated that this coordination with Durham for a low cost change to the current project avoids a potentially more costly and complex situation in the future.

Action: A motion was made by Robinson and seconded by Williams to recommend that the Board of Trustees authorize the President/CEO to execute an Interlocal Agreement between GoTriangle and the City of Durham for reimbursement of commuter rail related waterline adjustments with a reimbursement amount of \$39,000 to be paid by GoTriangle. Upon vote by roll call, the motion was carried unanimously.

V. FY2022 Q3 Wake Transit Work Plan & Budget Amendment

Steven Schlossberg's presentation is attached and hereby made a part of these minutes. He explained that this quarter's budget amendments include 24 projects, consisting of capital and operating funds. The net impact to the Wake Transit Plan is \$11,246,263.

Twenty of the projects will release \$3,833,737 to the Wake Transit fund balance:

- Town of Apex
 - (\$155,000) operating | Route 1 fixed-route circulator
- City of Raleigh
 - (\$91,344) operating | Web hosting and maintenance of fare collection technology
 - (\$745,070) operating | Glenwood route package
 - (\$308,624) capital | Hillsborough / State Fairgrounds transfer point improvements
- GoTriangle
 - (\$200,000) operating | Transit Customer Survey
 - (\$12,691) operating | Customer feedback management system
 - (\$715,000) operating | Route 305 improvements
 - (\$160,000) operating | Route NRX/North Raleigh Express
 - (\$390,000) operating | Route 310 RTC-Cary
 - (\$44,950) operating | Mobile ticketing software
 - (\$81,000) operating | Short term park-and-ride leases
 - (\$75,000) operating | Additional trips for Durham-Raleigh Express
 - (\$31,000) operating | Reliability improvements for Chapel Hill-Raleigh Express
 - (\$120,000) operating | Complimentary ADA services
 - (\$16,558) operating | Holly Springs park-and-ride lease
 - (\$50,000) operating | Outreach/Marketing/Communications for transit plan administration
 - (\$150,000) capital | Long-term park-and-ride feasibility study
 - (\$67,500) capital | Up-fit for passenger amenity storage
- Town of Cary
 - (\$120,000) capital | Weston route bus stop improvements
 - (\$300,000) capital | Fare collection technology upgrade

Meeting Minutes

Four projects are requesting funds totaling \$15,080,000:

- \$20,000 operating | CAMPO - administrative expenses
- \$15,000,000 capital | Town of Cary - Multimodal Transit Center design and land acquisition
- \$30,000 capital | GoTriangle - Raleigh Union Station Bus Facility artist retention
- \$30,000 capital | City of Raleigh - Western Corridor Bus Rapid Transit Facility artist retention

Action: A motion was made by Hutchinson and seconded by Williams to recommend that the Board of Trustees approve the FY2022 Q3 Wake Transit Work Plan and budget ordinance amendments. Upon vote by roll call, the motion was carried unanimously.

VI. County Transit Plan Financial Review

Saundra Freeman provided a detailed financial update on the Orange County Transit Plan, which is attached and hereby made a part of these minutes.

She explained that GoTriangle is responsible for tax district administration and transit plan administration, charged to the plan at .75 full-time equivalent staff and 2.14 full-time equivalent staff respectively.

Tax District Revenue Sources

- ½ cent sales tax
- 5% vehicle rental tax – 50% of collections distributed to counties based on population
- \$7 vehicle registration tax
- \$3 vehicle registration tax – designated for GoTriangle expanded/enhanced service in Orange County

FY2021 total revenue was \$10,318,995 and expenditures in Orange County totaled \$2,392,685 for GoTriangle and \$3,467,015 for transit partners. Total cash and investments for the tax district totaled \$9,455,296 on December 31, 2021.

In FY2021 GoTriangle funded 32,917 hours of fixed route service in Orange County, with 7,336 of those hours funded by the transit plan [22%]. GoTriangle also provided 1,546 hours of ADA service in Orange County, 82 funded by the transit plan [5%].

The presentation includes a list of all the projects included in the FY2022 Orange Transit work plan by agency. Price requested that the dollar amount of each project also be included.

Freeman also provided a summary of D-O LRT project expenses from FY2014-2021:

| | |
|----------------------------|-------------|
| Management and design | 130,922,132 |
| General and administrative | 16,139,172 |
| Real estate | 6,158,465 |
| Other | 3,823,844 |
| Total | 157,043,612 |

Meeting Minutes

Howerton stated that only one consultant was hired out of Durham for the D-O LRT project and a common question is where the rest of the money went. Lattuca responded that the geographic location of consultants will need more work to answer.

Howerton also asked about DBE participation. Freeman stated that DBE goals were established for all of the contract for the project but geographic location cannot be restricted in the RFP.

Freeman then provided a detailed financial update on the Durham County Transit Plan, which is attached and hereby made a part of these minutes.

GoTriangle is responsible for tax district administration and transit plan administration, charged to the plan at .75 full-time equivalent staff and 6.28 full-time equivalent staff respectively. The higher number for tax plan administration is driven by the capital projects in Durham.

FY2021 total revenue was \$41,466,946 and expenditures in Orange County totaled \$8,318,177 for GoTriangle and \$7,559,452 for transit partners. Total cash and investments for the tax district totaled \$87,264,914 on December 31, 2021.

In FY2021 GoTriangle funded 40,132 hours of fixed route service in Durham County, with 11,745 of those hours funded by the transit plan [29%]. GoTriangle also provided 3,608 hours of ADA service in Orange County, 192 funded by the transit plan [5%].

Lattuca stated that an analysis also will be provided for Wake County once the format is finalized.

VII. Adjournment

Action: On motion by Hutchinson the meeting was adjourned at 9:43 a.m.

Prepared by:

Michelle C. Dawson, CMC
Clerk to the Board of Trustees

MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Planning and Capital Development
DATE: February 10, 2022
SUBJECT: **Joint Procurement of On-Call Transit Planning/Engineering Services MOU**

Strategic Objective or Initiative Supported

3.2 Strengthen community and institutional partnerships

Action Requested

Staff requests that the Board authorize the president and CEO to execute the Joint Procurement of On-Call Transit Planning/Engineering Services Memorandum of Understanding (MOU) with CAMPO and CAMPO member jurisdictions.

Background and Purpose

The Capital Area Metropolitan Planning Organization (CAMPO), through a joint procurement process with the City of Raleigh, the Town of Cary, and GoTriangle, will be inviting interested and qualified consulting firms or individuals to submit Statements of Qualifications (SOQs) demonstrating the ability to perform a variety of planning, engineering and environmental, technology, program and project oversight/management, and financial services for a multi-jurisdictional group of transit agencies and transportation planning organizations on an “on-call” basis. Consultants or individuals are expected to have expertise in a variety of disciplines. In preparation for the joint procurement, CAMPO has prepared a draft Memorandum of Understanding (MOU) that institutionalizes the roles and responsibilities of the joint procurement parties. The approval of the MOU will permit GoTriangle to participate in the selection process of qualified consultants and potential entering of future agreements with consultants. Services potentially rendered through the MOU will assist staff with project development that is consistent with meeting the objectives set forth by GoTriangle.

Financial Impact

There is no financial impact of entering into the MOU.

Attachments

- Draft MOU

Staff Contacts

- Michelle Peele, 919-485-7434, mpeele@gotriangle.org
- Katharine Eggleston, CDO, 919-485-7564, keggleston@gotriangle.org

Contract Work Orders – January 2022 (< \$100K)

| Contract # | Contractor (or subject if no contractor listed) | Contract Amount | Subject | Comments | President/CEO Date Executed |
|------------|---|-----------------|-----------------------------|--|-----------------------------|
| 21-101 | JL Service Group Inc. | \$55,660 | HVAC Maintenance Agreement | The term of this agreement shall be from the effective date and continue for three years. | 01/05/2022 |
| 20-053 | CAMPO / City of Raleigh | \$0 | Amendment No. 1 | This Amendment No. 1 for Special Capital Funding Agreement for Bus Rapid Transit with CAMPO, the City of Raleigh, and GoTriangle is to add funds. The budget is outlined in Exhibit A. The term of this Agreement shall remain effective until Sep 30, 2023. | 01/10/2022 |
| 20-036 | Triangle J Council of Governments (TJCOG) | \$0 | Amendment One | This Amendment One for Land Use and Economic Development Analysis for the Greater Triangle Commuter Rail Project with TJCOG is hereby amended to extend the term of this Agreement to Aug 30, 2022. | 01/10/2022 |
| 21-095 | Capital Area Metropolitan Planning Organization (CAMPO) | \$0 | Special Operating Agreement | This is for the Special Operating Agreement for Web Hosting and Maintenance of Fare with CAMPO. The budget is outlined in Exhibit A. The term of this Agreement shall be from the effective date until Sep 30, 2022. | 01/12/2022 |
| 22-004 | City of Durham | \$0 | License Agreement | The City of Durham grants a revocable license to GoTriangle to locate a mobile trailer at Durham Station for use as a recruitment center. | 01/25/2022 |
| 21-098 | Creative Business Interiors | \$68,354.17 | Plaza Boardroom Renovations | This contract will be paid for with local funds. | 01/26/2022 |
| 19-075 | Uber | \$125,000 | Six Month Extension | This agreement provides a six month extension to the Uber Pilot Program. The current Agreement is set to expire Jan 31, 2022. The new expiration shall be Jul 31, 2022. The amount is based off of vouchers issued. | 01/30/2022 |

HR Board Report – February 2022

NEW HIRES

Darilyn Leach, Bus Operator
Charles Beasley, Bus Operator
Saa Mbayo, Bus Operator
ReShaun Lawrence, Bus Operator
LaTeshia White, Safety and Security Specialist

PROMOTIONS

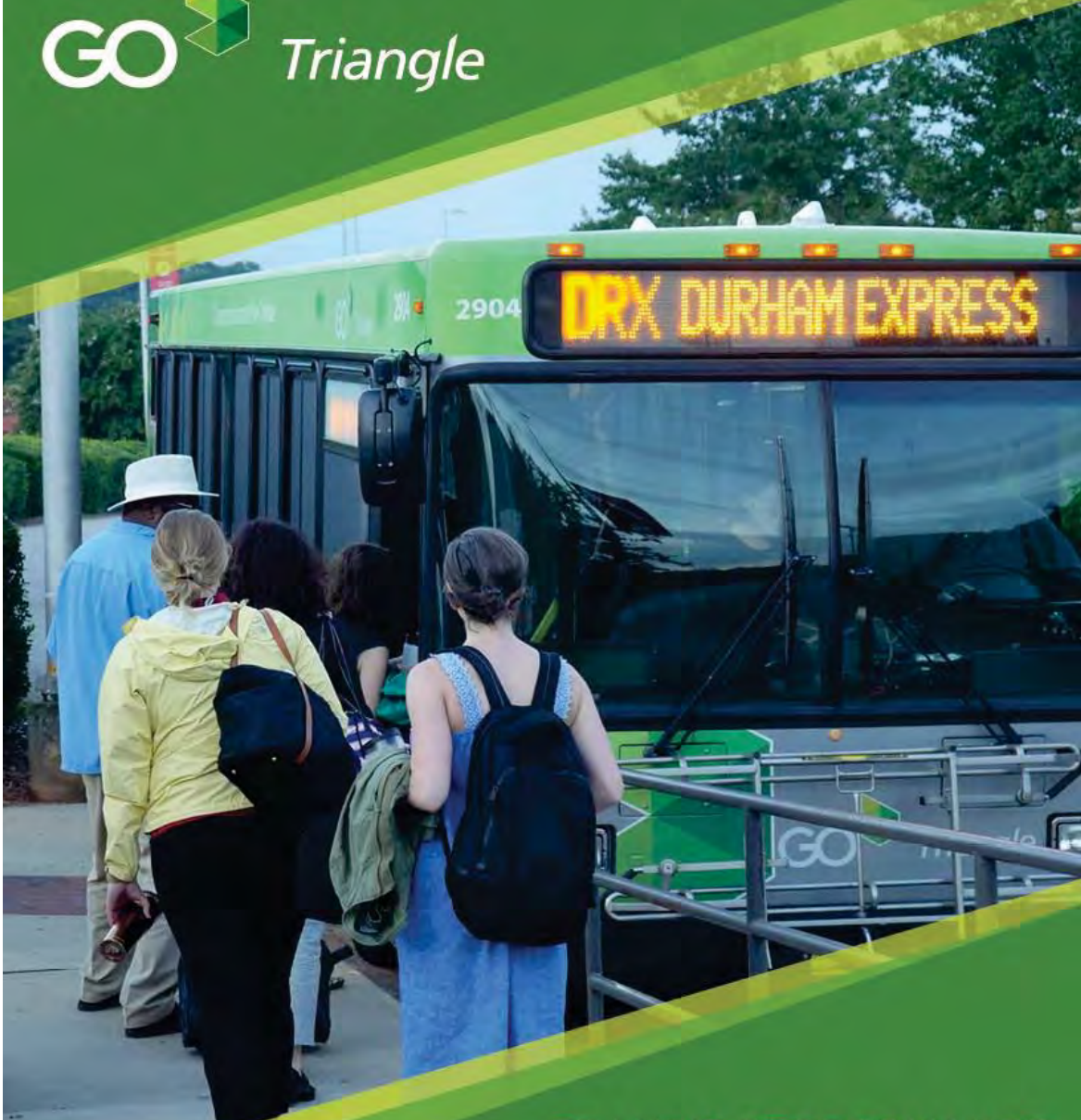
Tamika Wilson, Bus Operator III to Training Specialist

SERVICE AWARDS

20 Years, Carolyn Williams
15 Years, Juan Alencastro
10 Years, Arthur Colson

RECRUITING

Bus Operator I
Capital Projects Commuter Rail Intern
Compliance Specialist – EEO/DBE/Title VI
Customer Information Specialist Bilingual Preferred
Diesel Mechanic
Human Resources Business Partner
Paratransit Operator I
Senior Customer Information Specialist - Bilingual Spanish
Senior Financial Analyst
Service Attendant



January
2022

TRANSIT PERFORMANCE
REPORT



Fixed Route

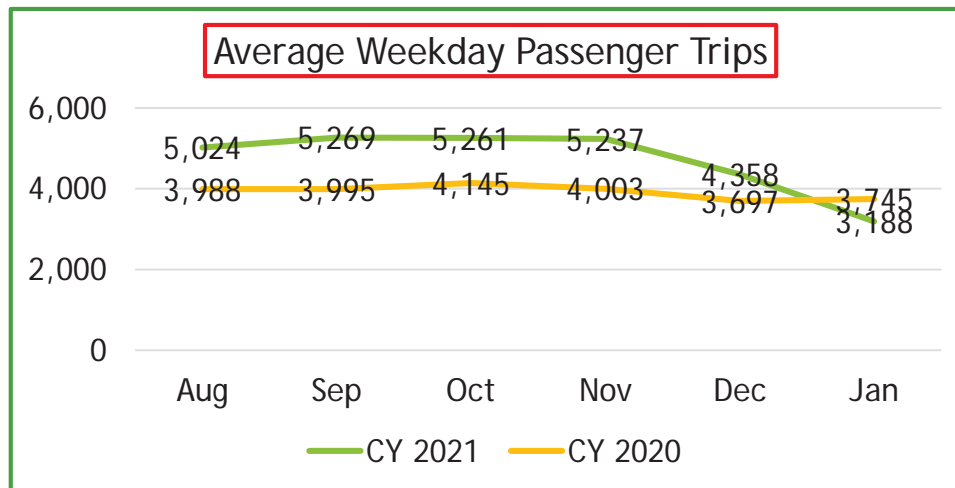
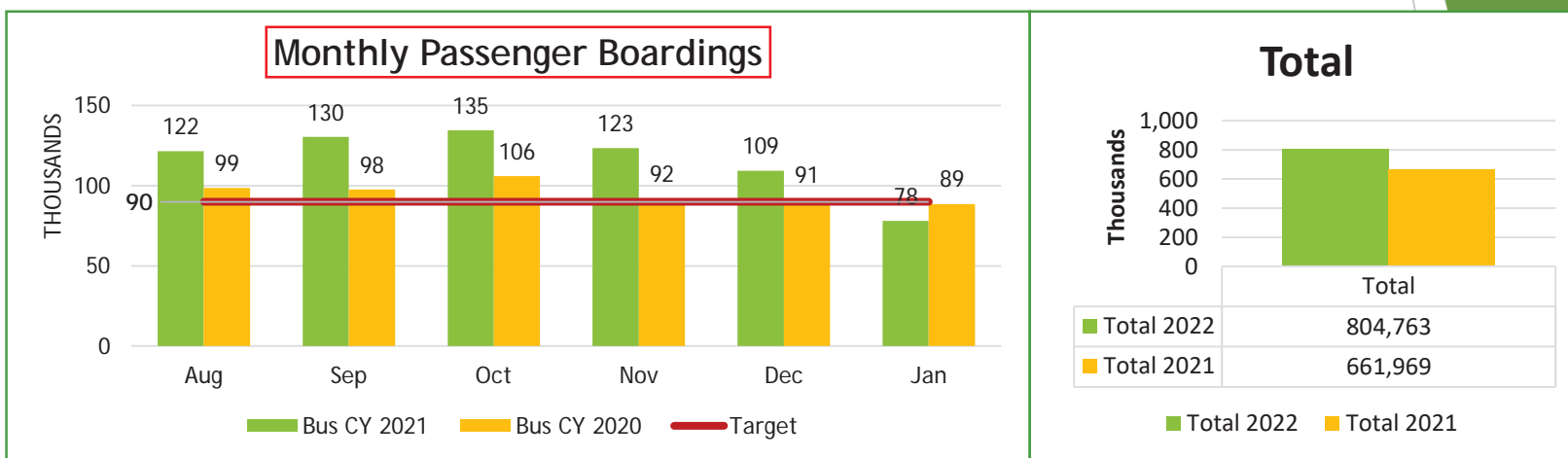
Consists of vehicles operating along a defined route on a consistent schedule

Fixed Route Year-to-Year Summary

| | YTD 2022 | YTD 2021 | Jan 2022 | Jan 2021 |
|--|-------------|-------------|-------------|-------------|
| Passenger Boardings | 804,763 | 661,969 | 77,989 | 88,626 |
| Passengers/Revenue Hour | 12.3 | 7.6 | 9.3 | 8.4 |
| On-Time Performance | 86.2% | 92.3% | 88.3% | 93.1% |
| Total Mechanical Failures | 118 | 183 | 19 | 16 |
| Mean Distance Between Failures | 52,179 | 48,075 | 37,490 | 81,356 |
| Bus Total Miles | 1,356,666 | 1,874,906 | 187,452 | 244,068 |
| Collisions per 100,000 Revenue Miles | 0.89 | 0.47 | 1.29 | 0.53 |
| Verified Complaints per 100,000 Passengers | 1.9 | 1.1 | 2.6 | 1.1 |

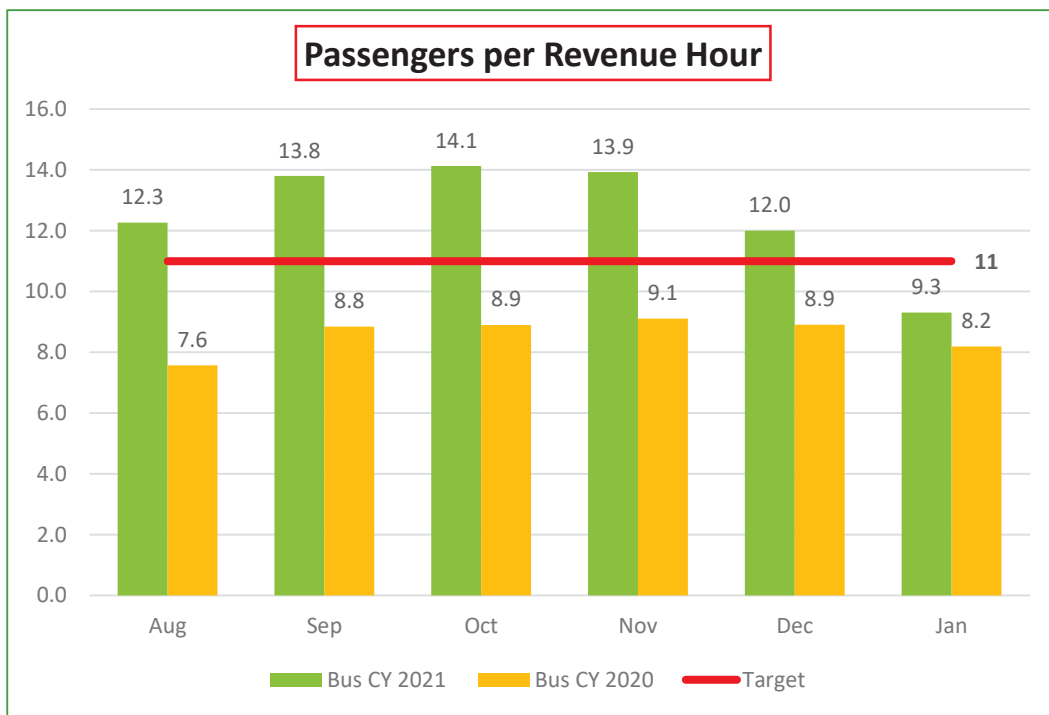
Passenger Boardings

- ▶ Defined as the number of times passengers board public transportation vehicles
- ▶ All years shown are the fiscal year of the latest month



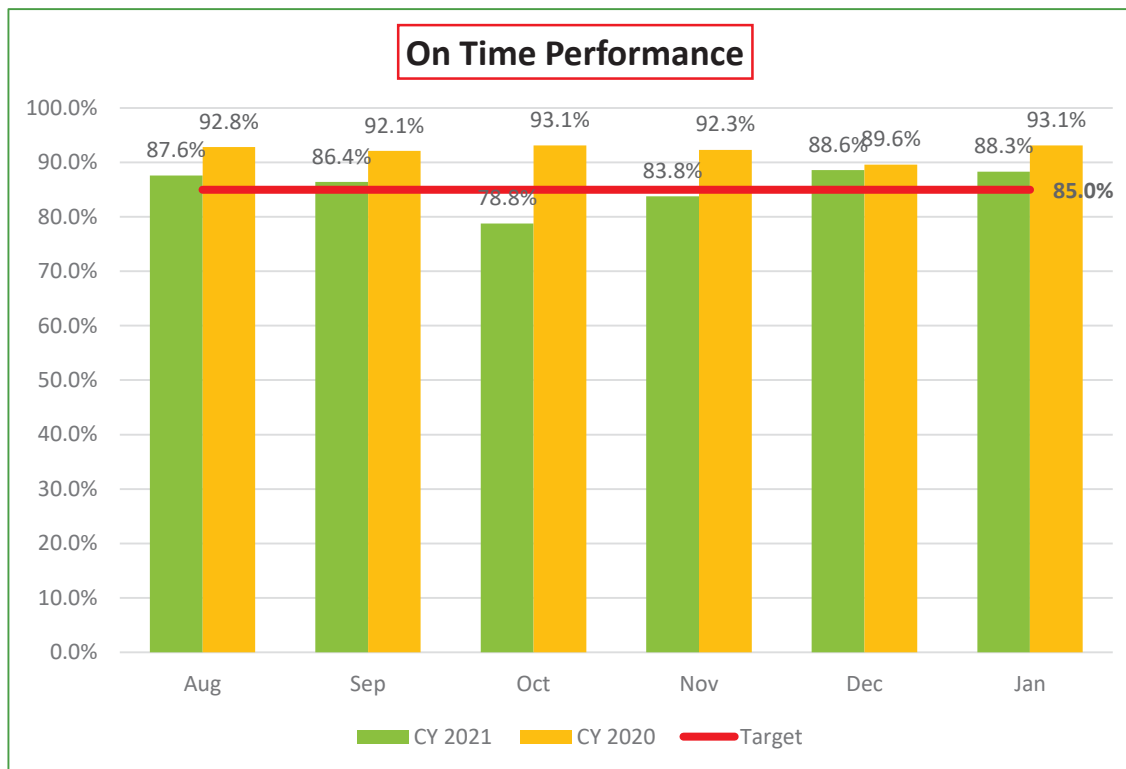
Passengers per Revenue Hour

Measures total fixed route bus ridership, divided by total fixed route bus revenue service hours



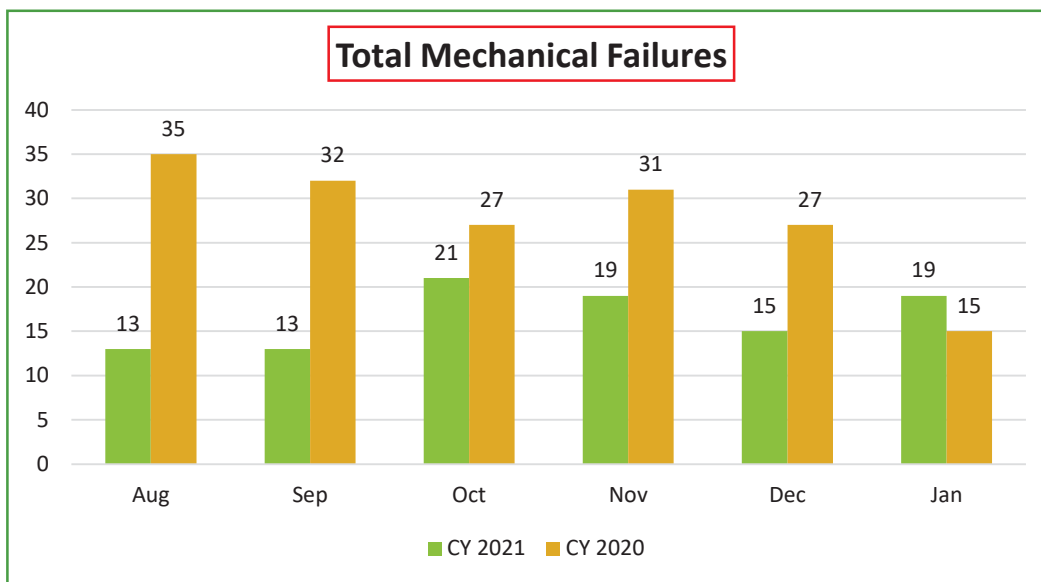
On-Time Performance

Measures on-time performance of fixed route bus service. On-time is defined as bus arrival at the stop between one minute early and five minutes late.



Mechanical Failures

Measures the total number of mechanical failures, major and other, of the bus fleet.

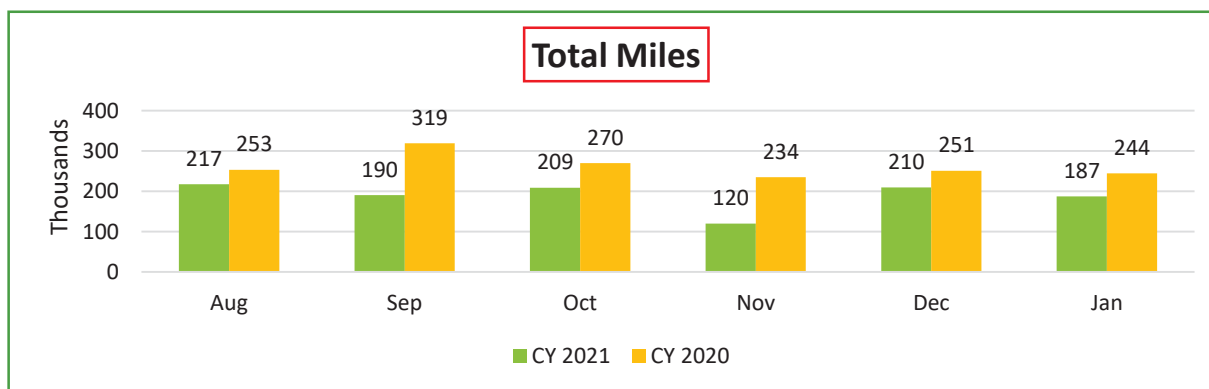
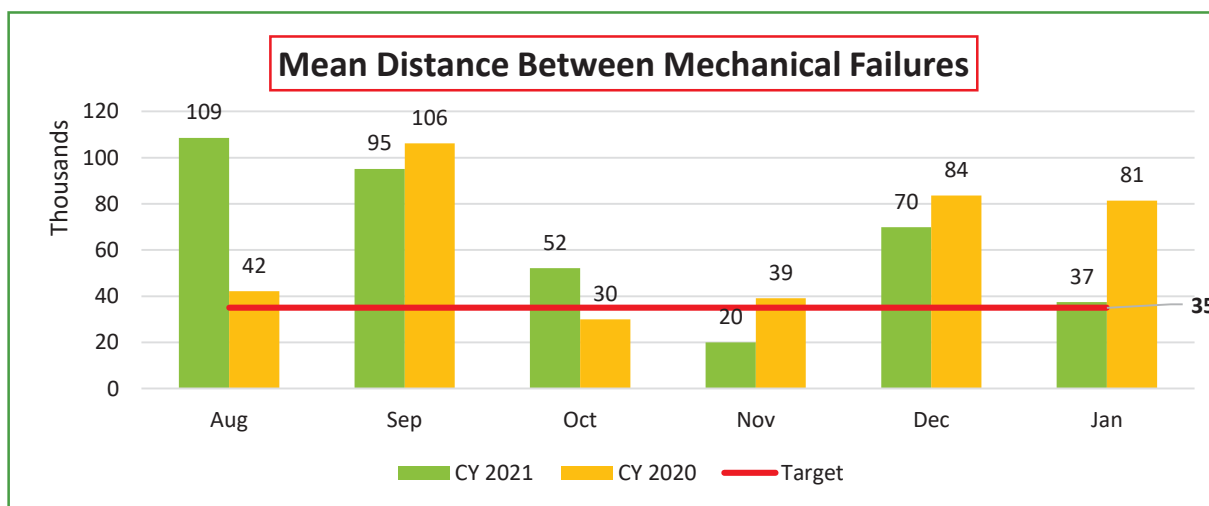


| CY 2021 | | | | | | |
|---------|-----|-----|-----|-----|-----|-----|
| | Aug | Sep | Oct | Nov | Dec | Jan |
| Major | 2 | 2 | 4 | 6 | 3 | 5 |
| Other | 11 | 11 | 17 | 13 | 12 | 14 |
| Total | 13 | 13 | 21 | 19 | 15 | 19 |

| CY 2020 | | | | | | |
|---------|-----|-----|-----|-----|-----|-----|
| | Aug | Sep | Oct | Nov | Dec | Jan |
| Major | 6 | 3 | 9 | 6 | 3 | 3 |
| Other | 26 | 24 | 22 | 21 | 12 | 13 |
| Total | 32 | 27 | 31 | 27 | 15 | 16 |

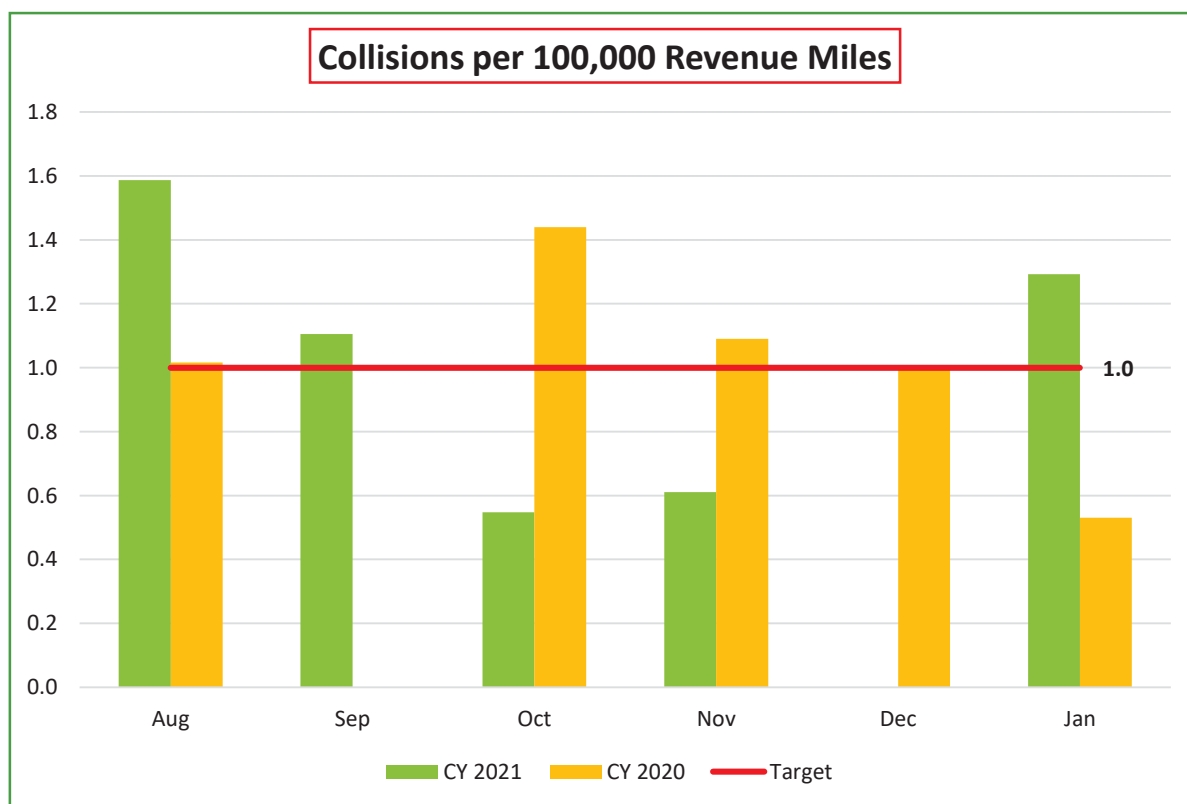
Mean Distance Between Failures

Measures the miles between major mechanical failures on the fixed route fleet (Note: Higher Bus Mean Distance Between Failures is better.)



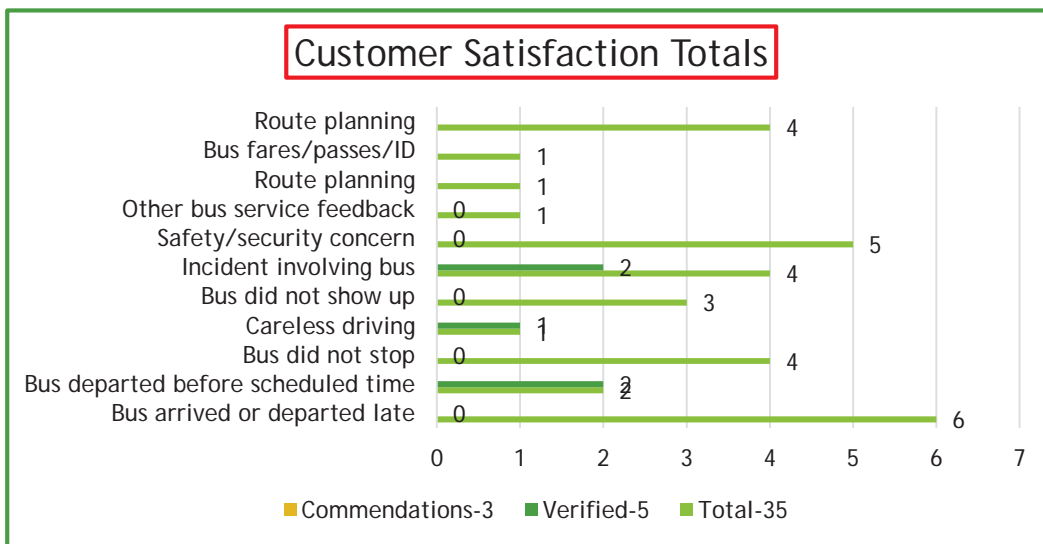
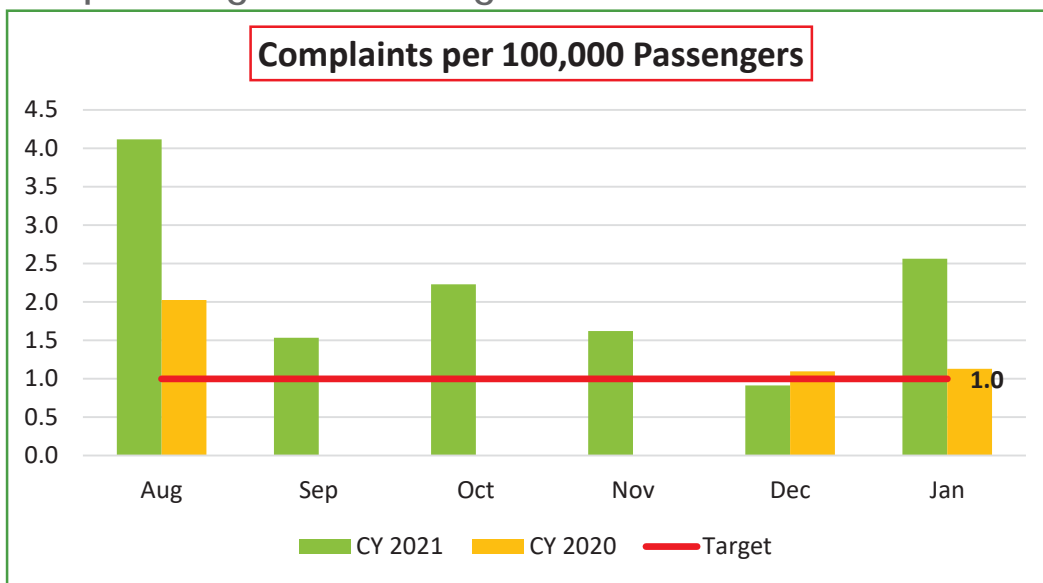
Collisions per 100,000 Revenue Miles

Measures the number of preventable collisions involving bus service per 100,000 miles.



Customer Satisfaction

Measures verified customer complaints about bus service per 100,000 bus passenger boardings.





Paratransit

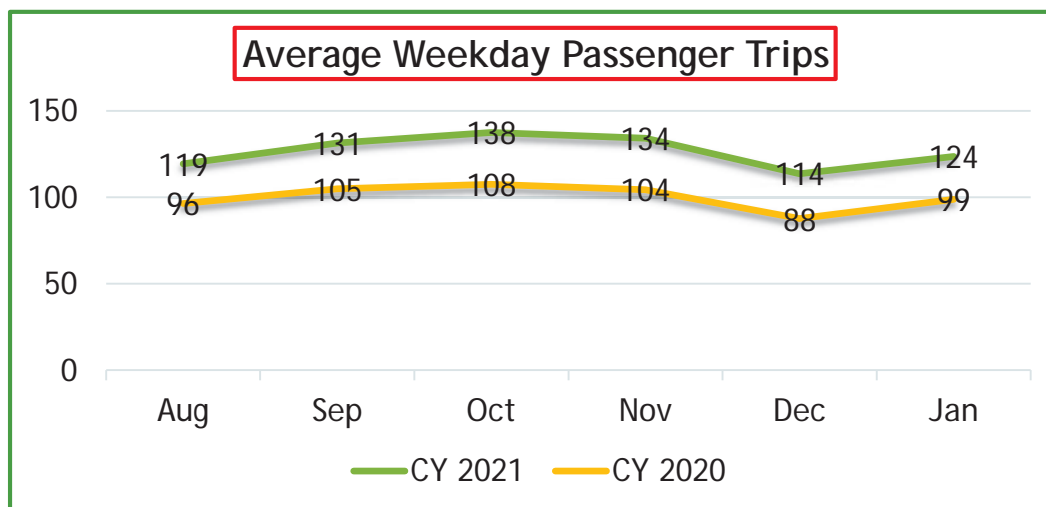
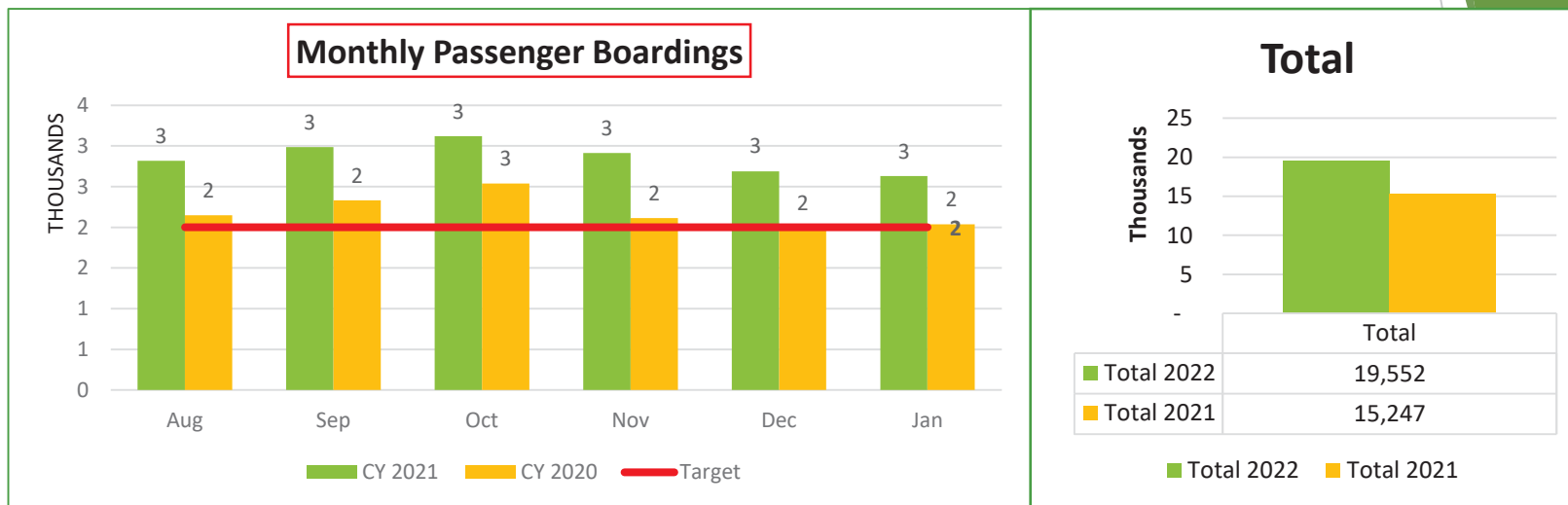
ADA service where passengers request trips and vehicles respond to the request.

Paratransit Year-to-Year Summary

| | Jan 2022 | Jan 2021 | YTD 2022 | YTD 2021 |
|---|-------------|-------------|-------------|-------------|
| Passenger Boardings | 2,628 | 2,036 | 19,552 | 15,247 |
| Passengers/Revenue Hour | 2.0 | 2.2 | 2.1 | 2.2 |
| On-Time Performance | 90.0% | 89.9% | 88.7% | 93.7% |
| Total Mechanical Failures | 0 | 0 | 1 | 0 |
| Mean Distance Between Failures | No failures | No failures | No failures | No failures |
| ACCESS Total Miles | 60,651 | 35,142 | 328,347 | 315,399 |
| Collisions per 10,000 Revenue Miles | 0.7 | 0.0 | 0.1 | 0.00 |
| Verified Complaints per 10,000 Passengers | 0.8 | 0.0 | 0.1 | 0.00 |

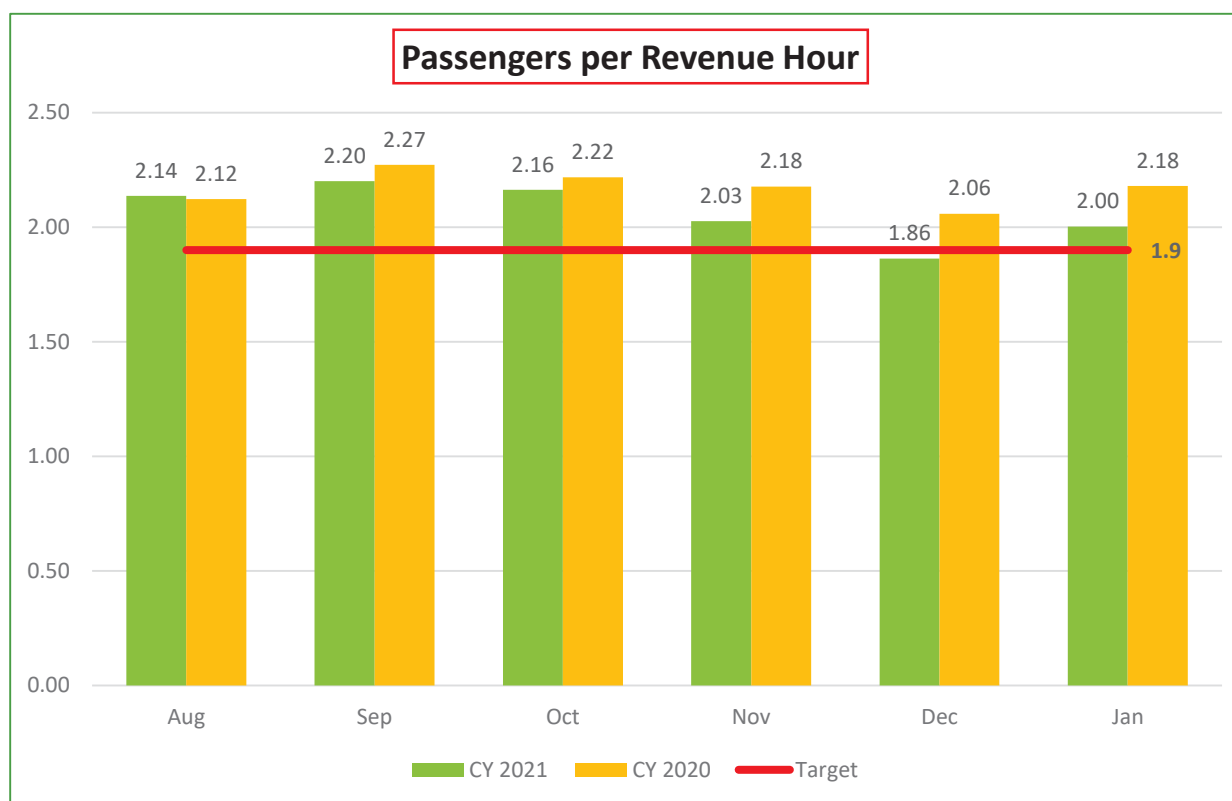
Passenger Boardings

Defined as the number of times passengers board public transportation vehicles



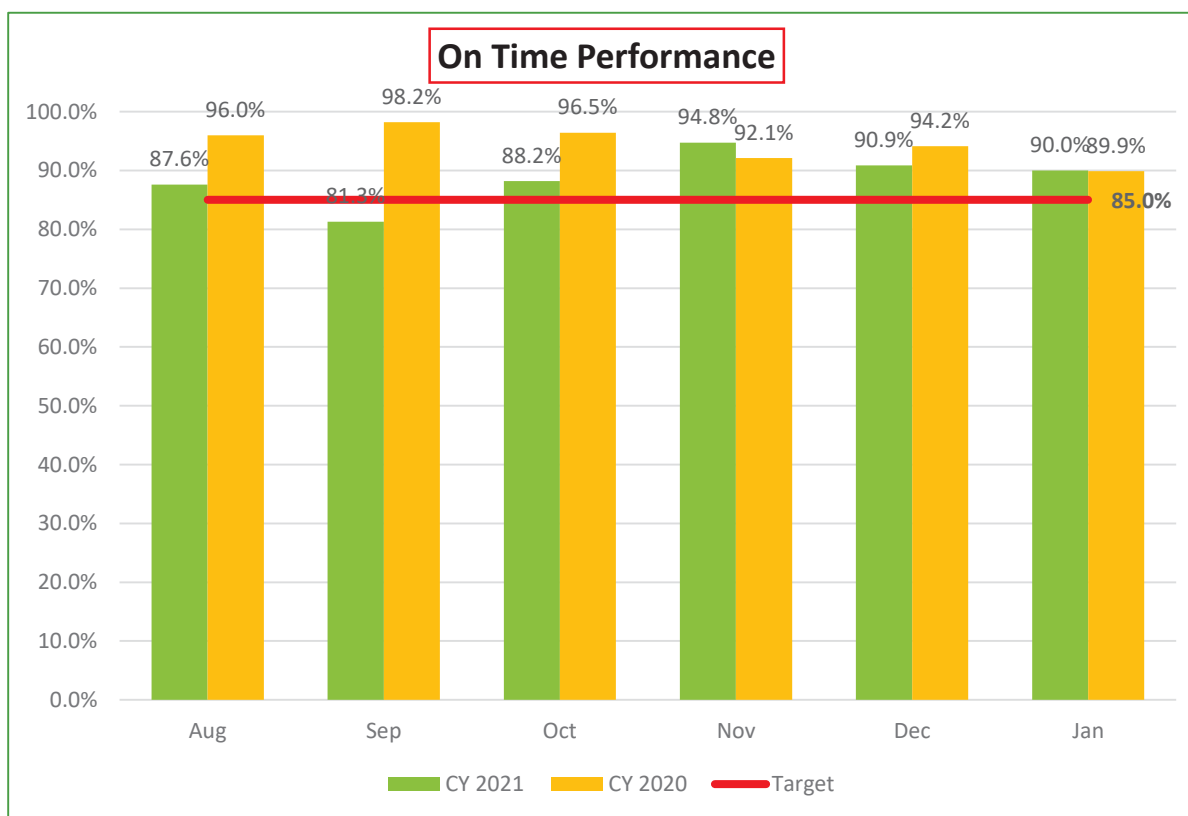
Passengers per Revenue Hour

Measures total ridership, divided by total service hours.



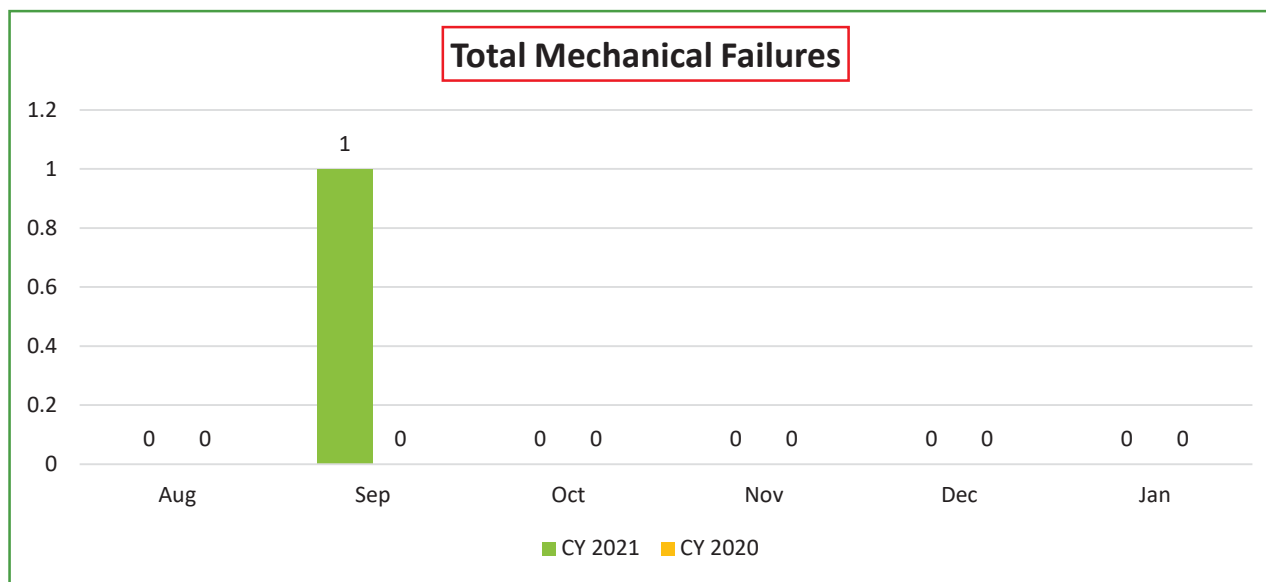
On-Time Performance

Define as being picked up within 30 minutes of requested pickup time.



Mechanical Failures

Measures the total number of mechanical failures, major and other, of the paratransit fleet.

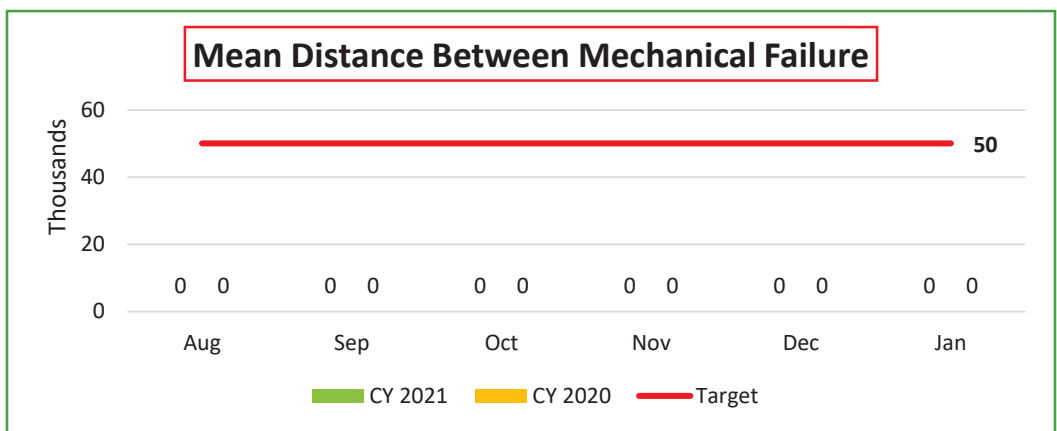


| CY 2021 | | | | | | |
|---------|-----|-----|-----|-----|-----|-----|
| | Aug | Sep | Oct | Nov | Dec | Jan |
| Major | 0 | 0 | 0 | 0 | 0 | 0 |
| Other | 0 | 1 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 | 0 |

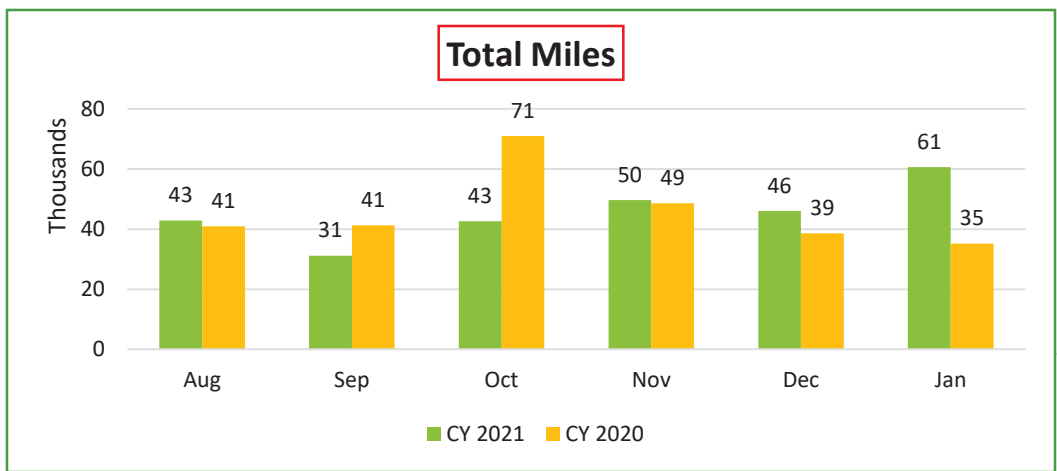
| CY 2020 | | | | | | |
|---------|-----|-----|-----|-----|-----|-----|
| | Aug | Sep | Oct | Nov | Dec | Jan |
| Major | 0 | 0 | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 | 0 |

Mean Distance Between Failures

Measures the miles between major mechanical failures on the Paratransit fleet. (Note: Higher Mean Distance Between Failures is better.)

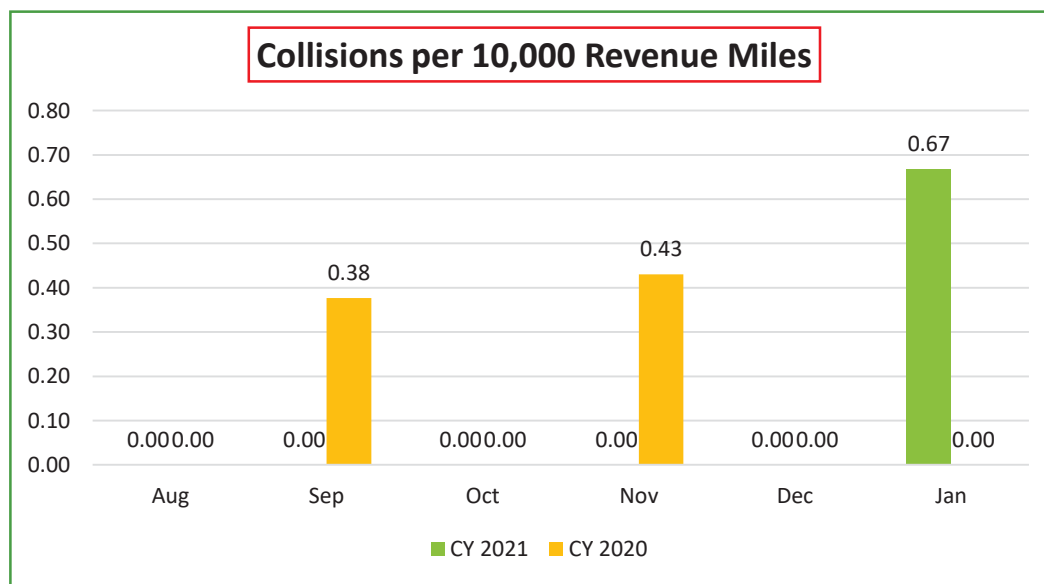


(0 indicates no mechanical failures for the month. There were no failures for November.)



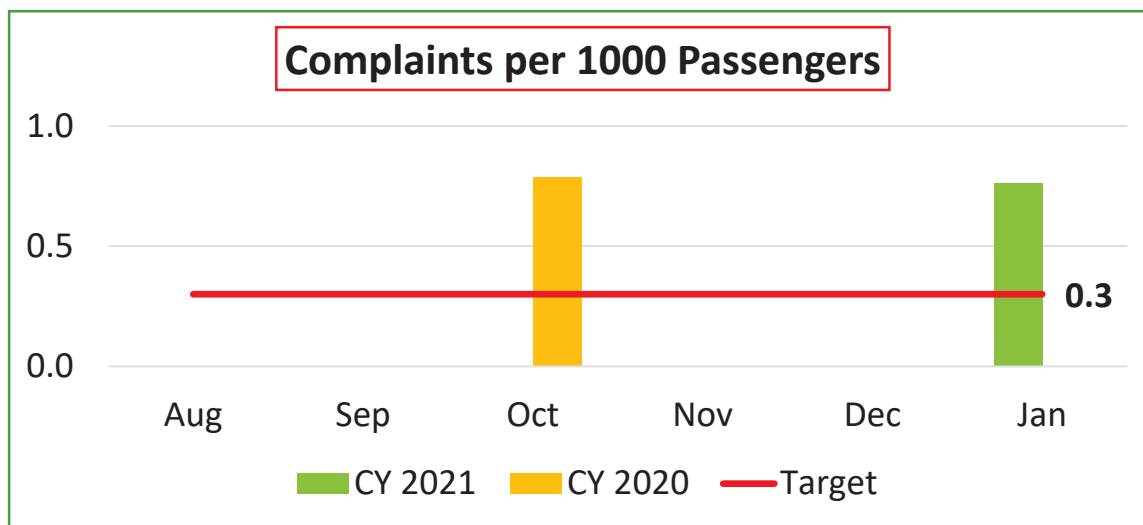
Collisions per 10,000 Revenue Miles

Measures the number of preventable collisions involving paratransit service per 10,000 miles.



Customer Satisfaction

Measures verified customer complaints about paratransit service per 1,000 passenger boardings.



MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Planning and Capital Development
DATE: February 13, 2022
SUBJECT: **Capital Projects Status Report**

Strategic Objective or Initiative Supported

2.4 Ensure an attractive and accessible transit environment

Action Requested

None

Background and Purpose

The Wake, Durham, and Orange transit plans and the GoTriangle Capital Improvement Program include funds to support planning, development, and delivery of transit capital infrastructure projects ranging from bus stop amenities to commuter rail infrastructure. This report includes a brief snapshot of the status, upcoming activities, and notable risks to on-time/on-budget delivery for active capital projects. The report is organized into the following sections:

- Bus Passenger Facilities
- Bus Operations and Maintenance Facilities
- Rail Transit Infrastructure Development

This report is updated monthly. New/updated information from the previous month's report is shown in underlined green text.

Financial Impact

None

Attachments

- None

Staff Contact

- Katharine Eggleston, 919-485-7564, keggleston@gotriangle.org

Bus Passenger Facilities

Projects Under Construction

Bus Stop Improvements in Durham County (various)

Description – This project includes site selection, design, and construction of passenger amenities at GoDurham and GoTriangle bus stops in Durham County. The current pipeline of funding provides for construction of 50-75 stops per year.

Status – Since the start of FY20, GoTriangle has completed construction of improvements at 57 stops, and is proceeding with design, permitting, and construction of an additional 96. Feasibility analysis for prioritization is underway for a further 41 candidate locations, with candidate locations being evaluated on a rolling basis.

Upcoming Activities – Prioritization, design, plan approval, right-of-way acquisition, and construction activities will continue. Staff is evaluating opportunities for further process streamlining to accelerate delivery.

Bus Stop Improvements In Wake County (various)

Description – The Wake Transit Plan includes funding for improvements at existing and new GoTriangle bus stops throughout Wake County. GoTriangle has also secured supplemental federal funding through CAMPO's Locally Administered Projects Program for this project.

Status – In Wake County, since the start of FY20, GoTriangle has completed construction of improvements at 9 stops, and is proceeding with design, permitting, and construction of an additional 18. Feasibility analysis and environmental review is underway for a further 37 candidate locations.

Upcoming Activities – Prioritization, design, plan approval, right-of-way acquisition, and construction activities will continue. Staff is evaluating opportunities for further process streamlining to accelerate delivery.

Projects in Design

Patterson Place Improvements (18GOT_CD4)

Description – Nearly 200 riders per day board buses at the existing transfer point and park-and-ride served by GoTriangle route 400 and GoDurham routes 10 and 10A. This project includes new and additional concrete shelter pads and shelters at Witherspoon Boulevard and McFarland Drive. Improvements include: landscaping, curb-radius improvement to allow buses to turn right from southbound Witherspoon Boulevard onto westbound McFarland Drive to reduce bus travel time and serve additional future park-and-ride spaces.

Status – Signed plans have been obtained from the City of Durham. Easement exhibits have been prepared and real estate acquisition activities are imminent. Staff is preparing the construction bid package.

Upcoming Activities – GoTriangle will complete necessary right-of-way acquisition activities and schedule the project for construction.



Hillsborough Park-and-Ride (18GOT_CD8)

Description – This project includes site selection, real estate acquisition, design, and construction of a permanent park-and-ride for GoTriangle route ODX in Hillsborough. Park-and-ride utilization at the current leased lot for the ODX in Hillsborough is approximately 15 spaces per day. The original plan for the new lot included 35-50 spaces across two parcels of land; right-of-way for the full facility was acquired, however due to increased construction cost estimates, the scope was reduced to 31 spaces to allow for some growth in utilization while deferring full build-out to a future phase.

Status – Staff and outside counsel have identified the need for additional real estate agreements related to use of property that had previously been identified as an existing undeveloped right-of-way within the site. Orange county staff has concurred with GoTriangle’s procedural steps to resolve. The design is currently awaiting to advance through the plan approval process with Orange County once the property issue resolution is complete. The Real Estate consultant is [engaged in](#) acquisition of necessary easements and resolution of property issues with the undeveloped right-of-way.

Upcoming Activities – The design consultant is preparing to develop necessary property acquisition exhibits and update site design to align with real estate modifications.

Schedule Risks – As noted above, a need for additional real estate agreements was identified during site plan review. Coordination with Orange County to resolve this is ongoing. The schedule for plan approval and turnover of the project to Orange County for construction is dependent on resolution of the real estate issue.

GoTriangle Bus Stop Improvements in Orange County (18GOT_CD12)

Description – This project includes site selection, design, and construction of passenger amenities at up to 10 bus stops in the GoTriangle system within Orange County.

Status – Designs for four stops are complete and have been turned over to Orange County for construction, which is now underway. Design of an additional six stops is under review by Town of Chapel Hill, UNC and NCDOT.

Upcoming Activities – Orange County will complete construction on the initial group of four. GoTriangle expects to complete design and permitting for at least four of the additional six stops in the coming months.

Park-and-Ride Improvements in Wake County (Short-Term) (TC002-K)

Description – The Wake Transit Plan includes funding for short-term improvements to existing park-and-ride locations, in anticipation of more substantive investments that may be identified through the park-and-ride feasibility study.

Status – Permitting of the Bent Tree Plaza Park and Ride is underway; [site plan has been submitted to the City](#).

Upcoming Activities – Formal plan approval by City of Raleigh for the Bent Tree location is anticipated in the coming months; following plan approval real estate activities will commence.

Raleigh Union Station Bus Facility (TC002-A)

Description – This project includes publicly-funded design and construction of an eight-bay off-street bus facility and related transit access improvements adjacent to Raleigh Union Station in downtown Raleigh, in conjunction with a privately-funded mixed-use development above the bus facility. The project was awarded a \$20 million BUILD grant from the US Department of Transportation (USDOT).

Status – GoTriangle and the preferred developer are progressing in the Interim Design/Administrative Site Review process. The initial ASR package was submitted to the City on August 2, the second package was submitted on October 19. The NEPA/Section 106 process is complete. The developer agreements are progressing and are nearing completion. Coordination with FTA, City of Raleigh, SHPO, NCDOT and other stakeholders is ongoing to confirm third-party requirements affecting the project definition. GoTriangle [submitted a draft](#) white paper to submit to FTA describing proposed modifications to the



grant scope, schedule, and budget breakdown. Monthly federal oversight meetings are continuing with the PMOC assigned to the project, and the first quarterly meeting with FTA was held on November 1, 2021. A draft Environmental Management Plan is under review by NCDEQ and a brownfields agreement is being developed. Weekly preconstruction meetings are ongoing with the developer team. [Permit applications for Phase 1 construction were submitted to the City of Raleigh in January.](#)

Upcoming Activities – Completion of the developer agreements, design progression and additional submittals to the City of Raleigh, coordination activities, management meetings, and agreement negotiations will continue on the project. Formal request for grant agreement modification will be submitted to FTA. The project schedule and cost estimates continue to be evaluated and updated. Phase 1 construction is scheduled to begin by April 2022.

Schedule Risks – The structure of the delivery approach for the project is complex, and will require coordination and partnership with FTA region IV and headquarters staff to ensure grant requirements are appropriately met and documented as the contracting process with the development partner progresses. Finalization and execution of the development agreements are critical.

Cost Risks – Continued design advancement is critical to begin advancing design to obtain a more detailed basis to refine cost estimates and obtain a clear cost risk profile for the project. Key cost risk areas include unknown geotechnical conditions, joint development project structure and negotiations, design details, and materials and labor price fluctuations.

I-540 Bus On Shoulder (TC002-BC)

Description – This project will design, purchase, and install signage along the northwest leg of I-540 to facilitate Bus on Shoulder implementation. GoTriangle's NRX route would benefit by the ability to use the shoulder during times of heavy traffic.

Status – [Sign installation is complete.](#)

Upcoming Activities – [NCDOT inspections are anticipated in February. The initial scope of the project was completed under budget; GoTriangle staff will identify other eligible uses for remaining grant funds.](#)

Priority Bus Stop Safety Improvements in Durham (21GOT CD02)

Description – This project provides funding for design and construction of improvements to GoTriangle bus stops serving a high volume of passengers located on high-speed NCDOT roadways. Improvements could include, but are not limited to, construction of bus stop ADA pads, shelters, benches, bus pullouts and appropriate tapers, sidewalk, curb and gutter, curb ramps, crosswalks, pedestrian median refuge islands, appropriate safety signage, pedestrian signal heads and complimentary traffic signal modifications, and other complimentary or supporting roadway modifications. An initial pilot location has been identified on NC 54 west of the I-40 interchange.

Status – [GoTriangle staff is coordinating with NCDOT on design of adjacent project. Consultant is proceeding with alternatives analysis and design activities.](#)

Upcoming Activities – Consultant will [continue to](#) coordinate with NCDOT and GoTriangle and advance design.



Projects in the Planning Phase

Downtown Apex Transfer Point Improvements (TC002-AK)

Description – This enhanced transfer point in downtown Apex will facilitate regional connections and will serve multiple routes and agencies (GoTriangle 305, GoTriangle 311, and GoApex Route 1). It will also provide amenities such as large shelters, passenger information systems, benches, trash cans, and bike racks. The proposed location for the transfer point will be near the intersection of N Mason Street and Old Mill Village Drive, in downtown Apex. The project includes pedestrian access improvements in the vicinity of the transfer point by completing sidewalk gaps on the east side of Mason Street between Center Street and Old Raleigh Road. In addition, a pedestrian study will be completed and crossing improvements will be made if warranted and not already completed by the Town.

Status – A kickoff meeting to confirm project scope scheduled for February 2022 with Town of Apex staff.

Upcoming Activities – GoTriangle staff will be undertaking a NEPA evaluation and coordinating with FTA. Following scope discussions with Town of Apex, task order for design will be issued.

Priority Transit Access Improvement, US 15-501 at Eastowne (22GOTCD01)

Description – This project aims to provide transit access improvements at the intersection of US 15-501 & Eastowne Drive in Chapel Hill, Orange County. This location will serve three developments, a new Wegman's grocery which will soon be open to the public; UNC Healthcare facilities under construction; and the newly renovated State Employees Credit Union (SECU) building (formerly the Blue Cross Blue Shield building). Together, these destinations will employ over 2,500 people along a core GoTriangle regional route (400), which provides all day, every day transit connections to Durham, Patterson Place/New Hope Commons, and Downtown Chapel Hill/UNC. This location will also be served by route 405, which provides direct connections to Durham and Carrboro during peak periods.

Status – Project kickoff with external stakeholders (NCDOT, Chapel Hill Transit, Town of Chapel Hill, PART) to be held in February 2022.

Upcoming Activities – Following project kickoff, project will move forward to a design task order.

Park-and-Ride Improvements in Wake County (Short-Term) (TC002-K)

Description – The Wake Transit Plan includes funding for short-term improvements to existing park-and-ride locations, in anticipation of more substantive investments that may be identified through the park-and-ride feasibility study. One such improvement is currently in the planning phase; this project includes signs, markings, and passenger amenities at a new/replacement leased park-and-ride for GoTriangle route WRX at a new location to be determined.

Status – A kickoff meeting for a study to identify a new location in Wake Forest was held November 19, 2021 and the study is underway. A stakeholder meeting was held on January 13, 2022.

Schedule Risks – The nature of short-term leased/licensed park-and-rides and associated property owner coordination contributes to obstacles for scoping and delivering improvements. Efficient and timely development of high-quality facilities for short-term use requires strong partnerships with host property owners.

Regional Transit Center Feasibility Study (TC002-N)

Description – The Regional Transit Center (RTC) is the primary hub for GoTriangle regional bus services connecting Wake, Durham, and Orange Counties. The current location of the RTC on Slater Road in Durham creates overlapping routes leading to inefficiency. This feasibility study is evaluating location options that improve route efficiency and improve passenger amenities.

Status – The consultant has initiated development of documentation necessary for FTA environmental review and the Wake Transit Concurrence process, and GoTriangle submitted grant application materials for the FTA 53399(b) program in November 2021. Property owner engagement is being scheduled. GoTriangle staff is preparing for potential additional grant-seeking activities.

Upcoming Activities – GoTriangle and the consultant will continue to progress pre-design activities.

Schedule Risks – The primary risk to continued progress is securing funding to implement the project.

Wake Transit Long-Term Park-and-Ride Feasibility Study (TC002-O)

Description – This feasibility study will assess potential locations for park-and-ride facilities throughout Wake County. Many municipalities within the county have expressed a desire for a park and ride facility to meet the long-term needs of residents. While many communities currently lease space in existing lots, mainly within commercial developments, their locations lack amenities and proximity to major thoroughfares. This study will determine the best location for park-and-ride lots in the county.

Status – The base study is complete. Wake Forest park-and-ride study is ongoing as reported above.

Upcoming Activities – Consultant will finalize study documentation.

Mebane Park-and-Ride Relocation Study (18GOT_CD11)

Description – This feasibility study will assess potential new permanent locations for the Mebane park-and-ride. The current facilities is undersized for growing demand, and operates under a short-term agreement with Cone Health. This study will establish site parameters and evaluation criteria for a 150-200 space park and ride to be shared by GoTriangle, PART, and Orange County Public Transit; identify up to five candidate sites; screen sites and select preferred site and an alternate site; develop conceptual design for a preferred location and a possible alternate.

Status – Study activities are progressing; GoTriangle has received feedback from three stakeholder meetings. Concept design [and cost estimate](#) for a potential preferred location is complete and under review by GoTriangle staff.

Upcoming Activities – [Consultant will finalize the study documentation.](#)

GoDurham Tactical Bus Stop Amenities (21GOT_DC03)

Description – Purchase and installation of seating, solar lighting, and real-time arrival signs at locations identified through customer requests and staff analysis of bus stops with existing conditions suitable for quick implementation.

Status – A pre-bid meeting was held on January 10 with two potential bidders present. Staff is preparing responses to vendor questions.

Upcoming Activities – Completion of procurement activities is expected in the coming months. [Bid opening is scheduled for February 15.](#)

Cost Risks – Budget is approximately \$100,000 per fiscal year. Unit costs are assumed to be around \$15,000 to \$20,000 per sign location, which would either limit the number of installation or require additional funding.



Bus Operations and Maintenance Facilities

Projects in the Design Phase

Paratransit Office Space Upfit (TC002-J)

Description – This project will upfit office space and the parking lot at the Plaza building to facilitate moving Paratransit operations from the Nelson Road Facility.

Status – Construction is underway with a 140-calendar-day period of performance ending June 23, 2022. As of January 31, interior demolition was 70% complete. [Coordination with operations, IT, and real estate is ongoing.](#)

Upcoming Activities – GoTriangle staff will continue to monitor construction progress. [Building permit is anticipated in mid-February. Exterior construction is scheduled to begin in March.](#)

Projects in the Planning Phase

Regional Fleet and Facilities Study (CD-21-19 A)

Description – This study includes three components: (1) assessing fleet and maintenance facility needs for GoDurham and developing a conceptual design for these needs, (2) assessing fleet and maintenance facility needs for GoTriangle and developing a conceptual design for these needs, and (3) planning for potential regional electric bus charging infrastructure and other potential shared operations and maintenance resources for GoTriangle and partners in the region. The scope of services includes planning, conceptual design, and cost estimating to assess needs for expansion of existing maintenance facility sites and evaluate up to four alternative sites for new facilities for GoDurham and GoTriangle. The Study will identify potential expansions and alternatives to current utilization of existing facilities that will improve cost-efficiency and provide responsive services.

Status – Data gathering and initial study activities are complete. Immersion workshops were held in October with GoTriangle and GoDurham staff. Expansion approaches for Fay Street and Nelson Road facilities are confirmed. [Consultant is preparing location analysis for paratransit site search evaluation, and is proceeding with regional charging analysis. Staff is reviewing design concepts for Nelson Road and Fay Street expansions.](#)

Upcoming Activities – [Review of paratransit site search evaluation is expected in February. A meeting with regional partners to discuss the fleet composition task is scheduled for February 14. Final design concepts and planning-level cost estimates for Nelson Road and Fay Street will be prepared by the consultant following completion of staff and stakeholder reviews.](#)



Rail Transit Infrastructure Development

Greater Triangle Commuter Rail Study (19GOT CO2/20GOT CD1/TC004-A)

Description – The current phase of study is evaluating the potential for new commuter rail service in the North Carolina Railroad Company (NCRR) corridor in Durham, Wake, and Johnston counties, and will refine the project definition; engage community members, municipalities, and institutional stakeholders; and better understand critical project success factors. In coordination with project partners, GoTriangle will conduct preliminary engineering analysis in areas of concern along the corridor, model rail traffic on the corridor with the inclusion of commuter rail to better define infrastructure needs, and better refine cost and ridership estimates.

Status and Upcoming Activities – As of April 6, 2020, all parties to the Memorandum of Understanding in Support of Continued Development of the GTCR Project, including Johnston county, had voted to proceed with further study. Authorizations for additional consultant support were approved by the GoTriangle Board in May 2020. Study activities across a range of tasks are ongoing:

- Railroad Coordination – GoTriangle and NCRR resolved initial discussions regarding liability, indemnification, and insurance. Modeling is underway by Norfolk Southern and its consultant, with tentative completion [anticipated in the coming months](#).
- Technical Work Products – Work products from the technical tasks are continuing to be completed. The rolling stock accessibility study materials [were discussed with municipal partners in January](#). Corridor screening technical analysis and design concepts for downtown Cary and downtown Durham [were discussed with PMC in January](#).
- Engagement with “resource partners” including local governments, institutions, and other regional partners – GoTriangle is continuing meetings with municipalities individually and as a group with institutional partners on a monthly basis as needed. City of Durham and Town of Cary have provided comments on initial concept designs, and deliverables are being finalized by the consultant for presentation to municipal staff. [Receipt of comments from City of Durham on traffic analysis is delayed](#).
- Community Engagement – The project website launched in late April, and the website is being updated based on user feedback. Staff is engaged in education-focused public involvement throughout the project area, and held a well-attended webinar event in November. Planning for engagement activities in early 2022 is underway.
- Schedule Management – The initial baseline schedule is complete; GoTriangle and the consultant are meeting monthly to formally assess progress and manage interfaces between dependent tasks.

Schedule Risks – To date, primary risks to timely completion of the next steps are related to coordination with entities that are not party to the MOU (e.g. railroads, municipalities, affected major institutions), identification and resolution of competing/conflicting stakeholder goals, and satisfactory engagement with the public under COVID restrictions. These are key priorities with the next steps defined in the MOU, which indicates that the parties will confer to discuss potential extension by April 2022 if the activities are not complete at that time.

Cost Risks – To date, it appears that primary risks to setting a budget within the range of \$1.4B to \$1.8B identified during the earlier phase of study for the Durham-Garner project concept are related to the infrastructure requirements resulting from rail network modeling and related negotiation, design for engineering solutions to engineering constraints in downtown Durham, quantification of necessary levels of contingency required to address FTA risk management guidelines, and emerging interest in evaluation of additional off-peak service and level boarding. These are key priorities with the next steps defined in the MOU.

