

FY 2024, Quarter 2, Requested Wake Transit Work Plan Amendments

REQUESTED MAJOR/MINOR AMENDMENTS

Project ID #	Agency	Project Title	FY 23 Original Funding Allocation	FY 24 Original Funding Allocation	FY 24 Requested Funding Allocation	FY 24 Funding Impact	Reason for Major/Minor Amendment Status
Operating Budget Amendment Requests							
TBD	City of Raleigh	Contract Safety & Security Services	\$ -	\$ -	\$ 261,360	\$ 261,360	Major Amendment: New implementation element to fund the contracting two shifts of two additional safety and security personnel at the GoRaleigh transfer station, and to assist with non destination riders on buses and non transit related use of bus shelters and amenities. The requested FY25 impact is \$714,384.
TBD	City of Raleigh	1.0 FTE: Director of Safety & Security	\$ -	\$ -	\$ 75,000	\$ 75,000	Major Amendment: New implementation element to fund a one (1) director level FTE specializing in safety and security. This position's duties will focus on providing oversight of off duty officers working at GoRaleigh station, recruiting/scheduling off-duty officers with jurisdictional authority in the GoRaleigh service area, and coordinate closely with local authorities in Raleigh. The requested FY25 impact is \$153,750.
TO002-BD	GoTriangle	Transit Plan Administration Staffing	\$ 1,873,530	\$ 2,190,000	\$ 2,227,500	\$ 37,500	Major Amendment: This is a request to increase the allocation of the Transit Plan Administration Staffing implementation element by 0.5 FTE. The increased funding is meant to provide support for majority project level work including: planning efforts, funding optimization for Wake Transit projects, construction and inspection of bus stop improvements in Wake County, efforts to re-instate fares, pass program implementation, and other service planning needs. The requested FY25 impact is \$76,875; out of the total requested FY25 funding allocation of \$2,321,625.
Total Operating Funding Impact						\$ 373,860	
Capital Budget Amendment Requests							
Project ID #	Agency	Project Title	Original Funding Allocation		Requested Funding Allocation	Funding Impact	Reason for Major/Minor Amendment Status
TBD	Wake County	Wake County and GoTriangle Participation in NCDOT/RTA FAST Study	\$ -	\$ -	\$ 135,000	\$ 135,000	Major Amendment: This amendment request accounts for the local contribution to the Freeway And Street-based Transit (FAST) Study managed by RTA and NCDOT. The goals of this study are to 1) Make our freeways and regional boulevards "transit ready", 2) Elevate and identify one or more BRT corridors that directly link with RDU Airport, 3) Advance SMART (Systematic Management of Adaptable Roadways through Technology) freeway corridors. There are currently no plans for impact to FY25.
TC002-F	Town of Cary	New Downtown Cary Multimodal Transit Facility	\$ 17,508,861	\$ 17,508,861	\$ 27,508,861	\$ 10,000,000	Major Amendment: To account for: the cost of purchasing the required 21 parcels in downtown Cary plus a 30% contingency (Total = 27,390,480); the Uniform Act requirement of relocation assistance and moving expenses (Total = \$3,280,000); and an increase to the cost of master planning and design work (Total = \$6,329,520); the Town of Cary is requesting an additional \$10,000,000 from the Wake Transit Program to support the Town's contribution of \$10,000,000 to the project. There is no requested impact to the FY25 programmed allocation.
TC003-F / TC003-T	CAMPO	Extension of Planning Horizon for Wake Transit Vision Plan & Community Funding Area Program Management Plan Update	\$ 170,000	\$ 170,000	\$ 300,000	\$ 130,000	Major Amendment: This is a request to address increasing costs based on refinement of the scoping deliverables as defined in the Work Plan's project description. This amendment request also includes incorporating the scope and costs of updating the Community Funding Area Program Management Plan. The requested FY25 impact is \$150,000.
TC002-A	GoTriangle	New Raleigh Union Station Bus Facility (RUS Bus)	\$ 19,800,000	\$ 19,800,000	\$ 30,800,000	\$ 11,000,000	Major Amendment: In prior fiscal years the Wake Transit Program has provided \$19.8M in funding for Design, Artist Retention, Art Installation, and Construction. \$12.49M was provided for construction, of which \$8.86M will be returned to the Wake Transit Program upon distribution of funds to GoTriangle by the NCDOT STIP unit from FY25 through FY28. The RUS Bus is a Public-Private Partnership. The publicly funded portion of Phase II of construction, which includes the ground floor transit center, is scheduled to begin in fall 2023. According to GoTriangle staff, there are \$10.8M worth of improvements in Phase II's private overbuild that are also integral to the delivery of the transit center. These improvements must be completed by September 2025, the sunset date of the project's federal BUILD grant. Phase II construction of the private overbuild is delayed due to financial market challenges. As a result, GoTriangle staff are requesting that the Wake Transit Program pre-fund the improvements in question to maintain project schedule integrity. GoTriangle has pledged to return the pre-funded amount to the Wake Transit program upon securing private financing.
Total Capital Funding Impact						\$ 21,265,000	

Distributed for Public Comment on 09/01/2023

Public Comments Accepted Through 09/30/2023

Submit all comments to Evan Koff, Senior Wake Transit Planner - evan.koff@campo-nc.us

Wake Transit Project ID #
NEW

FY 2024
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2023

Type of Amendment Minor ☐ Major ☒

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$500,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Plan;
- c. Changes to periods of performance for project funding agreements tying to capital project funding allocations for implementation elements in the applicable Work Plan;
- d. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Plan;
- e. Changes in scope for implementation elements programmed in future fiscal years;
- f. Changes in funding amounts for implementation elements programmed in future fiscal years;
- g. Any amendment that requires a transfer of funds between or among implementation elements in separate funding subcategories (i.e., bus stop improvements, maintenance facility improvements, park-and-ride improvements, and transit center/transfer point improvements) within the bus infrastructure funding category in the applicable Work Plan; and
- h. Any other change that does not meet any of the criteria of a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Significant changes in scope of funded project
- d. 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
- e. 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

These definitions are based on the Wake Transit Work Plan Amendment Policy Update (Draft 2023), which gives more clarity to the definitions without changing their meaning. The Amendment Policy Update has been approved by the TPAC and will go to the Wake Transit Governing Boards in the Fall of Calendar Year 2023.

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Contract Safety Security service	City of Raleigh	David Walker	Base Year	\$ 261,360
		david.walker@raleighnc.gov	Recurring	\$ 4,563,297
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
March 2024	Recurring		Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
The City of Raleigh/GoRaleigh is requesting recurring funding to provide additional safety and security personnel at our GoRaleigh transfer station. These personnel would also be available to assist with non destination riders on buses and non transit related use of bus shelters and amenities. Funding request is to support officers with jurisdictional authority in Raleigh.				
1. Enter Wake Transit Project ID(s) to Increase				

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

2. Wake Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
NA					
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 <u>EACH</u> of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.
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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?

Approval is needed by FY24 Q3 in order to be operational in or before Q4. Future funding will be recurring full year requests.
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6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

These security and safety personnel will provide a safe environment for our customers and bus operators. Budget is set to support 2 shifts with 2 officers per shift 7 days a week. Without adding security staff GoRaleigh will continue to experience non destination riders and persons hanging out in GoRaleigh station. This creates an uninviting environment for our riders that are there to actually use the system.

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)	Staffing report with hours provided
b)	Will provide quarterly updates on security and safety improvements
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.

The Covid - 19 pandemic changed the environment in and around our transit system and facilities. In order to provide our current and future customers a secure and safe environment, this service will become a needed recurring operating cost.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2025 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2025 and/or beyond, delete the calculation(s) in columns E-I.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
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	261,360	714,384	732,244	750,550	769,313	788,546	808,260
Other			-	-	-	-	-
Subtotal: Bus Operations	261,360	714,384	732,244	750,550	769,313	788,546	808,260
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	261,360	714,384	732,244	750,550	769,313	788,546	808,260

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

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
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 #
NEW

FY 2024
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2023

Type of Amendment Minor ☐ Major ☒

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$500,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Plan;
- c. Changes to periods of performance for project funding agreements tying to capital project funding allocations for implementation elements in the applicable Work Plan;
- d. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Plan;
- e. Changes in scope for implementation elements programmed in future fiscal years;
- f. Changes in funding amounts for implementation elements programmed in future fiscal years;
- g. Any amendment that requires a transfer of funds between or among implementation elements in separate funding subcategories (i.e., bus stop improvements, maintenance facility improvements, park-and-ride improvements, and transit center/transfer point improvements) within the bus infrastructure funding category in the applicable Work Plan; and
- h. Any other change that does not meet any of the criteria of a Major Amendment.

Major Amendments are required when:

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- e. 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

These definitions are based on the Wake Transit Work Plan Amendment Policy Update (Draft 2023), which gives more clarity to the definitions without changing their meaning. The Amendment Policy Update has been approved by the TPAC and will go to the Wake Transit Governing Boards in the Fall of Calendar Year 2023.

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Safety and Security Director	City of Raleigh	David Walker	Base Year	\$ 75,000
		david.walker@raleighnc.gov	Recurring	\$ 982,115
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
January 1, 2024	Recurring		Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
The City of Raleigh/GoRaleigh will hire a Director level Safety/Security position to provide oversight of the GoRaleigh transit services. This position will provide oversight of off duty officers working at GoRaleigh station. They will be responsible for recruiting/scheduling off-duty officers with jurisdictional authority in the GoRaleigh service area. This staff person will coordinate closely with local authorities in Raleigh to work towards a safe, comfortable and efficient transportation system.				
1. Enter Wake Transit Project ID(s) to Increase				

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

2. Wake Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
NA					
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 <u>EACH</u> of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.
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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?

This will be for 6 months in FY24 and then as a recurring full year request moving forward.

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

This professional security staff position will work to provide a safe environment for our employees and everyday riders.

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:

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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)	Status of Hire
b)	Quarterly staff highlights
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 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2025 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2025 and/or beyond, delete the calculation(s) in columns E-I.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes	75,000	153,750	157,594	161,534	165,572	169,711	173,954
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	75,000	153,750	157,594	161,534	165,572	169,711	173,954

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

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
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-BD

FY 2024
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2023

Type of Amendment Minor ☐ Major ☒

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$500,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Plan;
- c. Changes to periods of performance for project funding agreements tying to capital project funding allocations for implementation elements in the applicable Work Plan;
- d. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Plan;
- e. Changes in scope for implementation elements programmed in future fiscal years;
- f. Changes in funding amounts for implementation elements programmed in future fiscal years;
- g. Any amendment that requires a transfer of funds between or among implementation elements in separate funding subcategories (i.e., bus stop improvements, maintenance facility improvements, park-and-ride improvements, and transit center/transfer point improvements) within the bus infrastructure funding category in the applicable Work Plan; and
- h. Any other change that does not meet any of the criteria of a Major Amendment.

Major Amendments are required when:

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These definitions are based on the Wake Transit Work Plan Amendment Policy Update (Draft 2023), which gives more clarity to the definitions without changing their meaning. The Amendment Policy Update has been approved by the TPAC and will go to the Wake Transit Governing Boards in the Fall of Calendar Year 2023.

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Transit Plan Administration	GoTriangle	Katharine Eggleston	Base Year	\$ 2,227,500
			Recurring	\$ 14,829,929
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
1/1/2024		The amendment request is for an incremental increase of \$37.5K.	Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			

This amendment request will add an additional 0.5 FTE to transit plan administration. The 0.5 FTE will fall under transit project and program administration. GoTriangle will employ additional staff time to direct and implement activities for Wake Transit program and project activities and ensure all tasks are completed in accordance to Wake Transit policies and procedures. This additional staff will participate in planning and project delivery within the following key areas: grant strategy and seeking for Wake Transit projects, planning, construction and inspections of bus stop improvements in the County, service planning support focusing on reinstatement of fares, route restoration rider pass program implementation, and impacts of operator shortage planning (program support to assist with persistent issues of changing labor availability). The FY24 work includes TO002-BD, allocating \$2,190,000 for transit plan administration. This amendment request would increase the total by \$37,500 for a total of \$2,265,000.

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TO002-BD	Transit Plan Administration		\$ 37,500	FY25-\$153,750/2 (increasing 2.5% per year after)	The amount showing is the incremental amount for FY24.
TOTAL			\$ 37,500	\$ -	

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	\$ 37,500
		Recurring	\$ = 153750/2 + 2.5%
	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?

Requesting partial years fund to start January 2024.

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

If the request is not funded, progress on Wake Transit could be slowed due to lack of available staff.

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)	Status of hire
b)	Quarterly staff highlights (functions, deliverables, or accomplishments – may be provided as single report by project sponsor for all staff
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 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2025 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2025 and/or beyond, delete the calculation(s) in columns E-I.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes	\$ 2,227,500	2,321,625	2,379,666	2,439,157	2,500,136	2,562,640	2,626,706
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	2,227,500	2,321,625	2,379,666	2,439,157	2,500,136	2,562,640	2,626,706

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

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
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.

Anticipated start date of 1/1/24. The request is for an incremental \$37.5K for FY24 with a full year FY25 incremental impact of \$153,750/2 growing at 2.5% per annum. GoTriangle will review the cost and make adjustments upon hiring and project review. The total amount of the project increased from an Adopted \$2,190,000 to a recommended \$2,227,500

Wake Transit Project ID #
New

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Wake Transit Work Plan
Project Amendment Request Form
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7/1/2023

Type of Amendment Minor ☐ Major ☒

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New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Wake County / GoTriangle Participation in Fast Study	Wake County	Tim Gardiner, tim.gardiner@wake.gov	Base Year	\$ -
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
October 2024	June 2024	Funding should be allocated to a single agency, Wake County, to allow payment to NCDOT	Base Year	\$ 135,000
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			

Several regional partners are planning to participate in and provide funding for the NCDOT/ Regional Transportation Alliance (RTA) Freeway And Street-based Transit (FAST) Study. Wake County and GoTriangle are requesting Wake Transit funds to meet the funding match due to demands on other resources. The Goals of the FAST Study are: 1) Make our freeways and regional boulevards "transit ready", 2) Elevate and identify one or more BRT corridors that directly link with RDU Airport, 3) Advance SMART (Systematic Management of Adaptable Roadways through Technology) freeway corridors

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
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	\$ 135,000
		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?

This request is anticipating the full \$135,000 in FY24 for budgeting purposes. The actual spending amount and spending timeframe wil depend on NCDOT invoices. It is anticipated that NCDOT will fund the costs of the project and then request reimbursement from the partner agencies. NCDOT and RTA have already developed a scope for this work and NCDOT has assigned one of its on-call consultants to complete the work.

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

Key outcomes of this study from a Wake Transit perspective are: 1) Coordinated work with key partners to better understand the potential scope and cost of freeway and street based transit infrastructure, 2) An expanded list of projects that can be considered during the Wake Transit Vision Update in FY25, 3) A regional assessment of potential transit supporting infrastructure that is not specifically tied to funding. 4) Buy-in from key partners on where transit infrastructure could be useful and what the modifications would likely cost. If this request is not funded the FAST study might continue with fewer resources and a lesser scope. This scope may not provide Wake Transit with as much new information for use in the Wake Transit Vision Update. If this request is not funded and the partners decide not to continue the FAST study without it, it is likely that Wake Transit will need to complete many of the tasks contemplated by the FAST study at full Wake Transit expense as part of the Wake Transit Vision Update.

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)	Details and costs of specific freeway and street based transit solutions
b)	Strategies to rank or prioritize projects within the study
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 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2025 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2025 and/or beyond, delete the calculation(s) in columns E-I.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
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	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Design/NEPA	\$ 135,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	135,000	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

NCDOT and RTA determined the needed matches from each agencies. Wake County was asked to contribute \$100,000. GoTriangle was asked to contribute \$50,000. The \$35,000 requested represents an approximately 70% share of the total. It is expected that Durham and Orange County will fund the remaining \$15,000.

Wake Transit Project ID #
TC002-F

FY 2024
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2023

Type of Amendment Minor ☐ Major ☒

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$500,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Plan;
- c. Changes to periods of performance for project funding agreements tying to capital project funding allocations for implementation elements in the applicable Work Plan;
- d. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Plan;
- e. Changes in scope for implementation elements programmed in future fiscal years;
- f. Changes in funding amounts for implementation elements programmed in future fiscal years;
- g. Any amendment that requires a transfer of funds between or among implementation elements in separate funding subcategories (i.e., bus stop improvements, maintenance facility improvements, park-and-ride improvements, and transit center/transfer point improvements) within the bus infrastructure funding category in the applicable Work Plan; and
- h. Any other change that does not meet any of the criteria of a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Significant changes in scope of funded project
- d. 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
- e. 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

These definitions are based on the Wake Transit Work Plan Amendment Policy Update (Draft 2022), which gives more clarity to the definitions without changing their meaning. The Amendment Policy Update has been approved by the TPAC and will go to the Wake Transit Governing Boards in the Fall of Calendar Year 2022.

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Downtown Multimodal Center Design & Land Acquisition	Town of Cary	Kelly Blazey, Transit Director	Base Year	\$ -
		kelly.blazey@carync.gov	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
7/1/23	6/30/24		Base Year	\$ 17,508,861
			Cumulative	\$ 37,508,861

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

The Town of Cary currently has a project budget of \$17,508,861 for feasibility study, design and land acquisition for this project. We have received appraisals for the 21 parcels that make up the project area for the Downtown Multimodal Center. The approved appraisal amount with 30% contingency is \$27,390,480.00. In addition to the purchase of the property, the Uniform Act requires relocation assistance and moving expense reimbursement. This cost depends on whether it is a residential or commercial property. This is currently estimated at \$3,280,000, for a total estimate of \$30,670,480.00 for land acquisition, although this may increase if condemnation is filed on any of the properties. We are also increasing our estimate for master planning and design work to \$6,329,520. This brings the total project estimate to \$37,508,861. The Town of Cary is contributing \$10,000,000 to this project and we are asking for an amendment of \$10,000,000 to cover the additional budget needed.

Feasibility Study: \$ 508,861 (100% Wake Transit, completed)
Land Acquisition: \$30,670,480 (\$10M Town of Cary, \$20,670,480 Wake Transit)
Master Planning & Design: \$ 6,329,520 (100% Wake Transit)

Total: \$37,508,861 (\$10M Town of Cary, \$27,508,861 Wake Transit)

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC002-F	Downtown Multimodal Center Design & Land Acquisition	Bus Infrastructure (Capital)	\$ 10,000,000		
TOTAL			\$ 10,000,000	\$ -	

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	\$ -
					\$ -
Capital			Estimated Capital Cost	Base Year	\$ 17,508,861
				Cumulative	\$ 37,508,861

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?

This is a one-time request for a full year of funds. It is not recurring.

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 continue acquiring the properties needed for the Downtown Multimodal Center project without any delay to the project. If the request is not funded it will significantly impact the timeline for the 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.

A Real Property Justification form was previously submitted as part of the Q3 Amendment process in FY22. I am including an update to that justification with this request.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2023 and the estimated annualized cost in FY 2024 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	FY23	FY24	FY25	FY26	FY27	FY28	FY29
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	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Design/NEPA	\$ 508,861	6,329,520	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	30,670,480	-	-	-	-	-
TOTAL CAPITAL COSTS	508,861	37,000,000	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

The capital expenses is based on actual appraisals for the 21 properties in the project area, along with estimated costs for relocation and moving expenses. These were provided by Carolina Land Acquisitions, the consultant that is assisting us with this process. We included \$6,329,520 for master planning and design work.

Town of Cary

**Q2 Amendment Request for TC002-F, Downtown Multi-Modal Center Design & Land Acquisition
Originally submitted with Q3 Amendment Request in FY22, Updated 08.24.23**

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	Deed Acres	Total Assessed Value (1/14/21)	Total Approved Appraisal (2023)
1	0764410876	203 N Harrison Ave	0.96	\$2,381,550.00	\$4,282,100.00
2	0764319920	213 Hillsboro St	0.17	151,654.00	435,000.00
3	0764329104	214 Hillsboro St	0.6	1,089,586.00	1,835,275.00
4	0764317890	215 Hillsboro St	0.85	492,452.00	1,249,600.00
5	0764318940	217 Hillsboro St	0.22	160,774.00	340,000.00
6	0764317961	219 Hillsboro St	0.12	98,376.00	340,000.00
7	0764317911	221 Hillsboro St	0.12	95,560.00	340,000.00
8	0764316961	223 Hillsboro St	0.12	89,161.00	305,000.00
9	0764315876	227 Hillsboro St	0.63	367,024.00	910,450.00
10	0764327116	222 Hillsboro St	0.58	332,161.00	867,100.00
11	0764326146	226 Hillsboro St	0.46	265,193.00	687,700.00
12	0764324121	304 N West St	0.15	485,000.00	555,000.00
13	0764325157	230 Hillsboro St	0.63	357,224.00	941,850.00
14	0764421008	301 N Harrison Ave	1.01	2,091,934.00	4,117,725.00
15	0764328102	220 Hillsboro St	0.52	294,463.00	735,800.00
16	0764323337	316 N West St	0.28	210,193.00	400,000.00
17	0764324333	314 N West St	0.34	248,117.00	435,000.00
18	0764324243	312 N West St	0.36	225,913.00	396,000.00
19	0764323197	310 N West St	0.26	214,723.00	371,000.00
20	0764324036	300 N West St	0.2	485,000.00	550,000.00
21	0764314876	212 N West St	0.65	372,547.00	975,000.00
			9.23		
				\$10,508,605.00	\$21,069,600.00
			Contingency	30%	30%
			Contingency amount	\$3,152,581.50	\$6,320,880.00
			Estimated total cost	\$13,661,186.50	\$27,390,480.00

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 appraised values of each property.

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?

\$21,069,600.00

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?

Yes

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

The Town of Cary is contributing \$10,000,000.00.

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?

	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

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

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 #
TC003-F and TC003-T

FY 2024
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2023

Type of Amendment Minor ☐ Major ☒

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$500,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Plan;
- c. Changes to periods of performance for project funding agreements tying to capital project funding allocations for implementation elements in the applicable Work Plan;
- d. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Plan;
- e. Changes in scope for implementation elements programmed in future fiscal years;
- f. Changes in funding amounts for implementation elements programmed in future fiscal years;
- g. Any amendment that requires a transfer of funds between or among implementation elements in separate funding subcategories (i.e., bus stop improvements, maintenance facility improvements, park-and-ride improvements, and transit center/transfer point improvements) within the bus infrastructure funding category in the applicable Work Plan; and
- h. Any other change that does not meet any of the criteria of a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Significant changes in scope of funded project
- d. 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
- e. 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
- f. Any change that requires a change in budgeted reserves or fund balance

These definitions are based on the Wake Transit Work Plan Amendment Policy Update (Draft 2023), which gives more clarity to the definitions without changing their meaning. The Amendment Policy Update has been approved by the TPAC and will go to the Wake Transit Governing Boards in the Fall of Calendar Year 2023.

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Extension of Planning Horizon for Wake Transit Vision Plan	CAMPO	Ben Howell - Wake Transit Program Manager	Base Year	\$ -
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
11/1/2023	11/1/2025		Base Year	\$ 300,000
			Cumulative	\$ 600,000

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

Increase the Vision Plan Budget to account for increased costs and inclusion of CFAP Management Plan Update into Vision Plan contract. Project will begin in mid-FY24 and is expected to be completed by early FY26. While the overall scope has not changed from that included in the FY24 Work Plan, CAMPO has been in discussions with the consultant to further define the scope. The draft scope provided by the consultant includes significant public and stakeholder engagement (similar to the effort from the original Wake Transit Vision Plan), updating the Wake Transit branding and creating a Wake Transit Dictionary, creating a State of the Wake Transit Plan Analysis, updating the market analysis and inventorying the transit needs and opportunities for future transit investment in Wake County, updating the goals and priorities of the Vision Plan, updating the Community Funding Area Program Management Plan, development Guidelines for establishing future Microtransit service, and preparing 3-5 transit investment scenarios that will be vetted with the Core Technical Team, Stakeholders and the Public. As previously submitted, the project cost will be split over two fiscal years - FY24 and FY25.

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC003-F	Extension of Planning Horizon for Wake Transit Vision Plan	Other Capital	\$ 300,000	\$ -	Increased cost based on consultant scope and inclusion of CFAP Management Plan Update into Vision Plan contract
TOTAL			\$ 300,000	\$ -	

2. Wake Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC003-T	Community Funding Area Program Management Plan Update	Other Capital	\$ (20,000)	\$ -	Move project funds into TC003-F to include as part of the Vision Plan Update.
TOTAL			\$ (20,000)	\$ -	

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	\$ 300,000
		Cumulative	\$ 600,000

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?

The project is expected to kick off in November 2023, and be completed by late FY25 or early FY26.

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

The Vision Plan Update will extend the Wake Transit Vision Plan horizon from 2030 to 2035, and will incorporate the further investments that have been identified as needs. If the amendment request is not funded, the full envisioned scope for the Vision Plan may not be able to be completed, potentially leaving important tasks and projects out of the Vision Plan Update process.

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.

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10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2025 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2025 and/or beyond, delete the calculation(s) in columns E-I.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
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	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Design/NEPA	\$ -	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	300,000	300,000	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

Total cost based on initial scope and budget from selected consultant for the Vision Plan Update.

Wake Transit Project ID #
TC002A-2

FY 2024
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2023

Type of Amendment Minor ☐ Major ☒

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$500,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Plan;
- c. Changes to periods of performance for project funding agreements tying to capital project funding allocations for implementation elements in the applicable Work Plan;
- d. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Plan;
- e. Changes in scope for implementation elements programmed in future fiscal years;
- f. Changes in funding amounts for implementation elements programmed in future fiscal years;
- g. Any amendment that requires a transfer of funds between or among implementation elements in separate funding subcategories (i.e., bus stop improvements, maintenance facility improvements, park-and-ride improvements, and transit center/transfer point improvements) within the bus infrastructure funding category in the applicable Work Plan; and
- h. Any other change that does not meet any of the criteria of a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Significant changes in scope of funded project
- d. 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
- e. 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

These definitions are based on the Wake Transit Work Plan Amendment Policy Update (Draft 2023), which gives more clarity to the definitions without changing their meaning. The Amendment Policy Update has been approved by the TPAC and will go to the Wake Transit Governing Boards in the Fall of Calendar Year 2023.

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
RUS Bus: Prefunding of early private overbuild activities	GoTriangle	Katharine Eggleston	Base Year	\$ -
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
12/23/2023	6/30/2029	This request is zero impact on the Wake Transit Plan	Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
Phase II construction of the RUS Bus project is scheduled to begin in fall 2023. Phase II construction of the private overbuild is delayed due to financial market challenges. Proceeding with the publicly funded component of the project (the ground-floor bus facility) is critical due to the sunset date of the project's federal BUILD grant funds in September 2025. There are elements of the private overbuild that are integral to the construction of the transit project that will need to start at the same time as the transit facility construction begins (grading, foundations including piles and pile caps and the parking garage ramp). The associated cost for these limited integral elements is approximately \$10.8 million. This request is to prefund those activities with Wake Transit dollars to maintain the schedule for the public project. These funds will be reimbursed upon the developer's receipt of financing and commencement of the overbuild. If the current developer is ultimately unable to secure financing, GoTriangle would seek to recoup these dollars from a future developer and reimburse the Wake Transit Plan at that time.				
1. Enter Wake Transit Project ID(s) to Increase				

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
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	\$ 11,000,000
		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.
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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?

Request is for all funds to be committed in FY24

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

Funding this request will result in the RUS Bus project being able to proceed with Phase II construction as scheduled this fall. Failure to fund this request would jeopardize the project's \$20M federal grant and delivery of the 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)	Date reimbursement agreement executed between GoTriangle and Developer
b)	Date of completion of construction of early private overbuild activities
c)	Date of reimbursement

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 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2025 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2025 and/or beyond, delete the calculation(s) in columns E-I.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
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	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Design/NEPA	\$ -	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
Construction	11,000,000						
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.

Funding request based on developer/contractor estimate