

FY 2025, Quarter 3, Requested Wake Transit Work Plan Amendments

REQUESTED MAJOR/MINOR AMENDMENTS

Project ID #	Agency	Project Title	FY 24 Original Funding Allocation	FY 25 Original Funding Allocation	FY 25 Requested Funding Allocation	FY 25 Funding Impact	Reason for Major/Minor Amendment Status
Operating Budget Amendment Requests							
TO005-BG	Town of Morrisville	Morrisville Smart Shuttle	\$ 375,012	\$ 402,814	\$ 408,534	\$ 5,720	Major Amendment: As part of the CFA Program, Morrisville is requesting 1/4 year of funding for expanded Sunday service, with this cost annualizing in future years. The expectation is this additional vehicle relieves well known and established capacity issues on Saturdays. Morrisville expects "seat unavailable" messages, the measure of demand/capacity, to decrease following the additional shuttle going into service. The requested FY26 impact is \$20,521.
TBD	Wake County	GoWake Access Admin	-	-	\$ 60,257	\$ 60,257	Major Amendment: GoWake Access is requesting Wake Transit funds to supplement FY25 administration funds requested from NCDOT.
Total Operating Funding Impact						\$ 65,977	
Capital Budget Amendment Requests							
Project ID #	Agency	Project Title	Original Funding Allocation	Requested Funding Allocation	Funding Impact	Reason for Major/Minor Amendment Status	
TC003-F	CAMPO	Extension of Planning Horizon for Wake Transit Vision Plan with CFAP MP	\$ 430,000	\$ 530,000	\$ 100,000	Major Amendment: The purpose of this amendment is to add \$100,000 to the project budget of the Wake Transit Plan Update to fund additional consultant assistance with public engagement for Phases 2 and 3. This assistance will provide for the ability to plan and attend numerous events throughout Wake County to gather public feedback on the investment priorities for the next 10 years of the Plan. The allocation displayed here is for FY25 only.	
TC002-E	Town of Cary	Regional Bus Operations and Maintenance Facility	\$ 63,445,203	\$ 76,049,433	\$ 12,604,230	Major Amendment: The additional funds for the GoCary operations center reflects the cost estimate increase within final review as the project looks to go into the construction phase. The increase would allow for the Town of Cary to encumber the anticipated construction contract in Spring 2025. This project's previous fiscal years' allocations total \$63,445,203.	
TBD	Wake County	GoWake Access Vehicle Replacement	\$ -	\$ 2,226,883	\$ 2,226,883	Major Amendment: GoWake Access Transportation request funds to replace a total of 20 new vehicles. The requested vehicles include 18 wheelchair lift revenue vehicles and 2 non-revenue vehicles. The purpose of this purchase is to maintain the current level of service demand for the community. The requested vehicles are not on GoWake's state vehicle replacement plan for eligibility under 5311.	
TBD	Wake County	GoWake Access Vehicle Replacements	\$ -	\$ 917,403	\$ 917,403	Major Amendment: GoWake Access was approved for a 5310 grant that will replace 3 of the 10 vehicles eligible for replacement. GoWake is requesting Wake Transit to provide the local match for that grant which totals \$53,783. GoWake is also asking Wake Transit to fund the replacement of the remaining 7 eligible vehicles including additional administrative expenses totaling \$863,620 (camera installation, vehicle wrapping, vehicle registration, etc.)	
TBD	Wake County	GoWake Access Vehicle Replacements	\$ -	\$ 58,000	\$ 58,000	Major Amendment: GoWake Access Transportation is requesting 5311 matching funds to replace a total of 5 new vehicles. The requested vehicles include 5 wheelchair lift revenue vehicles and associated funds. The purpose of this purchase is to maintain the current level of service demand for the community.	
TC002-BL	Town of Knightdale	Knightdale Boulevard Corridor Pedestrian Improvements	\$ 232,660	\$ 569,272	\$ 336,612	Major Amendment: The Town of Knightdale was provided CFA funds for this project for FY24 to construct the three crosswalks related to transit infrastructure. The Town's bids for the remaining two intersection improvements (out of three total) requires additional funds to account for higher than expected construction and design costs. The total funding gap for the project is \$686,962.40. The amount requested reflects CFA's 49% match established in their original application and award. The approved funding for the project for FY24 is \$232,660.	
Total Capital Funding Impact						\$ 16,243,128	

Distributed for Public Comment on 12/09/2024

Public Comments Accepted Through 01/10/2025

Submit all comments to Steven Mott, Senior Wake Transit Planner - steven.mott@campo-nc.us

Wake Transit Project ID #
TO005-BG

**FY 2025
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

FY START DATE
7/1/2024

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	
Morrisville Smart Shuttle (No Change)	Town of Morrisville	Caleb Allred	Base Year	\$ 11,440
		svillenc.gov 9194636923	Recurring	\$ 263,081
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
Spring 2025	NA		Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
The Morrisville Smart Shuttle offers on-demand service via the service's mobile app. When the app doesn't think it can (1) pick up the rider within an hour, or (2) picking up the rider will delay the existing queue longer than 20 minutes it will give the rider a message suggesting the vehicle is at capacity and to try again later. The Town of Morrisville has used this data point to inform capacity, with the understanding that lower "seat unavailable" messages indicate more service capacity, and higher messages mean less capacity. Through research the Town has concluded having this messaging occur less than 8% of the time is ideal.				
1. Enter Wake Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TO005-BG	Morrisville Smart Shuttle	Community Funding Area	\$ 5,720	\$ 20,520	The request is to add an additional 7 revenue hours, (6 service hours, 1 deadhead hour) for Sundays beginning in Spring 2025. Since the exact date of the expansion is not yet known, this request assumes a start date of Sunday April 6, 2025. Therefore,
TOTAL			\$ 5,720	\$ 20,520	

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	\$ 402,814
		Recurring	\$ 402,814
	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?

Morrisville is requesting 1/4 of a year of funding for expanded Sunday service, with this cost annualizing in future years.

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

The expectation is this additional vehicle relieves well known and established capacity issues on Sundays. Morrisville expects "seat unavailable" messages, the measure of demand/capacity, to decrease following the additional shuttle going into service.

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 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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours	104	364	364	364	364	364	364
Cost per Hour	110	113	116	119	122	125	128
Estimated Operating Cost	11,440	41,041	42,224	43,316	44,408	45,500	46,592
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	11,440	41,041	42,224	43,316	44,408	45,500	46,592
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	\$ 11,440.00	\$ 41,041.00	\$ 42,224.00	\$ 43,316.00	\$ 44,408.00	\$ 45,500.00	\$ 46,592.00

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

CAPITAL COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Grant Contribution	-	-	-	-	-	-	-
Project Sponsor Contribution	-	-	-	-	-	-	-
Wake Transit Requested	-	-	-	-	-	-	-

TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Assumptions for Costs and Revenues Above:

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

We will be running one additional shuttle from 1pm-7pm on Sundays with 30 minutes of deadhead before and after the vehicle's "shift" to allow it to go to/from the GoCary garage. This is intended to match the second shuttle's hours during the week. The Town is anticipating beginning this service sometime after April 1st, but the details are still being coordinated. There are 13 Sundays from April '25 to June '25, and we are charged \$110 per hour by GoCary.
 $7(\text{hours}) * 13(\text{Sundays}) * 110(\text{hourly rate}) = \$10,010$ (total cost).

Wake Transit Project ID #

FY 2025
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2024

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;
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- e. Changes in scope for implementation elements programmed in future fiscal years;
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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	
GoWake Access Admin	GoWake Access	Anita Davis anita.davis@wake.gov	Base Year	\$ 60,157
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
July 2024	July 2025		Base Year	
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
1. Enter Wake Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
	GoWake Access Admin Funds	Admin	\$ 60,157	\$ -	
TOTAL			\$ 60,157	\$ -	

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	\$ 60,157
		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?

GoWake Access requests a full year of funds for use during FY25.

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

GoWake Access will use the requested funds to supplement FY25 admin funds requested from NCDOT. GoWake is unable to provide these funds internally due to budget constraints.

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 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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes	60,157		-	-	-	-	-
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	\$ 60,157.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

CAPITAL COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning	-	-	-	-	-	-	-

Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Grant Contribution	-	-	-	-	-	-	-
Project Sponsor Contribution	-	-	-	-	-	-	-
Wake Transit Requested	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Assumptions for Costs and Revenues Above:

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

GoWake Access utilized funds from the Administrative Budget that surpassed the approved amount allocated by the NCDOT 5311 Admin Grant.

Cost Calculation

Admin Overage Costs

Unit Price **Quantity** **Total Price**

60,157

Project Costs

60,157

Wake Transit Project ID #
TC003-F

**FY 2025
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

FY START DATE
7/1/2024

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;
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- f. Changes in funding amounts for implementation elements programmed in future fiscal years;
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Major Amendments are required when:

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New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Extension of Planning Horizon for Wake Transit Vision Plan with CFAP MP	CAMPO	Ben Howell, Wake Transit Program Manager	Base Year	\$ -
		ben.howell@campo-nc.us	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
January 2024	June 2025	Increase of \$100,000 to project budget for additional public engagement assistance	Base Year	\$ 530,000
			Cumulative	\$ 530,000
Project Description				
Enter below a summary of the project amendment and impact on approved plan.				
The purpose of this amendment is to add \$100,000 to the project budget of the Wake Transit Plan Update to fund additional consultant assistance with public engagement for Phases 2 and 3. This is due to agency staffing limitations, which is requiring the consultant team to step in to plan and attend numerous events throughout Wake County to gather public feedback on the investment priorities for the next 10 years of the Plan.				
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 with CFAP MP	Other Capital	\$ 100,000	\$ -	
TOTAL			\$ 100,000	\$ -	

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	\$ 100,000
			Cumulative	\$ 530,000

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?

Funds will be utilized in Q3 and Q4 of FY25.

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

This funding will allow for comprehensive engagement for the 2nd and phases of public engagement for the Transit Plan Update - approximately 30 events are planned for each phase, including 1-2 events in every municipality. If the request is not funded, only 6 events per phase would be held (primarily in Raleigh, Cary and RTP), significantly limiting the number of Wake County citizens engaged in-person.

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 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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	100,000	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Grant Contribution	-	-	-	-	-	-	-
Project Sponsor Contribution	-	-	-	-	-	-	-
Wake Transit Requested	100,000	-	-	-	-	-	-
TOTAL	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 amount requested will cover additional consultant expenses required to support up to 30 total events (24 above original scope) throughout Wake County with in-person engagement for both the 2nd and 3rd engagement periods.

Wake Transit Project ID #
TC002-E

**FY 2025
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

FY START DATE
7/1/2024

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;
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- 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	
Regional Bus Operations and Maintenance Facility	Town of Cary	Kelly Blazey, Transit Director	Base Year	\$ -
		kelly.blazey@carync.gov	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
January 2025 to award construction contract	December 2026		Base Year	\$ 63,445,203
			Cumulative	\$ 76,049,433

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

The existing GoCary operations center is located at 1107 Trinity Road, at the intersection of Chapel Hill Road. This facility, which also includes dedicated space for vehicle maintenance and storage, is leased by our transit management and operations contractor (MV Transportation). This cost is included in the hourly contract rate for service. The FY18 Adopted Wake Transit Work Plan included \$1 Million for the design of this facility. The design is underway and is anticipated to be substantially complete by Summer 2023. FY20 includes \$1,500,000 for procurement and contracting activities related to this project and FY22 includes \$35,000,000 for construction. The Town of Cary was awarded a Buses and Bus Facilities grant for \$11,787,275 in August and \$1,000,000 in community project earmarks earlier in the year. This project has completed design and is in final review so the cost estimate has been revised to reflect current market conditions and a 30% contingency as suggested in recent meetings.

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC002-E	Regional Bus Operations & Maintenance Facility	Capital - Bus Infrastructure	\$ 12,604,230	\$ -	This is an increase in the total capital cost estimated for construction.
TOTAL			\$ 12,604,230	\$ -	

2. Wake Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
					Fund Balance
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	\$ 63,445,203
		Cumulative	\$ 76,049,433

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 asking for the full \$14,604,230 in FY25 so that we can encumber the anticipated construction contract this Spring. This will not need to be annualized for 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 this request is funded we anticipate it will cover remaining costs associated with the completion of the Regional Bus Operations and Maintenance Facility. We are hopeful costs will come in lower than this threshold, but given bid results on similar projects we believe the additional contingency is necessary. If this request is not funded we will likely not have enough funding to encumber the construction contract this spring.

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.

Budget estimate included on next tab.

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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	12,604,230	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ 12,604,230.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Grant Contribution	-	-	-	-	-	-	-
Project Sponsor Contribution	-	-	-	-	-	-	-
Wake Transit Requested	12,604,230	-	-	-	-	-	-
TOTAL	\$ 12,604,230.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 included on next tab. This includes a 30% contingency as suggested in recent meetings to account for escalating construction costs in our region.

Project Budget Summary - BOMF

Category	Total Budget	Percent Total
A	B	C
Design	\$7,000,000	7.71%
Project Consultant	\$200,000	0.22%
Regulatory	\$460,000	0.51%
Construction	\$82,000,000	90.27%
Commissioning	\$246,000	0.27%
Construction Monitoring	\$164,000	0.18%
FFE - Furnishings	\$600,000	0.66%
ITS	\$40,000	0.04%
Miscellaneous	\$126,708	0.14%
Grand Total	\$90,836,708	100.00%

Less Federal Grants (\$12,787,275)
 Less Wake Transit to Date (\$63,445,203)
 Balance Needed \$14,604,230

Design of the facility as well as preparation of bid documents and construction administration costs, which will be managed by the same consultant (WSP, Inc.)

Includes a 30% contingency.

Wake Transit Project ID #

FY 2025
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2024

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	
GoWake Access Vehicle Request	GoWake Access	Anita Davis anita.davis@wake.gov	Base Year	\$ -
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
July 2024	July 2025		Base Year	\$ 2,226,883
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
GoWake Access Transportation request funds to replace a total of 20 new vehicles. The requested vehicles include 18 wheelchair lift revenue vehicles and 2 non-revenue vehicles. The purpose of this purchase is to maintain the current level of service demand for the community. The requested vehicles are not on GoWake's state vehicle replacement plan for eligibility under 5311.				
1. Enter Wake Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
	GoWake Access Vehicle Purchase	Capital	\$ 2,226,883	\$ -	
TOTAL			\$ 2,226,883	\$ -	

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	\$ 2,226,883
		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?

GoWake Access would like to order the vehicles in Winter 2025 winter in hopes of onboarding them by the Spring and Summer of 2026. We are requesting a full year of funds

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

GoWake Access will replace vehicles previously purchased from our operations vendor, RATP-Dev. Failure to procure these vehicles will impact the level of service of the program and overall increase costs due to ongoing maintenance of vehicles well past their usable life.

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 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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	2,226,883	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other			-	-	-	-	-
TOTAL CAPITAL COSTS	\$2,226,883.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Grant Contribution	-	-	-	-	-	-	-
Project Sponsor Contribution	-	-	-	-	-	-	-
Wake Transit Requested	-	-	-	-	-	-	-

TOTAL	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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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 below costs come from vendor quotes:
 Revenue Vehicle Costs: \$110,000
 Wrapping: \$1,500
 Non-revenue Vehicle Magnets: \$145
 Security Camera System: 4,500
 Other associated fees
 *Please see Prices and Calculations tab for more information

Cost Calculation	Unit Price	Quantity	Total Price
Revenue Vehicles with Lift	110,000	18	1,980,000
Security Cameras	4,500	18	81,000
Revenue Vehicle Logo Wrapping	1,500	18	27,000
Non-Revenue Service Vehicle	48,100	1	48,100
Non-Revenue Supervisor Vehicle	27,595	1	27,595
Non-Revenue Vehicle Magnets	145	2	290
Non-Revenue Service Vehicle Registration	827	1	827
Non-Revenue Supervisor Vehicle Registrati	1,443	1	1,443
Revenue Vehicle Registration	3,306	18	59,508
Vehicle Titles	56	20	1,120

Vehicle Project Costs **2,226,883**

Wake Transit Project ID #

FY 2025
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2024

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	
GoWake Access Vehicle Replacement	GoWake Access	Anita Davis anita.davis@wake.gov	Base Year	\$ -
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
July 2024	July 2025		Base Year	\$ 917,403
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
1. Enter Wake Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
	GoWake Access Local Match Funds and Replacement Vehicles	Capital	\$ 917,403	\$ -	
TOTAL			\$ 917,403	\$ -	

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	\$ 917,403
		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?

GoWake Access requests a full year of funds for use during FY25.

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

The intended outcome of this request is to replace 10 vehicles that were originally purchased with 5310 funds, as they have now reached the end of their useful life. If this request does not receive funding, GoWake Access will likely need to wait for the City of Raleigh to issue a call for projects, with the hope of applying for funds to replace the remaining 7 vehicles.

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.

GoWake Access was approved for a 5310 grant that will replace 3 of the 10 vehicles eligible for replacement. GoWake is requesting Wake Transit to provide the local match for that grant which totals \$53,783. GoWake is also asking Wake Transit to fund the replacement of the remaining 7 eligible vehicles including additional administrative expenses to (camera installation, vehicle wrapping, vehicle registration, etc.)

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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning	-	-	-	-	-	-	-

Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	863,620	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ 863,620.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Grant Contribution	53,783	-	-	-	-	-	-
Project Sponsor Contribution	-	-	-	-	-	-	-
Wake Transit Requested	-	-	-	-	-	-	-
TOTAL	\$ 53,783.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Assumptions for Costs and Revenues Above:

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

Please reference the prices and calculations tab. GoWake used the current prices for wheelchair accessible vehicles, registration fees, and vehicle wrapping.

Cost Calculation	Unit Price	Quantity	Total Price
Local Match for 3 FY25 5310 Vehicles	53,783	1	53,783
Revenue Vehicle Registration Fee	3,306	3	9,918
Vehicle Titles	56	3	168
Security Cameras	4,500	3	13,500
Vehicle Wrapping	1,500	3	4,500
Sub total			81,869
Base price for 7 5310 vehicles	110,000	7	770,000
Revenue Vehicle Registration Fee	3,306	7	23,142
Vehicle Titles	56	7	392
Security Cameras	4,500	7	31,500
Vehicle Wrapping	1,500	7	10,500
Sub total			835,534
Project Costs			917,403

Wake Transit Project ID #

FY 2025
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2024

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	
GoWake Access Vehicle Request	GoWake Access	Anita Davis anita.davis@wake.gov	Base Year	\$ -
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
July 2024	July 2025		Base Year	\$ 58,000
			Cumulative	\$ -

Project Description	Enter below a summary of the project amendment and impact on approved plan.
GoWake Access Transportation requests 5311 matching funds to replace a total of 5 new vehicles. The requested vehicles include 5 wheelchair lift revenue vehicles and associated funds. The purpose of this purchase is to maintain the current level of service demand for the community.	
1. Enter Wake Transit Project ID(s) to Increase	

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
	GoWake Access Grant Contribution	Grant Contribution	\$ 58,000	\$ -	
TOTAL			\$ 58,000	\$ -	

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	\$ 58,000
		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.
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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?

GoWake Access would like to order the vehicles in Winter 2025 in hopes of onboarding them by the Spring and Summer of 2026. We are requesting a full year of funds

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

GoWake Access will replace vehicles eligible for replacement through NCDOT 5311 funds. Budgetary constraints limited GoWake's ability to provide the match internally. Failure to procure these vehicles will impact the level of service of the program and overall increase costs due to ongoing maintenance of vehicles well past their usable life.

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 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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning	-	-	-	-	-	-	-

Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Grant Contribution	58,000	-	-	-	-	-	-
Project Sponsor Contribution	-	-	-	-	-	-	-
Wake Transit Requested	-	-	-	-	-	-	-
TOTAL	\$ 58,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 below costs come from FY26 EBS application:
 Revenue Vehicle Costs: \$110,000
 Wrapping: \$1,500
 Security Camera System: 4,500
 Local match: 10%
 *Please see Prices and Calculations tab for more information

Cost Calculation	Unit Price	Quantity	Total Price
Revenue Vehicles	110,000	5	550,000
Security Cameras	4,500	5	22,500
Revenue Vehicle Logo Wrapping	1,500	5	7,500
10% Local Match			58,000

Wake Transit Project ID #
TC002-BL

**FY 2025
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

FY START DATE
7/1/2024

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	
TC002-BL Knightdale Boulevard Corridor Pedestrian Improvements	Town of Knightdale	Andrew Spiliotis, Senior Planner - Transportation	Base Year	\$ -
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
Spring 2025 Construction Start	Spring / Summer 2025	Funding amendment to FY24 award	Base Year	\$345,038 (Design)
			Cumulative	\$1,161,778 (Design & Construction)
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
The FY24 award is to design crosswalks at three Knightdale Blvd intersections and design sidewalk gaps along Old Knight Rd and Knightdale Blvd. The award is also to construct the three crosswalks. The Town was able to get a developer to construct one of the crosswalks. The Town received bids for the remaining two intersections this month and needs additional funds to account for higher than expected construction costs. Design costs were also higher than anticipated but we have waited until receiving construction bid costs to request additional funding so that we did not have to request two different funding amendments.				
1. Enter Wake Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC002-BL	Knightdale Boulevard Corridor Pedestrian Improvements	Community Funding Area Program - Capital	\$ 336,612	NA (One Time Increase)	The total funding gap is \$686,962.40 for design, survey and construction of the two crosswalks. The amount requested would be CAMPO's 49% match since our original application was a 49/51 split.
TOTAL			\$ 336,612	\$ -	

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 funding amendment is being submitted for the FY 25 3rd Quarter funding amendment cycle. The Town intends to award the construction bid at our December 18, 2024 Town Council meeting. The contractor will start the work in early 2025 weather permitting and have 150 days to construct the project from the start date.

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

If awarded, the Town will have financial resources to pursue additional transit access projects such as purchasing right-of-way for the side walk project that our FY 24 CFAP project designed.

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.

Funding amendment request (\$336,611.58) was calculated by subtracting FY24 funding award (\$474,816.10) from the total costs (\$1,161,778.5) for design (\$262,876), survey (\$82,162.4) and construction costs (bid price plus 10% contingency = \$816,740.10), and then applying CAMPO's 49% match. The developer contribution of constructing the Hinton Oaks Blvd crosswalk across Knightdale Blvd is not included in any of the costs and will be constructed on the same timeline as this project.

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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
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	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning	-	-	-	-	-	-	-
Design	345,038	-	-	-	-	-	-
Construction	816,740	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ 1,161,779	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Grant Contribution	232,660	-	-	-	-	-	-
Project Sponsor Contribution	592,507	-	-	-	-	-	-
Wake Transit Requested	336,612	-	-	-	-	-	-

TOTAL	\$ 1,161,779	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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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 requested funding amounts are based on concrete numbers for final design and construction of the crosswalk projects. The design costs are based on a contract with Stantec that is nearly closed out. The construction costs are based on an accepted bid with Hollins Construction, Inc. Please see row 9 for calculation information.