

FY 2025, Quarter 2, Requested Wake Transit Work Plan Amendments

REQUESTED MAJOR/MINOR AMENDMENTS

Project ID #	Agency	Project Title	FY 25 Original Funding Allocation	FY 26 Original Funding Allocation	FY 26 Requested Funding Allocation	FY 26 Funding Impact	Reason for Major/Minor Amendment Status
Operating Budget Amendment Requests							
N/A	GoTriangle-Tax District Administration	Removing FTA Section 5307 Funds from the FY26 Work Plan	N/A	N/A	N/A	N/A	Major Amendment: This amendment request is a general, non-project specific Work Plan amendment request to remove the Section 5307 Urbanized Area Formula Grant funds, totalling \$779,076 , from the FY 2026 Wake Transit Work Plan that have have historically been shown in annual Wake Transit Work Plan budgets due to Wake Transit funded-projects generating 5307 funds based on revenue miles reported to the FTA. The removal is being requested due to the complexity of their inclusion in the budget and the requirements of the funds to be used for transit-expansion related activities within the Raleigh Urbanized Area regardless of their inclusion in the Work Plan.
TO002-F	GoTriangle	Transit Customer Surveys	\$144,962	\$ 148,586	\$ 248,586	\$ 100,000	Major Amendment: This amendment request has been submitted by GoTriangle on behalf of the Advisory Committee for the Onboard Regional Customer Satisfaction Surveys. This committee has decided to retime the surveys to a biennial frequency with greater detail and more robust data collection than the current strategy, which is on an annual basis. This amendment request is to provide the financial support necessary for the modification in strategy for FY26.
TBD	Wake County	GoWake SmartRide NE Administration Fee Integration Support	\$ -	\$ -	\$ 1,108,816	\$ 1,108,816	Major Amendment: This amendment is to support an existing CFAP project. The NE Wake SmartRide Shuttle program is operated by GoWake Access and provides mobility options for Knightdale, Wendell, Zebulon, and the surrounding unincorporated areas of Eastern Wake County, has made changes to how its administrative fee is incorporated into its cost/hr. This requirement for fee integration is due to how Medicaid rides must be billed. This is a one-time only request, and updates to the regular GoWake SmartRide NE CFAP project will be made for the FY27 Work Plan.
Total Operating Funding Impact						\$ 1,208,816	

Distributed for Public Comment on 09/05/2025
Public Comments Accepted Through 10/07/2025
Comments may be submitted through the feedback form at <https://waketransit.org/> or directly to the Wake Transit team at waketransit@campo-nc.us.

Wake County Transit Planning Advisory Committee

Financial Disposition: September 23, 2025

Discussion:

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

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

Major Amendments – Three (3) Amendments

- 1) **Transit Customer Surveys** – GoTriangle is seeking on behalf of the Advisory Committee for the Onboard Regional Customer Satisfaction Surveys. The committee has decided to retime the surveys to a biennial frequency with greater detail and more robust data collection than the current strategy, which is on an annual basis.
- 2) **GoWake SmartRide NE Administration Fee Integration Support** – Wake County is requesting additional funding to support the existing Community Funding Area Program project. The NE Wake SmartRide Shuttle program is operated by GoWake Access and provides mobility options for Knightdale, Wendell, Zebulon and the surrounding unincorporated areas of Eastern Wake County, has made changes to how its administrative fee is incorporated into its cost/hr. This requirement for fee integration is due to how Medicaid rides must be billed. This is a one-time only request.
- 3) **Apportionment Revenue** – Tax District Administration on behalf of Wake Transit is requesting the removal of federal apportionments included as a revenue source in the financial model. Managing these apportionments has created administrative challenges leading TPAC partners, the Financial Policy Workgroup and the Program Development Subcommittee to recommend removing them from the Wake Transit Plan. If approved, this change will be reflected in revised financial policies and guidelines. If not approved, the Tax District and CAMPO must work with municipal recipients and transit operators to recover funds.

Financial Impact of Proposed Amendments:

The FY26 GoTriangle Transit Plan Administration budget will *increase* \$100,000

The FY26 Wake County Operations budget will *increase* \$1,108,816

The FY26 Other Tax District Revenue budget will *decrease* \$779,076

The FY26 Wake Transit Plan will require an additional \$1,987,892, to be covered using available excess liquidity.

FY26-Q2 Amendment Financial Impact

Budget Amendment Requests						
Ordinance Tag	Agency	Description	FY26 Wake Transit Adopted Revenue	Wake Transit Proposed Amended Budget	Revised FY26 Wake Transit Plan Revenue	Total FY26-FY30 Adopted Wake Transit Plan Revenue
Other Tax District Revenue	N/A	Apportionment Revenue	\$779,076	(\$779,076)	\$0	(\$4,893,503)
Wake Transit Operating Revenue Impact			\$779,076	(\$779,076)	\$0	(\$4,893,503)

Ordinance Tag	Agency	Description	FY26 Wake Transit Adopted Funding	Wake Transit Proposed Amended Budget	Revised FY26 Wake Transit Plan Funding	Total FY26-FY30 Adopted Wake Transit Plan Funding
Transit Plan Administration	GoTriangle	Transit Customer Surveys	\$148,586	\$100,000	\$248,586	\$881,017
Bus Operations	Wake County	GoWake SmartRide Microtransit Service	\$0	\$1,108,816	\$1,108,816	\$1,108,816
Wake Transit Operating Expenditures			\$148,586	\$1,208,816	\$1,357,402	\$1,989,833
Total Financial Impact - FY26 Wake Transit Work Plan				\$1,987,892		

Wake Transit Project ID #
N/A

FY 2026
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2025

Type of Amendment
Minor Amendments:

Minor ☐

Major ☒

- 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	
Apportionment Revenue	Tax District Administration - Behalf of Wake Transit	Steven Schlossberg	Base Year	\$ -
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
7/1/2025	N/A	This is not a capital or operating cost. The total amount of revenue budgeted from FY26-FY30 is \$5.673M.	Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
<p>As the Wake Transit Plan has evolved local municipalities have begun receiving federal funding apportionments to support transit operations. This, combined with the complexity of administering apportionments tied to the plan, has prompted discussions about how this revenue should be treated. The Federal Transit Administration (FTA) requires that all annually appropriated Section 5307 funds allocated within a designated Urbanized Area (UZA) must be used within that UZA and exclusively for transit purposes. This federal mandate serves as a guardrail, ensuring that these types of revenues are legally obligated to be spent on transit. Given the administrative challenges and in alignment with discussions held by the Financial Policy Workgroup, the Program Development Subcommittee and TPAC transit partners it has been determined that Tax District Administration submits an amendment to initiate that apportionments be removed from the Wake Transit Plan. If approved and as discussed during the discussions the removal of the apportionments will be included as part of the revised Wake Transit financial policy and guidelines.</p> <p>If this amendment is not approved the Tax District and CAMPO will need to collaborate with all partner agencies receiving apportionments to recover the necessary funds. This includes municipalities such as Apex, Morrisville, Wake Forest, Holly Springs and any additional partner who will become a recipient. Additionally, the existing policy will require review and revision as some project sponsors have released routes that were counted toward revenue miles in the FY17 funding floor. Adjustments must also be made to account for Wake County which currently receives a substantial portion of funds but was not included in the original calculation. Additionally, Following discussions with financial reviewers during the ACFR process, it has been recommended that the Tax District adopt a reimbursement approach moving forward. Rather than netting the final expense reimbursement amount partner agencies would be required to submit payments directly to the Tax District for deposit into the Wake Transit Fund. These payments must be made in advance of receiving final reimbursements ensuring proper accounting and fund management.</p>				
1. Enter Wake Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
N/A					See Project Description and notes.
TOTAL			\$ -	\$ -	

2. Wake Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
N/A					See Project Description and notes.

					See Project Description and 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 <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?

The request is to remove the revenue source as part of the Wake Transit Plan.

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

If not adopted, the Tax District and CAMPO will need to collaborate with all partner agencies receiving apportionments to recover the necessary funds. This includes municipalities such as Apex, Morrisville, Wake Forest, Holly Springs and any additional partner who will become a recipient. Additionally, the existing policy will require review and revision as some project sponsors have released routes that were counted toward revenue miles in the FY17 funding floor. Adjustments must also be made to account for Wake County which currently receives a substantial portion of funds but was not included in the original calculation. Following discussions with financial reviewers during the ACFR process, it has been recommended that the Tax District adopt a reimbursement approach moving forward. Rather than netting the final expense reimbursement amount partner agencies would be required to submit payments directly to the Tax District for deposit into the Wake Transit Fund. These payments must be made in advance of receiving final reimbursements ensuring proper accounting and fund management.

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)	N/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.

Unless this policy is rescinded every partner receiving Wake Transit operating funds will be required to submit as part of this policy and discussions will need to occur about the impact of the Wake Transit Funding and FTA.

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	FY26	FY27	FY28	FY29	FY30	FY31	FY32
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	FY26	FY27	FY28	FY29	FY30	FY31	FY32
Planning	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY26	FY27	FY28	FY29	FY30	FY31	FY32
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.

The financial model currently allocates \$5,672,579 for the period of FY26-FY30.

Wake Transit Project ID #
TO002-F

FY 2026
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2025

Type of Amendment
Minor Amendments:

Minor ☐

Major ☒

- 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;
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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
- 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 Onboard Customer Satisfaction Surveys	GoTriangle	Curtis Hayes	Base Year	\$ 248,586
			Recurring	
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
October 1, 2025	June 30, 2026	Based on a recent proposal	Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
This proposed amendment to the FY26 Q2 Wake Transit Work Plan is presented by GoTriangle on behalf of the advisory committee for the Onboard Regional Customer Satisfaction Surveys. The advisory committee includes GoCary, GoDurham, GoRaleigh, and GoTriangle. During a series of advisory committee meetings, it was determined that the surveys would likely be more efficient and effective by retiming their frequency from every year to the biennium. The committee’s evaluation of the new two-year cadence indicated it will likely result in significant cost savings over the next decade when compared to the annual survey structure. The survey’s methodology would rely upon the detailed approach of a route level survey and add elements of the broader perspective provided by a system level structure to provide each agency with a full and complete overall survey and report. Basically, the survey will combine styles and reap the benefits. The full and comprehensive survey for each agency will be done every other year. This is as opposed to the previous strategy of conducting less detailed system level surveys every year with only one comprehensive survey per agency, every three years. With the significant expansion and changes to routes and facilities in the past, as well as in upcoming years, agencies prefer more detailed and robust data more frequently. In addition, there is added efficiency by reducing the labor and administrative workload associated with an annual effort to one that is every other year. Finally, it was also noted that survey fatigue among riders would be alleviated by the new two-year pattern and should enhance survey effectiveness. Approval of this \$100,000 increase in the budget will allow this positive transformation to occur during FY26. Therefore, the advisory committee recommends funding this amendment and allowing each transit agency to receive a more robust survey on a more frequent basis (i.e., a comprehensive survey every two years). The objective is statistically valid data that can be used by those in transit as part of their decision-making process. In addition, the surveys help the transit agencies meet some of their Title VI requirements.				
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
TO002-F	Regional Onboard Customer Satisfaction Survey		\$ 248,586		
TOTAL			\$ 248,586	\$ -	

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	\$ 248,586
		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 request is for a full year of funds for FY 2026.

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

This type of survey is an FTA requirement. In addition, the survey results help the agencies become better at meeting the mobility needs of their growing communities. The expected outcome is a full and comprehensive survey being developed for GoCary, GoRaleigh, and GoTriangle. If not funded, the result would be a failure to meet the requirements of FTA in regard to conducting this type of survey. In addition, engagement and planning efforts could suffer, as could rider experience.

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) Overall survey summary of GoCary, GoRaleigh, and GoTriangle (in comparison)

b) Individual full survey reports for GoCary, GoRaleigh, and GoTriangle

c) All digital documents and (live, remote, or recorded) presentations of the survey results, including Excel and PowerPoint files.

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 additional \$100,000 sought with this amendment request would fund full comprehensive surveys for GoCary, GoRaleigh, and GoTriangle (Wake Share) to begin in October 2025. The last onboard survey was conducted in 2023. GoTriangle is presenting this proposal on behalf of the survey advisory committee, which includes GoCary, GoDurham, GoRaleigh, and GoTriangle.

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	FY26	FY27	FY28	FY29	FY30	FY31	FY32
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	248,586	152,301	156,109	160,012	164,012	168,112	172,315
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	\$ 248,586.00	\$ 152,301.00	\$ 156,109.00	\$ 160,012.00	\$ 164,012.00	\$ 168,112.00	\$ 172,315.00

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

CAPITAL COSTS	FY26	FY27	FY28	FY29	FY30	FY31	FY32
Planning	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY26	FY27	FY28	FY29	FY30	FY31	FY32
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.

Three proposals were submitted and provided valuable insights into this operating expense.

Wake Transit Project ID #

FY 2026

Wake Transit Work Plan

Project Amendment Request Form

Operating and/or Capital

FY START DATE

7/1/2025

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 SmartRide	GoWake Access	Anita Davis anita.davis@wake.gov	Base Year	\$ 1,108,816
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
July 2025	July 2026		Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
GoWake Access is requesting operational funds on the behalf of Wendell, Knightdale, and Zebulon for the continuation of the SmartRide program. GoWake recently implemented a contract renegotiation, resulting in higher costs. Due to this sudden change, the towns will not be able to meet the funding threshold necessary to maintain FY25 level of service. In FY25, SmartRide provided over 20,000 rides. Without additional funding, GoWake will have to reduce service by 50%. GoWake is requesting a 100% coverage for the unincorporated areas and hold harmless amount for the Municipalities based on their Fy26 CFA Approval Agreement				
1. Enter Wake Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
	GoWake Access Admin Funds	Operations			
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	\$ 1,108,816
		Recurring	

	Estimated Capital Cost	Base Year	\$ -
		Cumulative	\$ -

Project Justification / Business Case	Provide responses to <i><u>EACH</u></i> 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 requests a full year of funds for use during FY26.

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

The purpose of this request is to supplement funding from the towns participating in the SmartRide program (Knightdale, Wendell, Zebulon). Increased operational costs surpassed previous projections, creating a funding gap. If this request is not funded, GoWake Access will need to reduce that amount of rides provided by 50%.

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	FY26	FY27	FY28	FY29	FY30	FY31	FY32
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	1,108,816	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	1,108,816	-	-	-	-	-	-
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	\$ 1,108,816	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

CAPITAL COSTS	FY26	FY27	FY28	FY29	FY30	FY31	FY32
Planning	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY26	FY27	FY28	FY29	FY30	FY31	FY32
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.

The amendment request is based on revised operational costs and previously agreed upon stakeholder contributions. This assumption also incorporates the fully allocated rate to continue to operate the service.

FY 2025 Numbers		FY 2026 Numbers		Change FY 25 - FY 26	
Cost Per Hour	\$58.92	Cost Per Hour	\$122.00	Change in Cost Per Hour	\$63.08
Total Hours Provided	11,000	Total Hours Provided	11,000	Change in Total Hours Provided	\$ -
Total Cost	\$648,120	Total Cost	\$1,342,000	Total Cost Increase FY 25 to FY 26	\$693,880.00
Cost for Wake County Trips (22%)*	\$142,586.40	Cost for Wake County Trips (22%)	\$295,240.00	Change in Cost for Wake County Trips (22%)	\$152,653.60
Total Cost for Municipal Trips (78%)	\$505,533.60	Cost for Municipal Trips (78%)	\$1,046,760.00	Change in Cost for Municipal Trips (78%)	\$541,226.40
Cost of Municipal Trips to Wake Transit (50%)	\$252,766.80	Cost of Municipal Trips to Wake Transit (50%)	\$523,380.00	Change in Cost of Municipal Trips to Wake Transit	\$270,613.20
Cost of Municipal Trips to Municipalities (50%)*	\$252,766.80	Cost of Municipal Trips to Municipalities (50%)	\$523,380.00	Change in Cost of Municipal Trips to Municipalities	\$270,613.20
		Cost for Municipal Trips (78%)	\$1,046,760.00		
		Cost to Municipalities (from FY 25 Expectation)	\$233,184.00		
		Extra Paid by Wake Transit to Municipalities	\$813,576.00		
		Cost for County Trips (22%)	\$295,240.00		
		Cost to County (from FY 25 Expectation)	\$142,586.40		
		Extra Paid by Wake Transit to County**	\$152,653.60		
				Needed FY 26 Correction Amount	\$1,108,816.00
				Amount Request in Amendment	\$520,000.00

Notes

- * The FY 25 Amount for the County and Municipalities is used as the "hold harmless" amount
- ** The Wake Transit Correction amount is the FY 26 total minus the FY 25 "hold harmless" amount
- Please provide current contract per hour
- Based on this calculation the Correction Amount should be around \$1108816