

Attachment B

FY2023, Period of Performance Requested Wake Transit Work Plan Amendments									
REQUESTED MAJOR/MINOR AMENDMENTS									
Agency	Contract Number	Project ID	Project Title	FY 22 Original Funding Allocation	Additional Amendment Allocation(s)	FY 23 Original Funding Allocation	FY 23 Requested Funding Allocation	FY 23 Funding Impact	Reason for Major/Minor Amendment Status
Operating Budget Amendment Requests - None									
Total Operating Funding Impact									
Capital Budget Amendment Requests									
Agency	Contract Number	Project ID	Project Title	Original Funding Allocation	Additional Amendment Allocation(s)	Funds Remaining to Re-Encumber	Recommended Extension	Funding/Scope Impact	Reason for Major/Minor Amendment Status
City of Raleigh	20-053	TC005-A1	Bus Rapid Transit - Project Development	\$28,720,000.00	\$13,650,000.00	\$37,367,195.16	(12/31/2025)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
City of Raleigh	21-020	TC001-J	Paratransit Replacement Vehicles	\$380,000.00		\$123,605.76	(12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
City of Raleigh	21-019	TC002-AQ	Pleasant Valley Shopping Center Transfer Point Improvements	\$152,421.00		\$144,208.02	(12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
		TC002-AO	WakeMed North Transfer Point Improvements	\$152,421.00		\$149,255.58	(12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
		TC002-AN	Capital / Millbrook Transfer Point Improvements	\$152,421.00		\$134,654.02	(12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
		TC002-AH	Hillsborough / Jones Franklin Transfer Point Improvements	\$246,000.00		\$246,000.00	(12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
		TC002-AE	Hillsborough / Gorman Transfer Point Improvements	\$246,000.00		\$246,000.00	(12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
		TC002-AD	Construction of Cross Link / Rock Quarry Transfer Point Improvements	\$246,000.00		\$246,000.00	(12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
Town of Morrisville	20-058	TC002-BF	Bus Stop / Node Improvements for Smart Shuttle	\$248,000.00		\$152,202.04	(12/31/2025)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	21-017	TC002-Y	Systemwide Bus Stop Improvements	\$64,800.00		\$64,800.00	(12/31/2025)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds

Wake Transit Project ID #
TC005-A1

FY 2023
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2022

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

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Wake BRT: New Bern Avenue	City of Raleigh	Het Patel, Transit Planning Supervisor	Base Year	\$ -
		het.patel@raleighnc.gov	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
March 2019	December 2025		Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
The amendment extends the Period of Performance for the project to December 2025. The Wake BRT New Bern Avenue project is nearing the third key performance milestone below in awarding a contract for construction. Due to the time to work through the federal process and agency coordination this milestone is now anticipated in Fall 2023. This Period of Performance Extension is meant to extend the allocation connected to contract number 20-053 (\$42,370,000). This allocation includes the original FY21 Work Plan programmed amount of \$28,220,000 plus the subsequent FY21 Q4 (\$500,000) and FY22 Q2 (\$13,650,000) amendments.				
1. Enter Wake Transit Project ID(s) to Increase				

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

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

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

N/A

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

N/A

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

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

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

a)	Date RFP/RFQ released for 30-100% design
b)	Date contract awarded for 30-100% design
c)	Date contract awarded for construction

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 construction is anticipated to begin in 2023 and completed by Spring/Summer 2025, with Revenue Service anticipated in Summer 2025.

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

Cost Break Down of Project Request							
OPERATING COSTS	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-

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

CAPITAL COSTS	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Design/NEPA	\$ -	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

Wake Transit Project ID #
TC001-J

FY 2023
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2022

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

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
	City of Raleigh	Sean Abrams, David Walker	Base Year	\$ -
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
October 1, 2023	June 30, 2024	Contract Number 21-020	Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
<p>This is a minor amendment request for a period of performance extension for Paratransit Replacement Vehicles, under Contract # 21-020. This is not a request for additional budget.</p> <p>While the batch of 4 replacement vehicles funded in FY21 have been procured, the City has been unable to purchase replacement vehicles with subsequent funding awards due to supply chain issues and scarcity of available vehicles. Due to this scarcity of supply, the manufacturers are selling the vehicles on a first-come, first-served basis. If Raleigh were to allow the remaining FY21 funds to return to fund balance and submit for an FY 2024 Q2 amendment to the FYs 2022 and 2023 allocations, we may miss our opportunity to purchase vehicles when they become available, and potentially be "short" on available equipment. Another complicating factor is inflation, which has driven vehicle costs up considerably, causing the dollars provided in recent annual work plans to not go as far when vehicles are available to purchase. Due to these issues, the City needs to re-encumber the remaining \$123K on contract 21-020 to hedge against potential shortfalls with the upcoming purchase of 8 new paratransit replacement vehicles (for FY22 and FY23).</p>				
1. Enter Wake Transit Project ID(s) to Increase				

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

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

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

N/A

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

If the period of performance is not extended for this project, the City's ability to continue with vehicle purchases to replace paratransit vehicles past their useful life will be severely impacted.

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 2023 and the estimated annualized cost in FY 2024 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

Cost Break Down of Project Request							
OPERATING COSTS	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-

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

CAPITAL COSTS	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Design/NEPA		-	-	-	-	-	-
Equipment	123,606	-	-	-	-	-	-
Construction		-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	123,606	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

Wake Transit Project ID #
TC002-AD, TC002-AE, TC002-AH, TC002-AN, TC002-AO, TC002-AQ

FY 2023
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2022

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

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
			Base Year	\$ -
	City of Raleigh	Ryan Boivin, David Walker	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
	6/30/2024		Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
This is a minor amendment request for a period of performance extension for six (6) Enhanced Transfer Point projects (i.e. implementation elements), under Contract # 21-019. This is not a request for additional budget. Please see section 9 below for more detailed information related to each project ID.				

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

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

2. Wake Transit Project ID(s) to Reduce

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

3. Impact on Transit Plan Project Costs

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

Project Justification / Business Case	Provide responses to <i>EACH</i> 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?

N/A

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

If the period of performance is not extended for these projects, the City will be unable to complete design and construction of the needed facilities. The complementary FY21 LAPP award may be able to help fund some of the facilities to completion, but the majority of Project IDs would need to put on hold or cancelled altogether if Wake Transit funds are not kept available.

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.

TC002-AD, TC002-AH, and TC002-AN are currently on an executed construction contract ("Set 7") and will be constructed in summer 2023.

TC002-AE is at final design. However, one facility requires an easement (negotiations ongoing) and the other facility requires coordination with Meredith College (ongoing). Transit staff expect all negotiations to be successful.

TC002-AO had to be changed due to an NCDOT project and was swapped out with another ETP candidate (Falls of Neuse @ Millbrook). Final design to be completed for the new candidate in summer 2023. Easements will be needed for both facilities, which will take 3-6 months. If easements are acquired within this timeframe, construction will be expedited through a change order on Set 7.

TC002-AQ had a facility at final design, but would have required a large easement spanning two parcels (each under different ownership). At the recommendation of the City's real estate division, transit staff identified a nearby alternate site entirely within ROW. Final design expected in summer 2023 and construction will be expedited through a change order on Set 7.

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

Cost Break Down of Project Request							
OPERATING COSTS	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other: Administrative			-	-	-	-	-
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-

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

CAPITAL COSTS	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Design/NEPA	\$ 25,397	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Construction	1,095,721	-	-	-	-	-	-
Land - Right of Way	45,000	-	-	-	-	-	-
TOTAL CAPITAL COSTS	1,166,118	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

City of Raleigh transit planning staff cannot explain the amounts in the "Reimbursed (Allocation minus re-encumber)" column in CAMPO's email for FY23 period of performance extensions. According to our documentation, all project ID's have accrued significant design expenditures over the past 18 months. In discussions with City finance staff, we have been informed that a significant "catch up" reimbursement request will be submitted in FY23 Quarter 4. As for the amounts provided above in Section 11, these include contractual commitments for the construction of the project IDs in Set 7. It also includes expected remaining design fees for the project IDs nearing final design, latest engineer's estimates for their cost to construct, and easement acquisition costs. For projects not in Set 7 it is expected the bulk of remaining expenditures will occur in FY24.

Wake Transit Project ID #
TC002-BF

**FY 2023
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

FY START DATE
7/1/2022

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

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Morrisville Smart Shuttle Capital Funding	Town of Morrisville	Caleb Allred, Planner II - Transportation	Base Year	\$ -
		callred@townofmorrisville.org	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
10/1/2023	9/30/2025	Requesting extension of capital funding for 24 months.	Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
In FY21, Morrisville was awarded \$248,000 to build out its system of nodes per the community funding area program and associated application. This application's stipulation was for two advanced nodes with the remaining nodes designed as standard nodes per the Town's Public Transit Study. To date, elements of this funding pool have been used to support constructing 12 ADA accessible smart shuttle nodes, 16 smart shuttle signs, 1 shelter, 2 benches, 2 sets of trash/recycling cans, and 1 bike rack, as well as various marketing materials, and software development for the app. So far the Town has completed two advanced nodes and are working to deliver standard node elements at all other node locations as per the original application. The reason the standard nodes haven't been built out is because staff have been collecting data and community feedback to inform where amenities and nodes would be beneficial. As a result Staff have slowed implementation to best serve the needs of the community. Staff are continuing to engage the community to collect more information to inform thoughtful node/amenity construction. Staff believe completion of all improvements can be achieved within 24 months.				

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
N/A					
TOTAL			\$ -	\$ -	

2. Wake Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
N/A					
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 Town of Morrisville is requesting an extension of 24 months.

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

After September 30, 2023 the Town would like to add amenities to all nodes. At a minimum this would include benches, with other amenities if deemed appropriate. The Town also would like to continue to add nodes where appropriate, but the Town does not have particular locations identified at this time. Any marketing material purchased during the extension period will also be submitted for reimbursement, but the details are unknown at this time.

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)

Reporting deliverables are already established for this program.
--
- 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.

This funding is not currently intended to pay for real property that is subject to this policy. It is possible, in the future, for capital funding to be used to acquire property in order to add nodes or amenities to existing nodes. However, no potential acquisition is anticipated to meet thresholds in Part II of this policy.

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

Cost Break Down of Project Request							
OPERATING COSTS	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-

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

CAPITAL COSTS	FY23	*FY24	FY25	FY26	FY27	FY28	FY29
Design/NEPA	\$ -	-	-	-	-	-	-
Equipment		56,300	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	-	56,300	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

No operating changes are to occur based on this request. \$75,000 was issued during FY23 from the Town's budget to pay for amenity improvements and will be spent with reimbursements submitted during Q1 of FY24. It is anticipated that the FY24 budget (approved in June 2023) will include 37,600 to continue improving nodes and will be spent and reimbursements submitted during FY24. The total funds allotted by the Town to be spent in FY24 equal \$112,600 with half anticipated to be reimbursed at a total of \$56,300. Future Town budgets will be realized during Town budget approvals each FY.

Wake Transit Project ID #
TC002-Y

FY 2023
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2022

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

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
21-017	GoTriangle	Paul Black	Base Year	\$ -
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
1 July 2023	30 June 2025		Base Year	\$ -
			Cumulative	\$ -

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

GoTriangle will make improvements to systemwide bus stops to enhance passenger safety and comfort. Possible improvements could include: concrete pads, benches, shelters, signage, landing pads, access ramps, or sidewalk improvements. This project is a multi-year effort to improve GoTriangle bus stops throughout Wake County. This program will help GoTriangle achieve its goal of making all stops ADA accessible. By focusing on bus stop improvements, GoTriangle is also supporting goals of improving access to transit and improving quality of bus stops, identified through public outreach during the Wake Vision Plan update process.

The funding requested in this project sheet will be put towards additional systemwide bus stop improvements. These projects will provide amenities and accessibility stop improvements at stops throughout the GoTriangle system in Wake County, serving routes such as the 100, CRX, DRX, 300, 305, and 310, all of which are routes that have been improved through Wake Transit.

GoTriangle is still waiting for the "flex" of the FHWA funding to be approved by FTA. Stops are ready for design but will not be able to proceed until we confirm we have pre-award authority and any right-of-way acquisition or construction cannot proceed until we have confirmation of the flex and a NEPA determination.

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC002-Y	Systemwide Bus Stop Improvements		\$ 64,800	\$ -	Local match for LAPP funds
TOTAL			\$ 64,800	\$ -	

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?

Improvements to existing bus stops will extend through FY30. This is a request for a full year of funds in FY24.

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, improvements will be made to existing bus stops. Making these improvements connects GoTriangle customers with safe, comfortable, and accessible locations to board and disembark from the bus. If the request is unfunded, GoTriangle will continue to operate service to the stops as they exist today. This impacts both customer 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)

--
- 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.

GoTriangle is still waiting for the "flex" of the FHWA funding to be approved by FTA. Stops are ready for design but will not be able to proceed until we confirm we have pre-award authority and any right-of-way acquisition or construction cannot proceed until we have confirmation of the flex and a NEPA determination.

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

Cost Break Down of Project Request							
OPERATING COSTS	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-

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

CAPITAL COSTS	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Design/NEPA	\$ 64,800	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Construction	-	292,465	304,164	316,330	328,983	342,142	355,828
Land - Right of Way	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	64,800	292,465	304,164	316,330	328,983	342,142	355,828

Assumptions for Costs and Revenues Above:

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