

ATTACHMENT C

WAKE COUNTY TRANSIT PLAN: IMPLEMENTATION

From: Ben Howell, Wake Transit Program Manager, Capital Area MPO

To: Wake County Transit Planning Advisory Committee (TPAC)

Date: 4/17/2024

Re: Summary of Requested FY 2024 4th Quarter Work Plan Amendment

One amendment to the fiscal year (FY) 2024 or a prior year Wake Transit Work Plan has been requested by GoTriangle for consideration by the TPAC in the 4th quarter of FY 2024. The amendment was reviewed by CAMPO staff to determine the appropriate amendment type classifications (major versus minor) as outlined in the Wake Transit Work Plan Amendment Policy. The amendment request was categorized as a Major Amendment for the two following reasons:

- 1) Amendment request involves a project requested to be added to the Work Plan;
- 2) Amendment request involves a financial impact requiring a change in budgeted reserves or fund balance.

The amendment request was released for public comment between March 8, 2024, and April 5, 2024. Six (6) public comments were received in response to the amendment requests.

Attached to this memorandum are the following:

- Proposed FY 2024 Q4 Amendment List (released for public comment) and Completed Amendment Request Form
- Financial Scope and Disposition
- Program Development Subcommittee Disposition Memo and Voting Record
- Engagement Summary for FY2024 Q3 Amendments

A scope and financial disposition for the amendment requests was developed by the Program Development Subcommittee and unanimously recommended to the TPAC at its meeting held on March 26th, with the following finding:

The proposed funding for the update of the Regional Technology Plan is reasonable to hire a consultant to update the 2019 Plan to continue to guide Wake Transit partners in technology implementation.

FY 2024 Quarter 4 Requested Wake Transit Work Plan Amendments

REQUESTED MAJOR AMENDMENT

Capital Budget Amendment Requests						
Project ID #	Agency	Project Title	Original Funding Allocation	Requested Funding Allocation	Funding Impact	Reason for Major/Minor Amendment Status
TBD	GoTriangle	Regional Transit Technology Plan Update	\$ -	\$ 200,000	\$ 200,000	<p>Major Amendment: Amendment request involves project requested to be added to the Work Plan and funded using funds from a budgeted reserve.</p> <p>Major Amendment: This amendment request is for funds to hire a consultant to complete an update to the 2019 Regional Transit Technology Plan. The cost for the update to the Plan will be split among Wake, Durham and Orange Counties, and the amendment request is a cost neutral impact to the Wake Transit Plan, as it is requesting funds from a budgeted reserve account.</p>
Total Capital Funding Impact					\$ 200,000	

Distributed for Public Comment on 03/08/2024

Public Comments Accepted Through 04/05/2024

Submit all comments to Ben Howell, Wake Transit Program Manager - ben.howell@campo-nc.us

Wake Transit Project ID #
TBD

FY 2024
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

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 Transit Technology Plan Update	GoTriangle	Austin Stanion	Base Year	\$ -
		astanion@gotriangle.org	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
7/1/2024	6/30/2025	Amendment will be cost neutral based on utilizing previously adopted transit funds.	Base Year	\$ 200,000
			Cumulative	\$ -

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

GoTriangle is requesting funds from Wake Transit reserves (Project TC003M) to complete an update to the 2019 Regional Transit Technology Plan Update. The consultant, chosen from the Wake Transit On-Call consultant list, has provided a high level cost estimate to update the plan. Staff will continue to work with the consultant and partners to refine the cost estimate and scope of work. The high level costs are being used to develop this request. The consultant has estimated the plan update will cost between \$175k-\$200k. The full high side amount is being requested at this time to cover any overages and additional scope items that may come up during development and ensure funding is available for procurement purposes. If the plan costs come in higher than currently anticipated, additional requests will be put into Durham and Orange to cover the increase. The work will begin around July 1, 2024, once the amendment request has completed the Wake Transit process for adoption and the contract is executed. The Plan update will include participation from Wake, Durham and Orange Counties. The cost split for the project among the Counties will be 70/20/10. This amendment request is a cost neutral financial impact to the transit plan as it is requesting funds from reserves.

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TBD	Regional Technology Transit Technology Plan Update	Capital Funding	\$ 200,000	\$ -	Amendment will be cost neutral based on utilizing previously adopted transit funds.
TOTAL			\$ 200,000	\$ -	

2. Wake Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC003M	Technology Initiatives - Reserve	Infrastructure	\$ (200,000)	\$ -	Amendment will be cost neutral based on utilizing previously adopted transit funds.
TOTAL			\$ (200,000)	\$ -	

3. Impact on Transit Plan Project Costs

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

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

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

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

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

Full year

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

A updated regional technology plan to guide partners in a similar direction regarding improvements in transit.

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 plan/study
b)	Date contract awarded for plan/study
c)	Estimation of percent completion of scope on quarterly basis
d)	Results and/or recommendations of plan/study

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 amendment will have zero financial impact to the Wake Transit Plan. The technology reserve funds requested have been adopted from previous workplans. This amendment will move the requested funds from reserve to GoTriangle as project sponsor.

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

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-

Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	200,000	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
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 consultant developed a high level cost estimate to complete the update to the Plan. The request includes an extra \$25k for inclusion in any additional scope items that may be incurred.

Wake County Transit Planning Advisory Committee TPAC Program and Development

Financial Disposition: March 26, 2024

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 and 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.

Requested Item for Committee Disposition:

Major Amendments – 1 Amendment

- 1) **Regional Transit Technology Plan Update** – GoTriangle is requesting \$200,000 from the Wake Transit unallocated technology project reserves (Project TC003M) to complete an update to the 2019 Regional Transit Technology Plan. The update will include participation from Wake, Durham and Orange Counties. If approved, the requested amendment will be cost neutral to the transit plan as it is requesting funds from previously adopted work plans. The project will create an updated technology roadmap to guide partners in a similar direction regarding improvements in transit.

Financial Impact of Proposed Major Amendment:

The FY24 Wake Transit Work Plan will have zero financial impact

FY24-Q4 Amendment Financial Impact

Capital Budget Amendment Request

Ordinance Tag	Agency	Description	Wake Transit Project Funding since Inception ¹	Wake Transit Proposed Amended Budget	Revised Wake Transit Plan Funding	FY25-FY30 Adopted Wake Transit Plan Funding	Total Project Adopted Wake Transit Plan Funding
Capital Planning	GoTriangle	Regional Transit Technology Plan Update ¹	\$0	\$200,000	\$200,000	\$0	\$200,000
Bus Infrastructure	Reserve	Unallocated Technology Reserve	\$4,246,464	-\$200,000	\$4,046,464	\$337,859	\$4,384,323
Wake Transit Capital Expenditures			\$4,246,464	\$0	\$4,246,464	\$337,859	\$4,584,323
Total Financial Impact - FY24 Wake Transit Work Plan				\$0			

¹ Does not include funding from previous version of project (Adopted FY19 Work Plan)

FY 2024 Quarter 4 Amendment Request Package

WAKE COUNTY TRANSIT PLAN: IMPLEMENTATION

Attachment C: Program Development Subcommittee Disposition Memo and Voting Record

Relevant Meeting: The meeting of the Program Development Subcommittee took place on March 26, 2024.

Subcommittees' Disposition: The Program Development Subcommittee rendered the following finding for the amendment request:

The proposed funding for the update of the Regional Technology Plan is reasonable to hire a consultant to update the 2019 Plan to continue to guide Wake Transit partners in technology implementation.

Discussion: There was some discussion about the proposed cost split of the Regional Technology Plan Update with Orange and Durham Counties. GoTriangle clarified that the amendment request is for the full estimated cost of the Regional Technology Plan Update, but they expect that Durham and Orange Counties will participate. The TPAC will be notified if the other Counties do not choose to participate in the funding of the Regional Technology Plan Update.

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

Voting Organizations:

CAMPO
GoTriangle
Wake County
Morrisville
NCSU
Raleigh
Cary
Apex
Fuquay-Varina
Knightdale
Wake Forest
Holly Springs

FY 2024 Quarter 4 Amendment Request Package

WAKE COUNTY TRANSIT PLAN

Engagement Summary Report

In accordance with the Wake Transit Amendment Policy and Community Engagement Policy, CAMPO and GoTriangle staff posted the requested FY2024 Quarter 4 amendment request for public review from March 8, 2024, to April 5, 2024. As part of this process, it was ensured that TPAC members, stakeholders and community members were aware of the opportunity to review and provide comment on the requested amendment\ by posting the engagement notices on the CAMPO Website, the GoForwardNC webpage dedicated to Wake Transit involvement activities, and all associated social media accounts. The Engagement Report is provided in this memo.

Those who engaged with the online materials and wanted to provide a comment were given the opportunity to provide input on the amendment request received. There was one amendment request from GoTriangle. A total of six (6) comments were received, with only one comment directly related to the proposed amendment.

All comments were reviewed by CAMPO staff and input was considered in relation to the FY2024 Quarter 4 amendment request. After consideration of all the comments received, it was decided that no changes were to be made to the amendments. A table including all raw comments can be seen in Appendix C.

FY 2024 Q4 Wake Transit Work Plan Amendment Requests

Project Engagement

VIEWS	PARTICIPANTS	RESPONSES	COMMENTS	SUBSCRIBERS
126	6	19	11	2

Please provide any comments on the FY 2024 Q4 Wake Transit Plan Amendment Request

When will they have more buses in Morrisville? It seems that we are being ignored. The Shuttle only operates within Morrisville. We need buses that go down Morrisville Carpenter Rd and Davis Dr that go to Cary Depot.

one month ago

1 Agree

I ride regularly, and just want to point out again the ongoing problem of how bad traffic is getting in the Triangle. With the population booming since the pandemic and homelessness increasing, keeping buses free is the best option for everyone. There is no time to take fares without causing huge delays. Routes are still often late as it is or skipped entirely, making reliability very difficult and often impossible to connect where you need to go on time. Thank you for your service!

4 days ago

I think this is for "funds to hire a consultant". If so emphasis should be placed on candidates who actually take public transit, bike, walk, or carpool to work, community, or recreation as part of their personal life. I really think a lot could be learned about transit by actually riding the buses, trying to understand how to walk to destinations once off the bus, trying to bike along or across busy streets etc. Like noticing that a lot of the (probably expensive but useful) monitors in the buses are broken or turned off, that bike route signs are on the ground, etc. Both data and lived experiences are important.

5 days ago

I, along with many of my friends, would like to see a bus route from the Regional Transit Center (RTC) to Brier Creek. Currently, the only stop near Brier Creek comes from Durham. It currently takes almost two hours on a bus to go only 4 miles away (RTC to Durham to Brier Creek). Something more direct would be appreciated (RTC to Brier Creek).

18 days ago

Lots of good stuff in here. I do want to point out that I think Marketing is very important these days and the 2.5% increase year-to-year that I see mentioned on page 105 sounds very low. The existing service costs, as far as I know, have gone up at a higher rate so this increase won't keep up and marketing services will actually have to be cut with this. I'd like to see that increased plus additional money allocated for marketing as a way to reach new audiences. There's also plenty of new opportunities to market these new route changes and upcoming technology plans, such as live bus tracking and fare collection methods, that are planned for the future. Please consider increasing the amount for FY25.

23 days ago

Riders will finally be able to sit and wait for a bus instead of sitting on curbs and standing in grass. Will Cary residents still have to pay for D3D service outside a quarter of a mile when everyone else gets a free ride? I believe that is not lawful. Will this budget extend the GoCary 5 route to Ten Ten in order for more Cary residents can go to the upscale downtown that was funded by these residents tax dollars?

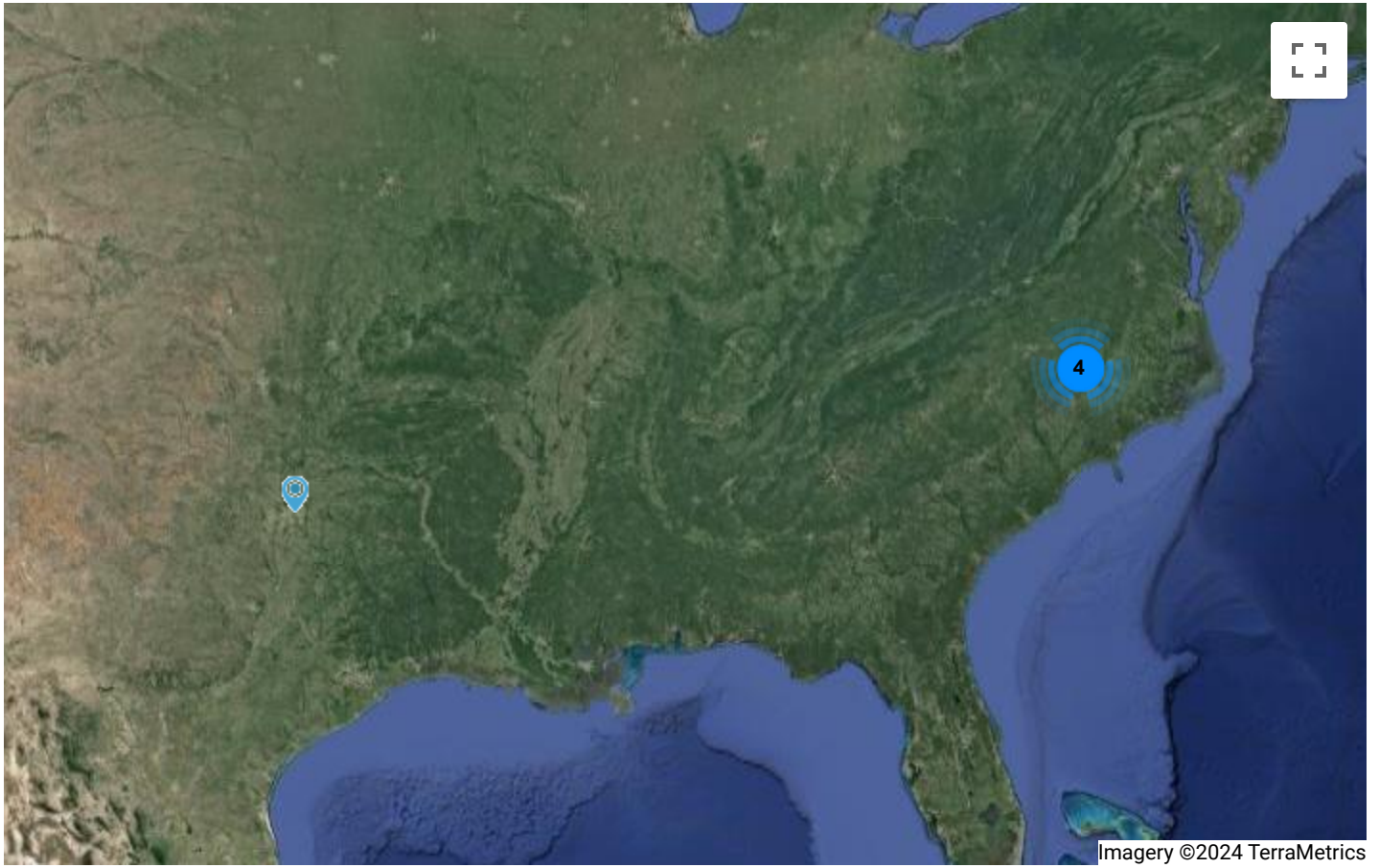
one month ago

Which system do you ride or would you ride? (check all that apply)

80%	GoTriangle	4 ✓
60%	GoRaleigh	3 ✓
20%	GoCary	1 ✓
0%	GoWake ACCESS	0 ✓
0%	GoApex	0 ✓
0%	NCSU aka Wolfline	0 ✓
0%	None	0 ✓

5 Respondents

What is your home zip code?



How did you hear about this activity/event? Select all that apply

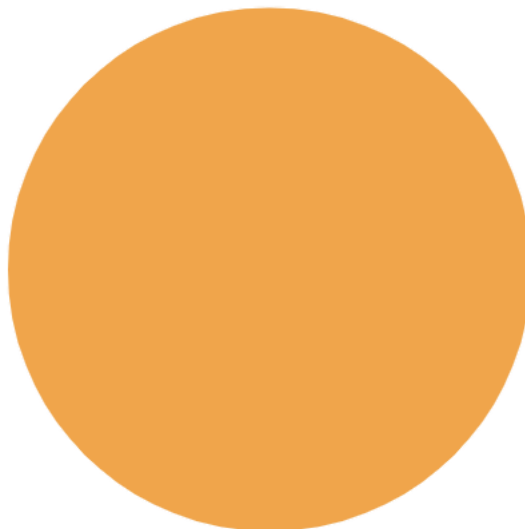
50%	Social Media (Facebook, X (Twitter), Instagram, Nextdoor, Etc.)	1 ✓
50%	Email from Wake Transit or GoTriangle	1 ✓
0%	Saw the table or signs and walked up	0 ✓
0%	Flyer, Poster, or TV ad on the bus, a stop or station	0 ✓
0%	Email from another organization	0 ✓
0%	Wake Transit or TPAC Meeting	0 ✓
0%	Word of mouth or at another meeting	0 ✓
0%	TV, Radio or Newspaper (local media)	0 ✓

2 Respondents

Would you like to receive future updates? Sign up below.

No data to display...

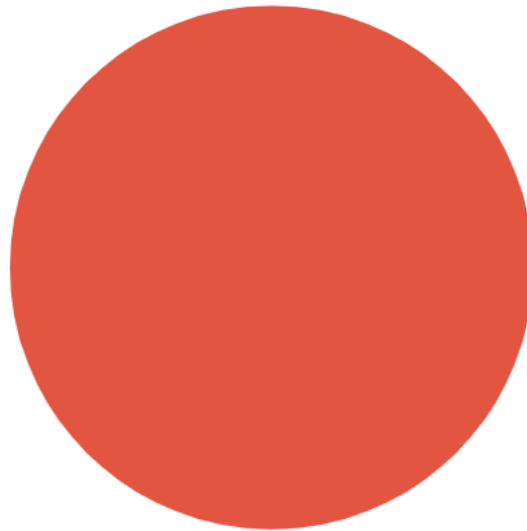
Have you heard of Wake Transit before today?



100% Yes

2 respondents

Did you know Wake Transit is an investment program that funds projects to improve and expand transit services across Wake County?



100% No

2 respondents

Have you noticed changes at the bus stops and on the routes you use? Yes/Np?
Please tell us a little more about any changes.

Noticed the redo to the stop at the Western Blvd Jones Franklin Harris Teeter.

5 days ago

Please list one community or other location in Wake County that you believe needs improved public transit.

The Raleigh Greyhound Bus station can have a long wait for a bus coming down capital ave depending on when your Greyhound bus arrives.

5 days ago

Brier Creek needs something direct to the RTC

18 days ago

Please tell us one thing that could be done to improve your rider experience.

More drivers, routes on time

4 days ago

It's a little anxiety inducing to watch a bus driver politely but firmly ask a person over and over to get off the bus because they've been sleeping and riding it in circles all day. I don't know what the thing to do about that is.

5 days ago

What is your gender?

No data to display...

What is your age?

No data to display...

Are you of Hispanic, Latino, or Spanish origin?

No data to display...

What is your race/ethnicity? Please select all that apply. If you select "Other" you can type in additional responses.

No data to display...

Which of the following groups does your total annual household income fall into?

No data to display...

What language do you most often speak at home? If you select "Other" you can type in additional responses.

No data to display...