

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

REQUESTED MAJOR/MINOR AMENDMENTS

Project ID #	Agency	Project Title	FY 24 Original Funding Allocation	FY 25 Original Funding Allocation	FY 25 Requested Funding Allocation	FY 25 Funding Impact	Reason for Major/Minor Amendment Status
Operating Budget Amendment Requests							
TO005-BG	Town of Morrisville	Morrisville Smart Shuttle	\$ 375,012	\$ 392,804	\$ 402,814	\$ 10,010	Major Amendment: Morrisville is requesting 1/2 year of funding for expanded Saturday service, with this cost annualizing in future years. The expectation is this additional vehicle relieves well known and established capacity issues on Saturdays. Morrisville expects "seat unavailable" messages, the measure of demand/capacity, to decrease following the additional shuttle going into service. The requested FY26 impact is \$20,521.
TBD	Wake County	Vehicle Rental Tax Mediation Expenses	\$ -	\$ 50,000	\$ -	\$ -	Minor Amendment: This amendment consolidates the expenses into one project and makes Wake County the sole sponsor agency to simplify administration of the mediation expenses. Mediation expenses to support the Wake Transit Conference Committee's efforts to resolve the Significant Concerns issued by CAMPO and Wake County related to Vehicle Rental Tax Distributions were included in the FY2025 Work Plan recommended by TPAC on July 18, 2025 and in the Work Plan adopted by the GoTriangle Board on August 7, 2025. Expenses were initially split into two projects (TO002-AY and TO002-C) in the Work Plan. There is no anticipated impact to FY26.
TO005-AA	Town of Wake Forest	Wake Forest Loop: Reverse Circulator	\$ 415,457	\$ 425,180	\$ (318,885)	\$ (318,885)	Major Amendment: The Town of Wake Forest requests to remove the Wake Forest Loop: Reverse Circulator operating project from the Wake Transit Work Plan. The Wake Forest Loop: Reverse Circulator will suspend operations after September 30, 2024. Therefore, an amount equivalent to 3 quarters of operating costs is requested to be unassigned
Total Operating Funding Impact						\$ (308,875)	

Capital Budget Amendment Requests

Project ID #	Agency	Project Title	Original Funding Allocation	Requested Funding Allocation	Funding Impact	Reason for Major/Minor Amendment Status
TBD	CAMPO	Regional Rail Implementation Study Participation	\$ -	\$ 50,000	\$ 50,000	<p>Major Amendment: As a result of recent work by the CAMPO and DCHC MPO Rail Subcommittees, the two MPO's will collaborate on a strategic rail study to explore an implementation strategy that will move the region closer to delivering increased frequency passenger rail, including developing a vision for future passenger rail services. The study will identify TIP projects and planning efforts that are in place, and will develop a strategy for targeting investment through the County transit plans, the SPOT process, and grant opportunities to facilitate the implementation of infrastructure projects that can be used to leverage other funds or otherwise further delivery of the passenger rail goals of the region. The CAMPO share of the study cost will be provided by Wake Transit. There is no requested impact to FY26.</p>
TBD	GoTriangle	GoTriangle PHEV Operations Support Vehicles	\$ -	\$ 218,750	\$ 218,750	<p>Major Amendment: GoTriangle is requesting a non-federal match to purchase 16 Plug-in Hybrid Electric Vehicles for Operations, Operations Supervision and Maintenance. These vehicles are necessary to support the sustainable delivery and quality of transit-plan funded GoTriangle expansion services that necessitate additional usage of support vehicles (vehicle miles) for Operations / Road supervision, Operator positioning / relief, and maintenance activities. Cost Split: GoTriangle/Federal - 76%, Wake 17%, Durham+Orange 7%. There is no requested impact to FY26.</p>
Total Capital Funding Impact					\$ 268,750	

Distributed for Public Comment on 09/03/2024

Public Comments Accepted Through 10/04/2023

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

Wake Transit Project ID #
TO005-BG

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

FY START DATE
7/1/2024

Type of Amendment **Minor** **Major**

Minor Amendments:

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

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Significant changes in scope of funded project
- d. A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
- e. A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
- f. Any change that requires a change in budgeted reserves or fund balance

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

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Morrisville Smart Shuttle (No Change)	Town of Morrisville	Caleb Allred	Base Year	\$ 20,020
		svillenc.gov 9194636923	Recurring	\$ 131,541
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
1/1/2025	NA		Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
The Morrisville Smart Shuttle offers on-demand service via the service's mobile app. When the app doesn't think it can (1) pick up the rider within an hour, or (2) picking up the rider will delay the existing queue longer than 20 minutes it will give the rider a message suggesting the vehicle is at capacity and to try again later. The Town of Morrisville has used this data point to inform capacity, with the understanding that lower "seat unavailable" messages indicate more service capacity, and higher messages mean less capacity. Through research the Town has concluded having this messaging occur less than 8% of the time is ideal.				
1. Enter Wake Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TO005-BG	Morrisville Smart Shuttle	Community Funding Area	\$ 10,010	\$ 10,010	The request is to add an additional 8 revenue hours, (7 service hours, 1 deadhead hour) for Saturdays beginning in January 2025.
TOTAL			\$ 10,010	\$ 10,010	

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

3. Impact on Transit Plan Project Costs			
From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan.	Estimated Operating Cost	Current Year	\$ 402,814
		Recurring	\$ 402,814
	Estimated Capital Cost	Base Year	\$ -
		Cumulative	\$ -

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

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

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

Morrisville is requesting 1/2 year of funding for expanded Saturday service, with this cost annualizing in future years.

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

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

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

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

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

- a)
- b)
- c)

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

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

Cost Break Down of Project Request							
OPERATING COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours	182	182	182	182	182	182	182
Cost per Hour	110	113	116	119	122	125	128
Estimated Operating Cost	20,020	20,521	21,112	21,658	22,204	22,750	23,296
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	20,020	20,521	21,112	21,658	22,204	22,750	23,296
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	\$ 20,020.00	\$ 20,520.50	\$ 21,112.00	\$ 21,658.00	\$ 22,204.00	\$ 22,750.00	\$ 23,296.00

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

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

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

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

Assumptions for Costs and Revenues Above:

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

We will be running one additional shuttle from 1pm-7pm on Saturdays with 30 minutes of deadhead before and after the vehicle's "shift" to allow it to go to/from the GoCary garage. This is intended to match the second shuttle's hours during the week. The Town has budgetted to begin service in January. There are 26 Saturdays from January '25 to June '25, and we are charged \$110 per hour by GoCary. $7(\text{hours}) * 26(\text{Saturdays}) * 110(\text{hourly rate}) = 20,020(\text{total cost})$.

Wake Transit Project ID #
T0002-AY T0002-C NEW

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

FY START DATE
7/1/2024

Type of Amendment **Minor** **Major**

Minor Amendments:

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

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Significant changes in scope of funded project
- d. A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
- e. A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
- f. Any change that requires a change in budgeted reserves or fund balance

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

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Vehicle Rental Tax Mediation Expenses	Wake County	Michael James	Base Year	\$ 50,000
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
8/30/2024	4/1/2025	Moving \$25,000 budgeted in T0002-AY and \$25,000 budgeted in T0002-C to a new project sponsored by Wake County.	Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
This amendment consolidates the expenses into one project and makes Wake County the sole sponsor agency to simplify administration of the mediation expenses.				
Mediation expenses to support the Wake Transit Conference Committee's efforts to resolve the Significant Concerns issued by CAMPO and Wake County related to Vehicle Rental Tax Distributions were included in the FY2025 Work Plan recommended by TPAC on July 18, 2025 and in the Work Plan adopted by the GoTriangle Board on August 7, 2025. Expenses were initially split into two projects (T0002-AY and T0002-C) in the Work Plan.				

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
NEW/TBD	Vehicle Rental Tax Mediation	Transit Plan Administration	\$ 50,000	\$ -	
TOTAL			\$ 50,000	\$ -	

2. Wake Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
T0002-AY T0002-C	Transit Plan Administration - Administrative Expenses	Transit Plan Administration	\$ (50,000)		Reduce each project by \$25,000
TOTAL			\$ (50,000)	\$ -	

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, one-time only for FY25. Impact of this amendment is net zero to the Wake Transit plan as it simply consolidates funding from multiple projects into a single project.

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

Potential long-term guidance from the Wake Transit Conference Committee to TPAC on the portion of Vehicle Rental Tax allocated to the Wake Transit Plan

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 contract executed with mediator
b)	Dates and number of hours of mediation meetings
c)	Date of mediation completion

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

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

Cost Break Down of Project Request							
OPERATING COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts	50,000		-	-	-	-	-
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	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

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

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

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

\$50,000 is anticipated to be more than sufficient to cover multiple mediation sessions involving the ILA parties.

Wake Transit Project ID #
TO005-AA

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

FY START DATE
7/1/2024

Type of Amendment Minor Major

Minor Amendments:

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

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Significant changes in scope of funded project
- d. A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
- e. A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
- f. Any change that requires a change in budgeted reserves or fund balance

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

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Wake Forest Loop: Reverse Circulator	Town of Wake Forest	Emma Linn	Base Year	\$ 425,180
		elinn@wakeforestnc.gov	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
9/30/2024	9/30/2024	Request to suspend the Wake Forest Loop: Reverse Circulator Service	Base Year	\$ -
			Cumulative	\$ -

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

The Town of Wake Forest requests to remove the Wake Forest Loop: Reverse Circulator operating project from the Wake Transit Work Plan. This will unencumber the current funding amount of \$425,180 that is currently allocated to this project. Beginning October 2024, the Town will launch a townwide microtransit service. This service will also include the operating area in the City of Raleigh in which the Wake Forest Loop currently operates.

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
TO005-AA	Wake Forest Loop: Reverse Circulator	Operating	\$ 318,885	\$ -	Request to suspend the operation of the Wake Forest Loop: Reverse Circulator. The Wake Forest Loop: Reverse Circulator will suspend operations after September 30, 2024. Therefore, an amount equivalent to 3 quarters of operating costs is requested to
TOTAL			\$ 318,885	\$ -	

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 request to be fulfilled by September 30, 2024. The request is to remove the Wake Forest Loop: Reverse Circulator from the FY25 Work Plan. No funds are being requested as a part of this amendment.

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

There are no funds being requested as a part of the FY25 Work Plan Amendment. The Town of Wake Forest is requesting to suspend the Wake Forest Loop: Reverse Circulator and begin implementing a townwide microtransit service beginning October 2024. The microtransit service, in addition to the Wake Forest jurisdiction, will offer service in the Wakefield/Raleigh area.

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)	n/a
c)	n/a

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 FY25 Work Plan Amendment request is to suspend the Wake Forest Loop: Reverse Circulator bus service. This service will be replaced by a townwide on-demand microtransit service and will operate in the entire jurisdiction of the Town of Wake Forest and a portion of the City of Raleigh (Wakefield). The microtransit service is anticipated to launch on October 1st, 2024 following the suspension of the Wake Forest Loop service.

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

Cost Break Down of Project Request							
OPERATING COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

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

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

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

Wake Transit Project ID #
NEW

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

FY START DATE
7/1/2024

Type of Amendment Minor Major

Minor Amendments:

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

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Significant changes in scope of funded project
- d. A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
- e. A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
- f. Any change that requires a change in budgeted reserves or fund balance

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

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Regional Rail Implementation Study Participation	CAMPO	Ben Howell	Base Year	\$ -
		ben.howell@campo-nc.us	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
10/1/2024	6/30/2025		Base Year	\$ 50,000
			Cumulative	\$ 50,000

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

As a result of recent work by the CAMPO and DCHC MPO Rail Subcommittees, the two MPO's will collaborate on a strategic rail study to explore an implementation strategy that will move the region closer to delivering increased frequency passenger rail, including developing a vision for future passenger rail services. The study will identify TIP projects and planning efforts that are in place, and will develop a strategy for targeting investment through the County transit plans, the SPOT process, and grant opportunities to facilitate the implementation of infrastructure projects that can be used to leverage other funds or otherwise further delivery of the passenger rail goals of the region. The CAMPO share of the study cost will be provided by Wake Transit.

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
NEW	Regional Rail Implementation Study Participation	Capital Planning	\$ 50,000	\$ -	One-time cost for FY2025.
TOTAL			\$ 50,000	\$ -	

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	\$ 50,000
		Cumulative	\$ 50,000

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

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

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

Requesting one-time funds for a capital planning project.

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, the two MPOs will be able to conduct the Study with participation from Wake Transit agencies and TPAC members. The Study will develop a strategy for targeting investment through the County transit plans, the SPOT process, and grant opportunities to facilitate the implementation of infrastructure projects that can be used to leverage other funds or otherwise further delivery of the passenger rail goals of the region. If the request is not funded, CAMPO will have to fund the cost of the Study through other means.

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

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

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

- a)
- b)
- c)

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

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

Cost Break Down of Project Request							
OPERATING COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other: Administrative			-	-	-	-	-
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

CAPITAL COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning	50,000	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Grant Contribution	-	-	-	-	-	-	-
Project Sponsor Contribution	-	-	-	-	-	-	-
Wake Transit Requested	50,000	-	-	-	-	-	-

TOTAL	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Assumptions for Costs and Revenues Above:

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

The total cost of the Study is estimated at \$100,000, with DCHC MPO and CAMPO each providing \$50,000. The CAMPO share of the study cost will be provided by Wake Transit.

Wake Transit Project ID #
TBD

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

FY START DATE
7/1/2024

Type of Amendment Minor Major - X

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	
GoTriangle PHEV Operations Support Vehicles	GoTriangle	Jay Heikes	Base Year	\$ -
		jheikes@gotriangle.org	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
1/1/2025	6/30/2025		Base Year	\$ 218,750
			Cumulative	\$ 218,750

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

GoTriangle is requesting a non-federal match to purchase 16 Plug-in Hybrid Electric Vehicles for Operations, Operations Supervision and Maintenance. These vehicles are necessary to support the sustainable delivery and quality of transit-plan funded GoTriangle expansion services that necessitate additional usage of support vehicles (vehicle miles) for Operations / Road supervision, Operator positioning / relief, and maintenance activities. Cost Split: GoTriangle/Federal - 76%, Wake 17%, Durham+Orange 7%.

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TBD	GoTriangle PHEV Operations Support Vehicles	TC	\$ 218,750	\$ -	
TOTAL			\$ 218,750	\$ -	

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	\$ 218,750
		Cumulative	\$ 218,750

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 X 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?

FY25, one time

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

Sustainable delivery and quality of Transit-plan funded expansion service would degrade without adequate support vehicles for Operations/Road supervision, Operator Relief/Positioning, and Maintenance.

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

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

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

- a)
- b)
- c)

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

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

Cost Break Down of Project Request							
OPERATING COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

CAPITAL COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	1,312,500	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$1,312,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Grant Contribution	93,750	-	-	-	-	-	-
Project Sponsor Contribution	1,000,000	-	-	-	-	-	-
Wake Transit Requested	218,750	-	-	-	-	-	-

TOTAL	\$1,312,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Assumptions for Costs and Revenues Above:

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

Durham / Orange contribution included in row 104. GoTriangle/federal included in row 105