Work Group Identification Worksheet

Wake Transit Work Group IDENTIFICATION Worksheet

Convening Body: **Type** Subcommittee

Work Group Name **Project Scope & Deliverables**

Contact Person/Coordinator: Steven Mott & Paul Kingman

Agency: **CAMPO & GoTriangle TDA**
Phone: **984-542-3617**
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Purpose of the Group:

The purpose of the group is to review project scopes and deliverables so that CAMPO Wake Transit staff can use this data to track Project Implementation for operating and capital investments funded by the Wake Transit Plan. Standardized project scopes will aid in the development of annual Work Plan project sheets and associated funding requests. Refined deliverables will ensure best practices in project tracking, tailored to specific project categories, and assist Wake Transit partners and ensure uniformity, when applicable, for submitting the required quarterly progress reports.

Specific Planned Tasks/Deliverable(s):

This is a temporary Work Group that will focus on updates to project scope and reporting deliverables to inform FY 2028 Wake Transit Work Plan project sheets, funding agreement details, and relevant quarterly reporting.

Timeline for Task Completion: **Start Date** 05 / 01 / 26 **End Date** 12 / 31 / 26

Delivery Cycle: One Time

Delivery Details: The workgroup is expected to develop a recommended scope and deliverables, where needed. Some existing scopes and deliverables may be adequate and changes not be recommended.

Results Presentation to and/or Approval by: Check all that apply

- [x] TPAC Committee
- [ ] Governing Boards
- [x] Lead Agency-CAMPO
- [x] PD Subcommittee
- [ ] CE Subcommittee
- [x] Lead Agency-GoTriangle
- [x] Other: PD Subcommittee
- [ ] Other:

WG Members List: Add line as needed

This is a list of participating agencies, organizations, municipalities, groups, NOT specific member names.

TPAC Administrator Notes: **Received:** / / **Presented to TPAC:** / /

Other Comments:

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