

**FY 2018 Work Plan  
First Quarter Report**



## **FY 2018 Q1 Report - Highlights**

### **WAKE OPERATING**

#### **Tax District Administration**

GoTriangle as Tax District Administrator hired a senior financial analyst (Steven Schlossberg) to provide Financial Oversight of the Tax District. The position was fulfilled on September 18, 2017. Mr. Schlossberg has been coordinating tasks as related to audit processes over the Wake Operating and Capital Funds. 50% of the audit process for FY18 was completed by September 30, 2017. Mr. Schlossberg has also been coordinating and managing the financial advisory services (through PFM Financial Advisors) in preparation of debt issuance and the development of a financial model for Wake Transit needs.

#### **Transit Plan Administration**

There are numerous planning studies supported through Wake Transit funds in FY18. The City of Raleigh has prepared for its Downtown Raleigh Operations Plan, which will be evaluating how all transportation modes function to facilitate a cohesive and effective network in the Downtown area. As of September 30, the City has received proposals and scoring completed. Staff has been negotiating the scope and pricing with a preferred consultant.

NOTE: The Multi-Year Bus Service Implementation Plan & the Community Funding Areas Project Management Plan were studies included in the FY18 work plan. These two items will be removed upon a recommended and approved amendment request for each. Funds were provided for these two initiatives in FY17.

To support on-going studies, projects and public engagement, several full-time equivalent (FTE) staffing positions were approved and fulfillment nearly complete by then of this quarter. GoTriangle sought the continuation of 3.5 FTE's to manage aspects of public outreach and communication (Juan Carlos Erickson & Ashley Hooper), Major Investment Studies (Darcy Downs) & the Multi-Year Bus Service Implementation Plan (Jennifer Green). All these positions were created in the end of FY17 and are continuing through in FY18. CAMPO was approved for an FTE to support the important need of TPAC Administration. The TPAC Administrator (Adam Howell) was fulfilled on August 21, 2017. The Town of Cary was approved for an FTE to support project management and coordination on all Wake Transit initiatives with respect to the Town's interests. Solicitations for the new position with the Town were posted and interviews were being conducted as of the end of the first quarter in FY18.

#### **Bus Operations**

In an effort to provide new services in a timely manner, the Plan was prioritized to fund services that were implementable with the use of existing resources. All three (3) fixed route operating agencies implemented new levels of service in a coordinated effort on August 6, 2017. GoRaleigh expanded service span for Route 7, which included Sunday. With that expansion, GoRaleigh was able to add nearly

16,000 passengers over the same timeframe in 2016. GoCary added new Sunday service as well, which had never been offered before in Cary. 1,759 trips were provided on GoCary fixed route services with the new Sunday service expansion. GoCary also increased midday frequencies on four (4) of their six (6) routes Monday-Saturday. On Saturdays, GoCary was able to increase their total ridership over the 2016 base year comparison by nearly 1,000 trips. GoTriangle also provided some improvements to existing services, including the Route 300 (segment between Raleigh & Cary). With new frequencies and span expansion, Route 300 was able to provide over 100 additional trips a day as compared to the same time in the 2016 base year. A comprehensive set of statistics can be found in the index of project quarterly reports.

## **WAKE CAPITAL**

### **Capital Planning**

One major capital planning study funded through FY18 is the Major Investment Study (MIS). The MIS is programmed to review corridor travel markets, conceptual alignments for bus rapid transit and infrastructure/coordination needs for commuter rail. This study kicked off in the first quarter of FY18, and the study's coordinating technical team has discussed bus rapid transit corridor alternatives for data analyses as a part of the study.

Also, Triangle J Council of Governments (TJCOG), on behalf of GoTriangle, began the first phase of a two-year study for Bus and Rail Station Land Use & Affordable Housing Plan. A list of quarterly activity details has been provided by TJCOG to supplement the required quarterly report and is included in the comprehensive document of FY18 first-quarter reports.

### **Bus Infrastructure**

Many large bus infrastructure projects were adopted with the FY18 Wake Transit Work Plan. One prominent one experiencing progress in the first quarter of this fiscal year is GoRaleigh's CNG Fueling Station. As of the end of quarter one, the City of Raleigh had an RFQ posted with a deadline for proposal submission by November 1. GoTriangle is taking the lead in partnership with the City of Raleigh for the bus component of Raleigh Union Station. GoTriangle has hired a consultant and hosted a kick off meeting that occurred towards the end of the first quarter. The consultant will initially advise on positioning of the property parcel for joint development.

### **Bus Acquisition**

The City of Raleigh was approved to purchase eight (8) 40-foot Gillig compressed natural gas (CNG) buses to start with expansion services that will be brought forward for approval in the FY19 work plan. A purchase order for these eight (8) vehicles was issued to Gillig in September 2017 by the City. GoTriangle was also originally approved to procure eight (8) 40-foot low-floor-transit buses to support new services in FY19.



Triangle Tax District  
 For the Quarter ending September 30, 2017 (Q1)  
 For the Fiscal Year Ending June 30, 2018

<i>Cash Balances</i>			
Wake County Operating Account	\$20,180,526.53	Accounts Receivable	\$ 11,053,832.75
Wake County Capital Account	\$ -	Accounts Receivable	\$ -

**WAKE OPERATING  
 REVENUES, BUDGET TO ACTUAL, CASH BASIS**

	Current Year	Prior Year	Difference
<b>1/2 ¢ Sales Tax</b>			
Budget	\$ 82,852,000	\$ 18,893,000	63,959,000
Actual YTD	-	20,177,575	(20,177,575)
Percentage Rec'd	0.00%	106.80%	-31.55%
<b>Vehicle Rental Tax</b>			
Budget	\$ 3,877,000	\$ 877,519	2,999,481
Actual YTD	-	-	-
Percentage Rec'd	0.00%	0.00%	0.00%
<b>\$7 Vehicle Registration Tax</b>			
Budget	\$ 5,419,000	\$ -	5,419,000
Actual YTD	-	-	-
Percentage Rec'd	0.00%	0.00%	0.00%
<b>\$3 Vehicle Registration Tax</b>			
Budget	\$ 2,111,000	\$ 621,000	1,490,000
Actual YTD	-	-	-
Percentage Rec'd	0.00%	0.00%	0.00%
<b>Other Revenue</b>			
Actual YTD	\$ 5,035	\$ 360	4,675

<b>Totals Summary</b>	<b>FY 18</b>	<b>FY 17</b>	<b>Difference</b>
<b>Total Budgeted Wake Operating Revenues</b>	<b>\$ 94,259,000</b>	<b>\$ 20,391,519</b>	<b>73,867,481</b>
<b>Total Actual Revenues Received (Cash Basis)</b>	<b>5,035</b>	<b>20,177,935</b>	<b>(20,172,899)</b>
<b>Percentage of Budget Realized</b>	<b>0.01%</b>	<b>98.95%</b>	<b>-27.31%</b>

*Notes:*  
 Amounts are shown on a cash basis. Some revenues are not received in the month earned because of State Agency processing time. Tax revenues are generally distributed three months after receipt by the State. Adjustments for these timing differences will be made at year end.



**Triangle Tax District --- Wake Operating**  
**For the Quarter ending September 30, 2017 (Q1)**  
**For the Fiscal Year Ending June 30, 2018**

**OPERATING EXPENDITURES, BUDGET TO ACTUAL, CASH BASIS<sup>1</sup>**

		Current Year Budget	Actual YTD	Percent Spent YTD	Budget Remaining	Progress Report
<b>Tax District Administration</b>						
GoTriangle	Salaries & Benefits	\$ 153,750	\$ -	0%	\$ 153,750	●
GoTriangle	Contracted Services, Tax District Audit	\$ 19,333	\$ -	0%	\$ 19,333	●
GoTriangle	Contracted Services, Financial Consultants	\$ 200,000	\$ -	0%	\$ 200,000	●
<b>Total Tax District Administration</b>		<b>\$ 373,083</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 373,083</b>	
<b>Transit Plan Administration</b>						
CAMPO	Salaries & Benefits, TPAC Administration	\$ 150,000	\$ -	0%	\$ 150,000	●
Cary	Marketing and Public Outreach	\$ 35,000	\$ -	0%	\$ 35,000	●
Cary	Salaries & Benefits, Capital Project Coordination Staff	\$ 147,413	\$ -	0%	\$ 147,413	●
GoTriangle	Salaries & Benefits, 3.5 FTE	\$ 538,125	\$ -	0%	\$ 538,125	●
GoTriangle	Administrative Expenses, Travel & Training	\$ 10,720	\$ -	0%	\$ 10,720	●
GoTriangle	Outside Legal Counsel	\$ 50,000	\$ -	0%	\$ 50,000	●
GoTriangle	Outreach/Marketing/Communications for Transit Plan Implementation	\$ 97,000	\$ -	0%	\$ 97,000	●
GoTriangle	Incidental Expenses for Systemwide Studies	\$ 20,000	\$ -	0%	\$ 20,000	●
GoTriangle	Transit Customer Surveys	\$ 125,000	\$ -	0%	\$ 125,000	●
GoTriangle	Multi-Year Bus Service Implementation Plan	\$ 1,292,000	\$ -	0%	\$ 1,292,000	●
GoTriangle	Utilities for Raleigh Satellite Office, for Wake Transit purposes	\$ 25,000	\$ -	0%	\$ 25,000	●
GoTriangle	Property Maintenance, Repairs & Property Appraisals	\$ 50,057	\$ -	0%	\$ 50,057	●
GoTriangle	Customer Feedback Management System	\$ 35,000	\$ -	0%	\$ 35,000	●
GoTriangle	Community Funding Areas Program Management Plan	\$ 175,000	\$ -	0%	\$ 175,000	●
Raleigh	Downtown Operations Plan	\$ 875,000	\$ -	0%	\$ 875,000	●
Raleigh	Salaries & Benefits, Service Planning Staff	\$ 150,000	\$ -	0%	\$ 150,000	●
Reserve	Staffing Reserve	\$ 370,000	\$ -	0%	\$ 370,000	●
<b>Total Transit Plan Administration</b>		<b>\$ 4,145,315</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 4,145,315</b>	
<b>Bus Operations</b>						
Cary	Sunday Service, all routes	\$ 476,182	\$ -	0%	\$ 476,182	●
Cary	Increase Midday Service, Selected Routes	\$ 362,340	\$ -	0%	\$ 362,340	●
Cary	Lease Two New Expansion Vehicles	\$ 100,000	\$ -	0%	\$ 100,000	●
GoTriangle	Continuation of Fuquay-Varina Express Route	\$ 406,220	\$ -	0%	\$ 406,220	●
GoTriangle	Route 100 Frequency Improvements	\$ 433,080	\$ -	0%	\$ 433,080	●
GoTriangle	Route 300 Frequency Improvements	\$ 265,833	\$ -	0%	\$ 265,833	●
GoTriangle	Route 300 Night and Sunday Service	\$ 231,813	\$ -	0%	\$ 231,813	●
GoTriangle	Continuation of Route 300 Peak Service	\$ 412,644	\$ -	0%	\$ 412,644	●
Knightdale	Continuity of Knightdale-Raleigh Express Contribution	\$ 43,000	\$ -	0%	\$ 43,000	●
Raleigh	Increase Frequency on Route 7	\$ 193,875	\$ -	0%	\$ 193,875	●
Raleigh	Increase Sunday Service Span	\$ 1,357,045	\$ -	0%	\$ 1,357,045	●
TRACS (Wake County)	Countywide Rural General Public Demand Response Service	\$ 175,000	\$ -	0%	\$ 175,000	●
Wendell	Continuity of Contribution for Zebulon-Wendell Express Park & Ride Lease	\$ 4,200	\$ -	0%	\$ 4,200	●
Zebulon	Continuity of Contribution for Zebulon-Wendell Express Park & Ride Lease	\$ 5,516	\$ -	0%	\$ 5,516	●
<b>Total Bus Operations</b>		<b>\$ 4,466,748</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 4,466,748</b>	
<b>Total Operating Expenses</b>		<b>\$ 8,985,146</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 8,985,146</b>	
<b>Transfer to Triangle Tax District - Wake Capital</b>		<b>\$ 83,693,000</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 83,693,000</b>	
<b>Allocation to Wake Operating Fund Balance</b>		<b>\$ 1,580,854</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 1,580,854</b>	
<b>Total Wake Transit Operating</b>		<b>\$ 94,259,000</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 76,288,708</b>	

<sup>1</sup> Represents Expenditures Reimbursed at End of Quarter

- Not Started
- In Progress
- Completed



Triangle Tax District --- Wake Capital  
 For the Quarter ending September 30, 2017 (Q1)  
 For the Fiscal Year Ending June 30, 2018

**CAPITAL EXPENDITURES, BUDGET TO ACTUAL, CASH BASIS<sup>1</sup>**

		Total Budget	Budget Spent to Date	Percent Spent	Budget Remaining	Progress Report
<b>Capital Planning</b>						
GoTriangle	Major Investment Study	\$ 2,000,000	\$ -	0%	\$ 2,000,000	
GoTriangle	Bus & Rail Station Land Use, with TJCOG	\$ 42,000	\$ -	0%	\$ 42,000	
Reserve	Future Fixed Guideway Study	\$ 2,300,000	\$ -	0%	\$ 2,300,000	
<b>Total Capital Planning</b>		<b>\$ 4,342,000</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 4,342,000</b>	
<b>Bus Infrastructure</b>						
Cary	ADA Bus Stop Improvements	\$ 495,000	\$ -	0%	\$ 495,000	
Cary	Bus stop sign replacement	\$ 43,000	\$ -	0%	\$ 43,000	
Cary	Design, GoCary Ops & Maint. Facility	\$ 1,000,000	\$ -	0%	\$ 1,000,000	
Cary	Downtown multi-modal study	\$ 300,000	\$ -	0%	\$ 300,000	
GoTriangle	RUS Bus Design	\$ 2,700,000	\$ -	0%	\$ 2,700,000	
GoTriangle	BOMF Expansion study	\$ 200,000	\$ -	0%	\$ 200,000	
Raleigh	Poole Road Park & Ride Facility	\$ 1,140,000	\$ -	0%	\$ 1,140,000	
Raleigh	CNG Refueling Station	\$ 1,500,000	\$ -	0%	\$ 1,500,000	
Raleigh	Bus shelters & stop improvements	\$ 500,000	\$ -	0%	\$ 500,000	
<b>Total Bus Infrastructure</b>		<b>\$ 7,878,000</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 7,878,000</b>	
<b>Bus Acquisition</b>						
GoTriangle	Bus Purchases	\$ 4,000,000	\$ -	0%	\$ 4,000,000	
Raleigh	Bus Purchases	\$ 4,000,000	\$ -	0%	\$ 4,000,000	
<b>Total Bus Acquisition</b>		<b>\$ 8,000,000</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 8,000,000</b>	
<b>Allocation to Wake Capital Fund Balance</b>		<b>\$ 63,473,000</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 63,473,000</b>	
<b>Capital Fund Totals</b>		<b>\$ 83,693,000</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 83,693,000</b>	

<sup>1</sup> Represents Expenditures Reimbursed at End of Quarter

- Not Started
- In Progress
- Completed

Project Sponsor	GoTriangle
Project Code	TO001-A
Project Name	1 FTE for Financial Oversight of Tax District
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

1 Full-time equivalent staff position to provide administrative support for financial oversight of the district. This is a carryover from FY17. Costs also include accessory administrative expenses associated with the employee's work.

## Project Status Updates

Quarter 1:

Hired Sr. Financial Analyst 9/18/17.

Documents Enclosed (if any)	N/A
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## Project Performance Measures

Milestone Dates	
Date of Hire (Tax District Oversight)	9/18/2017

Project Sponsor	GoTriangle
Project Code	TO001-B
Project Name	Overhead Administrative Costs
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

### Project Scope

\$19,333 to cover the additional audit costs of the Wake Operating Fund and the Wake Capital Fund.

### Project Status Updates

Quarter 1:

50% of the audit process for FY18 was completed by 9/30/17.

Documents Enclosed (if any)	
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Project Sponsor	GoTriangle
Project Code	TO001-C
Project Name	Overhead Administrative Costs
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

### Project Scope

\$200,000 for financial advisory services in preparation for debt issuance and financial model.

### Project Status Updates

Quarter 1:

Consultant contracted to work on financial model. Consultant met with Wake Partners to discuss prior financial model, new design and assumptions.

Documents Enclosed (if any)	
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Project Sponsor	CAMPO
Project Code	TO002-L
Project Name	1 FTE for TPAC Administration
Implementing / Operating Agency	CAMPO
Project Agreement Executed	Signed by CAMPO - Need copies from GoTriangle
Expected Implementation Date	FY 2018 Q1
Performance Measures Base Year	n/a

## Project Scope

CAMPO will employ one (1) full-time equivalent (FTE) staff position to provide administrative support for the Wake County Transit Planning Advisory Committee (TPAC) and its subcommittees. The position will be responsible for coordinating the TPAC's ongoing activities and proceedings, including leading the TPAC's decision-making processes and information dissemination. The position will also be responsible for compiling components of Wake Transit Work Plans. Expenses also include accessory administrative expenses related to the function of the FTE.

## Project Status Updates

### Quarter 1:

A full-time employee was hired and began on August 21, 2017. The employee has since taken over the leadership role of facilitating the TPAC's ongoing decision-making processes.

Documents Enclosed (if any)	
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## Project Performance Measures

Milestone Dates	
Date of Hire (TPAC Administration)	8/21/2017

Project Sponsor	Town of Cary
Project Code	TO002-M
Project Name	Marketing and Public Outreach Expenses
Implementing / Operating Agency	Town of Cary
Project Agreement Executed	Waiting on GoTriangle signature
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

### Project Scope

GoCary expenses for public outreach and marketing attributable to Wake County Transit Plan activities. These expenses are for services above and beyond what the Town incurs in expenses for the Town's existing services.

### Project Status Updates

Quarter 1:

Marketing and public outreach activities included fixed route bus map and paratransit brochure printing and movie theater advertisement for August Wake Transit funded service changes. Additionally, the Transit Marketing Specialist attended the SEACT conference to support new, expanded TDM duties.

Documents Enclosed (if any)	
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Project Sponsor	Town of Cary
Project Code	TO002-N
Project Name	1 FTE for Coordinating Capital Projects
Implementing / Operating Agency	Town of Cary
Project Agreement Executed	Waiting on GoTriangle signature
Expected Implementation Date	FY 2018 Q1
Performance Measures Base Year	n/a

### Project Scope

One (1) full-time equivalent staff position to function as the Town of Cary's transit capital projects coordinator. Administrative and one-time set-up expenses will be incurred related to the function of the employee's work. The position is responsible for capital project management, contract development and management, development review, project and stakeholder coordination and transit facility design necessary due to increased Wake County Transit Plan activities.

### Project Status Updates

Quarter 1:

The position was advertised from June 30, 2017 to July 23, 2017. The job posting is attached. Interviews were held at the end of August. An offer was made to the preferred candidate at the end of September. The Town anticipates a date of hire in Q2.

Documents Enclosed (if any)	Transit Project Manager.pdf
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### Project Performance Measures

Milestone Dates	
Date of Hire (Capital Projects)	

Project Sponsor	GoTriangle
Project Code	TO002-A
Project Name	Salaries and Benefits for 3.5 FTEs
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

This represents salary, benefits, and administrative costs for 1.5 FTE in public outreach and communications, 1 FTE managing the Wake County Multi-Year Bus Service Implementation Plan, and 1 FTE to manage the Wake County Fixed Guideway Corridors Major Investment Study.

## Project Status Updates

Quarter 1:

1.5 FTE hired for public outreach and communications. 1 FTE hired to manage the Wake County Multi-Year Bus Service Implementation Plan. 1 FTE hired to manage the Wake County Fixed Guideway Corridors Major Investment Study.

Documents Enclosed (if any)

## Project Performance Measures

Milestone Dates	
Date of Hire (Public Outreach - 1.0)	7/1/2017
Date of Hire (Public Outreach - 0.5)	7/1/2017
Date of Hire (MYBSIP)	7/1/2017
Date of Hire (MIS)	7/1/2017

Project Sponsor	GoTriangle
Project Code	TO002-B
Project Name	Multiple Administrative Projects
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

This combines similar administrative expense resulting from the implementation of the Wake Transit Plan, including but not limited to: mileage, training & conferences.

## Project Status Updates

Quarter 1:

Staff attended APTA Conference, Sustainability & Multimodal Planning Workshop, and Wake Transit Meetings. Outreach expenses related to Wake activities were incurred during the quarter.

Documents Enclosed (if any)	
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Project Sponsor	GoTriangle
Project Code	TO002-C
Project Name	Outside Legal Counsel
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

### Project Scope

This combines similar administrative expense resulting from the implementation of the Wake Transit Plan, including but not limited to specialized legal counsel.

### Project Status Updates

Quarter 1:

No outside counsel has been retained to date.

Documents Enclosed (if any)	
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Project Sponsor	GoTriangle
Project Code	TO002-D
Project Name	Incidental Costs for Outreach
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

This combines similar administrative expense resulting from the implementation of the Wake Transit Plan, including but not limited to mileage; marketing and outreach efforts.

## Project Status Updates

Quarter 1:

There was no activity regarding these funds in Q1.

Documents Enclosed (if any)	
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Project Sponsor	GoTriangle
Project Code	TO002-E
Project Name	Public Engagement Incidental expenses for systemwide s
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

GoTriangle is anticipating incurring costs related to public engagement activities that will be planned to facilitate public input and communications related to systemwide studies. Anticipated expenses include: meeting space rental fees, printing, refreshments for the public, travel/mileage and public notices.

## Project Status Updates

Quarter 1:

There was no activity regarding these funds in Q1.

Documents Enclosed (if any)	
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Project Sponsor	GoTriangle
Project Code	TO002-F
Project Name	Transit Customer Surveys
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

Ongoing transit customer surveys to continually evaluate user experiences as services are implemented over time.

## Project Status Updates

Quarter 1:

There was no activity regarding these funds in Q1.

Documents Enclosed (if any)	
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Project Sponsor	GoTriangle
Project Code	TO002-G
Project Name	Multi Year Bus Service Implementation Plan
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

To be carried out GoTriangle and CAMPO, they will initiate the multi-year bus service implementation plan to determine the phasing of bus service expansion projects over the next 10 years and the necessary supporting capital resources.

## Project Status Updates

Quarter 1:

No Wake Transit funds have been expended on this project. Funds were provided by GoTriangle, CAMPO and City of Raleigh in FY2017 for this project. Therefore, no reporting for this project will be provided. The project will be eliminated from the FY 2018 Wake Transit Work Plan at the first opportunity for amendment.

Documents Enclosed (if any)	none
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# Wake Transit Quarterly Project Updates

FY 2018

Project Sponsor	GoTriangle
Project Code	TO002-H
Project Name	Property Maintenance, Utilities, Management
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

This includes utilities for GoTriangle office space in downtown Raleigh for staff working on Wake Transit Plan issues.

## Project Status Updates

Quarter 1:

Maintenance and management of the downtown Raleigh office is ongoing (utilities, security, and supplies included)

Documents Enclosed (if any)	\$7,594.91
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Project Sponsor	GoTriangle
Project Code	TO002-I
Project Name	Property Maintenance, Utilities, Management
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

### Project Scope

GoTriangle will maintain properties for future passenger services in Wake Co. This also includes appraisal services for existing and potential sites.

### Project Status Updates

Quarter 1:

Property management, utilities, and maintenance for future passenger service properties.

Documents Enclosed (if any)	\$4,715.83
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Project Sponsor	GoTriangle
Project Code	TO002-J
Project Name	Customer Feedback Management System
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	June 29, 2017
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

This is a new, web-based customer feedback system. It will integrate with the existing call center. Applicable information for GoRaleigh and Go Cary will also be collected. Improved data collection will allow staff to focus on customer concerns in a more focused fashion.

## Project Status Updates

Quarter 1:

GoTriangle is using the functionality. Training has been scheduled for GoRaleigh and GoCary in Q2. Zendesk Talk software agreement was executed in Q1.

Documents Enclosed (if any)

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Volume of Tickets Handled by System	1,116			

Project Sponsor	City of Raleigh
Project Code	TO002-O
Project Name	Downtown Operations Plan
Implementing / Operating Agency	City of Raleigh
Project Agreement Executed	
Expected Implementation Date	FY 2018 Q2
Performance Measures Base Year	n/a

### Project Scope

The City of Raleigh/GoRaleigh will be initiating and completing a comprehensive operations plan for its downtown area that will evaluate how all transportation modes function to facilitate a cohesive and effective network where a multitude of transit services are proposed to converge. The plan will be multimodal in nature. The total cost of the plan is anticipated to be \$1,250,000, with the portion anticipated to be attributable to planning for the accommodation of transit services estimated at

### Project Status Updates

Quarter 1:

RFQ has been scored. Staff is negotiating scope and pricing with consultant.

Documents Enclosed (if any)

### Project Performance Measures

Milestone Dates

Certificate of Occupancy Issued

Project Sponsor	City of Raleigh
Project Code	TO002-P
Project Name	1 FTE for Service Planning
Implementing / Operating Agency	City of Raleigh
Project Agreement Executed	
Expected Implementation Date	FY 2018 Q1
Performance Measures Base Year	n/a

## Project Scope

1 FTE planner to fulfill administrative requirements for Wake Transit Plan to include planning [bus, BRT, MIS & Rail studies], attending meetings, committees, procurements, contract/construction management etc. Will focus primarily on BRT fixed guideway planning.

## Project Status Updates

### Quarter 1:

Interviews have been conducted. This position has not been filled as of Sept 30. Hope to make offer in Oct 2017

Documents Enclosed (if any)

## Project Performance Measures

### Milestone Dates

Date of Hire (Service Planning)



Project Sponsor	Town of Cary
Project Code	TO004-A
Project Name	Sunday Service on All Routes
Implementing / Operating Agency	Town of Cary
Project Agreement Executed	Waiting on GoTriangle signature
Expected Implementation Date	August 6, 2017
Performance Measures Base Year	n/a

## Project Scope

New Sunday fixed route service (14 hour span of service) which includes hourly service operations, between 7 a.m. and 9 p.m., include additional limited hourly service on four current Town holidays and related paratransit costs.

## Project Status Updates

### Quarter 1:

New Sunday hourly fixed route service and door to door service from 7 a.m. to 9 p.m. was implemented effective August 6, 2017. New fixed route time tables are attached. Additionally, the Town will operate at a Sunday service level on MLK Jr. Day, Memorial Day, Labor Day, and Christmas Eve.

Documents Enclosed (if any)	TOC_BusMap_20170926.pdf, TOC_D2Dbrochure_20170926.pdf
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## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Ridership (Sunday)	1,759			
Ridership (base year Sunday)	0	0	0	0
Passengers per Hour (Sunday)	2.98			
Passengers per Hour (base year Sunday)	0.00	0.00	0.00	0.00
Revenue Hours of Service Provided	590.00			



## SERVICE AREAS & FARES\*

### TIER I

ADA and Senior trips within ¾ mile of GoCary fixed routes.

**\$3.00**

### TIER II

Trips with an origin or destination outside the ¾ mile fixed route corridor but within Cary town limits. This is a premium service.

**\$4.00**

### TIER III

Limited to medical, education and employment trips, beyond Cary town limits. This is a premium service.

Apex	<b>\$6.00</b>
Morrisville	<b>\$6.00</b>
Raleigh	<b>\$7.00</b>
Raleigh + 10 Miles	<b>\$8.00</b>
Raleigh + 15 Miles	<b>\$9.00</b>
Durham	<b>\$8.00</b>
Chapel Hill	<b>\$9.00</b>

### Personal Care Attendant (PCA)

Must be pre-approved

**Free**

### Companion

**Tiered Fare**

### Children 12 & under

**Free**

\*Each fare is for a one-way trip.

## HOURS OF OPERATION

### TIER I & TIER II\* PICK UP TIMES

<b>Mon. – Sat.</b>	<b>Sun.</b>
6 a.m. – 9:30 p.m.	7 a.m. – 8:30 p.m.

### TIER III\* PICK UP TIMES

<b>Mon. – Sat.</b>	<b>Sun.</b>
6 a.m. – 8:30 p.m.	7 a.m. – 7:30 p.m.

\*Tier II and III trips are scheduled on a space available basis.

### HOLIDAYS

GoCary will operate Door to Door services on the following holiday schedule\*:

**Regular schedule:** Good Friday, Veterans Day, New Year's Eve

**Sunday schedule:** MLK Jr. Day, Memorial Day, Labor Day, Christmas Eve

**Closed:** New Year's Day, 4th of July, Thanksgiving, Christmas

\* For those holidays on which we operate a regular or Sunday schedule, Door to Door operates Tier 1 service only.

### POLICIES

Customers must be ready 15 minutes before the scheduled pick-up time and up to 15 minutes after the scheduled pick-up time.

Tier III return trips to Cary will have a 60-minute window for pick-ups due to the distance of the trip (Apex, Morrisville, Raleigh, Durham & Chapel Hill).

Customers may bring bags of groceries or merchandise on the vehicle as long as all items can be carried on board and safely stowed in one trip. Drivers are not required to assist with packages.

A passenger guide and other policies are available at [www.townofcary.org/gocary](http://www.townofcary.org/gocary), in the Door to Door section.

## GET STARTED

### Apply for service:

Interested individuals must complete an application for service. Applications are available online at [www.townofcary.org/gocary](http://www.townofcary.org/gocary), at the Cary Senior Center (Bond Park), or at the Finance Department in Cary Town Hall.

### Schedule a trip:

**CALL** (919) 481-2020 ext. 3 or

**EMAIL** [D2D@mvtransit.com](mailto:D2D@mvtransit.com)

by 4:30 p.m. the day before your trip

Trips can be scheduled up to two weeks in advance. Customers are asked to call (919) 481-2020 ext. 2 to cancel trips as soon as possible.

### Fares must be paid before the trip begins.

#### Pay your fare with:

1) **CASH** Cash fares can be paid to the driver on the vehicle. Drivers do not give change so please have your exact fare ready.

2) **TICKET BOOKLETS** GoCary ticket booklets are available in the following increments: \$1.00 (20 tickets), \$2.00 (20 tickets), \$5.00 (8 tickets).

**Call** (919) 469-4050 to use your VISA or Mastercard, or to request a ticket order form;

**Mail** a completed ticket order form with payment to P.O. Box 8049, Cary, NC 27512;

**Fax** a completed ticket order form with credit card information to (919) 388-1107; or

**In person**, at the Cary Town Hall Finance Department, the Town of Cary Senior Center at Bond Park, or the Kroger at Maynard Crossing Shopping Center (\$1.00 ticket booklets only).

GoCary is committed to ensuring that no person is excluded from participation in, or denied the benefits of, its services, or subjected to discrimination on the basis of race, color or national origin, as provided by Title VI of the Civil Rights Act of 1964. Any person who believes they have been aggrieved by an unlawful discriminatory practice by GoCary has the right to file a formal complaint. For questions or a full copy of GoCary's Title VI policy and complaint procedures, call (919) 469-4086. This policy is available in alternative formats and languages, free of charge, upon request.

For more information:

(919) 481-2020

[www.townofcary.org/gocary](http://www.townofcary.org/gocary)



## DOOR TO DOOR SERVICES

GoCary Door to Door is a shared ride service for senior citizens age 60 and over, as well as people with disabilities covered by the Americans with Disabilities Act (ADA).



EFFECTIVE AUG 2017



# Cary

Door to Door

(919) 481-2020  
www.townofcary.org/gocary

MORRISVILLE

RALEIGH

CARY

APEX

## ROUTE LISTING

- ROUTE 1 MAYNARD**
- ROUTE 2 MAYNARD**
- ROUTE 3 HARRISON**
- ROUTE 4 HIGH HOUSE**
- ROUTE 5 KILDAIRE FARM**
- ROUTE 5 KFX** — limited stop service: inbound p.m. peak only (M-F)
- ROUTE 6 BUCK JONES**
- GoTriangle 300, 301, 305 & 311** — check GoTriangle.org for schedules
- GoRaleigh 11L**

**3/4 MILE BUFFER**

**CARY TOWN LIMITS**

**TIER TRIP EXAMPLES**

**TIER I** Trips within 3/4 mile of GoCary fixed routes

**TIER II** Trips with an origin or destination outside the 3/4 mile fixed route corridor but within Cary town limits

**TIER III** Out of town trips (Apex, Morrisville, Raleigh, Durham & Chapel Hill)





Project Sponsor	Town of Cary
Project Code	TO004-B
Project Name	Increase Midday Service
Implementing / Operating Agency	Town of Cary
Project Agreement Executed	Waiting on GoTriangle signature
Expected Implementation Date	August 7, 2017
Performance Measures Base Year	FY 2017

## Project Scope

Routes 3, 4, 5 & 6 increase frequency of service from hourly to every half hour between the midday off-peak period, 10 a.m. to 3 p.m. Service is anticipated to begin August 7, 2017.

## Project Status Updates

### Quarter 1:

New half hour frequency on Route 3, 4, 5 & 6 from 10 a.m. to 3 p.m. Monday through Saturday was implemented effective August 7, 2017.

Documents Enclosed (if any)	TOC_BusMap_20170926.pdf
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## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Ridership (weekday)	44,021			
Ridership (base year weekday)	44,375			
Ridership (Saturday)	7,666			
Ridership (base year Saturday)	6,610			
Passengers per Hour (weekday)	5.72			
Passengers per Hour (base year weekday)	6.08			
Passengers per Hour (Saturday)	5.27			
Passengers per Hour (base year Saturday)	4.93			
Revenue Hours of Service Provided (base year weekday)	7,300			
Revenue Hours of Service Provided (base year Saturday)	1,340			
Revenue Hours of Service Provided (weekday)	7,691			
Revenue Hours of Service Provided (Saturday)	1,455			







(919) 485-RIDE  
www.townofcary.org/gocary

**GET REAL-TIME BUS TRACKING WITH GOLIVE:**

Visit [live.gotriangle.org](http://live.gotriangle.org);  
Download the **TransLoc App** on your Android, Blackberry or iPhone;  
or **Text** GoLive R [Route Number or Name] S [Stop ID] to 41411

**INSET MAP: DOWNTOWN CARY**



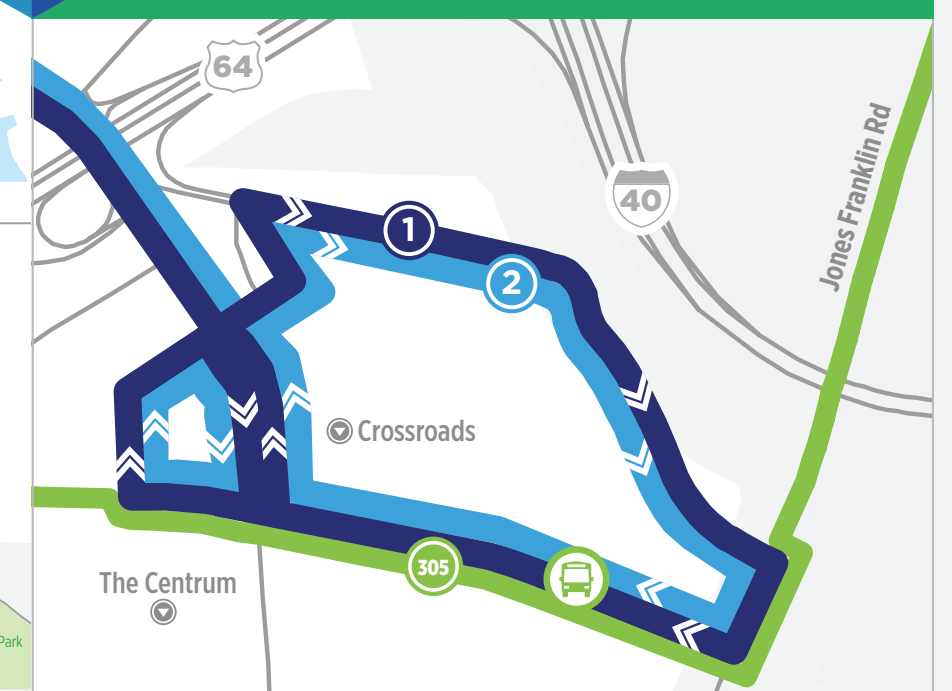
**ROUTE LISTING**

- 1** ROUTE 1 MAYNARD
- 2** ROUTE 2 MAYNARD
- 3** ROUTE 3 HARRISON
- 4** ROUTE 4 HIGH HOUSE
- 5** ROUTE 5 KILDAIRE FARM
- KFX** ROUTE 5 KFX — limited stop service: inbound p.m. peak only (M-F)
- 6** ROUTE 6 BUCK JONES
- 301** GoTriangle 300, 301, 305 & 311 — check GoTriangle.org for schedules
- 11L** GoRaleigh 11L

**TRANSFER POINTS TRANSFER TO...**



**INSET MAP: CROSSROADS**



Project Sponsor	Town of Cary
Project Code	TO004-C
Project Name	Vehicle Leases
Implementing / Operating Agency	Town of Cary
Project Agreement Executed	Waiting on GoTriangle signature
Expected Implementation Date	FY 2018 Q1
Performance Measures Base Year	n/a

### Project Scope

Funds to lease two new expansion vehicles programmed through contractor lease.

### Project Status Updates

Quarter 1:

The Town has requested but not yet received quotes for three different vehicle types from the Town's operations contractor, MV Transportation. Once quotes are received the Town will determine the vehicle type, quantity and final cost and proceed with the vehicle order.

Documents Enclosed (if any)	
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### Project Performance Measures

Milestone Dates	
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Date Vehicles Placed in Service	
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Project Sponsor	GoTriangle
Project Code	TO003-A
Project Name	Continuation of Fuquay-Varina Express Route
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

Route FRX will continue to provide peak-period express service between Fuquay-Varina and downtown Raleigh, with 8 trips at an approximate 60-minute frequency. The service comprises 11.83 platform hours per operating weekday (7.25 revenue hours). Operations are contracted to GoRaleigh, and service is projected to operate for 251 weekdays in FY 2018. This project also includes a leased park-and-ride and three leased vehicles.

## Project Status Updates

### Quarter 1:

Route FRX's new schedule went into effect on July 3, 2017 as scheduled. Careful public involvement was undertaken to determine the trip times that would serve the most riders, so 88% of the ridership was retained even though 10 out of 18 trips were deleted. Route FRX's productivity is now comparable to Routes ODX and ZWX, which are GoTriangle's most productive suburban express routes.

Documents Enclosed (if any)

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Ridership (weekday)	72			
Ridership (base year weekday)	64			
Passengers per Hour (weekday)	8.85			
Passengers per Hour (base year weekday)	5.20			
Revenue Hours of Service Provided	457			



Project Sponsor	GoTriangle
Project Code	TO003-B
Project Name	Route 100 Frequency Improvements
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	August 6, 2017
Performance Measures Base Year	FY 2017

## Project Scope

To be carried out by GoTriangle. Route 100 will provide service every 30 minutes between 9:45 AM and 3:30 PM Monday-Friday and between 7:30 AM and 7:15 PM on Saturday. The service comprises 11.25 revenue hours per operating weekday and 21.33 revenue hours per operating Saturday. The service is projected to operate for 226 weekdays and 50 Saturdays in FY 2018.

## Project Status Updates

### Quarter 1:

The midday/Saturday service expansion began as scheduled on August 6, 2017. Already, we have seen a 25% increase in the number of passenger trips on Saturdays, and a 40% increase during weekday midday hours.

Documents Enclosed (if any)

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Ridership (weekday)	760			
Ridership (base year weekday)	655			
Ridership (Saturday)	715			
Ridership (base year Saturday)	571			
Passengers per Hour (weekday)	14.63			
Passengers per Hour (base year weekday)	15.96			
Passengers per Hour (Saturday)	13.39			
Passengers per Hour (base year Saturday)	17.80			
Revenue Hours of Service Provided	574			

Project Sponsor	GoTriangle
Project Code	TO003-C/TO003-D/TO003-E
Project Name	Route 300 Service
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	August 6, 2017
Performance Measures Base Year	FY 2017

## Project Scope

To be carried out by GoTriangle. Route 300 will provide service every 30 minutes until about 7 PM on Monday-Saturday (with hourly service continuing to 10 PM), plus hourly service from 7:00 AM to 7:00 PM on Sunday. Some service begins on July 3, 2017 to replace Fortify service, comprising 13.70 revenue hours per operating weekday. The complete service begins August 6, 2017 and comprises 25.04 revenue hours per operating weekday, 14.50 platform hours per operating Saturday, and 12.50 platform hours per operating Sunday (Saturday and Sunday service being contracted to GoCary). The service is projected to operate for 226 weekdays, 50 Saturdays, and 46 Sundays in FY 2018.

## Project Status Updates

### Quarter 1:

The service expansion began as scheduled on August 6, 2017. Though it has been less than two months since the expanded service began, ridership on Saturdays has increased by 77% and during weekday midday hours by 68%. In addition, the new weeknight service is providing an average of 34 passenger trips per weekday and new Sunday service is providing an average of 70 passenger trips.

Documents Enclosed (if any)

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Ridership (weekday)	632			
Ridership (base year weekday)	505			
Ridership (Saturday)	188			
Ridership (base year Saturday)	106			
Ridership (Sunday)	70			
Ridership (base year Sunday)	0	0	0	0
Passengers per Hour (weekday)	13.78			
Passengers per Hour (base year weekday)	15.24			
Passengers per Hour (Saturday)	7.26			
Passengers per Hour (base year Saturday)	8.92			
Passengers per Hour (Sunday)	5.83			

# Wake Transit Quarterly Project Updates

FY 2018

Project Sponsor	GoTriangle
Project Code	TO003-C/TO003-D/TO003-E
Project Name	Route 300 Service
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	August 6, 2017
Performance Measures Base Year	FY 2017

Passengers per Hour (base year Sunday)	0.00	0.00	0.00	0.00
Revenue Hours of Service Provided	1,158			

Project Sponsor	GoTriangle/Town of Knightdale
Project Code	TO003-F
Project Name	Continuation of Knightdale-Raleigh Express
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

Continuity of Town's Contribution for Knightdale-Raleigh Express Service. The Town currently contributes 1/3rd of operating.

## Project Status Updates

### Quarter 1:

Route KRX is continuing to operate as it has in the past. Ridership remains low, and has fallen from 38 passengers per year in FY 2017 Q1 to 35 passengers per day in FY 2018 Q1. It is GoTriangle's lowest-ridership route besides the RTP Shuttles.

The ongoing Multi-Year Bus Service Implementation Plan will analyze Route KRX and determine a plan and timeline for service that better meets the needs of the Town of Knightdale.

Documents Enclosed (if any)

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Ridership (weekday)	35			
Ridership (base year weekday)	38			
Passengers per Hour (weekday)	6.19			
Passengers per Hour (base year weekday)	6.76			
Revenue Hours of Service Provided	118			

Project Sponsor	City of Raleigh
Project Code	TO004-D
Project Name	Increase Mid-day Service on Route 7
Implementing / Operating Agency	City of Raleigh
Project Agreement Executed	
Expected Implementation Date	August 7, 2017
Performance Measures Base Year	FY 2017

## Project Scope

Allocated funding will add 10 mid-day trips Monday-Friday to the 7 South Saunders route bringing this service to a complete 15 minute frequency 7 AM - 7 PM. This will complete GoRaleigh's 3rd High Frequency Corridor with service running every 15 minutes. This corridor is being studied in the MIS study for BRT service.

## Project Status Updates

Quarter 1:

Implemented Aug 6, 2017.

Documents Enclosed (if any)

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Ridership (weekday)	80,669			
Ridership (base year 2016 weekday)	83,374			
Passengers per Hour (weekday)	26.00			
Passengers per Hour (base year 2016 weekday)	30.00			
Revenue Hours of Service Provided	3,081			

# Wake Transit Quarterly Project Updates

FY 2018

Project Sponsor	City of Raleigh
Project Code	TO004-E
Project Name	Sunday Service Expansion
Implementing / Operating Agency	City of Raleigh
Project Agreement Executed	
Expected Implementation Date	August 6, 2017
Performance Measures Base Year	FY 2017

## Project Scope

GoRaleigh currently operates 14 routes from 8 AM - 8 PM on Sundays. New Sunday service will be similar to our Saturday schedule with all routes operating, creating a standard weekend schedule. Most routes will begin service between 5-6 AM and operate hourly through the 10 PM departures.

## Project Status Updates

Quarter 1:

Implemented Aug 6, 2017.

Documents Enclosed (if any)

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Ridership (Sunday)	70,078			
Ridership (base year 2016 Sunday)	54,598			
Passengers per Hour (Sunday)	13.00			
Passengers per Hour (base year 2016 Sunday)	19.00			
Revenue Hours of Service Provided	5,204			

Project Sponsor	WCTS/TRACS
Project Code	TO004-F
Project Name	Additional Trips
Implementing / Operating Agency	WCTS/TRACS
Project Agreement Executed	
Expected Implementation Date	FY 2018 Q1
Performance Measures Base Year	FY 2017

## Project Scope

Provide additional demand response service, projected at 9,000 trips or 3,858 revenue hours, for rural Wake County residents. To complement the existing fixed-route system by linking rural residents currently without access to those transportation resources.

## Project Status Updates

### Quarter 1:

WCTS provided 169 trips in 134 revenue hours from September 1-30, with 40 unduplicated customers served. WCTS did not begin providing Wake Transit trips until September 1, due to the new contract between our new vendor MV Transportation with our new rates for FY18 were not effective until 9/1/17. Also our software vendor (Routematch) requires at least 30 days notice to add in new funding sources with new rates, and to be able to test the routes to ensure correct calculations.

Documents Enclosed (if any)

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Trips	169			
Unduplicated Customers Served	40			
Unduplicated Customers Served (base year)	N/A			
Revenue Hours of Service Provided	134			

# Wake Transit Quarterly Project Updates

FY 2018

Project Sponsor	Town of Wendell
Project Code	TO003-G
Project Name	ZWX Funding - Wendell Lease
Implementing / Operating Agency	Town of Wendell
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	FY 2017

## Project Scope

Continuity of Town of Wendell's contribution for Zebulon-Wendell Express Park-and-Ride lease.

## Project Status Updates

Quarter 1:

Documents Enclosed (if any)	

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Boardings at Stop (weekday)				
Alightings at Stop (weekday)				
Boardings at Stop (base year weekday)				
Alightings at Stop (base year weekday)				



# Wake Transit Quarterly Project Updates

FY 2018

Project Sponsor	Town of Zebulon
Project Code	TO003-H
Project Name	ZWX Funding - Zebulon Lease
Implementing / Operating Agency	Town of Zebulon
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	FY 2017

## Project Scope

Lease and maintenance costs currently funded by the Town of Zebulon will transition to being funded by Wake Transit tax proceeds.

## Project Status Updates

Quarter 1:

Documents Enclosed (if any)	

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Boardings at Stop (weekday)				
Alightings at Stop (weekday)				
Boardings at Stop (base year weekday)				
Alightings at Stop (base year weekday)				

Project Sponsor	GoTriangle
Project Code	TC-003A
Project Name	Fixed Guideway Transit Corridors Major Investment Study
Implementing / Operating Agency	GoTriangle/CAMPO
Project Agreement Executed	
Expected Implementation Date	August 6, 2017
Performance Measures Base Year	n/a

## Project Scope

To be carried out by GoTriangle, CAMPO, and the City of Raleigh. The fixed guideway corridors identified in the Wake County Transit Plan will be studied to refine the alternatives and develop projects for environmental

## Project Status Updates

### Quarter 1:

The Major Investment Study has held its kickoff and 2 Core Technical Team meetings. The consultant has begun planning for Public Engagement activities as well as started the process to define the study corridors and review data collection needs for future phases of the study.

Documents Enclosed (if any)	None
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Project Sponsor	GoTriangle
Project Code	TC003-C
Project Name	Land Use and Housing Planning
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	
Performance Measures Base Year	n/a

## Project Scope

To be carried out by Triangle J Council of Governments on behalf of GoTriangle. TJCOG will inventory existing and planned use and affordable housing in all fixed guideway transit corridors identified in the Wake County Transit Plan to prepare for station-area planning efforts and applications for state and federal project funding.

## Project Status Updates

### Quarter 1:

Completed contract documents with GoTriangle, which serves as the pass-through agency for the project. Developed a partner technical team consisting of planning, housing, economic development and transportation professionals from the county, municipalities and regional agencies involved in planning for the fixed guideway corridors. Conducted initial partner team meeting to discuss scope and products. The following guidance was provided: The scope should be expanded to include the frequent bus service routes in addition to the fixed guideway investments; Travel choice neighborhoods should be defined and identified related to these frequent service routes and fixed guideways; Methods to identify opportunity sites for new or preserved affordable housing should be created and used; A systematic way to track local government affordable housing plans, policies, programs, practices and projects should be added to the scope and implemented. Prepared CommunityViz set-up; collected and created GIS data and files related to the transit investments, parcel land use in the vicinity of the investments, legally binding affordable housing in the county, market assessment information, and CoStar development data. Scheduled second meeting of partner technical team

Documents Enclosed (if any)	FY18Q1 Narrative
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# Wake Transit Corridor Land Use & Housing Project

Wake County Transit Plan – Project ID TC003-C

## FY18 -- First Quarter Report

Triangle J Council of Governments

### Project Description

The Triangle J Council of Governments was tasked with the following activities:

1. Inventory existing and planned land use and affordable housing in all bus rapid transit and commuter rail station areas;
2. engage planning, housing and development professionals in assessing station area potential;
3. depict and analyze effects of alternative station area land use scenarios; and
4. track development and affordable housing changes over time.

This evaluation will result in information to be used for land use and affordable housing requirements in applications for state and federal funding for fixed guideway projects and to refine estimates for transit ridership in transportation forecasts.

### FY18-First Quarter Activities

- Completed contract documents with GoTriangle, which serves as the pass-through agency for the project.
- Developed a partner technical team consisting of planning, housing, economic development and transportation professionals from the county, municipalities and regional agencies involved in planning for the fixed guideway corridors
- Conducted initial partner team meeting to discuss scope and products. The following guidance was provided:
  - The scope should be expanded to include the frequent bus service routes in addition to the fixed guideway investments
  - Travel choice neighborhoods should be defined and identified related to these frequent service routes and fixed guideways
  - Methods to identify opportunity sites for new or preserved affordable housing should be created and used
  - A systematic way to track local government affordable housing plans, policies, programs, practices and projects should be added to the scope and implemented
- Prepared CommunityViz set-up; collected and created GIS data and files related to the transit investments, parcel land use in the vicinity of the investments, legally binding affordable housing in the county, market assessment information, and CoStar development data.
- Scheduled second meeting of partner technical team

## Budget

Budget Summary	FY 18 Budget
Total FY18 Budget	\$42,000.00
Expenditure for Current Quarter	\$9,992.59
Expenditures in Previous Quarters	\$0.00
Budget Remaining	\$32,007.41

Invoice #11545 accompanies this quarterly report

### Contact

For additional information, contact:

John Hodges-Copple, Director of Regional Planning  
Triangle J Council of Governments

[johnhc@tjog.org](mailto:johnhc@tjog.org)

919-558-9320

Project Sponsor	Town of Cary
Project Code	TC002-C
Project Name	ADA Bus Stop Improvements
Implementing / Operating Agency	Town of Cary
Project Agreement Executed	
Expected Implementation Date	FY 2018 Q2
Performance Measures Base Year	n/a

## Project Scope

Design and construction for systemwide bus stop improvements in accordance with Americans with Disabilities Act (ADA) standards. Includes new ADA-compliant bus stops for new services anticipated for implementation in FY 2019 or beyond. Improvements include the installation of boarding pads, benches, bike racks, access ramps, sidewalks, and other associated amenities. A portion of these funds will be used to match federal funds.

## Project Status Updates

### Quarter 1:

There has been no activity on this project pending an executed general capital agreement and hire of the Transit Project Manager position. It is anticipated the agreement will go to Town Council in November and the position will be hired in Q2.

Documents Enclosed (if any)

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
Number of Bus Stops Improved	0			

Project Sponsor	Town of Cary
Project Code	TC002-D
Project Name	Bus Stop Sign Replacements
Implementing / Operating Agency	Town of Cary
Project Agreement Executed	
Expected Implementation Date	FY 2018 Q2
Performance Measures Base Year	n/a

### Project Scope

Replacement of existing bus stop signs and installation of new bus stop signs for expansion services systemwide to reflect new GoCary branding.

### Project Status Updates

Quarter 1:

This project is pending an executed project agreement and hire of the Transit Project Manager position. It is anticipated the agreement will go to Town Council in November and the position will be hired in Q2. Coordination of regional bus stop sign design has been on-going, with final design anticipated in Q2.

Documents Enclosed (if any)

### Project Performance Measures

Milestone Dates	
Date of Completion	

Measure	Q1	Q2	Q3	Q4
Number of Signs Installed	0			

Project Sponsor	Town of Cary
Project Code	TC002-E
Project Name	Design of GoCary Regional Operations & Maintenance
Implementing / Operating Agency	Town of Cary
Project Agreement Executed	
Expected Implementation Date	FY 2018
Performance Measures Base Year	n/a

### Project Scope

The Town will be designing and ultimately constructing a new bus operations and maintenance facility to replace an existing leased space the Town's contractor uses for the same purpose. The facility will be used for GoCary vehicle storage and maintenance. The facility will undergo design in FY 2018 and construction in subsequent fiscal years. The site identified for the facility is a total of 8.87 acres and is located at 160 Towerview Court in Cary. A special capital funding agreement will be developed and

### Project Status Updates

Quarter 1:

There has been no activity on this project pending development and execution of a special capital agreement and hire of the Transit Project Manager position. It is anticipated the agreement will go to Town Council in November and the position will be hired in Q2.

Documents Enclosed (if any)

### Project Performance Measures

Milestone Dates

Date of Completion



Project Sponsor	Town of Cary
Project Code	TC002-F
Project Name	Feasibility Study for Downtown Cary Multimodal Trans
Implementing / Operating Agency	Town of Cary
Project Agreement Executed	
Expected Implementation Date	FY 2018
Performance Measures Base Year	n/a

### Project Scope

The Town of Cary will be conducting a feasibility study for a downtown multimodal transit facility to evaluate the provision of access among transit modes (e.g. local bus, regional bus, bus rapid transit, commuter rail), as well as circulation around and through a station serving the facility. The study will include an evaluation of the feasibility of construction and operation for a site to function as Cary's main local and regional bus transfer hub, a bus rapid transit station, a commuter rail station, an AMTRAK

### Project Status Updates

Quarter 1:

There has been no activity on this project pending development and execution of a special operating agreement and hire of the Transit Project Manager position. It is anticipated the agreement will go to Town Council in November and the position will be hired in Q2.

Documents Enclosed (if any)

### Project Performance Measures

Milestone Dates

Date of Completion

Project Sponsor	GoTriangle
Project Code	TC002-A
Project Name	Raleigh Union Station Bus
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

## Project Scope

GoTriangle and GoRaleigh are constructing a bus transit center adjacent to Raleigh Union Station in Downtown Raleigh's Warehouse District. The Raleigh Union Station bus facility will allow future bus services (including bus rapid transit) to connect directly with intercity rail service and future commuter rail service. The facility will have 6 to 8 bus bays. The facility will contain ground-level retail spaces and accommodate mixed-use development on upper floors. The facility is projected to be in its design phase throughout FYs 2018 and 2019. Construction is projected in FY 2020.

## Project Status Updates

### Quarter 1:

GoTriangle has hired HR&A as consultants on this project to advise on positioning the RUS Bus parcel for joint development. A kickoff meeting was held on Sept. 26th and HR&A has been tasked with developing a pro forma spreadsheet that can account for FTA property development requirements.

Documents Enclosed (if any)	
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Project Sponsor	GoTriangle
Project Code	TC002-B
Project Name	Design of GoTriangle Bus O&M Facility Expansion
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	
Expected Implementation Date	July 1, 2017
Performance Measures Base Year	n/a

### Project Scope

GoTriangle will complete a space assessment of its existing bus operations and maintenance facility and explore the viability of constructing a new building on its current bus operations and maintenance facility site to accommodate its growing needs associated with transit service expansion in Wake County. The space assessment and feasibility study for accommodating more capacity will be evaluated in the multi-year bus service implementation plan (Project ID: TO002-G). Expenses associated with the design of the new facility or expansion of the existing facility will be covered by this project-specific funding source once the assessment and feasibility phase is complete. Funds will not be allocated to this project until the feasibility phase for operations and maintenance facilities in the multi-year bus service implementation plan is complete. The total estimated cost for this work is \$500,000, with the portion attributed to Wake County services being \$200,000.

### Project Status Updates

Quarter 1:

Discussions with GoTriangle management and regional stakeholders to define the necessary tasks and baseline schedule associated with a solicitation for professional services. This includes development of short term alternatives that help to address the critical shortage of space while the viability of a new facility is explored. Prepare and release a RFP to obtain professional services. The Scope of Services will include, but not be limited to: assessment of ways to maximize facility use in support of Wake County transportation; preliminary conceptual building design; environmental documentation requirements; sustainability objectives; and development of a plan to optimize ROI.

Documents Enclosed (if any)

Project Sponsor	City of Raleigh
Project Code	TC002-G
Project Name	Construction of Poole Rd P&R Facility
Implementing / Operating Agency	City of Raleigh
Project Agreement Executed	
Expected Implementation Date	FY 2018 Q2
Performance Measures Base Year	n/a

### Project Scope

Construction of a 130 space park and ride facility will begin in FY18. The property is currently owned by the City of Raleigh and is located at the corner of Poole Road and Bus Way, adjacent to the GoRaleigh Bus Operations and Maintenance Facility.

### Project Status Updates

Quarter 1:

RFQ should be let in 3rd quarter FY18.

Documents Enclosed (if any)

### Project Performance Measures

Milestone Dates

Certificate of Occupancy Issued

Project Sponsor	City of Raleigh
Project Code	TC002-I
Project Name	New Bus Shelters and Stop Improvements
Implementing / Operating Agency	City of Raleigh
Project Agreement Executed	
Expected Implementation Date	FY 2018 Q1
Performance Measures Base Year	n/a

## Project Scope

City of Raleigh is currently closing out a contract for engineering and design work and will be letting a contract for E/D services to provide up to 200 ADA accessible shelter/bench sites throughout the City of Raleigh. This funding will provide approximately 15-20 sites based on location. Sites are selected based on ridership [25+ boardings per day] and spaced geographically across the City. Staff will also consider locations on proposed high frequency corridors that may be implemented in FY19 in order to ensure a successful start.

## Project Status Updates

### Quarter 1:

Staff has submitted sites for E/D work. A few of them are now in the City Real Estate office for Easement and ROW.

Documents Enclosed (if any)

## Project Performance Measures

Measure	Q1	Q2	Q3	Q4
New Shelter Sites Delivered				

Project Sponsor	City of Raleigh
Project Code	TC002-H
Project Name	Construction of Poole Rd CNG Fuel Station
Implementing / Operating Agency	City of Raleigh
Project Agreement Executed	
Expected Implementation Date	FY 2018 Q2
Performance Measures Base Year	n/a

### Project Scope

The City of Raleigh/GoRaleigh will be constructing a compressed natural gas (CNG) fueling station at the GoRaleigh bus operations and maintenance facility on Poole Road and will be located adjacent to the existing diesel fueling station. This infrastructure is needed to support a transition to a CNG-fueled fleet, which will result in cleaner vehicle emissions and lower fuel costs. The \$1,500,000 will supplement another \$3,450,000 grant secured by the City of Raleigh through CAMPO's Locally Administered Project

### Project Status Updates

Quarter 1:

RFQ is currently posted. Final Proposals for design and construction management are due Nov. 1.

Documents Enclosed (if any)

### Project Performance Measures

Milestone Dates

Certificate of Occupancy Issued

Project Sponsor	GoTriangle
Project Code	TC001-A
Project Name	8 Expansion Vehicles
Implementing / Operating Agency	GoTriangle
Project Agreement Executed	TBD
Expected Implementation Date	TBD
Performance Measures Base Year	n/a

## Project Scope

To be carried out by GoTriangle. GoTriangle will purchase eight 40-foot low-floor transit buses to support new services anticipated to begin in FY 2019, such as new routes or peak frequency increases on existing routes. The vehicles will be ordered in FY 2018 with an anticipated delivery timeframe between July and December 2018.

## Project Status Updates

### Quarter 1:

After further analysis, we have determined that we did not need to order additional vehicles in Q1 to meet our expansion or replacement demands for FY19. This has given us time to conduct an internal fleet assessment to determine the viability of using alternatively fueled vehicles (battery-electric and CNG) before placing an order. We expect to begin the fleet assessment in Q2.

Documents Enclosed (if any)	
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## Project Performance Measures

Milestone Dates	
Date Purchase Order Issued	
Date Vehicles Delivered	
Date Vehicles Placed in Service	

# Wake Transit Quarterly Project Updates

FY 2018

Project Sponsor	City of Raleigh
Project Code	TC001-B
Project Name	Bus Purchase
Implementing / Operating Agency	City of Raleigh
Project Agreement Executed	
Expected Implementation Date	FY 2018 Q1
Performance Measures Base Year	n/a

## Project Scope

A purchase order will be issued for the purchase of 8 - 40' CNG transit buses to start expansion of services for the Wake Transit Plan in FY19. City of Raleigh has a current contract for purchase of CNG buses with Gillig bus.

## Project Status Updates

Quarter 1:

PO Issued September 2017 by the City of Raleigh with Gillig.

Documents Enclosed (if any)

## Project Performance Measures

Milestone Dates	
Date Purchase Order Issued	9/12/2017
Date Vehicles Delivered	
Date Vehicles Placed in Service	