

## Attachment E

# WAKE COUNTY TRANSIT PLAN: IMPLEMENTATION

**From:** Bret Martin, Wake Transit Program Manager, Capital Area MPO

**To:** Wake County Transit Planning Advisory Committee (TPAC)

**Date:** 1/6/2020

**Re:** Summary of Requested FY 2020, 3<sup>rd</sup> Quarter Work Plan Amendments

Six (6) amendments to the Fiscal Year (FY) 2020 Wake Transit Work Plan were submitted for consideration of approval in the 3<sup>rd</sup> quarter of FY 2020. The six (6) amendment requests were each reviewed by CAMPO staff to determine their appropriate amendment type classifications (major versus minor) as outlined in the Wake Transit Work Plan Amendment Policy. All six (6) of the amendment requests submitted are categorized as Major Amendments because they meet the established criteria for one of the following reasons:

- 1) The requested amendment(s) would require a change in budgeted reserves or fund balance;
- 2) The requested amendment(s) involve the addition of new project(s) to the FY 2020 Work Plan; and/or
- 3) The requested amendment(s) involve a significant change in scope that causes a major deviation to the outcome of the project as contemplated when the project scope was included in the FY 2020 Work Plan.

The six (6) specific amendment requests are detailed in the pages following this memorandum. The amendment requests were released for public comment on December 13, 2019, and the public comment period closes on January 12, 2020. One public comment has been received to date for the amendment requests, which was submitted specifically for the amendment requests involving the BRT corridors. This public comment is provided as **Exhibit A** in this Work Plan amendment request packet.

Attached to this memorandum are the following:

- Proposed FY 2020 Q3 Amendment List (released for public comment)
- Completed Amendment Request Forms (released for public comment)
- Exhibit A – Public Comment Received
- Joint Budget & Finance/Planning & Prioritization Subcommittee Disposition Memo and Voting Record

All six (6) of the amendment requests were recommended for approval by the Planning and Prioritization and Budget and Finance Subcommittees and will be considered for recommendation of approval to the Wake Transit governing boards by the TPAC at its January 15<sup>th</sup> regular meeting.

## FY 2020, Quarter 3, Requested Wake Transit Work Plan Amendments

### REQUESTED MAJOR AMENDMENTS

Project ID #	Agency	Project Title	FY19 Original Funding Allocation	FY 20 Original Funding Allocation	FY20 Requested Funding Allocation	FY 20 Funding Impact	Reason for Major Amendment Status
Capital Budget Amendment Requests							
TC002-BC	GoTriangle	I-540 Bus on Shoulder Improvements	\$ -	\$ -	\$ 156,000.00	\$ 156,000.00	Amendment request reprograms funding from FY 22 to FY 20 and increases total project cost from \$43,264 to \$156,000. This amendment request requires a change in budgeted reserves or fund balance.
TC004-A	GoTriangle	Project Development for commuter rail from Garner to Western Durham (Wake County Share)	\$ -	\$ 42,724,000.00	\$ 6,000,000.00	\$ -	The original \$42,724,000 allocation for project TC004-A was allocated to reserves in the Adopted FY 2020 Wake Transit Work Plan. This amendment request requires a change in budgeted reserves to allocate the requested funding to a specific project sponsor.
TC005-A, TC005-A2	City of Raleigh	Project Development for Bus Rapid Transit - Southern Corridor	\$ -	\$ 20,368,545.00	\$ 6,539,515.00	\$ -	Amendment request is to add projects to the Work Plan. The requested projects disaggregate project TC005-A into individual corridor-based BRT projects.
TC005-A, TC005-A3	City of Raleigh	Project Development for Bus Rapid Transit - Western Corridor	\$ -		\$ 8,289,515.00		
TC005-A, TC005-A4	City of Raleigh	Project Development for Bus Rapid Transit - Northern Corridor	\$ -		\$ 5,539,515.00		
Operating Budget Amendment Request							
TO005-R	City of Raleigh	New Route/Route Realignment - 20/20L Garner	\$ -	\$ 1,977,573.00	\$ 1,977,573.00	\$ -	Amendment request involves a significant change in scope that causes a major deviation to the outcome of the project as contemplated when the project scope was included in the FY 2020 Work Plan. The request involves an increase in frequency on the route that advances an implementation element in the Work Plan originally programmed in FY 24.

Distributed for Public Comment on 12/13/2019

Public Comments Accepted Through 1/12/2020

Submit all comments to Bret Martin, Wake Transit Program Manager - Bret.Martin@campo-nc.us or 919-996-4410

<b>Wake Transit Project ID #</b>
TC002-BC

**FY 2020  
Wake Transit Work Plan  
Project Amendment Request Form  
Operating and/or Capital**

<b>FY START DATE</b>
2/1/2020

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

**Minor amendment – Required when there is:**

- A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000
- A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
- Any change that does not meet any criteria of a major amendment

**Major amendment - Required when there is:**

- A project requested to be added to the Work Plan
- A project requested to be removed from the Work Plan
- Significant changes in scope of funded project
- 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
- 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
- Any change that requires a change in budgeted reserves or fund balance

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
I-540 Bus on Shoulder Improvements	GoTriangle	Sharon Chavis	Base Year	\$ -
		<a href="mailto:Schavis@gotriangle.org">Schavis@gotriangle.org</a>	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
February 2020	TBD	This cost is assumed to cover design and construction.	Base Year	\$ 156,000
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
GoTriangle will work with NCDOT to utilize BOS on I-540 to facilitate faster bus services. This work will include design of a signage plan, fabrication, installation of signage, and traffic management along I-540. GoTriangle is working with NCDOT to identify where BOS can be safely implemented under existing conditions. GoTriangle staff has performed preliminary field review to identify these safe locations. The project was submitted for LAPP FY21 funds, pending final scoring.				
<b>1. Enter Wake Transit Project ID(s) to Increase</b>				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
<b>TOTAL</b>			\$ -	\$ -	

**2. Wake Transit Project ID(s) to Reduce**

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
<b>TOTAL</b>			\$ -	\$ -	

**3. Impact on Transit Plan Project Costs**

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

**Project Justification / Business Case**      Provide responses to EACH of the questions below. Answer the questions as fully 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?

This project was funded in the multi-year CIP in FY21. The original costs were assumed for signange and minor design work, after further review more funds are needed to match the full scope of the project. The request is to move it from FY21 to FY20 in efforts to support the NRX route.

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

The NRX will improve on time performance and maintain schedule if the project is funded. If the request is not funded, the route will continue to operate as it does today.

7. List below the Key Performance Indicators (deliverables) while this project is in progress. These performance measures will be reported quarterly. Are these the same measures as currently being reported?

- a) Contract award date for site or program of sites
- b) Number of signs purchased
- c) Number of segments completed

8. List any other relevant information not addressed.

9. Please enter estimated appropriations to support expenses identified above. Enter FY 2020 and the estimated annualized cost in FY 2021 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2021 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2021 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
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							
<b>TOTAL OPERATING COSTS</b>	-	-	-	-	-	-	-

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

CAPITAL COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Design/NEPA	\$ 156,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
<b>TOTAL CAPITAL COSTS</b>	156,000	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

The initial project cost was to complete minimum work for signage along the existing corridor. However, GoTriangle staff conducted an analysis and determined that approximately 160 signs are needed for 37 segments on I-540 east and west bounds. The costs include the design of signage plans, traffic management, fabrication, and installation that was not included in the original project cost.

<b>Wake Transit Project ID #</b>
TC004-A

**FY 2020  
Wake Transit Work Plan  
Project Amendment Request Form  
Operating and/or Capital**

<b>FY START DATE</b>
2/1/2020

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

Minor amendment – Required when there is:  
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000  
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000  
 Any change that does not meet any criteria of a major amendment

Major amendment - Required when there is:  
 A project requested to be added to the Work Plan  
 A project requested to be removed from the Work Plan  
 Significant changes in scope of funded project  
 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  
 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  
 Any change that requires a change in budgeted reserves or fund balance

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Commuter Rail from Garner to West Durham (Wake County Share)	GoTriangle	Sharon Chavis	Base Year	\$ -
		<a href="mailto:Schavis@gotriangle.org">Schavis@gotriangle.org</a>	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
02/2020	12/31/2020	Transfer funds from reserve to a specific project sponsor to advance pre-project development.	Base Year	\$ 6,000,000
			Cumulative	\$ 6,000,000
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
<p>\$45,027,038 (\$42,724,000 - FY20 / \$2,303,038 - FY19) is included in previous years Adopted Wake Transit Work Plan for commuter rail project development. The request is to use \$6,000,000 of those previously approved funds. The funds are currently in reserve. GoTriangle was invited to be the Project Sponsor and will use the funds to pursue additional study to resolve key items prior to making a decision to request entry into the Capital Investment Grants (CIG) pipeline. Activities may include but not be limited to the following: land survey; utility investigation; preliminary engineering and environmental study for key risk areas; assessment of land availability for park-and-rides; identification of site options for maintenance facility; railroad coordination; community engagement planning and initiating community engagement; stakeholder engagement planning and advancing stakeholder engagement activities; additional assessment of project feasibility for CIG; development of a project management plan; and preparation to engage project development consultants.</p>				
<b>1. Enter Wake Transit Project ID(s) to Increase</b>				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
<b>TOTAL</b>			\$ -	\$ -	

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

<b>3. Impact on Transit Plan Project Costs</b>			
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	\$ 6,000,000
		Cumulative	\$ 6,000,000

Project Justification / Business Case      Provide responses to EACH of the questions below. Answer the questions as fully 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 is for allocation of a portion of the funds from previous years adopted Wake Transit Plans to be expended for a full-year of additional study.

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

The funds will allow GoTriangle to pursue additional study to resolve key items on the commuter rail project prior to making a decision to request entry into the Capital Investment Grants (CIG) pipeline.

7. List below the Key Performance Indicators (deliverables) while this project is in progress. These performance measures will be reported quarterly. Are these the same measures as currently being reported?

- a) Date RFP/RFQ released for project development professional services
- b) Date contract awarded for project development professional services
- c) Date of concurrence for established concurrence points/milestones
- d) Date of completion of 30% design and NEPA
- e) Date of completion of final design

8. List any other relevant information not addressed.

9. Please enter estimated appropriations to support expenses identified above. Enter FY 2020 and the estimated annualized cost in FY 2021 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2021 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2021 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
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			-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	-	-	-	-	-	-	-

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

CAPITAL COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Design/NEPA	\$ 6,000,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
<b>TOTAL CAPITAL COSTS</b>	6,000,000	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

Cost projections for future fiscal year budgets will be developed once the Project Sponsor completes the additional studies detailed above.

<b>Wake Transit Project ID #</b>
TC005-A2

**FY 2020**  
**Wake Transit Work Plan**  
**Project Amendment Request Form**  
**Operating and/or Capital**

<b>FY START DATE</b>
7/1/2019

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

Minor amendment – Required when there is:  
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000  
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000  
 Any change that does not meet any criteria of a major amendment

Major amendment - Required when there is:  
 A project requested to be added to the Work Plan  
 A project requested to be removed from the Work Plan  
 Significant changes in scope of funded project  
 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  
 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  
 Any change that requires a change in budgeted reserves or fund balance

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Wake BRT: Southern Corridor	City of Raleigh	Mila Vega	Base Year	\$ -
		<a href="mailto:Mila.vega@raleighnc.gov">Mila.vega@raleighnc.gov</a>	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
Apr-20	Dec-25		Base Year	\$ 6,539,515
			Cumulative	\$ -

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

Advance design for Wake Bus Rapid Transit (Wake BRT) Southern Corridor project identified in Wake Transit Plan and to enter the project into Project Development for FTA Small Strats Grant

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC005-A2	Wake BRT: Southern Corridor		\$ 6,539,515		
<b>TOTAL</b>			<b>\$ 6,539,515</b>	<b>\$ -</b>	

**2. Wake Transit Project ID(s) to Reduce**

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC005-A	Bus Rapid Transit Alternatives Refinement & Project		\$ 20,368,545		
<b>TOTAL</b>			<b>\$ 20,368,545</b>	<b>\$ -</b>	

**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	\$ 6,539,515
		Cumulative	\$ -

**Project Justification / Business Case**      Provide responses to EACH of the questions below. Answer the questions as fully 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 of funding
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6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

The City of Raleigh will advance design for Wake BRT: Southern Corridor and enter project into Project Development for FTA Small Starts Grant

7. List below the Key Performance Indicators (deliverables) while this project is in progress. These performance measures will be reported quarterly. Are these the same measures as currently being reported?

- a) Date of Locally Preferred Alternative Selction (LPA)
- b) Date for entrance into Project Development (PD) for FTA Small Starts Grant
- c) Date of completion of final design for Wake BRT: Southern Corridor

8. List any other relevant information not addressed.

N/A

9. Please enter estimated appropriations to support expenses identified above. Enter FY 2020 and the estimated annualized cost in FY 2021 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2021 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2021 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
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			-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	-	-	-	-	-	-	-

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

CAPITAL COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Design/NEPA	\$ 6,539,515	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
<b>TOTAL CAPITAL COSTS</b>	6,539,515	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

Based on assumptions from Wake Transit Plan MIS process and Wake BRT: New Bern Avenue design contract

<b>Wake Transit Project ID #</b>
TC005-A3

**FY 2020**  
**Wake Transit Work Plan**  
**Project Amendment Request Form**  
**Operating and/or Capital**

<b>FY START DATE</b>
7/1/2019

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

Minor amendment – Required when there is:  
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000  
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Major amendment - Required when there is:  
 A project requested to be added to the Work Plan  
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 Any change that requires a change in budgeted reserves or fund balance

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Wake BRT: Western Corridor	City of Raleigh	Mila Vega	Base Year	\$ -
		<a href="mailto:Mila.vega@raleighnc.gov">Mila.vega@raleighnc.gov</a>	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
Apr-20	Dec-25		Base Year	\$ 8,289,515
			Cumulative	\$ -

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

Advance design for Wake Bus Rapid Transit (Wake BRT) Western Corridor project identified in Wake Transit Plan and to enter the project into Project Development for FTA Small Strats Grant

Full year of funding

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC005-A3	Wake BRT: Western Corridor		\$ 8,289,515		
<b>TOTAL</b>			<b>\$ 8,289,515</b>	<b>\$ -</b>	

**2. Wake Transit Project ID(s) to Reduce**

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC005-A	Bus Rapid Transit Alternatives Refinement & Project		\$ 20,368,545		
<b>TOTAL</b>			<b>\$ 20,368,545</b>	<b>\$ -</b>	

**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	\$ 8,289,515
		Cumulative	\$ -

**Project Justification / Business Case**      Provide responses to EACH of the questions below. Answer the questions as fully 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 of funding

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

The City of Raleigh will advance design for Wake BRT: Western Corridor and enter project into Project Development for FTA Small Starts Grant

7. List below the Key Performance Indicators (deliverables) while this project is in progress. These performance measures will be reported quarterly. Are these the same measures as currently being reported?

- a) Date of Locally Preferred Alternative Selction (LPA)
- b) Date for entrance into Project Development (PD) for FTA Small Starts Grant
- c) Date of completion of final design for Wake BRT: Western Corridor

8. List any other relevant information not addressed.

N/A

9. Please enter estimated appropriations to support expenses identified above. Enter FY 2020 and the estimated annualized cost in FY 2021 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2021 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2021 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
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			-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	-	-	-	-	-	-	-

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

CAPITAL COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Design/NEPA	\$ 8,289,515	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
<b>TOTAL CAPITAL COSTS</b>	<b>8,289,515</b>	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

Based on assumptions from Wake Transit Plan MIS process and Wake BRT: New Bern Avenue design contract

<b>Wake Transit Project ID #</b>
TC005-A4

**FY 2020  
Wake Transit Work Plan  
Project Amendment Request Form  
Operating and/or Capital**

<b>FY START DATE</b>
7/1/2019

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

Minor amendment – Required when there is:  
 A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000  
 A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000  
 Any change that does not meet any criteria of a major amendment

Major amendment - Required when there is:  
 A project requested to be added to the Work Plan  
 A project requested to be removed from the Work Plan  
 Significant changes in scope of funded project  
 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  
 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  
 Any change that requires a change in budgeted reserves or fund balance

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Wake BRT: Northern Corridor	City of Raleigh	Mila Vega	Base Year	\$ -
		<a href="mailto:Mila.vega@raleighnc.gov">Mila.vega@raleighnc.gov</a>	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
Apr-20	Dec-27		Base Year	\$ 5,539,515
			Cumulative	\$ -

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

Advance design for Wake Bus Rapid Transit (Wake BRT) Northern Corridor project identified in Wake Transit Plan and to enter the project into Project Development for FTA Small Strats Grant

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC005-A4	Wake BRT: Northern Corridor		\$ 5,539,515		
<b>TOTAL</b>			<b>\$ 5,539,515</b>	<b>\$ -</b>	

**2. Wake Transit Project ID(s) to Reduce**

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC005-A	Bus Rapid Transit Alternatives Refinement & Project		\$ 20,368,545		
<b>TOTAL</b>			<b>\$ 20,368,545</b>	<b>\$ -</b>	

**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	\$ 5,539,515
		Cumulative	\$ -

**Project Justification / Business Case**      Provide responses to EACH of the questions below. Answer the questions as fully 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 of funding

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

The City of Raleigh will advance design for Wake BRT: Northern Corridor and enter project into Project Development for FTA Small Starts Grant

7. List below the Key Performance Indicators (deliverables) while this project is in progress. These performance measures will be reported quarterly. Are these the same measures as currently being reported?

- a) Date of Locally Preferred Alternative Selction (LPA)
- b) Date for entrance into Project Development (PD) for FTA Small Starts Grant
- c) Date of completion of final design for Wake BRT: Southern Corridor

8. List any other relevant information not addressed.

N/A

9. Please enter estimated appropriations to support expenses identified above. Enter FY 2020 and the estimated annualized cost in FY 2021 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2021 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2021 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
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			-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	-	-	-	-	-	-	-

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

CAPITAL COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Design/NEPA	\$ 5,539,515	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
<b>TOTAL CAPITAL COSTS</b>	5,539,515	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

Based on assumptions from Wake Transit Plan MIS process and Wake BRT: New Bern Avenue design contract

Wake Transit Project ID #
TO005-R

**FY 2020**  
**Wake Transit Work Plan**  
**Project Amendment Request Form**  
**Operating and/or Capital**

FY START DATE
7/1/2019

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

Minor amendment – Required when there is:

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- Any change that does not meet any criteria of a major amendment

Major amendment - Required when there is:

- A project requested to be added to the Work Plan
- A project requested to be removed from the Work Plan
- Significant changes in scope of funded project
- 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
- 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
- Any change that requires a change in budgeted reserves or fund balance

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
			Base Year	
20 Garner Service	City of Raleigh	David Walker	Base Year	\$ 1,977,573
		<a href="mailto:david.walker@raleighnc.gov">david.walker@raleighnc.gov</a>	Recurring	\$ 2,027,012
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
May-September 2020			Base Year	\$ -
			Cumulative	\$ -

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

**Current Scope:** 20-Garner/20L- Garner South: This route will replace the current existing 102 Garner-Raleigh route with a route alignment on Garner Road and all day service. The current route will be split into 2 routes: 20 will will serve the inner portion of the area and 20L will serve the outer portion of the area. By August 2019, hourly weekday service will begin. In the future (FY 2023), weekday frequency will increase and weekend service will be added. The major destination for this route includes Forest Hills Shopping Center, Shaw University, and Downtown Raleigh (where GoRaleigh Station will serve as a connection point).

**Modified Scope:** It is proposed to add additional trips to increase frequencies to every 30 minutes on the Garner Route. This will also create a bi-directional service along the loop portion of the route in addition to the added frequencies along Garner Road. Based on current demand and customer feedback with the execution of the new route, staff believes this modification will address current needs to expedite service to downtown. Staff is only modifying the scope and can accommodate this with the current budget. The existing service has frequencies of every 60 minutes. The new service will depart every 30 minutes all day Monday - Friday until 7 PM and then hourly until midnight. The weekend service that is proposed to start in FY24 will occur at that time.  
*Estimated operating costs on this submission were already programmed in the final FY20 adopted work plan.*

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
<b>TOTAL</b>			\$ -	\$ -	

**2. Wake Transit Project ID(s) to Reduce**

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
<b>TOTAL</b>			\$ -	\$ -	

**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 fully 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?

No Additional Funds are being requested

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

Service Frequencies will be increased providing citizens with an enhanced level of service.

7. List below the Key Performance Indicators (deliverables) while this project is in progress. These performance measures will be reported quarterly. Are these the same measures as currently being reported?

- a) Using the key ideas identified in the Wake Transit Plan to measure success, the performance measures include: Ridership, ensuring service is fitting demand. (Metrics: Ridership during all times of day; number of jobs and people are near the service network)
- b) Using the key ideas identified in the Wake Transit Plan to measure success, the performance measures include: Coverage, providing essential links and support for local initiatives. (Metrics: Distance of the current network)
- c) Using the key ideas identified in the Wake Transit Plan to measure success, the performance measures include: Enhanced Customer Service (Metrics: Number of customer service complaints and issues regarding the new services and GoRaleigh's ability to resolve)

8. List any other relevant information not addressed.

9. Please enter estimated appropriations to support expenses identified above. Enter FY 2020 and the estimated annualized cost in FY 2021 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2021 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2021 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
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	1,977,573	2,027,012	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	1,977,573	2,027,012	-	-	-	-	-
Other: Administrative			-	-	-	-	-
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	<b>1,977,573</b>	<b>2,027,012</b>	-	-	-	-	-

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

CAPITAL COSTS	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Design/NEPA	\$ -	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
<b>TOTAL CAPITAL COSTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Assumptions for Costs and Revenues Above:

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



# EXHIBIT A

**From:** [Don Berryann](#)  
**To:** [Martin, Bret](#)  
**Subject:** Public Comment on Wake Transit Plan amendments  
**Date:** Wednesday, December 18, 2019 11:24:46 AM

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Dear Sir,

I appreciate the opportunity to comment on the Wake Transit Plan Amendments for 2020.

Specifically regarding the funding commitments for BRT corridors, these projects should clearly articulate that the project includes "Access Sheds" around BRT stops. Pedestrian (1 mile) and Bicycle (3 mile) Access Sheds are considered by the Federal Highway Administration as an inherent part of a Transit System.

BRT is a large, complex project. It would be easy to neglect this important detail, that Wake County is lacking, in many places, sidewalks, bike lanes, street lights and other details which make access to transit stops safe and convenient. The funding and staff to implement these Access Sheds should be specifically described with this funding request.

Sincerely,

Don Berryann  
(919) 656-6856

# WAKE COUNTY TRANSIT PLAN

## Transit Planning Advisory Committee

### Joint Disposition and Voting Record from the Joint Meeting of the Budget & Finance and Planning & Prioritization Subcommittees January 2<sup>nd</sup>, 2020 · CAMPO, 1:00-3:00pm

Per the Wake Transit Plan Amendment Policy, The TPAC Budget & Finance and Planning & Prioritization Subcommittees are tasked with jointly reviewing the quarterly Work Plan draft amendment list and amendment request forms when a Major Amendment requests are submitted. The subcommittees consider appropriateness of changes in scope and, if applicable, financial choices and tradeoffs associated with the proposed amendments, creating a disposition for TPAC consideration. Upon review of the disposition and related amendment request, the TPAC will make recommendations to the GoTriangle Board of Trustees and CAMPO Executive Board for approval or disapproval of requested amendments to the Work Plan. Following is the voting record and review disposition from the joint meeting of the Budget & Finance and Planning & Prioritization Subcommittees held on January 2<sup>nd</sup>, where the 3<sup>rd</sup> quarter requested amendments to the FY20 Work Plan were reviewed.

#### Voting Members for Budget & Finance

CAMPO, Bret Martin	Wake County, Nicole Kreiser	Raleigh, Shavon Tucker
Cary, Michelle Brooks	Wake Forest, Suzette Morales	GoTriangle, Steven Schlossberg
Fuquay-Varina, Allyssa Stafford		

#### Voting Members for Planning & Prioritization

CAMPO, Bret Martin	Wake County, Nicole Kreiser	Cary, Kevin Wyrauch
Raleigh, David Walker	Garner, Gaby Lontos-Lawlor	GoTriangle, Andrea Neri
Wake Forest, Suzette Morales	Fuquay-Varina, Allyssa Stafford	

#### Other Attendees

TPAC, Stephanie Plancich	Raleigh, Megan Finnegan	Raleigh, Het Patel
Raleigh, Mila Vega	TJCOG, John Hodges-Copple	Wake County, Anita Davis
Cary, Antony Wambui	CAMPO, Evan Koff	

There were six (6) 3<sup>rd</sup> quarter Major Amendment requests to the FY2020 Wake Transit Work Plan submitted for consideration.

### **1. I-540 Bus on Shoulder Improvements (GoTriangle)**

**Brief Description:** This amendment request is to move the project from FY 22 to FY 20 and to provide \$156,000 to cover design of a signage plan, fabrication and installation of signage, and traffic management along I-540. The current programmed amount for the project in FY 2022 is \$43,264. This project supports the existing NRX route by providing a mechanism to improve on-time performance and reliability for users.

**Recommendation to the TPAC** is to recommend approval to the Wake Transit governing boards of the amendment request for FY20 and the full \$156,000 being requested.

**Discussion:** Additional discussion noted that this project has been identified as a potential LAPP-funded project. Until funding is approved by the CAMPO Executive Board, the subcommittees will continue planning as if there are no additional funds allocated to the project. However, should the project be funded, it is expected that the Wake Transit funds attributed to the project would be reduced to cover the 20% federal match requirement. It was also noted that there is still some question as to whether awarding and expending Wake Transit funds now and receiving LAPP funds in October would cause any unforeseen challenges. Staff is looking into any potential issues and will advise the subcommittees as needed.

It was noted that there is a one-time financial impact from transferring \$156,000 in funds held by the tax district in capital fund balance to the project sponsor. No scope issues were identified with this amendment request, as it is expected that

# WAKE COUNTY TRANSIT PLAN

## Transit Planning Advisory Committee

### Joint Disposition and Voting Record from the Joint Meeting of the Budget & Finance and Planning & Prioritization Subcommittees January 2<sup>nd</sup>, 2020 · CAMPO, 1:00-3:00pm

allowing the project to proceed earlier than originally programmed would more immediately support travel time and reliability improvements to the NRX Route, which was initiated earlier in FY 2020.

#### **2. Early Project Development Activities for Commuter Rail from Garner to Western Durham (Wake County Share) (GoTriangle)**

**Brief Description:** Preliminary results of the Commuter Rail Alternatives Analysis provide guidance for needed next steps to further study feasibility and options for a regional rail line. This amendment request is to move previously allocated commuter rail funds from reserves and allocate them to GoTriangle for early project development activities including, but not limited to, the following: land survey; utility investigation; preliminary engineering and environmental study for key risk areas; assessment of land availability for park-and-rides; identification of site options for maintenance facility; railroad coordination; community engagement planning and initiating community engagement; stakeholder engagement planning and advancing stakeholder engagement activities; additional assessment of project feasibility for the FTA Capital Investment Grant program; development of a project management plan; and preparation to engage project development consultants.

**Recommendation to the TPAC** is to recommend approval to the Wake Transit governing boards of the amendment request to allocate \$6 million of Commuter Rail reserve funds to GoTriangle for early project development work, with the condition that no funds may be expended until a cost-share MOU with all necessary project partners is approved by the applicable Boards.

**Discussion:** Preliminary results of the Commuter Rail Alternatives Analysis study were discussed at the CAMPO TCC meeting on January 2<sup>nd</sup> and will be presented to the TPAC at its meeting on January 15<sup>th</sup>. It was shown that additional study is needed before entering the federal project development process and to continue the feasibility discussion. This \$6 million will fund an additional phase of study and feasibility determination, including preliminary engineering and environmental study for key risk areas and community engagement planning.

It was noted that there is a one-time financial impact from transferring \$6 million from previously approved reserves for commuter rail project development, which reduces the remaining reserves allocated in FY 2020 to \$36,724,000. No scope issues were identified with this amendment request, except that it may be premature to authorize spending from an approved \$6 million allocation until a cost-share agreement is approved by the applicable boards that details the share of early project development costs for which the Wake fund of the Triangle Tax District will take responsibility. The funds for commuter rail project development were allocated in the FY 2020 Wake Transit Work Plan under the assumption that project development activities would begin following the conclusion of the alternatives analysis.

- 3. Project Development for Bus Rapid Transit – Southern Corridor (City of Raleigh)**
- 4. Project Development for Bus Rapid Transit – Western Corridor (City of Raleigh)**
- 5. Project Development for Bus Rapid Transit – Northern Corridor (City of Raleigh)**

**Brief Description:** The current work plan combines the three remaining planned Bus Rapid Transit (BRT) corridors into a single line item within the Wake Transit budget. Amendments 3, 4 & 5 reflect the disaggregation of that project/budget line into individual projects/budget lines within the work plan. This allows project development to progress and associated tracking and reporting to move forward for each corridor independently of the others. This amendment was listed as a condition that must be satisfied for project development to move forward on the remaining BRT corridors.

**Recommendation to the TPAC** is to recommend approval to the Wake Transit governing boards of the three (3) amendment requests to create separate projects and budgets for the Southern, Western and Northern BRT corridors.

# WAKE COUNTY TRANSIT PLAN

## Transit Planning Advisory Committee

**Joint Disposition and Voting Record** from the Joint Meeting of the  
Budget & Finance and Planning & Prioritization Subcommittees  
January 2<sup>nd</sup>, 2020 · CAMPO, 1:00-3:00pm

**Discussion:** It was clarified that the funds included for the corridors came from already allocated BRT funds. They were dispersed in accordance with known project scopes. Consequently, there is no financial impact associated with the amendment request. No scope issues were identified with the amendment request. However, refinement of specific scope information to tie to these implementation elements is needed before board approval of the amendment requests.

### **6. New Route/Realignment – 20/20L Garner (City of Raleigh)**

**Brief Description:** There is not a financial impact to the FY 2020 operating budget associated with this amendment request. However, it involves a scope change and shift in implementation year. GoRaleigh, within the existing budget for the work plan project, is requesting to increase frequency from 60 to 30 minutes on Route 20 in Garner. This implementation element is currently programmed in the FY 2020 Work Plan to occur in FY 2024.

**Recommendation to the TPAC** is to recommend approval to the Wake Transit governing boards of the amendment request to implement the proposed service improvements on Route 20/20L in FY20.

**Discussion:** Route 20 was launched in FY 2020. However, users have provided feedback about the lack of convenience associated with the current frequency of the route and the current unidirectional service design in Garner. GoRaleigh is able to add a bus providing reverse circulation on the route. These frequency enhancements were not planned until FY 2024, so this implementation element of the Work Plan is proposed to be shifted forward as part of this amendment request.

### **SUMMARY**

Both the Budget & Finance and Planning & Prioritization Subcommittees voted unanimously to recommend that the TPAC accept the six (6) 3<sup>rd</sup> quarter FY20 Work Plan Major Amendment requests. All amendments are being recommended to the TPAC as submitted, with the exception of a condition added to the Early Project Development Activities for Commuter Rail request that requires a cost-share MOU with all necessary project partners to be approved by the applicable boards prior to any of the allocated funds being expended. The recommendations from the joint subcommittee meeting will be presented to the TPAC at its regular meeting on January 15<sup>th</sup>, 2020.