

FY 2022, Quarter 2, Requested Wake Transit Work Plan Amendments

REQUESTED MAJOR/MINOR AMENDMENTS

| Project ID # | Agency | Project Title | FY 21 Original Funding Allocation | FY 22 Original Funding Allocation | FY 22 Requested Funding Allocation | FY 22 Funding Impact | Reason for Major/Minor Amendment Status |
|--|---|--|-----------------------------------|-----------------------------------|------------------------------------|---|---|
| Operating Budget Amendment Requests | | | | | | | |
| TO002-L | Capital Area MPO | 1.0 FTE: TPAC Administration | \$ 136,666 | \$ 140,083 | \$ 137,001 | \$ (3,082) | Minor Amendment: Change to budget allocation that, combined with the other Capital Area MPO amendment requests, does not require a change in fund balance or reserves. |
| TO002-V | | 1.0 FTE: Program Manager | \$ 136,666 | \$ 140,083 | \$ 168,772 | \$ 28,689 | Minor Amendment: Change to budget allocation that, combined with the other Capital Area MPO amendment requests, does not require a change in fund balance or reserves. |
| TO002-W | | 1.0 FTE: Transit Planner | \$ 136,666 | \$ 140,083 | \$ 114,476 | \$ (25,607) | Minor Amendment: Change to budget allocation that, combined with the other Capital Area MPO amendment requests, does not require a change in fund balance or reserves. |
| TO005-W | | Hold Harmless Subsidy for Implementation of Countywide Fare Strategy | \$ 117,000 | \$ 119,925 | \$ - | \$ (119,925) | Major Amendment: Amendment request involves removal of a project from the Work Plan and a change in budgeted reserves or fund balance. |
| TO005-L1 | GoTriangle (submitted by Capital Area MPO) | Youth GoPass Program | \$ 50,056 | \$ 51,307 | \$ 5,000 | \$ (46,307) | Major Amendment: Amendment request involves reduction of a project budget in the Work Plan, which requires a change in fund balance. |
| TO005-L2 | Town of Cary (submitted by Capital Area MPO) | Youth GoPass Program | \$ 31,296 | \$ 15,000 | \$ - | \$ (15,000) | Major Amendment: Amendment request involves removal of a project from the Work Plan and a change in budgeted reserves or fund balance. |
| TO005-L3 | City of Raleigh (submitted by Capital Area MPO) | Youth GoPass Program | \$ 206,479 | \$ 211,641 | \$ - | \$ (211,641) | Major Amendment: Amendment request involves removal of a project from the Work Plan and a change in budgeted reserves or fund balance. |
| Total Operating Funding Impact | | | | | | \$ (392,873) | |
| Capital Budget Amendment Requests | | | | | | | |
| Project ID # | Agency | Project Title | Original Funding Allocation | Requested Funding Allocation | Funding Impact | Reason for Major/Minor Amendment Status | |
| TC002-BH | Research Triangle Foundation | Research Triangle Park Mobility Hub Enhancements | \$ 263,463 | \$ 263,463 | \$ - | Major Amendment: Amendment request involves a change in scope to remove components of the project that were completed prior to the award effective date for the appropriated funds. These modifications further result in a change in priority order of improvements to be made with the appropriated funds. | |

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|-------------------------------------|-----------------|--|---------------|---------------|----------------------|---|
| TC005-A1 | City of Raleigh | New Bern Corridor Bus Rapid Transit Facility | \$ 28,720,000 | \$ 42,370,000 | \$ 13,650,000 | Major Amendment: Amendment request involves a financial impact requiring a change in fund balance or to budgeted reserves. Request expands the project budget to account for FTA contingency funding requirements for the project. |
| Total Capital Funding Impact | | | | | \$ 13,650,000 | |

Distributed for Public Comment on 9/3/2021

Public Comments Accepted Through 10/3/2021

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

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|----------------------------------|
| Wake Transit Project ID # |
| TO002-L; TO002-V; TO002-W |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

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 the criteria for 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 | |
|---|----------------------|--|--------------------------|--------------|
| 1.0 FTE: TPAC Administrator, 1.0 FTE Program Manager, and 1.0 FTE Transit Planner | CAMPO | Bret Martin, Wake Transit Program Manager | Base Year | \$ 420,249 |
| | | bret.martin@campo-nc.us | Recurring | \$ 2,751,550 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/1/2021 | no end date | | Base Year | \$ - |
| | | | Cumulative | \$ - |

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

This amendment is merely to rebalance project funding allocations for CAMPO's Wake Transit-funded staff resources to better align with the track record of actual expenses incurred over the past couple of years. The total amount of funding (\$420,249) for all three staffing resource projects combined does not change.

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

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|--------------------------|--------------------------------------|-------------------|-------------------|--------------------------------------|
| TO002-V | 1.0 FTE: Program Manager | Transit Plan Administration-Staffing | \$ 168,772 | \$ 168,772 | Increase from \$140,083 to \$168,772 |
| TOTAL | | | \$ 168,772 | \$ 168,772 | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|------------------------------|--|-------------------|-------------------|--------------------------------------|
| TO002-L | 1.0 FTE: TPAC Administration | Transit Plan Administration - Staffing | \$ 137,001 | \$ 137,001 | Decrease from \$140,083 to \$137,001 |
| TO002-W | 1.0 FTE: Transit Planner | Transit Plan Administration - Staffing | \$ 114,476 | \$ 114,476 | Decrease from \$140,083 to \$114,476 |
| TOTAL | | | \$ 251,477 | \$ 251,477 | |

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 | \$ 420,249 |
|--|--------------------------|--------------|------------|
| | | Recurring | \$ 420,249 |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ - |

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

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

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

A full year of funds is being requested that does not change the total transit plan administration budget ordinance appropriation to CAMPO for FY 22 or in future fiscal years.

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

The Wake Transit operating budget will better reflect actual expenses for CAMPO's transit plan administration projects. If the amendment is not approved, the Wake Transit operating budget will not accurately reflect actual expenses for CAMPO's transit plan administration projects.

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

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

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

- a)

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|--|
- b)

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- c)

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

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

9. List any other relevant information not addressed.

N/A

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | 420,249 | 430,755 | 441,524 | 452,562 | 463,876 | 475,473 | 487,360 |
| Contracts | | | - | - | - | - | - |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | - | - | - | - | - |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | 420,249 | 430,755 | 441,524 | 452,562 | 463,876 | 475,473 | 487,360 |

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

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

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

Actuals from CAMPO's internal FY 21 budget for the 3 referenced staffing resources.

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|----------------------------------|
| Wake Transit Project ID # |
| TO005-W |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

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 bus requires less than a \$100,000 change to a project appropriation for projects less than \$500,000
 Any change that does not meet the criteria for 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 | |
|--|----------------------|--|--------------------------|------------|
| Hold Harmless Subsidy for Implementation of Countywide Fare Strategy | CAMPO | Bret Martin, Wake Transit Program Manager | Base Year | \$ - |
| | | bret.martin@campo-nc.us | Recurring | \$ 785,200 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/1/2021 | 6/30/2022 | | Base Year | \$ - |
| | | | Cumulative | \$ - |

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

Given that the fixed-route transit agencies in Wake County have continued suspension of fares through FY 2022, and another funding source has been allocated to hold those systems harmless, there should not be a need for a hold harmless allocation for fare structure changes in FY 22. This request is to remove the project from the FY 22 Work Plan.

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

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---|------------------------------------|------------|------------------|--|
| TO005-W | Hold Harmless Subsidy for Implementation of Countywide Fare | Bus Operations - Other Bus Service | \$ 119,925 | \$ - | Because the suspension of fares has only been committed through FY 2022, the removal of the project should only involve removing the FY 2022 allocation. |
| TOTAL | | | \$ 119,925 | \$ - | |

3. Impact on Transit Plan Project Costs

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

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

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

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

The request to remove the project from the Work Plan is only for FY 2022. The request is to remove the full amount budgeted to project TO005-W.

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

If the project is not removed, it keeps funds encumbered for a futile purpose. If the project is removed, it frees up funds for other needs and will improve our financial planning for future years.

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

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

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

- a)

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- b)

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- c)

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

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

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|------|----------------|----------------|----------------|----------------|----------------|----------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| 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 | | 122,923 | 125,996 | 129,146 | 132,375 | 135,684 | 139,076 |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | 122,923 | 125,996 | 129,146 | 132,375 | 135,684 | 139,076 |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | - | - | - | - | - |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | - | 122,923 | 125,996 | 129,146 | 132,375 | 135,684 | 139,076 |

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

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|------|------|------|------|------|------|------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

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

N/A

| |
|----------------------------------|
| Wake Transit Project ID # |
| TO005-L1, -L2, and -L3 |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

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 the criteria for 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 | |
|--|---|--|--------------------------|--------------|
| Youth GoPass Program | CAMPO | Bret Martin, Wake Transit Program Manager | Base Year | \$ 5,000 |
| | | bret.martin@campo-nc.us | Recurring | \$ 1,819,847 |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 7/1/2021 | 6/30/2022 | | Base Year | \$ - |
| | | | Cumulative | \$ - |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| Given that the fixed-route transit agencies in Wake County have continued suspension of fares through FY 2022, and another funding source has been allocated to hold those systems harmless from reduced fare revenues, there should not be a need for a Youth GoPass allocation to the Town of Cary and City of Raleigh in FY 22. The Youth GoPass allocation to GoTriangle can be reduced to merely cover any program management administrative expenses necessary to maintain the health of the program through FY 22. This request is to remove the projects TO005-L2 and -L3 from the FY 22 Work Plan and to reduce the budgeted amount to TO005-L3 to a lower more reasonable amount for program administration. | | | | |

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

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------------------------------------|-------------------------------------|------------|------------------|-----------------------------------|
| TO002-L1 | Youth GoPass Program: GoTriangle | Bus Operations - Other Bus Service | \$ 46,307 | \$ - | Decrease from \$51,307 to \$5,000 |
| TO002-L2 | Youth GoPass Program: Town of Cary | Bus Operations - Other Bus Services | \$ 15,000 | \$ - | Decrease from \$15,000 to \$0 |
| TO002-L3 | Youth GoPass Program: City of Raleigh | Bus Operations - Other Bus Services | \$ 211,641 | \$ - | Decrease from \$211,641 to \$0 |
| TOTAL | | | \$ 272,948 | \$ - | |

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 | \$ 420,249 |
|--|--------------------------|--------------|------------|
| | | Recurring | \$ 420,249 |
| | Estimated Capital Cost | Base Year | \$ - |
| | | Cumulative | \$ - |

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

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

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

The request to reduce the previously budgeted amounts from the Work Plan is only for FY 2022.

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

If the project budgets are not reduced, it keeps funds encumbered for a futile purpose. If the project budgets are reduced, it frees up funds for other needs and will improve our financial planning for future years.

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

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

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

- a)
- b)
- c)

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

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

9. List any other relevant information not addressed.

N/A

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|--------------|----------------|----------------|----------------|----------------|----------------|----------------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | - | - | - | - | - | - |
| Contracts | 5,000 | 284,897 | 292,019 | 299,320 | 306,803 | 314,473 | 322,335 |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | - | - | | | | | |
| Other: Database Hosting | | | | | | | |
| Other: Supplies and Materials | | | | | | | |
| TOTAL OPERATING COSTS | 5,000 | 284,897 | 292,019 | 299,320 | 306,803 | 314,473 | 322,335 |

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

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Land - Right of Way | - | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

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

Actuals from prior year reported expenditures

| |
|----------------------------------|
| Wake Transit Project ID # |
| TC002-BH |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

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 the criteria for 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 | |
|---|--|--|--------------------------|------------|
| Research Triangle Park Mobility Hub Enhancements | Research Triangle Foundation | Travis Crayton | Base Year | \$ - |
| | | crayton@rtp.org | Recurring | \$ - |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| 07/01/2021 | 6/30/2023 | | Base Year | \$ 263,463 |
| | | | Cumulative | \$ 263,463 |
| Project Description | Enter below a summary of the project amendment and impact on approved plan. | | | |
| This amendment proposes modifying the RTF scope as a result of Mobility Hub enhancements that were completed prior to the July 1 CFAP agreement start, as well as modifications to the implemented Boxyard RTP design and planned micromobility implementation planned for 2022. Project deliverables remain the same, including the ranked priority of additional items to be completed if funding allows, with only the removal of completed items. | | | | |

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

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

3. Impact on Transit Plan Project Costs

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

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

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

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

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

No adjustments to the funding amount are proposed. If approved, this amendment will allow RTF to more fully implement the Mobility Hub vision and improved connectivity to NC 54 bus stops, including improved pedestrian and bicyclist connectivity throughout the RTP Frontier and future Hub campuses.

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

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

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

- a)

| |
|--|
| |
|--|
- b)

| |
|--|
| |
|--|
- c)

| |
|--|
| |
|--|

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

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

9. List any other relevant information not addressed.

Below is a revised scope correctly reflecting the proposed project deliverables and order of priority:

As part of the Community Funding Area Program, the Research Triangle Foundation (RTF) will complete final design and construction of transit-oriented mobility improvements in and around the Boxyard, Frontier, and HUB campuses at Research Triangle Park. The Wake Transit Tax Proceeds for this project will fund the following deliverables:

1. Active Modes Gateway: Inverted Hydration Station, Waste Receptacle, and Space for Micromobility/Shared parking;
2. Small Waiting Area: Bench(es) and Small Shade/Rain Structure;
3. NC 54 Bus Stop Amenities: Waste Receptacle.

After budgeting for the above deliverables, in order of priority, the funds may be used for the following additional amenities:

1. Active transportation connections between the "Active Modes Gateway" and the RTP Boxyard/Frontier/HUB multi-use trail system;
2. Digital Infrastructure for Shared Ride connectivity between Boxyard/Frontier/HUB campuses and the future Regional Transit Center;
3. Multi-use path connecting the "Active Modes Gateway" and the existing transit stop including: either widening the existing path from 5 feet to 10 feet or adding a separate 5-foot path on the opposite side of Park Offices Drive;
4. Addition of micromobility digital and/or physical components; and
5. Crosswalk enhancements for connectivity between Boxyard/Frontier/HUB campuses and greater RTP trail network, which includes the future Triangle Bikeway trail.

The listed project cost includes funds to allow up to a 10% cost overage, as defined in the Community Funding Area Program Management Plan. Use of this additional 10% of project funds will require an increased match from RTF.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|------|-------|-------|-------|-------|-------|-------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | - | - | - | - | - |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |

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

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

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|------|------|------|------|------|------|------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Land - Right of Way | - | - | - | - | - | - | - |
| TOTAL CAPITAL COSTS | - | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

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

| |
|----------------------------------|
| Wake Transit Project ID # |
| TC005-A1 |

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

| |
|----------------------|
| FY START DATE |
| 7/1/2021 |

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 the criteria for 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: New Bern Avenue | City of Raleigh | Mila Vega, Planning Supervisor | Base Year | \$ - |
| | | mila.vega@raleighnc.gov | Recurring | \$ - |
| Estimated Start Date | Estimated Completion | Notes | Estimated Capital Cost | |
| March 2019 | March 2025 | | Base Year | \$ 13,650,000 |
| | | | Cumulative | \$ 13,650,000 |

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

This request is to meet the 20% contingency requirement for the total project cost for Federal Transit Administration (FTA) Capital Investment Grant award review process. This includes updated construction cost estimate for the project at 60% design and includes \$7.5M in unallocated contingency and \$6.7M in allocated contingency.

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

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------------------------|------------------------|---------------|------------------|---|
| TC005-A1 | Wake BRT: New Bern Avenue | | \$ 13,650,000 | | Agreement to include a clause that City of Raleigh must communicate to TPAC before spending funds identified for unallocated contingency. |
| TOTAL | | | \$ 13,650,000 | \$ - | |

2. Wake Transit Project ID(s) to Reduce

| Project ID | Project | Appropriation Category | Amount | Recurring Amount | Notes |
|--------------|---------|------------------------|--------|------------------|-------|
| | | | | | |
| TOTAL | | | \$ - | \$ - | |

3. Impact on Transit Plan Project Costs

| From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan. | Estimated Operating Cost | Current Year | \$ - |
|--|--------------------------|---------------|------|
| | | Recurring | \$ - |
| Estimated Capital Cost | Base Year | \$ 13,650,000 | |
| | Cumulative | \$ 13,650,000 | |

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

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

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

Full year of funding to indicate to FTA that the project has local funds identified to cover potential contingency costs.

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 communicate to FTA that local funds are available if needed for contingency during construction of the New Bern Avenue BRT project. If not funded, it could delay the completion of full funding grant agreement with FTA for \$35M from FTA CIG process.

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

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

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

| | |
|----|--|
| a) | Date RFP/RFQ released for 30-100% design |
| b) | Date contract awarded for 30-100% design |
| c) | Date contract awarded for construction |

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

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

9. List any other relevant information not addressed.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

| Cost Break Down of Project Request | | | | | | | |
|------------------------------------|------|-------|-------|-------|-------|-------|-------|
| OPERATING COSTS | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 | FY28 |
| Growth Factors | | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% | 2.50% |
| Salary & Fringes | | | - | - | - | - | - |
| Contracts | | | - | - | - | - | - |
| Bus Operations: | | | | | | | |
| Estimated Hours | | | - | - | - | - | - |
| Cost per Hour | | | - | - | - | - | - |
| Estimated Operating Cost | - | - | - | - | - | - | - |
| Bus Leases | | | - | - | - | - | - |
| Park & Ride Lease | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Other | | | - | - | - | - | - |
| Subtotal: Bus Operations | - | - | - | - | - | - | - |
| Other: Administrative | | | | | | | |
| Other: Database Hosting | | | - | - | - | - | - |
| Other: Supplies and Materials | | | - | - | - | - | - |
| TOTAL OPERATING COSTS | - | - | - | - | - | - | - |

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

| CAPITAL COSTS | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------|-------------------|------|------|------|------|------|------|
| Design/NEPA | \$ - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - |
| Land - Right of Way | | - | - | - | - | - | - |
| Other (Contingency) | 13,650,000 | | | | | | |
| TOTAL CAPITAL COSTS | 13,650,000 | - | - | - | - | - | - |

Assumptions for Costs and Revenues Above:

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

The above was calculated based on 60% design costs for the New Bern Avenue BRT project and includes 20% contingency costs for the project.