

ATTACHMENT A

FY 2020, Quarter 4, Requested Wake Transit Work Plan Amendment

REQUESTED MINOR AMENDMENT

Project ID #	Agency	Project Title	FY19 Original Funding Allocation	FY 20 Original Funding Allocation	FY20 Requested Funding Allocation	FY 20 Funding Impact	Reason for Minor Amendment Status
Capital Budget Amendment Request							
TC002-W	Town of Cary	New Holly Springs Park-and-Ride and Bus Stop Improvements	\$ -	\$ 55,000.00	\$ 55,000.00	\$ -	Amendment request would transfer project sponsor from Town of Cary to Town of Holly Springs. There is no scope or financial impact.

Distributed for Public Comment on 3/20/2020

Public Comments Accepted Through 4/3/2020

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

Wake Transit Project ID #
TC002-W

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:
 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	
Holly Springs Express Park-and-Ride	Town of Holly Springs	Dirk Siebenbrodt	Base Year	\$ -
		(919) 557-3931 dirk.siebenbrodt@Hollyspringsnc.us	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
June 2020	FY 2021		Base Year	\$ 55,000
			Cumulative	\$ 55,000

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

The original project TC002-W programmed a total of \$55,000 in capital costs for developing a park-and-ride lot in Holly Springs in order to serve the Holly Springs Express route operated by GoCary. Upon further discussion with elected officials in Holly Springs, the development of the park-and-ride lot will be handed over to Town of Holly Springs as project sponsor, cooperating with GoTriangle to find an appropriate location for the facility. There is no overall fiscal impact to this change.

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 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 is a one-time request, with the full amount being funded in FY20.

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

The Holly Springs Park-and-Ride lot is a critical component of successful transit service to Holly Springs. Holly Springs is currently the only municipality in Wake County not served by public transit, and the timely approval of this amendment will allow for service planning in the Town to continue in advance of an FY21 service start date.

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) Work with key stakeholders to determine optimal location for park and ride lot.
- b) Complete identification of preferred site for park and ride lot, including agreement with property owner (if necessary).
- c) Installation of transit amenities and site improvements.

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			-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-

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	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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