

## ATTACHMENT 2

### FY2022 Wake Transit Work Plan Agreement Groupings and Project Reporting Deliverables

<u>Groupings:</u>		<u>Amount:</u>
General Operating - Bus Operation	<a href="#">General Opt-Bus Operation'!A1</a>	21,002,889
General Operating - Transit Plan Admin	<a href="#">General Opt-Transit Plan Admin '!A1</a>	4,665,656
General Operating - Tax District Admin	<a href="#">General Opt-Tax Dist Admin'!A1</a>	501,338
Special Funding -YGP	<a href="#">Special Funding-Youth GoPass'!A1</a>	277,948
General Capital - Bus Infrastructure	<a href="#">General Capt-Bus Infrastructure'!A1</a>	6,670,623
General Capital - Bus Acquisition	<a href="#">General Capt-Bus Aquisition'!A1</a>	12,773,312
General Capital - Capital Planning - GoTriangle	<a href="#">General Capt-GoTriangle'!A1</a>	650,000
General Capital - Community Funding Area - Town of Knightdale	<a href="#">General Capt-TOK'!A1</a>	50,000
Special Capital - Bus Infrastructure- GoRaleigh	<a href="#">Special Capt-GoRaleigh'!A1</a>	4,000,000
Special Capital - Bus Infrastructure - GoCary	<a href="#">Special Capt-GoCary'!A1</a>	35,000,000
Special Capital -Bus Infrastructure - GoTriangle	<a href="#">Special Capt-GOT'!A1</a>	6,000,000
Special Capital-BRT Planning/Design - GoRaleigh	<a href="#">Special Capt-BRT'!A1</a>	12,000,000
Special Operating & Capital Technology	<a href="#">Technology!A1</a>	159,100
<b>Total</b>		<b>103,750,866</b>

GoCary General Operating Funding Agreement: Bus Operations			GoTriangle General Operating Funding Agreement: Bus Operations		
1)	Increase Midday Frequencies on Pre-Existing Routes - TO004-B	\$ 490,377	1)	Route 100 Frequency and Sunday Span Improvements - TO005-A	\$ 555,440
2)	Sunday and Expanded Holiday Service on All Pre-Existing Routes - TO004-A	\$ 418,291	2)	Route 300 Improvements - TO005-B	\$ 664,972
3)	Apex-Cary Express - TO005-BE	\$ 148,038	3)	Fuquay-Varina Express Route - TO003-A	\$ 293,120
4)	GoCary Complementary ADA Services - TO005-BI	\$ 132,360	4)	Additional Trips for Durham-Raleigh Express - TO005-C	\$ 288,110
5)	Weston Parkway Route - TO005-H	\$ 946,908	5)	Reliability Improvements for Chapel Hill-Raleigh Express - TO005-D	\$ 62,960
<b>Deliverables</b>			6)	New Route 310: RTC-Cary - TO005-X	\$ 1,272,233
1. Revenue hours of service			7)	Improvements to Route 305: Holly Springs-Apex Raleigh - TO005-AC	\$ 1,501,452
2. Ridership			8)	Route NRX / North Raleigh Express - TO005-AS	\$ 321,030
3. Passenger boardings per revenue hour			9)	Route - Reallocation - N/A*	\$ (615,104)
4. Operating cost per passenger boarding			10)	GoTriangle Complimentary ADA Services - TO005-BH	\$ 468,385
5. Farebox recovery			<b>Deliverables</b>		
6. On-time performance			1. Revenue hours of service		
GoRaleigh General Operating Funding Agreement: Bus Operations			2. Ridership		
1)	Increase Frequency on Route 7 (South Saunders) - TO004-D	\$ 107,677	3. Passenger boardings per revenue hour		
2)	Increase Sunday Service Span - TO004-E	\$ 1,828,868	4. Operating cost per passenger boarding		
3)	Southeast Raleigh Route Package (4 Routes) - TO005-I	\$ 2,196,138	5. Farebox recovery		
4)	NW Raleigh Route Package (4 Routes) - TO005-J	\$ 2,884,252	6. On-time performance		
5)	Route 33 / New Hope - Knightdale - TO005-P	\$ 414,636	11)	Extension of Regional Information Center Hours - TO005-E	\$ 26,266
6)	New Route 401 – Rolesville Express - TO005-Q	\$ 121,975	<b>Deliverables</b>		
7)	Route 20: Garner - TO005-R	\$ 1,473,975	1. Phone Call Report		
8)	GoRaleigh Complementary ADA Services - TO005-BJ	\$ 1,477,885	2. Results of customer satisfaction survey		
9)	Improvements to Route 21 - Caraleigh- TO005-AL	\$ 493,826	12)	Short Term Park-and-Ride Leases - TO005-F	\$ 94,556
10)	Glenwood Route Package - TO005-AM	\$ 993,427	13)	Holly Springs Park-and-Ride Lease - TO005-N	\$ 16,558
<b>Deliverables</b>			<b>Deliverables</b>		
1. Revenue hours of service			1. Status of executed lease agreement		
2. Ridership			2. Utilization of facility (report what is known about utilization on a rolling quarterly basis); if available, measured at each site by applying drive-to access mode percentage to stop ridership based on percentages observed from rider surveys		
3. Passenger boardings per revenue hour			* - Route Reallocation will be assigned to current Wake Transit project in the Bus Operating Agreement		
4. Operating cost per passenger boarding			Wendell General Operating Funding Agreement: Bus Operations		
5. Farebox recovery			1)	Contribution toward Zebulon-Wendell Express Park and Ride - TO003-G	\$ 4,523
6. On-time performance			1. Status of executed lease agreement		
11)	Rolesville Park-and-Ride Lease - TO005-S	\$ 16,368	2. Utilization of facility (report what is known about utilization on a rolling quarterly basis); if available, measured at each site by applying drive-to access mode percentage to stop ridership based on percentages observed from rider surveys		
<b>Deliverables</b>			<b>Deliverables</b>		
1. Status of executed lease agreement			1. Status of executed lease agreement		
2. Utilization of facility (report what is known about utilization on a rolling quarterly basis); if available, measured at each site by applying drive-to access mode percentage to stop ridership based on percentages observed from rider surveys			2. Utilization of facility (report what is known about utilization on a rolling quarterly basis); if available, measured at each site by applying drive-to access mode percentage to stop ridership based on percentages observed from rider surveys		
12)	Maintenance of Bus Stops & Park-and-Ride Facilities - TO005-V	\$ 253,134	<b>Deliverables</b>		
<b>Deliverables</b>			Zebulon General Operating Funding Agreement: Bus Operations		
1. General summary of quarterly maintenance and upkeep efforts			1)	Contribution toward Zebulon-Wendell Express Park and Ride - TO003-H	\$ 6,088
2. Number of applicable sites maintained			1. Status of executed lease agreement		
Wake Forest General Operating Funding Agreement: Bus Operations			2. Utilization of facility (report what is known about utilization on a rolling quarterly basis); if available, measured at each site by applying drive-to access mode percentage to stop ridership based on percentages observed from rider surveys		
1)	Wake Forest Loop: Reverse Circulator - TO005-AA	\$ 366,083	<b>Deliverables</b>		
<b>Deliverables</b>			Wake County General Operating Funding Agreement: Bus Operations		
1. Revenue hours of service			1)	Rural General Public and Elderly and Disabled Demand Response Service Expansion - TO005-G1	\$ 523,000
2. Ridership			<b>Deliverables</b>		
3. Passenger boardings per revenue hour			1. Revenue hours of service		
4. Operating cost per passenger boarding			2. Ridership		
5. Farebox recovery (N/A on this project)			3. Passenger boardings per revenue hour		
6. On-time performance			4. Operating cost per passenger boarding		
Morrisville General Operating Funding Agreement: Bus Operations			5. Farebox recovery		
1)	Operation of Node-Based Smart Shuttle - TO005-BG	\$ 338,800	6. On-time performance		
<b>Deliverables</b>			2)	Demand Response Service Expansion - TO005-G2	\$ 36,512
1. Revenue hours of service			<b>Deliverables</b>		
2. Ridership			1. Status of hire		
3. Passenger boardings per revenue hour			2. Quarterly staff highlights (functions, deliverables, or accomplishments – may be provided as single report by project sponsor for all staff)		
4. Operating cost per passenger boarding			3. Average Queue Time (Minutes)		
5. Farebox recovery (N/A on this project)			Apex General Operating Funding Agreement: Bus Operations		
6. On-time performance			1)	GoApex Route 1: Fixed-Route Circulator - TO005-BF	\$ 379,770
			<b>Deliverables</b>		
			1. Revenue hours of service		
			2. Ridership		
			3. Passenger boardings per revenue hour		
			4. Operating cost per passenger boarding		
			5. Farebox recovery (N/A on this project)		
			6. On-time performance		

CAMPO General Operating Funding Agreement: Transit Plan Administration			GoTriangle General Operating Funding Agreement: Transit Plan Administration		
1)	3.0 FTE -Program Manager - TO002-V -Transit Planner - TO002-W -TPAC Administration - TO002-L <b>Deliverables</b> 1. Status of hire 2. Quarterly staff highlights (functions, deliverables, or accomplishments – may be provided as single report by project sponsor for all staff)	\$ 420,249	1)	12.2 Positions FTE - (4.5 FTE) Project Implementation Staff - TO002-AQ - (1.0 FTE) Paralegal - TO002-R - (0.6 FTE) Project Implementation Director - TO002-S - (0.5 FTE) Wake Transit Program Coordinator - TO002-T - (3.5 FTE) Public Engagement Team- TO002-AT  - (0.4 FTE) Performance Data Analyst - TO002-U  - (1.0 FTE) Project Manager for Regional Technology Integration - TO002-Y - (1.0 FTE) Transit Service Planner - TO002-A2 - (1.0 FTE) Communications Coordinator - TO002-AU <b>Deliverables</b> 1. Status of hire 2. Quarterly staff highlights (functions, deliverables, or accomplishments – may be provided as single report by project sponsor for all staff)	\$ 1,583,527
GoCary General Operating Funding Agreement: Transit Plan Administration			2)	Travel & Training ; Outside Legal Counsel; Utilities for Wake County Satellite Office - TO002-B / TO002-C / TO002-H <b>Deliverables</b> 1. Report on Miscellaneous Administrative Expenses 2. Report on Outside Legal Counsel 3. Report on satellite office	\$ 64,732
1)	5.5 FTE -Transportation Analyst - TO002-AC -Transportation Program Coordinator - TO002-AD  -(0.5 FTE) Position Upgrade & Reorganization - Deputy Transit Administrator - TO002 -AE  -Coordination/Management of Capital Projects - TO002-N  - Transportation Outreach and Communications Coordinator- TO002-AR - Transit Planner - TO002-AV <b>Deliverables</b> 1. Status of hire 2. Quarterly staff highlights (functions, deliverables, or accomplishments – may be provided as single report by project sponsor for all staff)	\$ 718,755	3)	Transit Customer Surveys - TO002-F <b>Deliverables</b> 1. Summary reports of completed surveys	\$ 134,611
2)	Marketing of New Bus Services - TO002-M <b>Deliverables</b> 1. Report on funded outreach and marketing efforts	\$ 65,556	4)	Outreach / Marketing / Communications for Transit Plan Administration - TO002-D <b>Deliverables</b> 1. Report on outreach efforts 2. Report on miscellaneous marketing efforts	\$ 169,658
3)	Downtown Multimodal Center - Temporary Real Estate Carrying Costs - TO002-AW <b>Deliverables</b> 1. Number of vacant properties or spaces temporarily leased 2. Status of NEPA process or NEPA class of action determination 3. Anticipated date for or date of purchase of property(ies)	\$ 200,000	5)	Property Maintenance, Repairs, & Appraisals - TO002-I <b>Deliverables</b> 1. Summary of maintenance efforts 2. Report on appraisal activities	\$ 53,905
GoRaleigh General Operating Funding Agreement: Transit Plan Administration			6)	Customer Feedback Management System - TO002-J <b>Deliverables</b> 1. Response volume 2."Themes" or common comments	\$ 37,691
1)	7.0 FTE -Transportation Analyst - TO002-AG -Transit Planner - TO002-AH -Traffic Signal Timing Analyst - TO002-AI -Service Planning - TO002-P -Senior Engineer - TO002-AJ -Procurement Analyst - TO002-AO -Transportation Planning Analyst (Paratransit) - TO002-AP <b>Deliverables</b> 1. Status of hire 2. Quarterly staff highlights (functions, deliverables, or accomplishments – may be provided as single report by project sponsor for all staff)	\$ 948,226	7)	Paratransit Office Space Lease - TO002-AA <b>Deliverables</b> 1. Date of office space occupation 2. General ongoing status update of space utilization	\$ 73,032
2)	Transit Office Space Lease for Transit Staff - TO002-AS <b>Deliverables</b> 1. Status of executed lease agreement 2. Date of office space occupation 3. General ongoing status update of space utilization	\$ 160,464	8)	Operations & Maintenance Facility for Passenger Amenity Storage - TO002-AL <b>Deliverables</b> 1. Number of shelters, benches, and other transit-related amenities that are stored at the space 2. Cost saving realized by not having to lease or purchase additional space to store and fabricate benches and shelters	\$ 10,250
			9)	NCSU Triangle Regional Model Service Bureau Contract Share - TO002-AX <b>Deliverables</b> 1. Quarter Wake Transit Funded share submitted. 2. Report on material activities in regards to the Wake Transit Funded Share (if any)	\$ 25,000

### Tax District Administration General Operating Agreement

1) 2.5 FTE \$ 343,590

- 2.5 FTE: Tax District Administration Finance Team - *TO001-F*

**Deliverables**

1. Status of hire

2. Quarterly staff highlights (functions, deliverables, or accomplishments – may be provided as single report by project sponsor for all staff)

2) Financial Consulting; Overhead Administrative Costs – Tax District Audits - *TO001-C / TO001-B* \$ 157,748

**Deliverables**

1. Report on Debt Issuance

2. Audit Progress

GoCary General Capital Funding Agreement: Bus Infrastructure			GoRaleigh General Capital Funding Agreement: Bus Infrastructure		
1)	Bus Stop Improvements for New Routes - <i>TC002-R</i>	\$ 776,000	1)	Systemwide Bus Stop Improvements - <i>TC002-I</i>	\$ 1,761,600
<b><u>Deliverables</u></b>			<b><u>Deliverables</u></b>		
1. Contract award date for site or program of sites			1. Contract award date for site or program of sites		
2. Number of sites with improvements completed/constructed per quarter (on a rolling quarterly basis for multiple sites wrapped into single Work Plan project; as a proportion of total site improvement budget when alternate funding sources apply). If none completed for a quarter, report on the phase (planning, design, right-of-way, etc.) of ongoing site improvements.			2. Number of sites with improvements completed/constructed per quarter (on a rolling quarterly basis for multiple sites wrapped into single Work Plan project; as a proportion of total site improvement budget when alternate funding sources apply). If none completed for a quarter, report on the phase (planning, design, right-of-way, etc.) of ongoing site improvements.		
GoTriangle Capital Funding Agreement: Bus Infrastructure			2)	Bus Stop Improvements for New Stop Locations - <i>TC002-S</i>	\$ 237,952
1)	Existing Park-and-Ride Lot Improvements - <i>TC002-K</i>	\$ 52,500	3)	Crabtree Valley Mall Transit Center Updates - <i>TC002-AL</i>	\$ 323,904
<b><u>Deliverables</u></b>			4)	Triangle Town Center Transit Center Updates - <i>TC002-AM</i>	\$ 323,904
1. Contract award date for site or program of sites			5)	GoRaleigh Systemwide Transfer Point Improvements - <i>TC002-BG</i>	\$ 544,800
2. Number of sites with improvements completed/constructed per quarter (on a rolling quarterly basis for multiple sites wrapped into single Work Plan project; as a proportion of total site improvement budget when alternate funding sources apply). If none completed for a quarter, report on the phase (planning, design, right-of-way, etc.) of ongoing site improvements.			<b><u>Deliverables</u></b>		
2)	Downtown Apex Transfer Point Improvements - <i>TC002-AK</i>	\$ 166,500	1. Contract award date for site or program of sites		
<b><u>Deliverables</u></b>			2. Number of sites with improvements completed/constructed per quarter (on a rolling quarterly basis for multiple sites wrapped into single Work Plan project; as a proportion of total site improvement budget when alternate funding sources apply). If none completed for a quarter, report on the phase (planning, design, right-of-way, etc.) of ongoing site improvements.		
1. Contract award date for site or program of sites			Research Triangle Foundation General Capital Funding Agreement: Bus Infrastructure		
2. Number of sites with improvements completed/constructed per quarter (on a rolling quarterly basis for multiple sites wrapped into single Work Plan project; as a proportion of total site improvement budget when alternate funding sources apply). If none completed for a quarter, report on the phase (planning, design, right-of-way, etc.) of ongoing site improvements.			1)	Research Triangle Park Mobility Hub Enhancements - <i>TC002-BH</i>	\$ 263,463
3)	New Hillsborough / I-440 Park-and-Ride - <i>TC002-AI</i>	\$ 2,220,000	<b><u>Deliverables</u></b>		
<b><u>Deliverables</u></b>			1. Contract award date for each scoped improvement or program of scoped improvements		
1. For each project phase (planning, design, land acquisition, construction, etc.):			2. Status update on phase of work (planning, design, construction, etc.) and associated percent completion for each scoped site improvement		
a. Date RFP/RFQ released for professional services or construction					
b. Date contract awarded for professional services or construction					
c. Date of completion for each phase					
d. If land acquisition, date of closing on property					
2. If concurrence framework applies, date of concurrence for established concurrence points/milestones					

**GoRaleigh General Capital Funding Agreement: Bus Acquisition**

- |    |  |               |
|----|--|---------------|
| 1) | Support Acquisition of Vehicles (17 buses - 5 new and 12 replacement) - <i>TC001-E &amp; TC001-F</i> | \$ 12,378,112 |
| 2) | Paratransit Replacement Vehicles - <i>TC001-J</i>  | \$ 395,200    |

**Deliverables**

1. Date of order / release of purchase order, indicating number of vehicles
2. Date of receipt and date vehicles accepted, indicating number of vehicles

### GoTriangle General Capital Funding Agreement: Capital Planning

1) Wake Bus Plan Update - TC003-K	\$ 650,000
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**Deliverables**

1. Date RFP/RFQ released for plan/study
2. Date contract awarded for plan/study
3. Estimation of percent completion of scope on quarterly basis
4. Results and/or recommendations of plan/study

**Town of Knightdale General Capital Funding Agreement: Community Funding Area**

1)	Comprehensive Transportation Plan: Transit Element Scope Enhancement - TC003-Q	\$	50,000
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**Deliverables**

1. Billable hours or other costs expended on project by quarter by selected contractor
2. Scope tasks/phases completed or percentage of scope tasks/phases completed by quarter

### Special Operating Funding Agreement: Youth GoPass

1)	GoRaleigh	\$	211,641
2)	GoCary	\$	15,000
3)	GoTriangle	\$	51,307

*Project ID(s) - TO005-L (1-2-3)*

#### **Deliverables**

1. Youth Ridership (ages 13-18) - Totals & By Route
2. Number of Passes Provided by Transit Provider
3. Number of Passes Provided by Partner Agency

## GoRaleigh **Special** Capital Funding Agreement: Bus Infrastructure

1) GoRaleigh / GoWake Access Paratransit Maintenance & Operations Facility - TC002-V \$ 4,000,000

### **Deliverables**

1. For each project phase (planning, design, land acquisition, construction, etc.):

a. Date RFP/RFQ released for professional services or construction

b. Date contract awarded for professional services or construction

c. Date of completion for each phase

d. If land acquisition, date of closing on property

2. If concurrence framework applies, date of concurrence for established concurrence points/milestones

GoCary **Special** Capital Funding Agreement: Bus Infrastructure

1) Regional Bus Operations & Maintenance Facility - *TC002-E* \$ 35,000,000

**Deliverables**

1. For each project phase (planning, design, land acquisition, construction, etc.):
  - a. Date RFP/RFQ released for professional services or construction
  - b. Date contract awarded for professional services or construction
  - c. Date of completion for each phase
  - d. If land acquisition, date of closing on property
2. If concurrence framework applies, date of concurrence for established concurrence points/milestones

GoTriangle **Special** Capital Funding Agreement: Bus Infrastructure

1) New Regional Transit Facility (Wake County Share) - *TC002-N* 6,000,000

**Deliverables**

1. For each project phase (planning, design, land acquisition, construction, etc.):

a. Date RFP/RFQ released for professional services or construction

b. Date contract awarded for professional services or construction

c. Date of completion for each phase

d. If land acquisition, date of closing on property

2. If concurrence framework applies, date of concurrence for established concurrence points/milestones

GoRaleigh Special Capital Funding Agreement: BRT Planning	
1) Western Corridor Bus Rapid Transit Facility - TC005-A3	\$ 12,000,000
<b><u>Deliverables</u></b> <ol style="list-style-type: none"> <li>1. Date RFP/RFQ released for project development professional services for each BRT project/corridor</li> <li>2. Date contract awarded for project development professional services for each project/corridor</li> <li>3. Date of concurrence for established concurrence points/milestones for each project/corridor</li> <li>4. Date of completion of 30% design and NEPA for each BRT project/corridor</li> <li>5. Date of completion of final design for each BRT project/corridor</li> </ol>	

**Special Operating Funding Agreement: Web Hosting and Maintenance of Fare Collection Technology**

1)	GoRaleigh - Web Hosting and Maintenance of Fare Collection Technology - <i>TO005-U</i>	\$	97,344
	GoCary - Annual Maintenance for Fare Collection Technology - <i>TO005-O</i>	\$	10,506
	GoTriangle -Maintenance of Mobile Ticketing Software - <i>TO005-Y</i>	\$	51,250

**Deliverables**

1. Percentage of total trips using mobile ticketing