

## FY 2024, Quarter 4, Requested Durham Transit Work Plan Amendments

### REQUESTED MAJOR/MINOR AMENDMENTS

Project ID	Agency	Project Title	FY 24 Original Funding Allocation	FY 24 Requested Funding Allocation	FY 24 Funding Impact	Justification for Major/Minor Amendment
<b>Operating Budget Amendment Requests</b>						
23DCITS3	City of Durham	Route 13 / North Durham Improvements	\$ 1,476,517	\$ 500,000	\$ (976,517)	<b>Major Amendment:</b> Removal of the crosstown route from the FY24 Work Program scope of work; add frequency improvements at night and on Sundays/holidays to various routes. This will delay the new North Durham crosstown service to FY25 as recommended by the SRTP.
24DCCAP1	City of Durham	GoDurham Access Paratransit Study - Pilot Implementation	\$ 100,000	\$ 120,107	\$ 20,107	<b>Major Amendment:</b> This study will provide recommendations for improvements to GoDurham ACCESS service.
NEW	City of Durham	GoDurham Data Processing and Visualization	\$ -	\$ 63,000	\$ 63,000	<b>Major Amendment:</b> This tool enables staff to address reliability, ridership, and travel speed. This amendment will allow the City to execute a contract with software providers to access these tools for GoDurham.
21GOTAD14	GoTriangle	Transit Plan Administration - Performance Data Processing and Visualization Tool	\$ 126,895	\$ 95,000	\$ (31,895)	<b>Minor Amendment:</b> Reduce the budget by the savings realized when the contract associated with the visualization tools was reduced to include just the current GoTriangle fleet of buses. This project no longer covers the cost of covering the GoDurham fleet.
20GOTTS2	GoTriangle	Route 800 Improvements	\$ 430,262	\$ 380,262	\$ (50,000)	<b>Major Amendment:</b> Reduce funding in this project to fund the Regional Technology Plan Update, as the Route 800 Improvements will not be implemented due to ongoing operator shortages.
<b>Total Operating Funding Impact</b>					<b>\$ (975,305)</b>	
<b>Capital Budget Amendment Requests</b>						
NEW	GoTriangle	Regional Technology Plan Update	\$ -	\$ 50,000	\$ 50,000	<b>Major Amendment:</b> In 2019, GoTriangle led the creation of the Regional Transit Technology Integration Plan. The time has come to update this plan based on changes in our region, available technology, and the transportation industry. GoTriangle will work with a consultant from an approved technology bench. Initial project scoping has estimated the total cost to be \$250,000. \$50,000 (20%) of which will be contributed by the Durham County Transit Plan based on an established 70%/20%/10% split between Wake, Durham, and Orange respectively.
<b>Total Capital Funding Impact</b>					<b>\$ 50,000.00</b>	
<b>Total Overall Impact</b>					<b>\$ (925,305)</b>	

Public Comment Period will Open on 03/21/2024

Public Comments will be Accepted Through 4/11/2024

Submit all comments to Brandi Minor, Senior Administrative Officer, TransitPlan@dconc.gov

February 20, 2024

To: Durham - SWG  
From: GoTriangle  
Subject: Durham County FY24 Workplan Amendment

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## 1. Background

In 2019, GoTriangle led the creation of the Regional Transit Technology Integration Plan. Over the past five years this plan has served as a roadmap on regional technology including CAD/AVL and Real Time Bus Information. The time has come to update this plan based on changes in our region, available technology, and the transportation industry. The next iteration of the plan will build on the topics from the 2019 plan and could cover technology issues including but not limited to Transit Signal Priority Interoperability, Digital Applications for ADA Riders, and Electric Charging Infrastructure.

GoTriangle will work with a consultant from an approved technology bench. Initial project scoping has estimated the total cost to be \$250,000. \$50,000 (20%) of which will be contributed by the Durham County Transit Plan based on an established 70%/20%/10% split between Wake, Durham, and Orange respectively.

This request is budget-neutral as we are requesting a \$50,000 increase for the Regional Technology Plan Update, and a \$50,000 decrease to “20GOTTS02 – Route 800 Improvements” which will not be implemented due to ongoing operator shortages.

### Summary of Project Requests

New Project – Regional Technology Plan Update – Allocate \$50,000 in FY24

Project ID: 20GOTTS02 – Route 800 Improvements - Decrease original FY24 budget by \$50,000.

**Durham County FY24 Workplan budget impact = \$0**

REQUEST #
TBD

FY 2024

FY START DATE	
Jul	2023

**Durham Transit Work Plan**  
**Project Amendment Request Form**  
**Operating and/or Capital**

Type of Amendment      Minor       Major

**Minor Amendments:**

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

**Major Amendments are required when:**

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Durham County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Durham Transit Estimated Operating Cost	
Regional Transit Technology Plan Update	GoTriangle	Austin Stanion astanion@gotriangle.org	Base Year	\$ (50,000)
			FY 2025	\$ -
			Cumulative	\$ (50,000)
Estimated Start Date	Estimated Completion	Notes	Durham Transit Estimated Capital Cost	
7/1/2024	6/30/2025		Base Year	\$ 50,000
				\$ 50,000
			Cumulative	\$ 50,000

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

In 2019, GoTriangle led the creation of the Regional Transit Technology Integration Plan. Over the past five years this plan has served as a roadmap on regional technology including CAD/AVL and Real Time Bus Information. The time has come to update this plan based on changes in our region, available technology, and the transportation industry. The next iteration of the plan will build on the topics from the 2019 plan and could cover technology issues including but not limited to Transit Signal Priority Interoperability, Digital Applications for ADA Riders, and Electric Charging Infrastructure.

GoTriangle will work with a consultant from an approved technology bench. Initial project scoping has estimated the total cost to be \$250,000. \$50,000 (20%) of which will be contributed by the Durham County Transit Plan based on an established 70%/20%/10% split between Wake, Durham, and Orange respectively.

This request is budget-neutral as we are requesting a \$50,000 increase for the Regional Technology Plan Update, and a \$60,000 decrease to "20GOTTS02 – Route 800 Improvements" which will not be implemented due to ongoing operator shortages.

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TBD	Regional Technology Plan Update		\$ 50,000	\$ 0	Adding \$50,000 to new project
<b>TOTAL</b>			<b>\$ 50,000</b>	<b>\$ -</b>	

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
20GOTTS02	Route 800 Improvements		\$ 50,000		Subtracting \$50,000 from existing project.
			<b>\$ 50,000</b>	<b>\$ -</b>	

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

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

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

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

A updated regional technology plan to guide partners in a similar direction regarding improvements in transit.

7. List any other relevant information not addressed.

N/A

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS (If Applicable)	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Administration			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Maintenance			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Operating: Route 800 Improvements	(50,000)						
<b>TOTAL OPERATING COSTS</b>	<b>(50,000)</b>	-	-	-	-	-	-

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

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other	50,000						
<b>TOTAL CAPITAL COSTS</b>	<b>50,000</b>	-	-	-	-	-	-

**Assumptions for Costs and Revenues Above:**

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

The consultant developed a high level cost estimate to complete the update to the Plan. The request includes an extra \$25k for inclusion in any additional scope items that may be incurred.

March 1, 2024

To: Durham - SWG  
From: GoTriangle  
Subject: Durham County FY24 Workplan Amendment

## Background

GoTriangle uses bus service performance data processing and visualization tools that enable staff to efficiently and effectively understand the bus performance data listed below that aid ongoing transit plan funded studies, work plan requests, and the transit plan update itself.

These tools enable the following types of analysis:

- Bus speeds by route segment in addition to dwell times, allowing identification and prioritization of capital projects to improve bus speed and reliability
- Bus run times by route segment and timepoint, enabling Service Planners and schedulers to more precisely schedule buses to adapt to travel conditions throughout different service windows throughout the day
- Bus on-time performance by route and trip, enabling deeper transparency into GoTriangle operating performance for staff and the public

All three analysis tools are useful for both internal staff functions in addition to public-facing engagement. All three types of analysis tools are useful in evaluating the operating time and cost benefits of future transit corridor and facilities projects.

The purpose of this amendment is to reduce the FY24 budget by the savings realized when the contract associated with the visualization tools was amended to include only the current GoTriangle fleet. This project sheet no longer covers the cost of the GoDurham fleet.

## Summary of Project Requests

Project ID: 21GOTAD14 - Performance Data Processing and Visualization Tool - Reducing FY24 costs from \$126,895 to \$95,000 due to reducing our software contract to only the GoTriangle fleet.

**Durham County FY24 Workplan budget impact = Reduction of \$31,895**

REQUEST #
21GOTAD14

FY 2024

FY START DATE
Jul 2023

**Durham Transit Work Plan**  
**Project Amendment Request Form**  
**Operating and/or Capital**

Type of Amendment      Minor       Major

**Minor Amendments:**

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

**Major Amendments are required when:**

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Durham County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Durham Transit Estimated Operating Cost	
Transit Plan Administration -Performance Data Processing and Visualization Tool	GoTriangle	Austin Stanion <a href="mailto:astanion@gotriangle.org">astanion@gotriangle.org</a>	Base Year	\$ 95,000
			FY 2025	\$ 100,000
			Cumulative	\$ 775,191
Estimated Start Date	Estimated Completion	Notes	Durham Transit Estimated Capital Cost	
Already implemented	Ongoing		Base Year	\$ -
			Cumulative	\$ -

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

NOTE: The purpose of this amendment is to reduce the budget by the savings realized when the contract associated with the visualization tools was reduced to include just the current GoTriangle fleet of buses. This project sheet no longer covers the cost of covering the GoDurham fleet.

GoTriangle uses bus service performance data processing and visualization tools that enable staff to efficiently and effectively understand the bus performance data listed below that aid ongoing transit plan funded studies, work plan requests, and the transit plan update itself. These tools enable the following types of analysis:  
 -Bus speeds by route segment in addition to dwell times, allowing identification and prioritization of capital projects to improve bus speed and reliability  
 -Bus run times by route segment and timepoint, enabling Service Planners and schedulers to more precisely schedule buses to adapt to travel conditions throughout different service windows throughout the day  
 -Bus on-time performance by route and trip, enabling deeper transparency into GoTriangle operating performance for staff and the public  
 All three analysis tools are useful for both internal staff functions in addition to public-facing engagement. All three types of analysis tools are useful in evaluating the operating time and cost benefits of future transit corridor and facilities projects.

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

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

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
21GOTAD14	Transit Plan Administration - Performance Data Processing and Visualization Tool		\$ 31,895		Reducing FY24 costs from \$126,895 to \$95,000 due to removing GoDurham from our software contract.
<b>TOTAL</b>			\$ 31,895	\$ -	

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

From above, indicate whether amounts impact operating or capital budgets in Durham Transit Plan.	Estimated Operating Cost	Current Year Recurring	\$ 31,895
	Estimated Capital Cost	Base Year Cumulative	\$ -

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?

Effective FY 24 and ongoing

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

N/A

7. List any other relevant information not addressed.

N/A

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS (If Applicable)	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors			5.00%	5.00%	5.00%	5.00%	5.00%
Administration			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Maintenance			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other (Software)	95,000	100,000	105,000	110,250	115,763	121,551	127,628
Other (Describe)			-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	<b>95,000</b>	<b>100,000</b>	<b>105,000</b>	<b>110,250</b>	<b>115,763</b>	<b>121,551</b>	<b>127,628</b>

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

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
<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:

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

Used current contracts with vendors for cost information. Assuming 5% year over year growth based on estimates from vendor.



# TRANSPORTATION

## CITY OF DURHAM

TO: Durham County Staff Working Group  
FROM: City of Durham Transportation  
DATE: February 29, 2024

**RE: Durham County Work Plan FY 2024 Q4 Amendments**

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The City of Durham Transportation Department submits the following FY 2024 Q4 work plan amendments to the Staff Working Group:

- GoDurham Frequency Improvements in evenings and Sundays (23DCITS3) (a.k.a. North Durham Improvements)** – Reduce funding request from \$1,476,517 to \$500,000, revise the project scope to fund 30-minute frequency after 7pm and on Sundays on Routes 6, 7, 8, 9A/9B, and 12B, and delay the new North Durham crosstown service to FY25 as recommended by the GoDurham Short Range Transit Plan. **Reduces FY24 Durham County Work Plan by \$976,517.**
- GoDurham Access Paratransit Study - Pilot Implementation (24DCCAP1)** – Increase total funding request from \$100,000 to \$120,107.40. The study will provide recommendations for improvements to GoDurham ACCESS service and will be completed by June 30, 2024. **Increases FY24 Durham County Work Plan by \$20,107.**
- GoDurham Data Processing and Visualization (NEW)** – The FY24 Work Program has an approved project to provide processing and visualization tools for GoDurham bus service. These tools enable staff to address reliability, ridership, and travel speed. This amendment will allow the City of Durham to contract with software providers for access to these tools for GoDurham. **Increases FY24 Durham County Work Plan by \$63,000.**



REQUEST #
23DCITS3

FY 2024

FY START DATE

**Durham Transit Work Plan  
Project Amendment Request Form  
Operating and/or Capital**

Type of Amendment      Minor       Major

**Minor Amendments:**

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

**Major Amendments are required when:**

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. **Changes in scope for implementation elements programmed in current and future fiscal years;**
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Durham County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Durham Transit Estimated Operating Cost	
Frequency Improvements in evenings and Sundays	City of Durham	Jennifer Green <a href="mailto:jennifer.green@durhamnc.gov">jennifer.green@durhamnc.gov</a>	Base Year	\$ 500,000
			FY 2025	\$ -
			Cumulative	\$ 500,000
Estimated Start Date	Estimated Completion	Notes	Durham Transit Estimated Capital Cost	
Apr-24	Jun-24		Base Year	\$ -
			Cumulative	\$ -

Project Description/Scope	Enter below a summary of the project amendment and impact on approved plan.
This project removes the crosstown route from the FY24 work program and advances frequency improvements at night and on Sundays/holidays to Route 6, 7, 8, 9A/9B, and 12B. Providing a base level of service at all times is a priority of the Durham Transit Plan. This amendment pushes the start of the new crosstown service from Duke Regional Hospital to Duke/VA Medical Center to FY25 so that planners can develop reliable schedules.	
1. Enter Durham Transit Project ID(s) to Increase	

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

2. Durham Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
23DCITS3	North Durham Improvements / Frequency Improvements during evenings and Sundays	Operating	\$ 500,000	\$ -	Reduce from \$1,476,517 to \$500,000 and adjust the scope of the project to provide 30-min frequency at night/Sun on more routes. FY25+ is addressed in the FY25 work program
<b>TOTAL</b>			\$ 500,000	\$ -	

3. Impact on Transit Plan Project Costs			
From above, indicate whether amounts impact operating or capital budgets in Durham Transit Plan.	Estimated Operating Cost	Current Year	\$ 500,000
		Recurring	\$ -
	Estimated Capital Cost	Base Year	\$ -
		Cumulative	\$ -

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 revision to the approved work program. It is for a partial year of operating expenses. It is not recurring because the FY25 Work Program and multi-year operating program include a full year of these frequency improvements for each of the individual routes.

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

New 30-minute service on routes that currently run once an hour after 7pm and on Sunday. The frequency improvements would be considered for implementation at a later date.

7. List any other relevant information not addressed.

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS (If Applicable)	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Administration			-	-	-	-	-
Bus Operations:							
Estimated Hours	3,474		-	-	-	-	-
Cost per Hour	144		-	-	-	-	-
Estimated Operating Cost	500,000	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Maintenance			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	500,000	-	-	-	-	-	-
Other (Describe)	-	-	-	-	-	-	-
Other (Describe)			-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	<b>500,000</b>	-	-	-	-	-	-

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

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
<b>TOTAL CAPITAL COSTS</b>	-	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

REQUEST #
24DCC_AP1

FY 2024

FY START DATE

**Durham Transit Work Plan  
Project Amendment Request Form  
Operating and/or Capital**

Type of Amendment      Minor       Major

**Minor Amendments:**

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

**Major Amendments are required when:**

- a. A project requested to be **added** to the Work Plan
- b. A project requested to be **removed** from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be **over one percent (1%)** over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Durham County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Durham Transit Estimated Operating Cost	
GoDurham Access Paratransit Study - Pilot Implementation	City of Durham	Brian Fahey <a href="mailto:brian.fahey@durhamnc.gov">brian.fahey@durhamnc.gov</a>	Base Year	\$ 20,107
			FY 2025	\$ -
			Cumulative	\$ 20,107
Estimated Start Date	Estimated Completion	Notes	Durham Transit Estimated Capital Cost	
Jul-23	Jun-24		Base Year	\$ -
			Cumulative	\$ -

Project Description/Scope	Enter below a summary of the project amendment and impact on approved plan.
<p>Paratransit service is a lifeline for County residents with disabilities to access work, healthcare appointments, shopping, and recreation. The purpose of the study is to provide planning and implementation support for new paratransit pilot services aimed at improving on-time performance to 95%, and providing customers with greater flexibility in scheduling/updating their trips (including same-day trips). The City of Durham is working with a consulting firm on the paratransit improvement study. Current estimates are that the costs will come in above the approved funding level of \$100,000 to \$120,107.40. The impact to the transit plan is \$20,107.40 in FY24. This study is anticipated to conclude in FY24.</p>	

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
24DCC_AP1	GoDurham Access Paratransit Study - Pilot Implementation	Operating	20,107.40	0	The project is expected to complete in FY24.
<b>TOTAL</b>			<b>\$ 20,107</b>	<b>\$ -</b>	

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

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

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

From above, indicate whether amounts impact operating or capital budgets in Durham Transit Plan.	<b>Estimated Operating Cost</b>	Current Year	\$ 20,107
		Recurring	\$ -
	<b>Estimated Capital Cost</b>	Base Year	\$ -
		Cumulative	\$ -

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?

Project is expected to be completed in FY24. This is a one time request.

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

The study can complete and deliver the recommendations for improving paratransit service in Durham.

7. List any other relevant information not addressed.

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS (if Applicable)	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Administration	20,107		-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Maintenance			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other (Describe)	-	-	-	-	-	-	-
Other (Describe)			-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	<b>20,107</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
<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:

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

REQUEST #
NEW

FY 2024

FY START DATE	
Apr	2024

**Durham Transit Work Plan**  
**Project Amendment Request Form**  
**Operating and/or Capital**

Type of Amendment      Minor       Major

**Minor Amendments:**

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

**Major Amendments are required when:**

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Durham County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Durham Transit Estimated Operating Cost	
GoDurham Data Processing and Visualization	City of Durham	Jennifer Green <a href="mailto:jennifer.green@durhamnc.gov">jennifer.green@durhamnc.gov</a>	Base Year	\$ 63,000
			FY 2025	\$ 162,810
			Cumulative	\$ 1,102,987
Estimated Start Date	Estimated Completion	Notes	Durham Transit Estimated Capital Cost	
Apr-24	-		Base Year	\$ -
			Cumulative	\$ -

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

The approved FY24 work program includes funding for Performance Data Processing and Visualization Tools for GoTriangle and GoDurham buses (21GOT\_AD14). Given the change in management responsibilities for the GoDurham system in FY24, GoTriangle no longer has an ability to include GoDurham buses as part of their contracts. The purpose of this project is to allow City of Durham, GoDurham/RATP Dev staff and their designees access to the tools that support GoDurham bus service.

The data processing and visualization tools are valuable. They enable staff to efficiently analyze the bus performance data that support transit plan funded studies, work plan requests, and the transit plan update itself. The following modules are pursued:

- Real-time passenger predictions with live operations
- Bus speeds by route segment in addition to dwell times, allowing identification and prioritization of capital projects to improve bus speed and reliability
- Bus run times by route segment and timepoint, enabling Service Planners and schedulers to more precisely schedule buses to adapt to travel conditions throughout different service windows throughout the day
- Bus on-time performance by route and trip, enabling deeper transparency into GoDurham's operating performance for staff and the public
- Ridership analysis for stop, trip, day of week, route, and system

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
NEW	GoDurham Data Processing and Visualization	Operating	63000	162810	Assume 5% growth each year. Start up costs and one quarter of expenses in FY24 for Swiftly. Add annual license for HopThru ridership analysis in FY25.
<b>TOTAL</b>			<b>\$ 63,000</b>	<b>\$ 162,810</b>	

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

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

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

From above, indicate whether amounts impact operating or capital budgets in Durham Transit Plan.	Estimated Operating Cost	Current Year Recurring	\$ 63,000
	Estimated Capital Cost	Base Year Cumulative	\$ -

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?

Partial year with implementation in Q4 FY24 and annualized in future years with 5% growth.

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

Improved schedule adherence and reliability. More staff time would be required to analyze ridership, runtimes, and schedules.

7. List any other relevant information not addressed.

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS (if Applicable)	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Administration	63,000	162,810	166,880	171,052	175,329	179,712	184,205
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Maintenance			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other (Describe)	-	-	-	-	-	-	-
Other (Describe)							
<b>TOTAL OPERATING COSTS</b>	<b>63,000</b>	<b>162,810</b>	<b>166,880</b>	<b>171,052</b>	<b>175,329</b>	<b>179,712</b>	<b>184,205</b>

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

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
<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:**

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

63 vehicles  
 21%-23% discount offered by Swiftly  
 3-year contract