

MEMORANDUM



Connecting all points of the Triangle

DATE: September 19, 2024

FROM: Jay Heikes, Transit Service Planning Manager

TO: Durham Staff Work Group

SUBJECT: FY25 Q2 GoTriangle Amendment Request

GoTriangle PHEV Operations Support Vehicles

GoTriangle is requesting a non-federal match to purchase 16 Plug-in Hybrid Electric Vehicles for Operations, Operations Supervision and Maintenance. These vehicles are necessary to support the sustainable delivery and quality of transit-plan funded GoTriangle expansion services that necessitate additional usage of support vehicles (vehicle miles) for Operations / Road supervision, Operator positioning / relief, and maintenance activities. Cost Split: GoTriangle/Federal - 80%, Wake 14%, Durham 4%, Orange 2%.

FY25 Impact: \$50,000

REQUEST #

TBD

FY 2025

FY START DATE

Jul2025

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 Orange 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	
GoTriangle PHEV Operations Support Vehicles	GoTriangle	Jay Heikes jheikes@gotriangle.org	Base Year	\$ -
			FY 2026	\$ -
			Cumulative	\$ -
			Durham Transit Estimated Capital Cost	
			Base Year	\$ 50,000
			Cumulative	\$ -
Project Description/Scope	Enter below a summary of the project amendment and impact on approved plan.			
GoTriangle is requesting a non-federal match to purchase 16 Plug-in Hybrid Electric Vehicles for Operations, Operations Supervision and Maintenance. These vehicles are necessary to support the sustainable delivery and quality of transit-plan funded GoTriangle expansion services that necessitate additional usage of support vehicles (vehicle miles) for Operations / Road supervision, Operator positioning / relief, and maintenance activities. Cost Split: GoTriangle/Federal - 80%, Wake 14%, Durham 4%, Orange 2%.				
1. Enter Durham Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
New	GoTriangle PHEV Operations Support Vehicles	VP	50,000.00		
TOTAL			\$ 50,000	\$ -	

2. Durham Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
				\$ -	
			\$ -	\$ -	

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	\$ 50,000
		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?

Full Year FY25, one time

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

Sustainable delivery and quality of Transit-plan funded expansion service would degrade without adequate support vehicles for Operations/Road supervision, Operator Relief/Positioning, and Maintenance.

7. List any other relevant information not addressed.

8. Please enter estimated appropriations to support expenses. Enter FY 2025 and the estimated annualized cost in FY 2026 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2027 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2027 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS (If Applicable)	FY25	FY26	FY27	FY28	FY29	FY30	FY31
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 Fare Collection	-						
Operating Youth GoPass	-		-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-

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

CAPITAL COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning							
Design							
Construction							
Equipment	50,000						
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	50,000	-	-	-	-	-	-

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)

Wake Transit: \$175,000
Durham Transit: \$50,000
Orange Transit: \$25,000
GoTriangle / Federal: \$1,000,000