



**ORANGE COUNTY GOVERNMENT
TRANSPORTATION SERVICES DEPARTMENT**



Orange County Working Group

**Meeting Agenda
January 19th, 2023
9:00am - 12:00pm**

Whitted Building, Hillsborough, NC

1. **Call to Order/Roll Call (9:00am-9:05am)** **Doug Plachcinski, DCHC MPO**
2. **Adjustments to the Agenda (9:05am-9:10am)** **Doug Plachcinski, DCHC MPO**
3. **Public Comment (9:10am-9:15am)** **Doug Plachcinski, DCHC MPO**
4. **Administrative**
 - a. **SWG Administration** **Darlene Weaver, Orange Co**
 - i. **December minutes (9:15am-9:20am)**
 - ii. **Review and Discuss Draft FY25 Work Program (9:20am-11:30 am)**
Recommended Action: Vote to Release Work Program for Public Comment
 - iii. **Orange County FY 24 Q3 Amendment (11:30-11:35)**
Recommended Action: Release Amendments to Governing Boards for Approval
 - iv. **Staff Working Group PIP (11:35-11:45)**
Recommended Action: Approve SWG PIP
 - b. **GoTriangle** **Steven Schlossberg, GoTriangle**
 - i. **Financial Reports Schedule Update (11:35am-11:40am)**
5. **Project Sponsor Updates (11:45am-11:55am)** **Doug Plachcinski, DCHC MPO**
 - a. **Chapel Hill**
 - b. **Mebane**
 - c. **Hillsborough**
 - d. **Carrboro**
6. **Next Meeting – February 2023**
7. **Adjournment**



ADOPTED BY:
Orange County Board of County Commissioners, November 1, 2022
Durham-Chapel Hill-Carrboro MPO Board, December 14, 2022
GoTriangle Board of Trustees, January 25, 2023

2022

Orange County

Transit Plan FY25 Annual Work Program

DRAFT

SUMMARY

The Orange County FY25 Annual Work Program (AWP) balances the careful use of taxpayer dollars with planned transit investments. While previous Work Programs focused on completing projects included in the 2022 Orange Transit Plan, the FY25 Work Program looks to initiate new services identified in the Orange County Transit Plan. Even with the new services, FY25 continues operating improvements for Orange County transit users:

- Improvements to Orange County Fixed Routes, Demand Response and Mobility-on-Demand
- Additional service on Chapel Hill Transit routes A, CM, CW, D, F, HS, J, and NS
- Additional service on GoTriangle routes 400, 405, 800, CRX and ODX
- Expansion of GoTriangle Paratransit service
- The Hillsborough Amtrak Train Station and co-located bus stop

In addition to the above services, most of which have been provided for many years, there are some relatively new operating services that will continue in FY25:

- An annual installment for replacement bus purchases

The primary capital improvement in the FY25 Work Program remains the Chapel Hill Transit North-South Bus Rapid Transit (N-S BRT) project. Funding is available in FY25 and beyond to continue the planning, design, and construction for this project. In addition to the N-S BRT, the following capital projects are funded:

- The Hillsborough Amtrak Train Station and co-located bus stop
- An annual installment for replacement bus purchases
- Vehicle acquisition and replacement
- Regional Fleet and Facilities Study Implementation - Nelson Road

FY 2025 expenditures balance with revenues, primarily due to significant sales tax revenue growth. The North-South BRT project implements an important transit plan capital investment.

RECOMMENDED CAPITAL EXPENDITURES	
Transit Infrastructure	\$665,000
Vehicle Acquisition	\$426,351
Bus Rapid Transit	\$4,000,000
TOTAL	\$5,091,351

RECOMMENDED OPERATING EXPENDITURES	
Transit Plan Administration	\$676,751
Transit Operations	\$6,375,816
Tax District Administration	\$329,284
TOTAL	\$7,381,851

ORANGE CAPITAL FUND BALANCE PROJECTED	
Fund Balance projected at end of FY 2023	~\$11,901,818
Proposed FY 24 Fund Balance Transfer	\$234,040
TOTAL	~\$12,135,858

PROJECTED REVENUE	
½ Cent Sales Tax	\$11,500,00
\$3 Registration Fee	\$363,596
\$7 Registration Fee	\$843,646
TOTAL	\$12,707,242

This proposed work plan designates funding to five (5) agencies in FY25: Orange County/OPT, Chapel Hill/CHT, Hillsborough, GoTriangle, and the DCHC MPO. Programmed expenditures by agency:

RECOMMENDED EXPENDITURES BY AGENCY	
Orange County/OPT	\$2,122,762
Chapel Hill/CHT	\$7,127,154
GoTriangle	\$3,182,484
Town of Hillsborough	\$
Durham-Chapel Hill-Carrboro MPO	\$40,801
TOTAL	\$12,473,202

BACKGROUND

The governing boards of GoTriangle, DCHC MPO, and the Orange County Board of Commissioners adopted the first Bus and Rail Investment Plan in 2012, prior to the referendum on the transit sales tax. Following adoption of the transit sales tax referendum and passage of the Orange County transit sales tax referendum in 2012, an Interlocal Agreement (ILA) was adopted by the three parties in 2013. The ILA guides the overall implementation of the four transit tax funds and the expanded transit network they are used to fund. The governing bodies of the ILA are:

- Research Triangle Regional Public Transportation Authority (Go Triangle)
- Durham-Chapel Hill-Carrboro Metropolitan (DCHC MPO)
- Orange County

In 2023, The Comprehensive Participation Agreement (CPA) was approved by all project sponsors and updated the Staff Working Group (SWG), comprised of staff from all CPA parties.



Per the ILA and CPA, the SWG is charged with producing a recommended Orange Annual Transit AWP to the governing boards. The AWP is comprised of annual operating and capital budgets, including future assumptions of revenue and spending on those operating and capital projects. This Draft FY25 work program operates under the current 2022 Orange Transit Plan. The Draft FY25 Work Program incorporates high-priority projects identified through the planning process for the new Orange County Transit Plan. Those projects that require an amendment to the 2022 Plan, per the existing ILA, will undergo that process prior to adoption of the FY25 Work Program.

FY 2025 ORANGE TRANSIT WORK PROGRAM

FY 2025 REVENUES

A total of \$12.7 million in expected local revenues is budgeted in the FY25 Work Program from the four funding sources available to the transit tax district, as provided in NC law. The largest source of funds is the half-cent local option sales tax. Administered by GoTriangle, the local sales tax went into effect in 2013. The total amount of expected revenue in FY25 from the half-cent sales tax for Orange County is \$11.5 million. In addition to the half-cent sales tax, the FY25 Work Program has three other revenue sources: A portion of the 7% registration fee that is apportioned to Orange County is \$843,646 is projected for FY25. A \$3 county vehicle registration fee; \$363,596 is projected for FY25. A \$7 county vehicle registration fee to fund public transportation systems; \$831,178 is projected for FY24FY25.

FY 2025 EXPENDITURES

The expenditures described below are divided between operations (including administration), and capital.

- Operating
 - Current/Existing FY 24: \$6,027,716
 - New FY 25: \$7,381,851

- Capital
 - Current/Existing FY 24: \$9,850,421
 - New FY 25: \$5,325,391

The FY25 Work Program continues all service enhancements from the 2022 Orange Transit Plan and have been funded in previous work programs, with no cuts to existing operations. These operations projects include additional service (above 2013 levels) on the following Orange Public Transit, Chapel Hill Transit, and GoTriangle routes:

Orange County	
Demand Response	Orange-Chapel Hill Connector
Orange-Alamance	Hillsborough Circulator
Mobility-On-Demand	
Chapel Hill Transit	
CHT A	CHT CM
CHT CW	CHT D
CHT F	CHT HS
CHT J	CHT JS
Go Triangle	
Route 400	Route 405
Route 800	ODX
CRX	

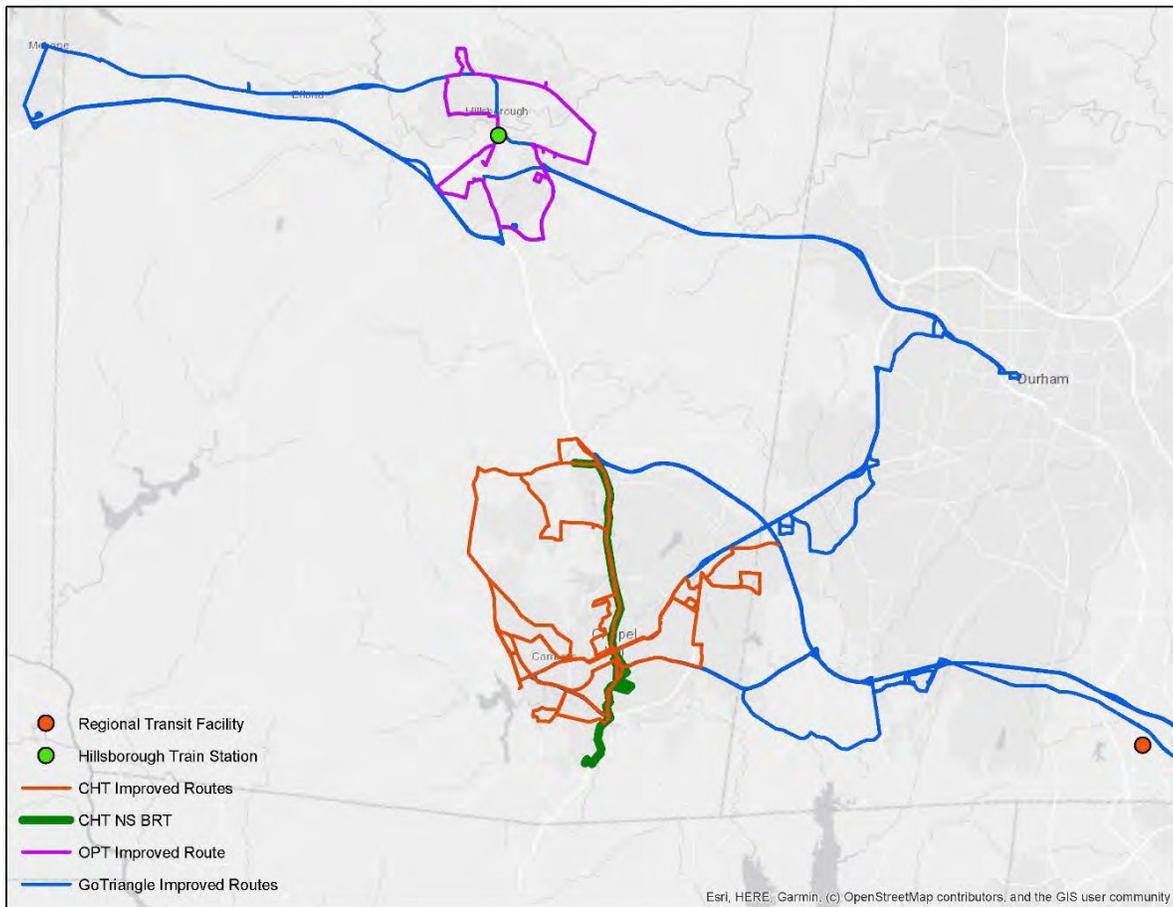


Figure 1: Transit Fixed Routes (UPDATE)

In addition to these route-specific improvements,

- Chapel Hill Transit expanded services throughout its system on Saturdays and Sundays, including expansion of the on- demand EZ Rider service.
- Orange County Mobility-on-Demand expanded to six days a week on May 1, 2023 and updated its ADA Paratransit Plan in 2022.
- Rural transit services were improved through Orange County Demand Response in partnership with Department of Aging and Department of Social Services.

More information on each of the operations improvements are available in the project sheets later in this document.

Included as part of the operations budget, administrative services for the transit plan and the transit tax district are provided by Orange County and Go Triangle. The total programmed budget for administrative services in FY25 is \$1,006,036. Ongoing administrative services increased by 2.5 percent from FY23, which is the standard cost of living increase for all projects year over year. Administrative costs are broken out into two distinct functions: transit plan administration and transit tax district administration.

Administration of the transit plan is conducted by two entities: GoTriangle and Orange County. GoTriangle provides transit planning, public outreach, and legal and administrative support services. Furthermore, the necessary oversight and administration of GoTriangle’s capital and operating projects are handled through transit plan administration. Orange County hosts the Staff Working Group (SWG) administrator, who is responsible for coordination of the SWG, which

includes staff representatives for the parties to the ILA and makes recommendations on budget issues, oversees implementation of the transit plan and annual work program, and prepares the draft annual work program for adoption. The SWG administrator also drafts the work program and other supporting documents for the SWG. The total budgeted for transit plan administration in FY25 is \$767,751.

GoTriangle staff manage the financial aspects of the Orange Transit Tax District. In addition to managing the budgets and reimbursements as called for in the annual work programs, Orange Transit Tax District staff handle all fiduciary responsibilities for the Orange Transit Plan as a whole, including financial modelling for the development of the new Orange Transit Plan. The total budgeted for transit tax district administration is \$329,284. This amount includes a request from GoTriangle for an additional 0.25 FTE (1/4 of the cost of an additional staff member) to improve the services and responsiveness of tax district administration.

Projected Capital Expenditures: \$5,325,391.

The capital projects budgeted in FY25 are in three categories: bus rapid transit (BRT), transit infrastructure, and vehicle acquisition. More detail on each project can be found in the project sheets at the end of this document.

Funding continues for development of Chapel Hill Transit's North-South Bus Rapid Transit (N-S BRT) project, which will provide service from the Eubanks park-and-ride lot to Southern Village, also serving downtown Chapel Hill and the UNC campus and hospital. In FY25, \$4,000,000 is designated for N-S BRT.

The remaining capital funds for FY25, \$5,325,391, is an annual contribution to future purchases of replacement vehicles for service supported by the transit tax. The useful life of a bus ranges from 10-15 years, and bus purchases for operations that are funded by the Orange Transit Tax Fund are an eligible expense. GoTriangle is introducing a new methodology for vehicle acquisition planning in FY24. Rather than setting aside a large amount of funds in the year in which the vehicles are to be ordered, making it difficult to make any other capital improvements in that year, instead GoTriangle is beginning a "level buying" program, in which a set amount of money is set aside each year for future purchases.

FY25 Triangle Transit Tax District: Orange County

<u>Recommended Projects</u>	FY25 Triangle Tax District:
Revenues	
Tax District Revenues	
Article 43 Half-Cent Sales and Use Tax	\$ 11,500,000
Article 51 Three-Dollar Increase to Regional Vehicle Registration Fee	\$ 363,596
Article 52 Seven-Dollar County Vehicle Registration Fee	\$ 843,646
Total Revenues	\$ 12,707,242
Expenditures	
Tax District Administration	
Staff Costs	\$ 196,800
Support Services	\$ 132,484
Transit Plan Administration	
DCHC MPO	\$ 40,801
Orange County / OPT	62,628
GoTriangle	\$ 573,323
Transit Operations	
Orange County / OPT	\$ 2,060,135
Chapel Hill / CHT	\$ 2,917,470
Go-Triangle	\$ 1,398,211
Total FY25 Operating Allocation	\$ 7,381,851
BRT	
Chapel Hill / CHT	\$ 4,000,000
Transit Infrastructure	
GoTriangle	\$ 665,000
Vehicle Acquisition	
Chapel Hill / CHT	\$ 209,684
GoTriangle	\$ 216,667
Total FY25 Capital Allocation	\$ 5,091,351
Total Programmed Expenditures*	\$ 12,707.242
Revenues over Expenditures	\$ -

* NOTE: Prior year carryover to be calculated in May 2024

FY25 Orange County Transit Plan: Capital

	Orange County Transit Tax District Capital	Chapel Hill / CHT	GoTriangle	Town of Hillsborough	Total Orange County Transit Plan: Capital
Revenues					
Tax District Revenues					
Article 43 1/2 Cent Local Option Sales Tax	\$ 5,325,391				\$ 5,325,391
Allocations from Tax District Revenues to Agencies					
Bus Rapid Transit (BRT)		\$ 4,000,000	\$ -	\$ -	
Transit Infrastructure		\$ -	\$ 665,000	\$ -	
Vehicle Acquisitions		\$ 209,684	\$ 216,667	\$ -	
Total Revenues	\$ 5,325,391	\$ 4,209,684	\$ 881,667	\$ -	\$ 5,325,391
Expenditures					
Bus Rapid Transit (BRT)					
North South BRT Supplemental	\$ -	\$ 4,000,000	\$ -	\$ -	\$ 4,000,000
Transit Infrastructure					
New Regional Transit Facility (Orange County share)	\$ -	\$ -	\$ 140,000	\$ -	\$ 140,000
Regional Fleet and Facilities Study Implementation - Nelson Road	\$ -	\$ -	\$ 525,000	\$ -	\$ 525,000
Vehicle Acquisitions					
Vehicle acquisition and replacement	\$ -	\$ -	\$ 216,667	\$ -	\$ 216,667
Midlife Repower for FY18 and FY20 Vehicle Purchases	\$ -	\$ 209,684	\$ -	\$ -	\$ 209,684
Allocations from Tax District Revenues to Agencies					
Bus Rapid Transit (BRT)	\$ 4,000,000				
Transit Infrastructure	\$ 665,000				
Vehicle Acquisitions	\$ 426,351				
Allocation To Fund balance	\$ 234,040				\$ 234,040
Total Expenditures	\$ 5,325,391	\$ 4,209,684	\$ 881,667	\$ -	\$ 5,325,391
Revenues over Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -

Orange Workplan - Operating

<u>Agency</u>	<u>FY 2024 Adopted*</u>	<u>FY 2025 Submission</u>
Chapel Hill / CHT	\$2,797,385	\$2,917,470
DCHC MPO	\$39,806	\$40,801
GoTriangle	\$1,978,322	\$2,300,818
Orange County / OPT	\$1,212,203	\$2,122,762
Total Operating (Agency)	\$6,027,716	\$7,381,851
<u>Agency</u>	<u>FY 2024 Adopted*</u>	<u>FY 2025 Submission</u>
Tax District Administration	\$321,253	\$329,284
Transit Plan Administration	\$629,245	\$676,751
Transit Operations	\$5,077,218	\$6,375,816
Total Operating (Appropriation Category)	\$6,027,716	\$7,381,851
Total Operating	\$6,027,716	\$7,381,851
Total Capital	\$9,850,421	\$5,091,351
TOTAL Orange Workplan	\$15,878,137	\$12,473,202

<u>Agency</u>	<u>Workplan Project ID</u>	<u>Project Description</u>	<u>Category</u>	<u>FY 2024 Adopted*</u>	<u>FY 2025 Submission</u>
Chapel Hill / CHT	24CHTTS1	HS Route - Weekend service	Transit Operations	114,039	168,100
Chapel Hill / CHT	19CHTTS2	Increased Cost of Existing Services (ICES)	Transit Operations	745,553	764,154
Chapel Hill / CHT	22CHTTS1	Chapel Hill Transit Service Expansion FY13-21	Transit Operations	1,742,418	1,784,916
Chapel Hill / CHT	23CHTTS1	CW Route - Improve mid-day service	Transit Operations	195,375	200,300
DCHC MPO	24MPOAD1	Orange County Staff Working Group Participation	Transit Plan Administration	39,806	40,801
GoTriangle	21GOTAD1	Tax District Administration - Financial Oversight Staff	Tax District Administration	192,000	196,800
GoTriangle	21GOTAD11	Tax District Administration - Financial Oversight - Support Services (O)	Tax District Administration	77,388	79,322
GoTriangle	21GOTAD22	Tax District Administration - Audit Services	Tax District Administration	8,200	8,405
GoTriangle	21GOTAD21	Tax District Administration - Financial Services	Tax District Administration	43,665	44,757
GoTriangle	20GOTAD2	Transit Plan Administration - Program Management Staff	Transit Plan Administration	25,625	26,266
GoTriangle	21GOTAD3	Transit Plan Administration - Project Implementation Staff	Transit Plan Administration	173,533	177,871
GoTriangle	20GOTAD13	TPA - Transit Planning - Support Services	Transit Plan Administration	32,390	64,975
GoTriangle	21GOTAD4	TPA - Legal and Real Estate - Support Staff	Transit Plan Administration	120,697	123,714
GoTriangle	21GOTAD5	TPA - Marketing, Communication and PE - Support Staff	Transit Plan Administration	53,505	54,843
GoTriangle	21GOTAD12	TPA - Marketing, Communication and PE - Support Services	Transit Plan Administration	32,390	33,200
GoTriangle	21GOTAD6	TPA - Regional Technology and Administration - Support Staff	Transit Plan Administration	78,310	80,268
GoTriangle	19GOTOO2	Customer Surveys	Transit Plan Administration	11,890	12,187
GoTriangle	20GOT_TS2	Route 800 Improvements	Transit Operations	430,262	552,997
GoTriangle	20GOT_TS3	Route 400 Improvements	Transit Operations	368,812	439,253
GoTriangle	20GOT_TS5	Route ODX	Transit Operations	201,530	225,795
GoTriangle	20GOT_TS6	Route CRX Improvements	Transit Operations	69,379	77,732
GoTriangle	20GOT_TS9	Route 405 Improvements	Transit Operations	23,237	-
GoTriangle	19GOT_TS8	Paratransit expansion	Transit Operations	23,893	24,528
GoTriangle	21GOT_OO1	Youth Gopass	Transit Operations	6,143	18,596
GoTriangle	21GOT_OO2	Fare Collection Improvements (O)	Transit Operations	5,475	19,962
GoTriangle	25GOT_TS21	Low Income Fare Pass	Transit Operations	-	39,348
Orange County / OPT	24OPTTS1	Transit Plan Administration (SWG Administrator)	Transit Plan Administration	61,100	62,628
Orange County / OPT	19OPTTS1	Continuation of Transit Services Fixed Route	Transit Operations	365,686	585,926
Orange County / OPT	19OPTTS12	Continuation of Transit Services Rural Route	Transit Operations	-	543,880
Orange County / OPT	19OPTTS2	Increase Cost of Existing Services (ICES)	Transit Operations	40,697	67,492
Orange County / OPT	20OPTTS4	Hillsborough Circulator 2.0 (Combined)	Transit Operations	361,920	510,141
Orange County / OPT	20OPTTS6	OPT Mobility on Demand	Transit Operations	382,800	352,696
Total Operating By Project				6,027,716	7,381,851

Orange Transit Work Plan - FY25 Workplan Summary

Orange Workplan - Operating

Agency	FY 2024 Adopted*	FY 2025 Submission
Chapel Hill / CHT	\$2,797,385	\$2,917,470
DCHC MPO	\$39,806	\$40,801
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Total Operating	\$6,027,716	\$7,381,851
Total Capital	\$9,850,421	\$5,091,351
TOTAL Orange Workplan	\$15,878,137	\$12,473,202

Agency	Workplan Project ID	Project Description	Category	FY 2024 Adopted*	FY 2025 Submission
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Chapel Hill / CHT	22CHTTS1	Chapel Hill Transit Service Expansion FY13-21	Transit Operations	1,742,418	1,784,916
Chapel Hill / CHT	23CHTTS1	CW Route - Improve mid-day service	Transit Operations	195,375	200,300
DCHC MPO	24MPOAD1	Orange County Staff Working Group Participation	Transit Plan Administration	39,806	40,801
GoTriangle	21GOTAD1	Tax District Administration - Financial Oversight Staff	Tax District Administration	192,000	196,800
GoTriangle	21GOTAD11	Tax District Administration - Financial Oversight - Support Services (O)	Tax District Administration	77,388	79,322
GoTriangle	21GOTAD22	Tax District Administration - Audit Services	Tax District Administration	8,200	8,405
GoTriangle	21GOTAD21	Tax District Administration - Financial Services	Tax District Administration	43,665	44,757
GoTriangle	20GOTAD2	Transit Plan Administration - Program Management Staff	Transit Plan Administration	25,625	26,266
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GoTriangle	21GOTAD12	TPA - Marketing, Communication and PE - Support Services	Transit Plan Administration	32,390	33,200
GoTriangle	21GOTAD6	TPA - Regional Technology and Administration - Support Staff	Transit Plan Administration	78,310	80,268
GoTriangle	19GOTOO2	Customer Surveys	Transit Plan Administration	11,890	12,187
GoTriangle	20GOT_TS2	Route 800 Improvements	Transit Operations	430,262	552,997
GoTriangle	20GOT_TS3	Route 400 Improvements	Transit Operations	368,812	439,253
GoTriangle	20GOT_TS5	Route ODX	Transit Operations	201,530	225,795
GoTriangle	20GOT_TS6	Route CRX Improvements	Transit Operations	69,379	77,732
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GoTriangle	21GOT_OO2	Fare Collection Improvements (O)	Transit Operations	5,475	19,962
GoTriangle	25GOT_TS21	Low Income Fare Pass	Transit Operations	-	39,348
Orange County / OPT	24OPTTS1	Transit Plan Administration (SWG Administrator)	Transit Plan Administration	61,100	62,628
Orange County / OPT	19OPTTS1	Continuation of Transit Services Fixed Route	Transit Operations	365,686	585,926
Orange County / OPT	19OPTTS12	Continuation of Transit Services Rural Route	Transit Operations	-	543,880
Orange County / OPT	19OPTTS2	Increase Cost of Existing Services (ICES)	Transit Operations	40,697	67,492
Orange County / OPT	20OPTTS4	Hillsborough Circulator 2.0 (Combined)	Transit Operations	361,920	510,141
Orange County / OPT	20OPTTS6	OPT Mobility on Demand	Transit Operations	382,800	352,696
Total Operating By Project				6,027,716	7,381,851

FY25 WORK PLAN SUMMARY

Operating Cost Requests

Summary of Project Requests (Administration and Operations)		FY25	FY26
21GOTAD1	Tax District Administration - Financial Oversight Staff	\$ 196,800	\$ 201,720
21GOTAD11	Tax District Administration - Financial Oversight - Support Services (O)	\$ 79,322	\$ 81,305
21GOTAD12	Tax District Administration - Audit Services	\$ 8,405	\$ 8,615
21GOTAD13	Tax District Administration -Financial Services	\$ 44,757	\$ 45,876
20GOTAD2	Transit Plan Administration - Program Management Staff	\$ 26,266	\$ 26,922
21GOTAD3	Transit Plan Administration - Project Implementation Staff	\$ 177,871	\$ 182,318
20GOTAD13	TPA - Transit Planning - Support Services	\$ 64,975	\$ 66,599
21GOTAD4	TPA - Legal and Real Estate - Support Staff	\$ 123,714	\$ 126,807
21GOTAD5	TPA - Marketing , Communication and PE - Support Staff	\$ 54,843	\$ 56,214
21GOTAD12	TPA - Marketing, Communication and PE - Support Services	\$ 33,200	\$ 34,030
21GOTAD6	TPA - Regional Technology and Administration - Support Staff	\$ 80,268	\$ 82,274
19GOTOO2	Customer Surveys	\$ 12,187	\$ 12,492
20GOTTS2	Route 800 Improvements	\$ 552,997	\$ 641,648
20GOTTS3	Route 400 Improvements	\$ 413,218	\$ 1,560,541
20GOTTS5	Route ODX	\$ 225,795	\$ 231,439
20GOTTS6	Route CRX Improvements	\$ 77,732	\$ 79,676
20GOTTS9	Route 405 Improvements	\$ 26,035	\$ -
19GOTTS8	Paratransit expansion	\$ 24,528	\$ 25,178
21GOTOO1	Youth Gopass	\$ 18,596	\$ 19,061
21GOTOO2	Fare Collection Improvements (O)	\$ 19,962	\$ 20,461
24GOTTP21	Low Income Fare Pass	\$ 39,348	\$ 40,332
24MPOAD1	Orange County Staff Working Group Participation	\$ 40,801	\$ 41,821
22CHTTS1	Service Expansion	\$ 1,784,916	\$ 1,827,414
19CHTTS2	Increased Cost of Existing Services	\$ 764,192	\$ 783,297
23CHTTS1	CW Route - Improve mid-day service	\$ 200,300	\$ 205,300
24CHTTS1	HS Route - Weekend service	\$ 168,100	\$ 172,300
19OPTS1	Continuation of Transit Services	\$ 724,408	\$ 742,518
19OPTS2	Increase Cost of Existing Services (ICES)	\$ 70,501	\$ 72,264
20OPTS4	Hillsborough Circulator 2.0	\$ 515,840	\$ 528,736
20OPTS6	OPT Mobility on Demand	\$ 380,928	\$ 390,451
24OPTS1	Transit Plan Administration (SWG Administrator)	\$ 62,628	\$ 64,193
Total Operating Requests		\$ 7,013,431	\$ 8,371,801

Capital Cost Requests

Summary of Project Requests (Capital)		FY25	FY26
22GOTVP1	Vehicle acquisition and replacement	\$ 216,667	\$ 225,333
23GOTCD4	New Regional Transit Facility (Orange County share)	\$ 140,000	\$ 140,000
23GOTCD2	Regional Fleet and Facilities Study Implementation - Nelson Road	\$ 525,000	\$ 750,000
20 CHTCD1	North South BRT Supplemental	\$ 4,000,000	\$ -
25CHTCD15	Midlife Repower for FY18 and FY20 Vehicle Purchases	\$ 209,684	\$ -
Total Capital Requests		\$ 5,091,351	\$ 1,115,333
Total Requested		\$ 12,104,782	

Revised Request New Request

FY25 PROJECT SHEETS
ADMINISTRATION

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD1	Tax District Administration Finance Team		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 196,800
		FY 2026 (Subsequent)	\$ 201,720
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The project request is a continuation of on-going operating and consolidation of 19GOT_AD1 and 20GOT_AD1 submissions approved in previous work plans with a revised project name of Tax District Administration Finance Team. Financial oversight staff to the Orange Transit Plan for a total of 1.0 FTE. In FY25 the roles will continue improve financial policies, provide financial analysis for the new Transit plan development including the commuter rail project, and process quarterly reimbursements and reporting. The 1.0 FTEs will also be responsible for producing annual operating and capital budgets and ordinances (and amendments thereto), updating the Orange Transit financialplan/model, annual financial reports, coordinating integration of proposed plans into the budget, monitoring spending to ensure the Orange transit budget stays balanced. The team will also navigate and lead the process of debt issuance, transit fund revenue investing and the year end financial audit for the Orange Transit Plan.</p>			

Project Goal

Position filled 100%

Project Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name	Requesting Agency
21GOTAD11	Tax District Administration - Financial Staff - Support	GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
July 1, 2018	Ongoing	FY2025 (Current) \$ 79,322
		FY 2026 (Subsequent) \$ 81,305
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
NOTE: The project request splits 21GOT_AD11 into more specific detail. This project incorporates the equivalent of 0.6FTE's from the finance and administration support staff functions. These functions include transit plan accounting, audit/ACFR process and supervision, fund investments, revenue and recollection, project sponsor payments and receivables and other additional miscellaneous financial support services to the Orange Transit Plan.		

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name	Requesting Agency	
21GOTAD12	Tax District Administration - Audit Services	GoTriangle	
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 8,405
		FY 2026 (Subsequent)	\$ 8,615
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
NOTE: The project request splits 21GOT_AD11 into more specific detail. This project incorporates the funds allocated for the Orange County Transit Plan audit fees.			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name	Requesting Agency
21GOTAD21	Tax District Administration - Financial Services	GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
July 1, 2018	Ongoing	FY2025 (Current) \$ 44,757
		FY 2026 (Subsequent) \$ 45,876
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
NOTE: The project request splits 21GOT_AD11 into more specific detail. This project incorporates the funds allocated for financial consulting and bank service charges.		

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
20GOTAD2	Transit Plan Administration - Program Management Staff		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 26,266
		FY 2026 (Subsequent)	\$ 26,922
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request is a continuation of on-going operating: Specifically consolidation Program Management functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan. GoTriangle will continue to allocate 0.1 FTE of GoTriangle program management staff to the Orange Transit Plan. In FY25, this staffing will provide oversight and program management support for GoTriangle's bus facilities and bus stop amenities planning and development programs and oversight and program management support for GoTriangle's efforts in support of the Orange Transit Plan update. Specific tasks includes oversight of project planning; oversight of project scope, schedule, and budget development and monitoring; oversight of quarterly reporting; and supervision of GoTriangle's planning and project delivery teams.</p>			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD3	Transit Plan Administration - Project Implementation Staff		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 177,871
		FY 2026 (Subsequent)	\$ 182,318

Project Description/Scope	Enter below a summary of the project that may later be used as the project
<p>NOTE: The project request is a continuation of on-going operating: Specifically consolidation Project Implementation functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan.</p> <p>GoTriangle will continue to allocate 0.8 FTE for project implementation activities for the Orange Transit Plan. In FY25, this team will manage and execute planning, design, and construction management activities for GoTriangle's bus facilities and bus stop amenities programs and participate in capital planning, coordination, and support activities for the Orange Transit Plan update. Specific tasks include but are not limited to project scope, schedule, and budget development and monitoring; quarterly reporting; and management of consultants and contractors. Planning tasks: planning/prioritization for bus stop and park-and-ride improvements; management and technical consultant oversight; environmental planning and coordination with regulatory agencies for federally funded projects; and coordination to support CHT's N-S BRT project. Design/Engineering/Architecture tasks: field investigations, feasibility analysis, consultant oversight, and technical support for bus stop and park-and-ride improvements; design management, project coordination, and technical support for major facilities projects; and feasibility analysis and implementation oversight for BOSS. Construction Management tasks: project management, contractor oversight, and construction inspection. Project Coordination tasks: managing coordination with GoTriangle's partners; facilitating productive partnering; promoting schedule and budget adherence and fostering timely conflict resolution. Project Controls Support tasks: eBuilder administration; document management; contract administration; project controls support including budget and schedule monitoring, risk management support,</p>	

Project Goal
Position filled 100%

Implementation Metrics
Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD4	TPA - Legal and Real Estate - Support Staff		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 123,714
		FY 2026 (Subsequent)	\$ 126,807
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The project request is a continuation of on-going operating: Specifically consolidation legal and real estate functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan</p> <p>Funds will be allocated for GoTriangle to continue to allocate 0.5 FTE of Legal and Real Estate - support staff and miscellaneous administrative and related expense to the Orange Transit Plan.</p> <ul style="list-style-type: none"> • Legal and Real Estate services related to Hillsborough Park-and-Ride • Interlocal Agreements related to Transit Plan administration • General counsel needs related to Public Records, Open Meetings, Ethics, Contracts and Procurement • Other property issues requiring real estate acquisition and management • Property appraisals, Property Maintenance, Repairs, Paratransit lease • Legal Consulting expenses to include but not limited to debt issuance, capital and operating project support 			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD5	TPA - Marketing , Communication and PE - Support Staff		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 54,843
		FY 2026 (Subsequent)	\$ 56,214
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request is a continuation of on-going operating: Specifically consolidation Marketing, Communication and Public Engagement functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan GoTriangle is requesting funding for .5 FTEs that will be dedicated to public engagement. The Public Engagement Specialist will work under the Community Engagement Manager, in the Communications & Public Affairs department at GoTriangle, directly collaborating with projet teams to plan and execute public involvement activities related to the development and implementation of the Orange County Transit Plan. They will support the establishment and maintenance of relationships with community stakeholders that include public officials, strategic partners, community groups, property owners and businesses.</p>			

Project Goal

Position filled 100%

Implementation Matrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD12	TPA - Marketing , Communication and PE - Support		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 33,200
		FY 2026 (Subsequent)	\$ 34,030
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request is a continuation of on-going operating: Specifically consolidation Marketing, Communication and Public Engagement functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan GoTriangle is requesting funding for support services that will be dedicated to engaging equitably with the community. This project will support ongoing community engagement efforts, marketing and communications activities related to the Orange Transit Plan. Funding will also support our capacity to utilize creative consultant services, or expand the scope of service through current consultants, to support materials for community outreach, public meetings, marketing campaigns, information kits, web elements, translation and interpretation, etc.</p>			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD6	TPA - Regional Technology and Administration - Support		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 80,268
		FY 2026 (Subsequent)	\$ 82,274
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request is a continuation of on-going operating: Specifically consolidation technology and contract administration functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan GoTriangle will continue to allocate 0.2 FTE of Regional Technology and Administration - support staff to the Orange Transit Plan. Staffing includes budgeted time for the Regional Technology Manager, Contract and Grants Coordinator and Contract Administrator. In FY25 the Technology and Administration functions will continue :</p> <ul style="list-style-type: none"> • Proposed continuation of the outcomes of the Regional Technology study that assess existing technology within all participating transit agencies, in order to design a coordinated technology integration plan. One such outcome is the mobile-ticketing transition that will be in the process of implementation. • Assist with the strategic capital improvement of regional park and ride program, proposed RTC relocation, and other infrastructure projects 			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name	Requesting Agency	
19GOTO02	Customer Surveys	GoTriangle	
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 12,187
		FY 2026 (Subsequent)	\$ 12,492
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>GoTriangle will use these funds to continue the development and implementation of annual transit customer surveys that help to continually evaluate user experiences as additional services are implemented. Routes surveyed include the 400, 405, 800, 805, CRX, and the ODX, all of which provide service to Orange County.</p>			

Project Goal

Survey all customers on designated fixed routes

Implementation Metrics

Receive 100% survey completion

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name	Requesting Agency	
21GOTO01	Youth GoPass	GoTriangle	
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 18,596
		FY 2026 (Subsequent)	\$ 19,061
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>For youth ages 13-18, transit agencies across Orange, Wake and Durham County will continue to offer a 'Youth GoPass' program. These fare passes are issued by GoTriangle, GoDurham, GoRaleigh, or GoCary with valid K-12 School ID Cards, or with transit agency issued identification cards. GoTriangle, GoDurham GoRaleigh, GoCary, and , in partnership with the respective County's, will continue to work with schools along triangle County's bus network to issue the passes. Passes will also continue to be available to those with a valid ID at GoDurham Station, GoRaleigh Station, the Town of Cary Finance Department, the GoTriangle Regional Transportation Center, public libraries, and regional centers. This project covers the cost of offsetting fares that would have been collected by GoTriangle in the county share of routes, in addition to purchasing the supplies needed for this program. The estimated cost is allocation of GoTriangle- Orange share of Youth GoPass boardings in Orange County.</p>			

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTO02	Fare Collection Improvements		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 19,962
		FY 2026 (Subsequent)	\$ 20,461
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>This project will cover the annual costs associated with updated mobile ticketing technology for GoTriangle buses. Share of cost based on FY19 boardings reported in Orange County.</p> <p>This project request also allocates a portion of hold harmless against any reduction of fare revenue as a result of implementing this uniform fare strategy. The regional fare-working groups priorities include (1) Improving Pass Distribution and Sales; (2) Balance Revenue and Ridership Goals; (3) Improve the Passenger Experience; (4) Improve Regional Coordination; (5) Make Transit an Affordable Option; and (6) Explore New Fare Technologies. These earmarked funds will be estimated and will be dependent on the final methodology developed by a Fare Working Group.</p>			

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name	Requesting Agency	
24OPTTS1	Orange County Staff Working Group Participation	DCHC MPO	
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 40,801
		FY 2026 (Subsequent)	\$ 41,821
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The Staff Working Group Participation request provides resources for MPO participation on the body, including meeting preparation, attendance, and follow-up. MPO staff will also complete necessary research, support, and reporting for full engagement with SWG activities.</p>			

Project Goal

MPO Staff participation in SWG

Implementation Metrics

100% Participation Rate

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
24MPOAD1	Orange County Staff Working Group Administration		Orange County
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 62,628
		FY 2026 (Subsequent)	\$ 64,193
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The Staff Working Group Administration supports the Staff Working Group comprised comprised of Orange County, GoTriangle, Local Parties, and the DCHCMPO. Meeting duties include preparation, coordination, and record keeping. Additional duties include completing mutually agreed upon Staff Working Group requests like website maintenance and information archives.</p>			

Project Goal

Orange County Staff participation in SWG

Implementation Metrics

100% Participation Rate

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
20GOTAD13	TPA - Transit Planning - Support Services		Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 64,975
		FY 2026 (Subsequent)	\$ 66,599
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request is a continuation of on-going operating: Consolidation regional transit planning functions from 20GOT_AD3 (support consultants) submissions approved in FY20 Workplan</p> <p>GoTriangle is requesting reimbursement for on-going support costs (including indirect costs) that benefit the Orange County Tax District. The Support Consultant costs are split 50% Durham and 50% Orange which include regional contracts.</p> <p>FY25 Update: GoTriangle is requesting reimbursement for on-going support costs (including indirect costs) that benefit the Wake County Tax District. This includes the Orange County share of the \$31,775 (base year of FY25) of the Triangle Regional Model Service Bureau contract. The revised split for this contract is split as follows: 70-20-10 Wake - Durham - Orange. This split reflects the ratio of population and employment that benefits from this support service among the counties.</p>			

Project Goal

Position filled 100%

Implementation Metrics

Position status

FY25 PROJECT SHEETS
OPERATING

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
22CHTTS1	Service Expansion	Chapel Hill Transit
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 1,784,916
		FY 2026 (Subsequent) \$ 1,827,414

Project Description/Scope Enter below a summary of the project that may later be used as the project

This project culminates service improvements to Chapel Hill Transit operations using Orange Transit Tax funds from its inception in 2013. These funds provide additional hours of operation at times that were most demanded by the public: evenings and weekends. This project funds evening and weekend service on the following routes: A, CM, CW, D, F, HS, J, and NS. This project allowed Chapel Hill Transit to operate Sunday service for the first time. In addition, this project funds expansion of the on-demand EZ Rider service.

a) Target Start Date				
b) Assets Used (Vehicles, etc.)		Vehicles		
c) Geographic Termini		Chapel Hill Transit Service Area		
d) Major Destinations Served		Towns of Chapel Hill and Carrboro; UNC campus and hospital		
e) Annualized Revenue Hours		14,166		
f) Span of Service		Weekday	Saturday	Sunday
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak			
	Midday			
	PM Peak			
	Evening			

Project Goal

Implementation Matrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
24CHTT51	HS Route - Weekend Service	Chapel Hill Transit
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Aug-23	N/A	FY2025 (Current) \$ 168,190
		FY 2026 (Subsequent) \$ 172,360
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
<p>Improvements to the HS route add weekend transit services and provides connections to higher-density neighborhoods and multifamily housing. The HS route covers a large area of Chapel Hill and this project improves transit access to key destinations along Martin Luther King Jr. Boulevard. The service improvement benefits lower-income communities and fulfills a stated public need for weekend service in transit reliant neighborhoods.</p>		

a) Target Start Date				
b) Assets Used (Vehicles, etc.)		None		
c) Geographic Termini		Morris Grove Elementary School; Smith Level Road		
d) Major Destinations Served		Morris Grove Elementary School; Rogers Road neighborhood, Homestead Road; Chapel Hill High; MLK, Jr. corridor; Franklin Street/downtown Chapel; Hill; UNC campus and hospitals; Smith Level Road		
e) Annualized Revenue Hours		1,390		
f) Span of Service		Weekday	Saturday	Sunday
			8 AM - 6:30 PM	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak	N/A	70 minutes	N/A
	Midday	N/A	70 minutes	N/A
	PM Peak	N/A	70 minutes	N/A
	Evening	N/A	N/A	N/A

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20GOTTS2	Route 800 Improvements	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 552,997
		FY 2026 (Subsequent) \$ 641,648

Project Description/Scope Enter below a summary of the project that may later be used as the project

UPDATE 231213: This sheet includes FY25 and future year costs for SRTP Route 800 - this project is revenue-hour neutral compared to FY21 Transit Plan work program (service reduction took effect midyear FY21 in route 800 that reduced revenue hours in FY22 work program and forward, this request is to restore the FY21 hours and support SRTP implementation.)

This project consolidates all off-peak span and frequency improvements to GoTriangle Route 800 (Chapel Hill - Southpoint - RTC) since the Tax District began providing funding for it. On Route 800:

- Weekday midday frequency was increased from 60 to 30 minutes.
- Saturday daytime frequency was increased from 60 to 30 minutes.
- Saturday evening service was extended from 7:15 PM to 11:20 PM.
- Sunday service was added from 6:45 AM to 7:20 PM. - It also includes former 19GOT_TS1 extending service to 9:20 PM (the 800 component) and 18GOT_TS4 adding additional trips (800S)

Costs are allocated 50% to Durham County and 50% to Orange.

a) Target Start Date				
b) Assets Used (Vehicles, etc.)				
c) Geographic Termini				
d) Major Destinations Served				
e) Annualized Revenue Hours				
f) Span of Service		Weekday	Saturday	Sunday
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak			
	Midday			
	PM Peak			
	Evening			

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20GOTTS3	Route 400 Improvements	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 413,218
		FY 2026 (Subsequent) \$ 1,560,541

Project Description/Scope Enter below a summary of the project that may later be used as the project

UPDATE 231213: This sheet includes FY26 and future year costs for Orange Transit Plan Route 400/405 improvements. This project consolidates all off-peak span and frequency improvements to GoTriangle Route 400 (Durham - Chapel Hill) since the Tax District began providing funding for it. On Route 400:

- Weekday midday frequency was increased from 60 to 30 minutes.
- Saturday daytime frequency was increased from 60 to 30 minutes.
- Saturday evening service was extended from 6:55 PM to 10:55 PM.
- Sunday service was added from 7:00 AM to 6:55 PM. It also includes former 19GOT_TS1 extending service to 8:55 PM (the 400 component).

Costs are allocated 50% to Durham County and 50% to Orange.

a) Target Start Date				
b) Assets Used (Vehicles, etc.)				
c) Geographic Termini				
d) Major Destinations Served				
e) Annualized Revenue Hours				
f) Span of Service		Weekday	Saturday	Sunday
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak			
	Midday			
	PM Peak			
	Evening			

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20GOTT55	Route ODX	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 225,795
		FY 2026 (Subsequent) \$ 231,439
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
<p>UPDATE 231213: Updated to reflect future year service to transit-plan funded new Hillsborough Park and Ride lot (FY27). A new Orange-Durham Express route was implemented, linking Mebane, Efland, and Hillsborough in Orange County to the Duke & VA Medical Centers and downtown Durham during weekday peak hours. Costs are allocated 50% to Durham County and 50% to Orange.</p>		

a) Target Start Date			
b) Assets Used (Vehicles, etc.)			
c) Geographic Termini			
d) Major Destinations Served			
e) Annualized Revenue Hours			
f) Span of Service	Weekday	Saturday	Sunday
g) Frequency	TIME PERIOD	Weekday	Saturday
	AM Peak		
	Midday		
	PM Peak		
	Evening		

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20GOTTS6	Route CRX	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 77,732
		FY 2026 (Subsequent) \$ 79,676
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
<p>Due to high demand for express service between Chapel Hill and Raleigh, additional trips were added to Route CRX (Chapel Hill - Raleigh Express).</p> <p>This project was originally charged 100% to Orange County, but proportionate additional investment from Wake County started in Wake's FY 2019 work plan.</p>		

a) Target Start Date				
b) Assets Used (Vehicles, etc.)				
c) Geographic Termini				
d) Major Destinations Served				
e) Annualized Revenue Hours				
f) Span of Service		Weekday	Saturday	Sunday
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak			
	Midday			
	PM Peak			
	Evening			

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20GOTTS9	Route 405 Improvements	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Already Implemented	N/A	FY2025 (Current) \$ 26,035
		FY 2026 (Subsequent) \$ -
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
Due to high demand for express service between Durham and Chapel Hill, additional trips were added to Route 405. This project is charged 50% to Durham County and 50% to Orange County.		

a) Target Start Date	Already Implemented			
b) Assets Used (Vehicles, etc.)	Vehicles			
c) Geographic Termini	Durham Station - Carrboro/UNC Hospitals			
d) Major Destinations Served	Downtown Durham, Durke University, Chapel Hill, Carrboro			
e) Annualized Revenue Hours	From project: 1,25 rev/h			
f) Span of Service	Weekday	Saturday	Sunday	
	5:45 AM - 9:50 AM and 3:10 PM - 7:20 PM	N/A	N/A	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak	30 Minutes	N/A	N/A
	Midday	N/A	N/A	N/A
	PM Peak	30 Minutes	N/A	N/A
	Evening	30 Minutes	N/A	N/A

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
19GOTTS8	Paratransit Expansion	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Already Implemented	N/A	FY2025 (Current) \$ 24,528
		FY 2026 (Subsequent) \$ 25,178
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
Due to span increases on Saturday, Sundays and holidays for Routes 400, 700, and 800, there are additional ADA paratransit costs incurred. These costs are split 64% to Durham County and 36% to Orange County.		

a) Target Start Date	Already implemented w/exception of Sunday span increase from 7-9pm and new			
b) Assets Used (Vehicles, etc.)	Vehicles			
c) Geographic Termini	3/4 mile of Routes 400, 700, 800			
d) Major Destinations Served	Durham and Orange Counties			
e) Annualized Revenue Hours	N/A			
f) Span of Service	Weekday	Saturday	Sunday/Holiday	
	N/A	N/A	N/A	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	N/A	N/A	60 Minutes
	Midday	N/A	N/A	60 Minutes
	PM Peak	N/A	N/A	60 Minutes
	Evening	N/A	60 Minutes	60 Minutes

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
23CHTTS1	CW Route - Improve Mid-Day Service	Chapel Hill Transit
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Aug-24	N/A	FY2025 (Current) \$ 200,295
		FY 2026 (Subsequent) \$ 205,305
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
The CW provides service between Carrboro and UNC via W. Main, Weaver St., and W. Franklin St. Based on customer request and need for service, this project increases midday service frequency to 30 minutes (weekdays).		

a) Target Start Date	Aug-24			
b) Assets Used (Vehicles, etc.)	Vehicles			
c) Geographic Termini	Carrboro, Chapel Hill			
d) Major Destinations Served	Carrboro, UNC Campus, Downtown Chapel Hill,			
e) Annualized Revenue Hours	1,500			
f) Span of Service	Weekday	Saturday	Sunday/Holiday	
	7:00 am - 9:00 pm	8:30 am - 6:30 pm	8:30 am - 6:30 pm	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	20/30 Minutes	60 Minutes	60 Minutes
	Midday	30 Minutes	60 Minutes	60 Minutes
	PM Peak	20/30 Minutes	60 Minutes	60 Minutes
	Evening	60 Minutes	60 Minutes	60 Minutes

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency	
19OPTTS1	Continuation of Transit Services Demand Response and Paratransit	Orange County	
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
Jul-23	N/A	FY2025 (Current)	\$ 543,880
		FY 2026 (Subsequent)	\$ 700,055
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>All rural transit services including ADA Paratransit and Demand Response in accordance with the 2015 Paratransit Plan, this includes transit service improvements implemented following approval of transit tax in 2013. The plan and related services were advanced in 2022 through a new Orange County ADA Paratransit Plan and Demand Resonse service improvements with other County Departments like Department of Againg, Social Services, Library and Criminal Justice Resource Department. This project advances "Continuation of Transit Services" (19OPTS1) as previously approved in each annual work program and in accordance with the new 2022 Orange County Transit Plan.</p>			

a) Target Start Date	Already Implemented			
b) Assets Used (Vehicles, etc.)	All ADA OCTS vehicles except those dedicated to Mobility-on-Demand and Fixed Routes			
c) Geographic Termini	3/4 mile buffer around fixed route and all unincorporated portions of Orange County			
d) Major Destinations Served	Rural to urban, rural to rural, urban to rural, urban to urban (within 3/4 mile buffer)			
e) Annualized Revenue Hours	1,500			
f) Span of Service	Weekday	Saturday	Sunday/Holiday	
	7:00 am - 6:00 pm	N/A	N/A	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	7:00 am - 9:00 am	N/A	N/A
	Midday	20/30 Minutes	N/A	N/A
	PM Peak	4:00 pm - 6:00 pm	N/A	N/A
	Evening	N/A	N/A	N/A

Project Goal
Increase service hours, ridership, and bus stop frequency

Implementation Matrics
100% Service hours completed
Ridership increase
Increase stops

REQUEST #	Project Name	Requesting Agency	
19OPTTS1	Continuation of Transit Services Fixed Routes	Orange County	
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
Jul-23	N/A	FY2025 (Current)	\$ 585,926
		FY 2026 (Subsequent)	\$ 754,175
Project Description/Scope	Enter below a summary of the project that may later be used as the project		

Orange County FY25 Annual Work Program
Operating

This project advances "Continuation of Transit Services" (19OPTS1) as previously approved in each annual work program and in accordance with the new 2022 Orange County Transit Plan. Focus is primarily on fixed routes implemented since the approval of the transit tax in 2013. Orange County Transit service area boundary was updated 2 times prior to its most recent expansion in January 16, 2024. FY25 Fixed Routes include and not limited to:

- * Orange - Almadene Connector
- * Orange - Chapel Hill connector (referred to Hill- to- Hill).

a) Target Start Date		Already Implemented		
b) Assets Used (Vehicles, etc.)		All ADA OCTS vehicles except those dedicated to Mobility-on-Demand and Fixed Routes		
c) Geographic Termini		3/4 mile buffer around fixed route and all unincorporated portions of Orange County		
d) Major Destinations Served		Rural to urban, rural to rural, urban to rural, urban to urban (within 3/4 mile buffer)		
e) Annualized Revenue Hours		1,500		
f) Span of Service		Weekday	Saturday	Sunday/Holiday
		7:00 am - 6:00 pm	N/A	N/A
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	7:00 am - 9:00 am	N/A	N/A
	Midday	20/30 Minutes	N/A	N/A
	PM Peak	4:00 pm - 6:00 pm	N/A	N/A
	Evening	N/A	N/A	N/A

Project Goal

Increase service hours, ridership, and bus stop frequency

Implementation Metrics

- 100% Service hours completed
- Ridership increase
- Increase stops

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20OPTTS4	Hillsborough Circulator 2.0	Orange County
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 515,840
		FY 2026 (Subsequent) \$ 528,736
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
Consolidation of 3 previously approved projects - continuation of existing services (Hillsborough circulator), Hillsborough Expansion and Hillsborough Circulator II - including and not limited to: * Extended service hours 6:30 am to 6:00 pm or later * Reduce headway from 1 hour to 45 minutes and eventually from 45 minutes to 30 minutes * Additional reverse route ran concurrently		

a) Target Start Date	Already Implemented			
b) Assets Used (Vehicles, etc.)	All ADA OCTS fixed route vehicles current and new, including potential EV			
c) Geographic Termini	Urbanized area in and around Hillsborough, including ETJ and EJ Community of Concern			
d) Major Destinations Served	Town and County government facilities, UNC and Duke clinics and urgent care, Durham			
e) Annualized Revenue Hours	1,500			
f) Span of Service	Weekday	Saturday	Sunday/Holiday	
	7:00 am - 6:00 pm	N/A	N/A	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	7:00 am - 9:00 am	N/A	N/A
	Midday	20/30 Minutes	N/A	N/A
	PM Peak	4:00 pm - 6:00 pm	N/A	N/A
	Evening	N/A	N/A	N/A

Project Goal

Increase service hours, ridership, and bus stop frequency

Implementation Metrics

100% Service hours completed
Ridership increase
Increase stops

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20OPTTS6	Mobility-on-Demand	Orange County
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 380,928
		FY 2026 (Subsequent) \$ 390,451
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
<p>Mobility on Demand is a micro-transit service with same day reservation, using ADA accessible vehicles to service rural and urban areas. Project focuses specifically on underserved and Environmental Justice Community of Concern areas for access to urban areas 6-days a week (Monday thru Saturday) from 9 am - 5 pm. Complete implementation of Phase I and II as approved in the 2022 Transit Plan Update. (former 20OPTTS6).</p>		

a) Target Start Date	Already Implemented			
b) Assets Used (Vehicles, etc.)	All ADA OCTS vehicles except those dedicated to Mobility-on-Demand			
c) Geographic Termini	All unincorporated portions of Orange County, urbanized areas and connections other			
d) Major Destinations Served	Rural to urban, rural to rural, urban to rural, urban to urban			
e) Annualized Revenue Hours				
f) Span of Service	Weekday	Saturday	Sunday/Holiday	
	7:00 am - 6:00 pm	N/A	N/A	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	7:00 am - 9:00 am	7:00 am - 9:00 am	N/A
	Midday	20/30 Minutes	20/30 Minutes	N/A
	PM Peak	4:00 pm - 6:00 pm	4:00 pm - 6:00 pm	N/A
	Evening	N/A	N/A	N/A

Project Goal

Increase service hours and ridership

Implementation Metrics

100% Service hours completed

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
24GOTTP21	Low Cost Fare Pass	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-24	N/A	FY2025 (Current) \$ 39,348
		FY 2026 (Subsequent) \$ 40,332
Project Description/Scope	Enter below a summary of the project that may later be used as the project	

UPDATE 231213: revised project cost per Fare Work Group Conversation

Due to the onset on the COVID pandemic in 2020, GoTriangle has remained fare free. According to the FY23 onboard surveys completed, more riders have opted to use GoTriangle bus than prior to the pandemic. The surveys also indicate 32% of riders reported household incomes of less than \$15,000 a year, increasing from 18% reported in 2019. As GoTriangle prepares to return to fares in FY25, a Title VI equity analysis was completed to evaluate the effects of the fare change on minority and low-income populations and to identify mitigation strategies if necessary. The analysis concluded no disparate impacts or disproportionate burden were founded, mitigation strategies were proposed to maximize access to discount fare programs for minority and low-income customers. GoTriangle is requesting funding allocation from Orange County to provide zero fare passes for low income qualifying individuals beginning in FY25. GoTriangle will work with the Orange County Staff Working Group to identify qualifying measures and ensure necessary policies and procedures are in place prior to July 1, 2024. GoTriangle is currently completing a study that will provide a framework for a low income fare program. This framework will be presented to the Orange County Staff Working Group and can be used to assist in further developing of policies and procedures for the low income fare program. The total amount funded from the Orange Tax Revenues, will offset fares that would have been collected by GoTriangle, in addition to purchasing the supplies needed for this program. The funding allocation will be monitored and evaluated as other providers make decisions regarding fares. This allocation should be available to all Orange County transit providers who return to fares in the future. This financial information included in this sheet is an estimate to be used for budget purposes. GoTriangle and the Orange County Staff Working Group will work on developing administrative needs for the project and adjust financials as needed.

a) Target Start Date	Already Implemented			
b) Assets Used (Vehicles, etc.)	All ADA OCTS vehicles except those dedicated to Mobility-on-Demand			
c) Geographic Termini	All unincorporated portions of Orange County, urbanized areas and connections other			
d) Major Destinations Served	Rural to urban, rural to rural, urban to rural, urban to urban			
e) Annualized Revenue Hours				
f) Span of Service	Weekday	Saturday	Sunday/Holiday	
	7:00 am - 6:00 pm	N/A	N/A	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	7:00 am - 9:00 am	7:00 am - 9:00 am	N/A
	Midday	20/30 Minutes	20/30 Minutes	N/A
	PM Peak	4:00 pm - 6:00 pm	4:00 pm - 6:00 pm	N/A
	Evening	N/A	N/A	N/A

Project Goal

Implementation Matrics

FY25 PROJECT SHEETS

CAPITAL

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
23GOTCD4	New Regional Transit Facility (Orange County share)	GoTriangle	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY20	FY28	FY2025 (Current)	\$ 2,000,000
		FY 2026 (Subsequent)	\$ 28,000,000
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The FY25 request includes phase II of the project, which consists of land aquisition, design, and construction of a new regional transit center (RTC).</p> <p>The Triangle Mobility Hub (aka regional Transit Center relocation) will provide travel time savings to riders of route 800 which serves Chapel Hill and UNC. The Triangle Mobility Hub and bus network improvements it enables will provide faster, more frequent connections for longer periods of the day to Orange County residents wishing to travel to destinations in/around RTP, including Hub RTP and Boxyard, as well as in Southern Durham County and Wake County. Additionally, through improved travel times / reduced operational costs, the relocation will also enable GoTriangle to realign the 800 and 805 in order to provide all day service, for the first time, on route 805 which also serves Chapel Hill and UNC. This concept was identified in the Draft GoTriangle SRTP and viewed favorably by riders on the 800 and 805.</p> <p>The completed feasibility study includes an evaluation of the current facility and identification of necessary passenger amenities and infrastructure improvements, and a feasibility study to evaluate the potential new locations for the RTC, taking into consideration current and future planned routes, land use, supply, and price. This study will is being used to inform the location and design of phase II. The feasibility study was funded by county transit plans in Wake, Durham, and Oragne counties.</p>			
Please detail project justification			
<p>The GoTriangle Regional Transit Center (RTC) is the primary hub for GoTriangle regional bus services connecting Wake, Durham, and Orange Counties. This study includes an evaluation of the current facility and identification of necessary passenger amenities and infrastructure improvements, and a feasibility study to evaluate the potential new locations for the RTC, taking into consideration current and future planned routes, land use, supply, and price. The current location of the RTC on Slater Road in Durham creates overlapping routes leading to inefficiency, and is not proximate to I-40 which causes delays and reduced reliability during peak commuting times. The feasibility study is evaluating location options that improve operating efficiency and reliability, connections to planned BRT and CRT, as well as potential for transit-oriented development.</p>			

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning		
Design	Q1 FY24	Q2 FY25
Construction	Q3 FY25	Q2 FY28
Equipment		
Land - Right of Way	FY25	FY25
Other		

Project Goal

Implementation Matrics

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
23GOTCD2	Regional Fleet and Facilities Study Implementation - Nelson Road	GoTriangle	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY20	FY28	FY2025 (Current)	\$ 3,500,000
		FY 2026 (Subsequent)	\$ 36,500,000

Project Description/Scope	Enter below a summary of the project that may later be used as the project
---------------------------	--

The project sheet requests funding for phases of Design and construction required to operate services identified in the Transit Plan.

The fleet and facilities study evaluated constraints and needs for maintenance, storage, fueling and servicing capacity as well as work-flow efficiency at the GoTriangle Nelson Road bus operations and maintenance facility. The outcome of this study will include site selection, schematic design, and cost estimates for a new and/or expanded facility. The study included a regional coordination element to identify opportunities for shared facilities for vehicle storage, servicing and/or repairs. The study has identified onsite expansion and renovation of the current Nelson Road facility as the most cost effective option to address current needs and provide opportunity to address future fleet needs over the course of the useful life of the renovated facility: 40+ years. The completed study will include phases and associated costs of handling the fleet required to operate the services identified in the Bus Plan.

Please detail project justification

The GoTriangle Operations and Maintenance Facility at 5201 Nelson Rd. Morrisville, NC was originally constructed in 1998. In 2006, the facility was updated to add space for administrative functions. GoTriangle is currently operating near capacity of the existing facility. GoTriangle's Regional Fleet and Facilities Study recommends the design, renovation, and expansion of their Nelson Road Operations and Maintenance Facility. This capital improvement will add the needed capacity required to accommodate GoTriangle's projected fixed-route fleet of 120 buses, including vehicles needed for operations in Wake, Orange and Durham Counties, through 2050. The renovation and expansion will also include updates to better accommodate the facility's administrative functionality. The Regional Fleet and Facilities study has also projected the need to relocate GoTriangle's paratransit maintenance and servicing to a new facility to reach full build-out, the funding for which is not included in this project's design and construction allocation. Facility costs to update the Nelson Road facility will be shared across GoTriangle's service areas.

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning		
Design	FY23 Q4	FY25 Q4
Construction	FY26 Q1	FY28Q4
Equipment		
Land - Right of Way		
Other		

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
22GOTVP1	Vehicle acquisition and replacement	GoTriangle	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY20	FY28	FY2025 (Current)	\$ 216,667
		FY 2026 (Subsequent)	\$ 1,437,145
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>Orange Transit share of the GoTriangle level buying bus strategy. GoTriangle will serve as project sponsor as these new buses will replace existing buses that have reached its useful life. There has been an increase of maintenance cost by maintaining high mileage vehicles and a reduction in reliability. Vehicle purchase requests correspond to the fleet replacement plan.</p>			
Please detail project justification			
<p>Project allocation was included in the project sheet submission for FY24. Vehicle acquisition is a critical part of the passenger experience, meeting bus schedule timelines and accomplishing the goals of the Orange County Transit Plan Update.</p>			

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning		
Design		
Construction		
Equipment		
Land - Right of Way		
Other		

Project Goal

Implementation Matrics

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
25CHTCD15	North-South BRT Supplemental	Chapel Hill Transit	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY20	FY28	FY2025 (Current)	#REF!
		FY 2026 (Subsequent)	#REF!
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The North-South Bus Rapid Transit (BRT) Project will provide frequent, fixed-guideway bus service along NC 86, known locally as Martin Luther King, Jr. Boulevard and South Columbia Street, and the US Highway 15- 501 corridor in Chapel Hill. The project will benefit Chapel Hill and the University of North Carolina students, visitors, and employees.</p>			
Please detail project justification			
Project adopted in previous workprogram			

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning	FY25	
Design	FY25	
Construction		
Equipment		
Land - Right of Way		
Other		

Project Goal

Implementation Matrics

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
25CHTCD15	Midlife Repower for FY18 and FY20 Vehicle Purchases	Chapel Hill Transit	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY20	FY28	FY2025 (Current)	\$ 209,684
		FY 2026 (Subsequent)	\$ 209,684
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
Midlife repower for FY18 and FY20 vehicle purchases			
Please detail project justification			
Project adopted in previous workprogram			

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning		
Design		
Construction		
Equipment		
Land - Right of Way		
Other		

Project Goal

Implementation Matrics



ORANGE COUNTY GOVERNMENT
TRANSPORTATION SERVICES DEPARTMENT



MEMORANDUM

TO: Orange County Staff Work Group
FROM: Nishith Trivedi, Transportation Director
DATE: November 27, 2023
SUBJECT: FY24 Q3 AWP Amendment Request
ATTACHMENT: FY24 Q3 Project Sheets

Orange County Transportation Services (OCTS) requests an Amendment to the Fiscal Year 2024 Annual Work Program (AWP) for operational improvements. The Amendment has a net zero financial impact to the AWP, details of the request are outlined below:

Type	Project	Description	ID	Amount
Existing Project	Hillsborough Circulator 2.0	All improvements to Hillsborough Circulator	20OPTTS4	- \$200,000
New Project	Trapeze	Same transit service software used by CHT and Go Triangle		+ \$200,000

Type	Project	Description	ID	Amount
Existing Project	Mobility-on-Demand (Operating)	Orange County's Micro-transit service currently at 6 days a week	20OPTTS6	- \$250,000
New Project	Mobility-on-Demand (Capital)	5 new MOD minivans		+ \$250,000

Due to fleet issues, OCTS is delaying implementation of Hillsborough Circulator 2.0 improvements (e.g. reverse circulator) till it is resolved. OCTS anticipates resolving them by Q4. OCTS is requesting a portion of the project be used as a one-time purchase of Trapeze software. Reverse circulator is planned to be implemented FY24 Q4. The financial impact for this request is net zero with \$200,000 from MOD being used for Trapeze.

OCTS advanced its Mobility-on-Demand (MOD) Phase I and II as approved in the Multi-year transit plan by making it six days a week as of May 1, 2023. However, due to fleet issues, this service is reduced till new vehicles are procured and service can be fully restored. OCTS is requesting a portion of the approved budget for MOD be used as a one-time purchase for five (5) vehicles for Mobility-on-Demand.

Please forward any questions, comments or concerns to me at ntrivedi@orangecountync.gov.

REQUEST #
20OPTTS6

FY 2024
Orange Transit Work Plan
Request Form
Operating and/or Capital

FY START DATE	
Jul	2023
Total Project Cost	
\$	132,762

Project Name	Requesting Agency	Project Contact	Orange Transit Estimated Operating Cost	
Mobility on Demand	Orange County Transportation Services	Nishith Trivedi	FY 2024 / Base Year*	\$ 132,762
			FY 2025	\$ 445,875
			Cumulative	\$ 3,989,842
Estimated Start Date	Estimated Completion	Notes	Orange Transit Estimated Capital Cost	
Jul-23	N/A		FY 2024 / Base Year*	\$ -
			Cumulative	\$ -
Project Description/Scope	Enter below a summary of the project that may later be used as the project description in the FY 2024 Work Plan.			
Mobility on Demand is a micro-transit service with same day reservation, using ADA accessible vehicles to service rural and urban areas. Project focuses specifically on underserved and Environmental Justice Community of Concern areas for access to urban areas 6-days a week (Monday thru Saturday) from 9 am - 5 pm. Complete implementation of Phase I and II as approved in the 2022 Transit Plan Update. (former 20OPTTS6).				
Project Justification / Business Case	Provide responses to <u>EACH</u> of the questions below. Answer the questions as fully as possible. Enter Not Applicable (N/A) as appropriate.			

1. Is this a New Project, Scope Change or Financial Change?

See Instructions for definitions

New Scope Financial

1a. If Scope Change or Financial Change - Indicate previous project ID

20OPTTS06

2. Is this project Operating, Capital or Both?

Operating Capital Both

3. Is this a one-time request?

Yes No

4. What is the timeframe for the request? Are you requesting a full year of funds in FY24 or a partial year to be annualized in future fiscal years?

Full FY 2024 and continued into all future years

5. Where is this project located, who will this project serve and how will it improve service or overall implementation of the Orange Transit Plan?

All unincorporated portions of rural Orange County, connections to fixed routes and other transit agency services.

6. Is this project programmed in the adopted Transit Plan FYs 2024-2030 Multi-Year Operating Program Yes No

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

All residents and businesses in rural Orange County will continue receiving public transit services. If discontinued, it will have significant and detrimental impact all incorporated portions of the County.

10. For bus operating projects, please provide:

a) Target Start Date	1-Jul-23
b) Assets Used (Vehicles, etc.)	All ADA OCTS vehicles except those dedicated to Mobility-on-Demand
c) Geographic Termini	All unincorporated portions of Orange County, urbanized areas and connections other transit agency services
d) Major Destinations Served	Rural to urban, rural to rural, urban to rural, urban to urban
e) Annualized Revenue Hours	

f) Span of Service		Weekday	Saturday	Sunday
		Monday - Friday	Saturday	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak	9:00 AM	9:00 AM	
	Midday			
	PM Peak			
	Evening	5:00 PM	5:00 PM	

11. If this is a bus operating project, which organization will operate the service?

Orange County Transportation Services

12. If applicable, describe proposed responsibilities and duties for new staffing requests. Provide each major intended function, and the percentage of time devoted to each function.

13. List any other relevant information not addressed.

14. Please enter estimated revenues below. If there are other revenues besides Orange County Tax Revenue to support this request, please enter the anticipated revenue amounts next to the appropriate funding source for each fiscal year shown below.

Revenue							
	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Tax Revenue							
Orange County Transit Tax Revenue	132,762	445,875	648,971	665,195	681,825	698,871	716,343
Other Revenue							
Federal	-	-	-	-	-	-	-
State	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
Subtotal Other	-	-	-	-	-	-	-
TOTAL REVENUE	132,762	445,875	648,971	665,195	681,825	698,871	716,343

16. 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							
	FY24	FY25	FY26	FY27	FY28	FY29	FY30
OPERATING COSTS							
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours	1,526	5,000	7,100	7,100	7,100	7,100	7,100
Cost per Hour	87	89	91	94	96	98	101
Estimated Operating Cost	132,762	445,875	648,971	665,195	681,825	698,871	716,343
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	132,762	445,875	648,971	665,195	681,825	698,871	716,343
Other (Describe)			-	-	-	-	-
Other (Describe)			-	-	-	-	-
Other (Describe)			-	-	-	-	-
TOTAL OPERATING COSTS	132,762	445,875	648,971	665,195	681,825	698,871	716,343

17. Please enter Operating category that best represents the project above (This will be reviewed during Work Plan development)

Bus Operations Transit Plan Administration Tax District Administration

18. 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
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

20. Please enter Capital category that best represents the project above (This will be reviewed during workplan development)

Transit Infrastructure Vehicle Acquisition BRT CRT Other

Assumptions for Costs and Revenues Above:

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

Estimated hours based on service hours provided in FY 23 and projected in FY 24 and beyond. Max 10400 service hours planned

* Base year is the year of this project sheet submission.

REQUEST #

FY 2024
Orange Transit Work Plan
Request Form
Operating and/or Capital

FY START DATE	
Jul	2023
Total Project Cost	
\$	200,000

Project Name	Requesting Agency	Project Contact	Orange Transit Estimated Operating Cost	
Trapeze	Orange County Transportation Services	Nishith Trivedi	FY 2024 / Base Year*	\$ 200,000
			FY 2025	\$ -
			Cumulative	\$ 200,000
Estimated Start Date	Estimated Completion	Notes	Orange Transit Estimated Capital Cost	
Jan-24	Jun-24	Software transition to mirror other transit provider	FY 2024 / Base Year*	\$ -
			Cumulative	\$ -
Project Description/Scope	Enter below a summary of the project that may later be used as the project description in the FY 2024 Work Plan.			
Converting EcoLane to Trapeze to improve data quality, service, and coordination with other transit providers in the County and region.				
Project Justification / Business Case	Provide responses to <u>EACH</u> of the questions below. Answer the questions as fully as possible. Enter Not Applicable (N/A) as appropriate.			

1. Is this a New Project, Scope Change or Financial Change? **New** **Scope** **Financial**

See Instructions for definitions

1a. If Scope Change or Financial Change - Indicate previous project ID

2. Is this project Operating, Capital or Both? **Operating** **Capital** **Both**

3. Is this a one-time request? **Yes** **No**

4. What is the timeframe for the request? Are you requesting a full year of funds in FY24 or a partial year to be annualized in future fiscal years?

One time request to improve transit operations.

5. Where is this project located, who will this project serve and how will it improve service or overall implementation of the Orange Transit Plan?

Orange County Transportation Services Administration building and County transit fleet

6. Is this project programmed in the adopted Transit Plan FYs 2024-2030 Multi-Year Operating Program **Yes** **No**

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

All residents and businesses in rural Orange County will continue receiving public transit services. If discontinued, it will have significant and detrimental impact all incorporated portions of the County.

10. For bus operating projects, please provide:

a) Target Start Date	
b) Assets Used (Vehicles, etc.)	
c) Geographic Termini	
d) Major Destinations Served	
e) Annualized Revenue Hours	

f) Span of Service				
g) Frequency	TIME PERIOD			
	AM Peak			
	Midday			
	PM Peak			
	Evening			

11. If this is a bus operating project, which organization will operate the service?

Orange County Transportation Services

12. If applicable, describe proposed responsibilities and duties for new staffing requests. Provide each major intended function, and the percentage of time devoted to each function.

13. List any other relevant information not addressed.

14. Please enter estimated revenues below. If there are other revenues besides Orange County Tax Revenue to support this request, please enter the anticipated revenue amounts next to the appropriate funding source for each fiscal year shown below.

Revenue							
	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Tax Revenue							
Orange County Transit Tax Revenue	200,000	-	-	-	-	-	-
Other Revenue							
Federal	-	-	-	-	-	-	-
State	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
Subtotal Other	-	-	-	-	-	-	-
TOTAL REVENUE	200,000	-	-	-	-	-	-

16. 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							
	FY24	FY25	FY26	FY27	FY28	FY29	FY30
OPERATING COSTS							
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	200,000	-	-	-	-	-	-
Other (Describe)			-	-	-	-	-
Other (Describe)			-	-	-	-	-
Other (Describe)			-	-	-	-	-
TOTAL OPERATING COSTS	200,000	-	-	-	-	-	-

17. Please enter Operating category that best represents the project above (This will be reviewed during Work Plan development)

Bus Operations Transit Plan Administration Tax District Administration

18. 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
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

20. Please enter Capital category that best represents the project above (This will be reviewed during workplan development)

Transit Infrastructure Vehicle Acquisition BRT CRT Other

Assumptions for Costs and Revenues Above:

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

One time request based on quote received from vendor

* Base year is the year of this project sheet submission.



DATE: November 14, 2023

TO: Orange County Staff Working Group

FROM: Caroline Dwyer, Chapel Hill Transit

RE: Requested Amendments to FY24 Orange County Annual Transit Workplan

REQUEST SUMMARY

Chapel Hill Transit (CHT) is requesting the following amendments to operating projects included in the FY 2024 Orange County Annual Transit Workplan, as further described in this memo. This amendment has a net zero impact on the approved FY24 Orange County Annual Transit Workplan.

TYPE	PROJECT	DESCRIPTION	ID	AMOUNT	NOTES
Existing project	HS Route	Weekend service	24CHTTS1	-\$104,625	Implementation postponed to FY25 Q3
Existing project	CW Route	Improve Midday Service	23CHTTS1	-\$195,375	Improvements to be reinstated FY25 Q3
New Project	CHT Short Range Transit Plan Update	Update CHT's 2020 SRTP	N/A	+\$150,000	Request for FY24
New Project	Transit Plan Administration	Planner I (Transit planning support staff)	N/A	+\$90,000	Request for FY24, only
New Project	Transit Plan Administration	Bus Stop Amenities Technician (Project Implementation Staff)	N/A	+\$60,000	Request for FY24, only
NET FINANCIAL IMPACT				\$0.00	

NEED

New Project 1: Short Range Transit Plan (SRTP) Update

We are requesting to amend the FY24 Annual Transit Workplan to designate funding for a Short Range Transit Plan Update (Operations – Planning). A transit agency's Short Range Transit Plan (SRTP) is a roadmap positioning the agency for continued financial and operational success. CHT's last SRTP was completed in early 2020, prior to the COVID-19 pandemic. The impacts of COVID, including a nationwide shortage of transit operators significantly impacted CHT's ability to implement planned improvements. Patterns of development, ridership, and employment have also changed, post-COVID, challenging the usefulness of assumptions in CHT's 2020 SRTP. The requested amendment provides the funding needed to revisit the plan and its assumptions and to revise planned improvements, if needed, to better serve Chapel Hill, Carrboro, Orange County, and the 40,000 people who commute into Chapel Hill each day. If funded, the SRTP update will assess CHT's operating conditions, evaluate existing and planned service characteristics and system performance, and recommend changes to better serve the public. CHT will also integrate emerging challenges and opportunities in the SRTP update including microtransit, BRT, and changing development patterns in our service area. We will also conduct robust public outreach and engagement to provide opportunities for the community to help identify and respond to recommended proposals. Reallocating funding for planned service improvements that we are



unable to sustain due to operator shortages is an opportunity to advance projects with more critical short-term needs while maintaining the integrity of the financial assumptions in the approved Orange County Transit Plan Update (i.e., this request has a net-zero financial impact on the workplan).

New Project 2: Transit Planner I

We are requesting to amend the FY24 Annual Transit Workplan to designate funding for Transit Planning Support Staff (Operations – Transit Plan Administration). This amendment requests one year of salary and benefits for a Transit Planner I, an entry level position reporting to CHT's Transit Planning Manager and supporting all aspects of transit planning, operations, and capital investments. This person will primarily focus on CHT's SRTP update project and day-to-day operating and service planning. Reallocating FY24 funding from approved service projects (that we cannot currently sustain) allows CHT to more expeditiously meet critical staffing needs while continuing to grow our roster of operators and explore options for long-term funding sources for staff.

New Project 3: Bus Stop Amenities Technician

We are requesting to amend the FY24 Annual Transit Workplan to designate funding for Project Implementation Staff (Operations – Transit Plan Administration). This amendment requests one year of salary and benefits for a Bus Stop Amenities Technician

SUMMARY OF PROJECT REQUESTS

Project ID 24CHTTS1 HS Route (Weekend Service): decrease FY24 budget by \$104,625.

Project ID 23CHTTS1 CW Route (Improve Midday Service): decrease FY24 budget by \$195,375.

New Project Chapel Hill Transit Short Range Transit Plan Update (Operations – Planning): \$150,000 in FY24 Q3

New Project Transit Planner I (Operations – Transit Plan Administration, Transit Planning Support Staff): \$90,000 in FY24 Q3

New Project Bus Stop Amenities Technician (Operations – Transit Plan Administration, Project Implementation Staff): \$60,000 in FY24 Q3

Fiscal impact on FY24 Orange County Annual Transit Work Plan budget: \$0

REQUEST #

FY 2024

FY START DATE
Jul

**Orange 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	Transit Estimated Operating
(1) Chapel Hill Transit Short Range Transit Plan Update, (2) Transit Planner I, and (3) Bus Stop Amenities Technician	Chapel Hill Transit	Caroline Dwyer cdwyer@townofchapelhill.org	Base Year FY 2025 Cumulative
Estimated Start Date	Estimated Completion	Notes	Transit Estimated Capital
Jan-24	N/A		Base Year Cumulative

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

(1) SRTP: CHT's last SRTP was completed in early 2020, prior to the COVID-19 pandemic. The impacts of COVID, including a nationwide shortage of transit operators significantly impacted CHT's ability to implement planned improvements. Additionally, post-COVID patterns of development, ridership, and employment are challenging the feasibility of assumptions in the 2020 SRTP. Updating this plan provides an opportunity to revisit this plan and its assumptions and to make changes to planned improvements to better serve Chapel Hill, Carrboro, Orange County, and the 40,000 people who commute into Chapel Hill each day. Reallocating the funding for service improvements that cannot be implemented due to operator shortages means this amendment has a net-zero financial impact on the FY24 Orange County Transit Work Plan. **(2) Transit Planner I:** This is an entry level position reporting to CHT's Transit Planning Manager and supporting all aspects of transit planning, operations, and capital investments. This person will primarily focus on CHT's SRTP update project and day-to-day operating and service planning. CHT is requesting one year of funding, to more expeditiously meet critical staffing needs while exploring options for long-term funding sources. **(3) Bus Stop Amenities Technician:** This staff member will directly support our maintenance team, enhancing CHT's ability to clean, maintain, and repair our 535+ transit stops and amenities. CHT currently has one staff member responsible for this enormous task. Well-maintained stop amenities also extend the life of transit plan investments in bus stops, reducing future funding needs.

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

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
	Chapel Hill Transit Short Range Transit Plan Update	Operations - Planning	\$150,000		New project
	Transit Planner I	TPA - Transit Planning Support Staff	\$90,000	0	New Project
	Bus Stop Amenities Technician	TPA - Project Implementation Staff	\$60,000	0	New Project
TOTAL			\$ 300,000		

2. Orange Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
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Operating costs include one year of funding for two (2) transit positions based on the Town of Chapel Hill's approved classification and compensation schedule (Transit Planner I, Grade 112; Bus Stop Amenities Technician, Grade 208). Capital funding for SRTP update is based on recently executed competitive planning contracts.



**ORANGE COUNTY GOVERNMENT
TRANSPORTATION SERVICES
DEPARTMENT**



Item: 4.a.vi
Subject: Staff Work Group Public Involvement Plan (SWG PIP)
Attachment: Final SWG PIP

PURPOSE: Approve Staff Work Group PIP

BACKGROUND: On September 2023, Orange County Staff Work Group discussed the draft Public Involvement Plan in accordance with the Comprehensive Participation Agreement. Orange County has gathered all the feedback on the draft over the past few months and finalized the SWG PIP. As this is the first iteration of the Orange County SWG PIP, it will be amended in preparation of future updates to the Transit Plan and Annual Work Programs.

All future Staff Work Group meetings will include a separate item on the agenda dedicated to public engagement efforts for transit. Transit is a key component of the County's multimodal transportation network and each Staff Work Group member plays an important part in advancing public engagement for it.

ACTION:
Approve SWG PIP

STAFF WORK GROUP

PUBLIC INVOLVEMENT PLAN

On July 1, 2023, the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization transitioned the transit Staff Working Group administration duties to Orange and Durham counties. The staff work group oversees the implementation of the Orange County Transit Multi-Year Vision Plan ([link](#)). Each member jurisdiction in the Orange County staff work group approved and signed the Comprehensive Participation Agreement which states:

WHEREAS, the Parties, and the Implementation Partners intend to implement an inclusive and cooperative process to continuously develop and improve the Orange County Transit Multi-Year Vision Plan. They will further develop a public involvement plan to guide the Parties' and staff work group coordinated efforts for engagement aligned with federal, state and local policies and guidelines.

Further clarification regarding the staff work group responsibilities for the annual Orange County Transit Annual Work Program (section 3.04) state:

(f) An articulated strategy for incorporating or accounting for public outreach, involvement, and communication with all components in the annual work program.

This section of the Plan is approved by the Orange Staff Work Group as a separate and independent process specifically focused on the County's Transit tax through the Annual Work Program and the Multi-Year Vision Plan.

- Each Staff Work Group member uses independent public resources for engagement efforts.

All Comprehensive Participation Agreement signatures strives to coordinate their public involvement practices through this staff work group public involvement plan as approved.