



## **NORTH CAROLINA** Department of Transportation

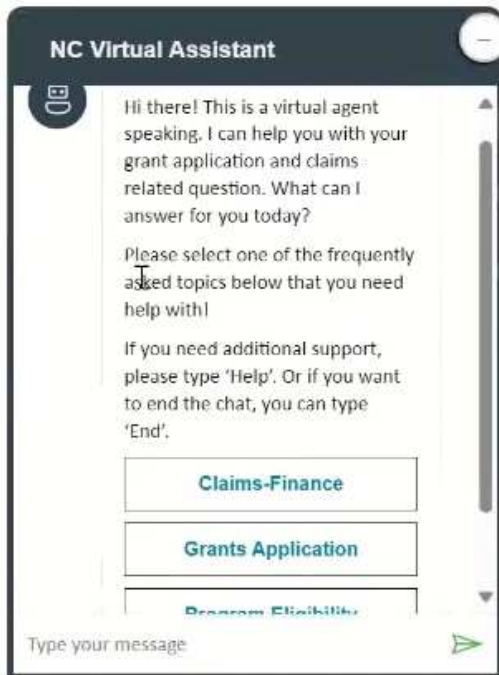


# Integrated Mobility Division Transit Systems Call

September 11, 2024

# AGENDA





- Director Opening
- IMD Support Virtual Agent Features
- Finance Updates
- Grant Administration Updates
- Procurement Updates
- Compliance Updates
- Training Updates
- Calendar Updates



### What is a Virtual Agent?

Virtual agents (VA) is a software that operates like a person that interacts with business users to provide automated customer support, answer inquiries, and streamline service processes.

### What are the benefits of a virtual agent?

			
<b>Improved Subrecipient's experience</b> Provides interactive menu of commonly asked questions, guided context and conversation flow	<b>Reduced Wait times</b> Eliminates wait times to email queries from Finance/Admin teams	<b>Provides Reliable Information</b> Incorporates the latest training guides and resources to provide accurate information	<b>Collects Feedback</b> Automatically sends in queries and feedback from the subrecipients to the business team

### What are the features of this virtual agent?

<a href="#">Claims/Finance guide</a>	<a href="#">Grants Application guide</a>	<a href="#">Program eligibility guide</a>	<a href="#">G-codes guide</a>
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### Where can I access the virtual agent?

The Virtual agent is available on the IMD Transit and Grants page on NC Connect, below are some example URLs

- <https://connect.ncdot.gov/municipalities/PlanningGrants/IMD-Multimodal-Planning-Program/Pages/default.aspx>
- <https://connect.ncdot.gov/municipalities/PlanningGrants/IMD-Multimodal-Planning-Program/Lists/Key%20Dates/AllItems.aspx>
- <https://connect.ncdot.gov/business/Transit/Pages/Unified-Grant-Application.aspx>
- <https://connect.ncdot.gov/business/Transit/Pages/default.aspx>

# Connect NCDOT BUSINESS PARTNER RESOURCES

Home Help Team Sites Site Map

**Doing Business** Bidding & Letting Projects Resources Local Governments

Search...

Prequalify Small Business Consultants Directory of Firms Trucking Fleet & Material Mgmt DMV **Public Trans** Purchasing ROW Turnpike

## Public Transportation

Grants, programs, projects, future plans, and resources for North Carolina Public Transportation Systems

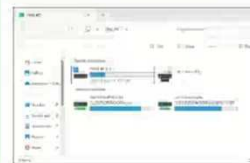
Home > Connect NCDOT > Doing Business > Public Trans

### Integrated Mobility Division Strategic Goals

[Click Here](#)

### Transit System Meeting Resources

This PC



### PTD – Document Library

Resource documents and materials for Business Partners and Transit Providers.

[Need help with claims?](#)

### IMD – Quick Links

### What is Intelligent Document Processing?

Intelligent Document Processing (IDP) is a type of technology that uses artificial intelligence to help the IMD team automatically sort through information submitted by the subrecipients with their claims. It works online and can quickly handle lots of data, making it easier for the Regional Grants Specialists (RGS) to keep up with the fast pace of claims they receive.

### What are the benefits of Intelligent Document Processing?



**Improved Subrecipient's experience**

Enables quicker turn around when processing claims



**Provides Reliable Information**

Assists employees make faster decision-making related to the claims



**Drive Standardization**

Enables standardization of business processes, creating improved efficiencies



**Improved Employee Experience**

IDP does the initial validation, and which will allow IMD Claims team for the detailed validation

### How Intelligent Document Processing helps?

Read and validate mandatory claim documents

Review and validate supporting claim documents

Verify checks and paid stamps

Validate G-codes and claim amounts

IMD Claims team review summary results

### How can I use Intelligent Document Processing?

The solution will conduct initial validations and generate summaries for each claim, enabling the IMD Claims team to focus exclusively on detailed validations. This process will facilitate the return of documents that fail to meet the acceptance criteria and expedite the processing of claims that do meet these criteria. Providing the documents which are more standard according to the Claims Submission Guide will streamline the claims processing time resulting in faster processing of Claims.

**Below are some highlights from the Claims Guide**

- 1. All Mandatory Documents are attached
- 2. Supporting documents like invoices, cheques, receipts etc needs to be readable
- 3. Clear mention of G-Codes in the format mentioned according to guideline document
- 4. Signatures are found in right places
- 5. Clear Paid stamp with readable date and cheque number
- 6. With proper naming convention mentioned according to the guideline document

Link to Claims Guide : [Claims Submission Guide](#)

# Finance Updates



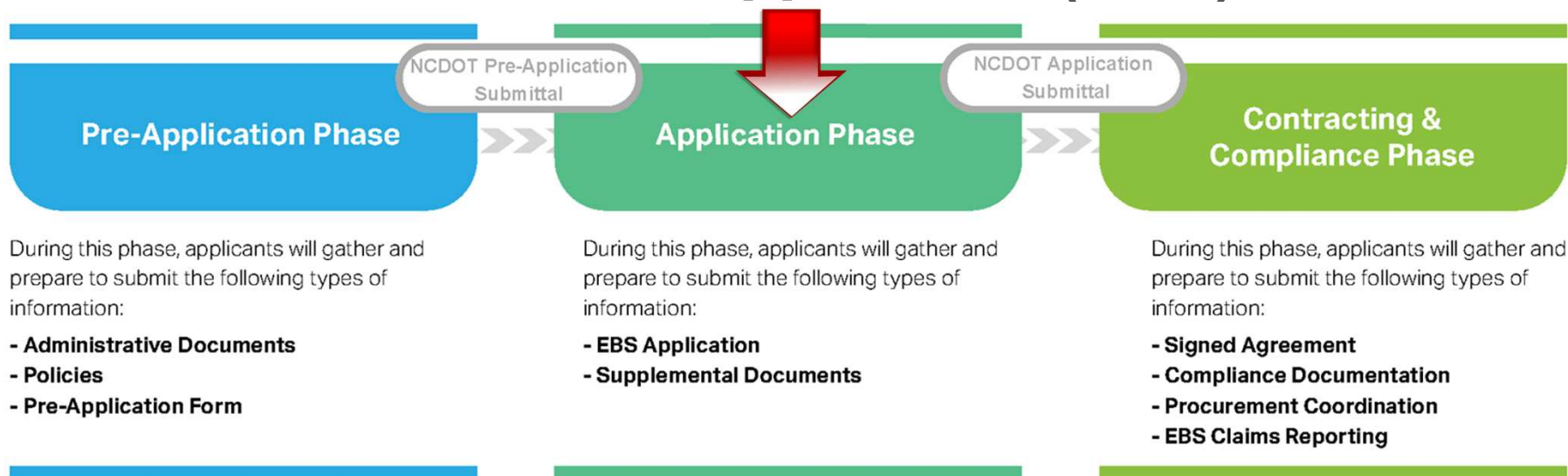
- FY25 5311 Contract packages will be released once FTA approves our grant award
- FY25 5339 Contracts packages have been released.
- Contact for the Coastal Plains region has changed. Please reach out to myself or Jocelyn Valdez if you need assistance or have questions regarding any projects in this region.



# Grant Administration Updates



# FY 26 Unified Grant Application (UGA) Process



## Key Dates:

- Completed grant applications, including the combined capital application, are due in EBS **Friday, October 4, 2024.**
- If you are including IDCR on your FY 26 Admin application, please be sure you attach the required documentation to the application by the application deadline.
- For any technical assistance, reach out to your RGS.

## Grant Applications Due in EBS October 4, 2024

- ▶ Capital Purchase of Service
- ▶ Section 5310
- ▶ Section 5311
- ▶ Urban Advanced Technology
- ▶ Urban Strategic Transportation Investments (STI)
- ▶ Rural STI
- ▶ Combined Capital
- ▶ ConCPT Consolidation (CN)
- ▶ ConCPT Coordination (CO)
- ▶ Rural State Operating Funds (RO)
- ▶ Travelers' Aid
- ▶ Urban State Match
- ▶ Non-STI
- ▶ Mobility Manager
- ▶ Capital Cost of Contracting



## Grant Applications Opening Later in the year

- ▶ 5303 Planning (Fall 2024)
- ▶ Rural Operating Assistance Program **Opened September 4<sup>th</sup> Due in EBS Dropbox October 4<sup>th</sup> .**
- ▶ State Maintenance Assistance Program **Opened September 9<sup>th</sup> Due in EBS Dropbox October 11<sup>th</sup> .**
- ▶ Transportation Demand Management
- ▶ Other FTA Discretionary Grants



# Unified Grant Application (UGA) Process

## Helpful Tool

- The UGA page has a lot of useful information refer to the screenshot below for a sample, i.e., [Unified Grant Application \(UGA\) Program Tutorial Phase I - Pre-application How-to-video](#)
- <https://connect.ncdot.gov/business/Transit/Pages/Unified-Grant-Application.aspx>
- For assistance with your claims or change requests, please contact Elizabeth Peak at
- [ext-eapeak@ncdot.gov](mailto:ext-eapeak@ncdot.gov)



## Unified Grant Application

### Unified Grant Application (UGA)

🏠 ▶ Connect NCDOT ▶ Doing Business ▶ Public Trans ▶ Unified Grant Application

### Unified Grant Application (UGA)

The Unified Grant Application (UGA) is designed to simplify, streamline, and modernize the process by which applicants apply for state-administered transit funds.

#### [FY25 State Maintenance Assistance Program \(SMAP\) Application Package](#)

#### [SFY25 ROAP Application Package](#)

Please download the UGA Guidance. IMD opened the Call for Projects on April 1, 2024:

#### [FY26 Unified Grant Application \(UGA\)](#) (Last Modified July 10, 2024)

\*Note the UGA PDF works best when saved to your computer and opened in a PDF reader.

Supplemental documents and guidance are provided under the tabs below. Additional calls for projects including SMAP, ROAP and 5303, can be found as links under the Timeline.

Please contact your assigned Regional Grant Specialist for further assistance.

IMD has prepared an [FY26 Unified Grant Application \(UGA\) Overview](#) handout as a job-aid to guide subrecipients through the phased approach of the FY26 UGA. Each phase lists the details and steps which will occur as the application moves through the process.

The following documents are job aids and information to assist with the UGA. The [UGA Roadmap](#) is your guide to getting started, illustrating the relationship between each document.

- [FY26 UGA Pre-Application \(Phase 1\) Quick Reference Guide](#)
- [FY26 UGA Application \(Phase 2\) Quick Reference Guide](#)
- [FY26 UGA Application Contracting & Compliance \(Phase 3\) Quick Reference Guide](#)
- [Smartsheet Quick Reference Guide](#)

**Funding Program Cheat Sheet** – this documents provides information to sub-recipients on the various programs and is a quick reference guide.

- [FY26 NCDOT IMD UGA Funding Cheat Sheet](#)

### News & Updates

#### August 2024 -

IMD has released new Independent Cost Estimate Forms (ICE).

- [FY26 UGA ICE Quick Reference Purchasing Guide](#)
- [FY26 Independent Cost Estimate Form 07-2024 Example](#)
- [ICE Form \(Blank\)](#)

#### April 1, 2024 –

IMD has published the [FY26 Unified Grant Application](#) and opened the Call for Projects.

**Smartsheet Quick Reference Guide** – IMD has gathered tips and tricks to best utilize Smartsheet and prepared this reference guide. This guide includes how to complete Smartsheet forms and grids which are used throughout the entire UGA process.

**UGA Progress Sheet** – This progress sheet serves as tracking sheet for application process. This progress sheet does not need to be submitted to IMD.

**UGA Roadmap** - This document provides a

## ROAP Update

The FY25 ROAP application package was sent out via e-mail on September 4<sup>th</sup> and it was posted to the UGA page on IMD's Connect site.

The FY25 SMAP application package was sent to those recipients on September 9<sup>th</sup> and posted to the UGA pas as well.



### Important ROAP Application Dates:

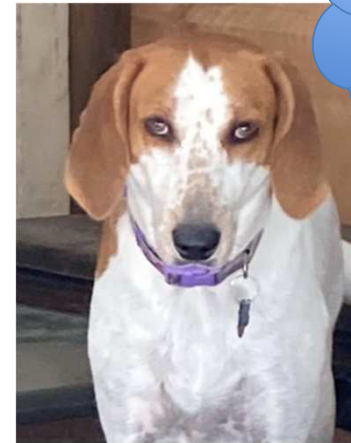
- **Completed applications are due in the FY25 ROAP EBS drop box by October 4<sup>th</sup>.**
- Applications received by the due date will have funds disbursed during the week of October 28<sup>th</sup>.
- Applications received after October 4<sup>th</sup> will be reviewed, however the disbursement of funds will be delayed, depending on when application is received. Late applications will be disbursed in batches until complete.

**SMAP applications are due in EBS by October 11<sup>th</sup> and disbursement is scheduled for the week of November 4<sup>th</sup>.**

## ROAP Update (Continued)

### FY25 ROAP allocation and disbursement.

- The FY25 ROAP application was posted to the UGA page on the Connect site.
- The application package contains 2 funding tables:
  - **Disbursement** table which is to be used for the application funding request,
  - **Disbursement + Carryover Funding** which is the total amount a system has for ROAP trips. This amount is the total amount the automated ROAP reports from SmartSheet will indicate is available for your ROAP program.
- The allocation amount for FY25 was prepared with 2020 Census data and some systems may see a difference in the amount allocated.



## ROAP Update (Continued)

### **ROAP Monthly Allocation Balance Update Report**

The monthly ROAP Allocation Balance report which shows an approximation of running funds balance in each ROAP program.

The report will be automatically sent from SmartSheet on the 8<sup>th</sup> of the month, prior to the due date of the monthly reports.

**The balances in the reports will not include expenditures that have been submitted but not yet approved.**

The balance reports are to provide an estimated update of the ROAP balances, but transit directors and/or Finance directors are ultimately responsible for keeping up with program funds and reports submitted.

### **FY25 ROAP Report SmartSheet Link**

<https://app.smartsheet.com/b/form/5cd8951fef8845a699ec23382a249331>



## ROAP Update (Continued)

**Monthly** ROAP reporting provides **45 days** after the end of each month to submit reports. IMD encourages transit systems to use those days to collect trip and expense information, and back-up documentation to prepare an accurate report.

Sally says “don’t sleep on your ROAP reports”. They are due on the 15<sup>th</sup> of each month



## ROAP Update (Continued)

### **FY25 ROAP Analysis:**

#### **ROAP Reporting Update as of September 10, 2024**

- July reports due September 15<sup>th</sup> – 13 reports submitted
- August reports due October 15<sup>th</sup> – 6 reports submitted
- September reports due November 15<sup>th</sup> –reports not submitted
- October reports due December 15<sup>th</sup> –reports not submitted
- November reports due January 15<sup>th</sup> –reports not submitted
- December reports due February 15<sup>th</sup> –reports not submitted
- January reports due March 15<sup>th</sup> –reports not submitted
- February reports due April 15<sup>th</sup> –reports not submitted
- March reports due May 15<sup>th</sup> –reports not submitted
- April reports due June 15<sup>th</sup> - reports not submitted
- May reports due July 15<sup>th</sup> - reports not submitted
- June reports due July 30<sup>th</sup> - reports submitted



# Procurement

# Procurement

## Existing NC Department of Administration/Statewide Term Contracts

- Based on finding from most recent FTA triennial, systems will need to cease utilizing NC DOA contracts unless they include:
  - Current FTA/NCDOT clauses
  - No utilization of geographical preference for NC-based companies
    - If the contract you are attempting to purchase from/piggyback from does not include the above, your procurement will not be considered compliant in the eyes of the FTA
  - NCDOT-IMD is currently working with NC DOA to begin including these clauses and FTA requirements for contracts dominantly used by transit systems so that confusion relating to compliance will no longer be as issue
- Systems who historically procure the following products through existing NC DOA contracts or from the previous NCDOT-specific contract for cameras may consider (in addition to their own competitive procurements) purchasing from the “Priced Options” on current NCDOT vehicle contract 54-SG-05062022:
  - Vehicle Cameras
  - Bi-fuel propane conversion kits
- Pricing will be updated for existing Priced Options list along with updated FY25 vehicle order forms

# Procurement

## FY25 Vehicle Order Forms

- Awaiting execution of FY25 Capital Agreements before order forms will be distributed
- Currently processing price increase amendments to the existing NCDOT contract “54-SG-05062022”
  - Roughly a 3-5% increase in pricing for base model vehicles as well as participating priced options
  - FY26 Combined Capital application has been adjusted to reflect the budget amount that will be needed for systems to procure vehicles as well as commonly requested options
- Vendors currently under contract:
  - Model 1 (formerly Creative Bus Sales)
  - Interstate Transportation Sales
  - Palmetto Bus Sales
- Vehicle types covered
  - Raised Roof vans (mid-roof Ford Transit 150 Connects as well as high-top roof Ford Transit 350s)
  - 20', 22', and 25' LTVs
- Vehicle types outside of the NCDOT contract will need to be procured competitively through either independent solicitation or potentially by identifying an FTA/NCDOT compliant purchasing schedule/contract to utilize

# Procurement

Starting in the FY26 Combined Capital Application cycle, IMD will begin requesting a documented independent cost estimate for any capital line items over \$10,000

- Used to assess what you would expect to pay for goods or services, based on reliable sources such as:
  - Paid historical prices (prior projects)
  - Industry standard (from a price catalog, etc...)
  - Market survey
  - Informal request from suppliers or manufacturers
- **Systems using the NCDOT Agency-specific contract for raised roof vans and LTVs as their vehicle procurement method are not obligated to use the ICE form; minivans and buses are NOT covered under the NCDOT contract**
- **Projects under \$10,000 are not required to use the NCDOT-IMD ICE form as their “formal” ICE; however, you will still need to document for your records how you determined pricing to be fair and reasonable in your procurement file**
- Will be collected during the UGA document submittal process (due 10/4/24) and reviewed for compliance by IMD Procurement Staff
- Further detailed instruction along with a sample ICE form has been distributed along with Combined Capital Applications
- FTA now offers training for understanding the requirements related to performing an ICE: [Procurement E-Learning Courses | FTA \(dot.gov\)](#)
  - Please feel free to contact Chris Dodson for further questions
    - Chris Dodson
    - [cbdodson@ncdot.gov](mailto:cbdodson@ncdot.gov)
    - 919-707-4696



# Compliance Updates

# 2024 Compliance Reviews

## CY24 5311 – Round 1

- 8 Total
- 5 Closed
- 3 In-Process

## CY24 5311 – Round 2

- 23 Notification Letters Will be Sent this week or Next
- FY25 Workbook is Complete and Consultant Review Teams are preparing for reviews.
- FY25 Workbook is available on the webpage.

### Compliance Review Cycles

Compliance Reviews are conducted at least every three years or sooner depending on various factors. Below is a list of transit systems that will have Compliance Reviews within the year at the top.

If you would like to prepare for your review early or learn what is covered within these reviews, please click on this document:

[Compliance Review Workbook \(2025\)](#)

*(Workbook is reviewed and changes made on a yearly basis)*

#### Calendar Year 2024

Alamance County Transportation Authority (ACTA) - <b>Completed</b>	Albemarle Regional Health Services (ICPTA)	Alleghany County
Ashe County Transportation Authority	Avery Co. (ACT)	Bladen County (BARTS)
Buncombe County/Mountain Mobility	Clay County	Gaston County
Goldsboro-Wayne County (GWTA)	GoWake Access- <b>In Process</b>	Guilford County Transportation and Mobility Services (TAMS)- <b>Completed</b>
Hoke Area Transit Service (H.A.T.S.)- <b>In Process</b>	Johnston County Area Transit (JCATS)- <b>Completed</b>	Kerr Area (KARTS)- <b>In Process</b>
Lee County (COLTS) - <b>Completed</b>	Madison County Transportation Authority	McDowell County Transportation
Mountain Projects Inc. Haywood Co.	Pender Adult Services Inc.(PAS)	Polk County
Rockingham (ADTS)	Rowan Transit System (RTS)	Rutherford County Transit
Sampson County - <b>Completed</b>	Scotland County (SCATS)	Tar River Transit / City of Rocky Mount
Union County Transportation	Western Carolina Community Action, Inc. (WCCA-Apple Country (Henderson County)	Western Piedmont Regional Transit Authority
Wilkes Transportation Authority (WTA)		



# Training Updates



# NCDOT-IMD Strategic Training Program Training Updates – Upcoming Training

- Annual Training Survey
  - Link E-Mailed Monday, 9/9
  - Survey completion is Mandatory for rural transit systems
  - Deadline to complete survey is Friday, 9/20/24
  - [Link: IMD Strategic Training Program Annual Survey](#)
- Advanced Mobility Device Securement (AMDS) – In-Person - NTI Training
  - **September 17-18** – Western Location: Foot Hills Higher Education Center, 2128 S. Sterling St, Morganton (Burke County)
    - 7 Seats left - <https://rlsandassoc.com/events/amds-morganton-sept-17-18-2024/>
  - **September 19-20** – Eastern Location: Charles W. Pittman Operations Center, 1800 Herring Avenue, Wilson (Wilson County)
    - Wilson – Full – Wait list only <https://rlsandassoc.com/events/amds-wilson-sept-19-20-2024/>
  - **Description:** This workshop specifically addresses the special challenges of oversized and powered wheelchairs and scooters. The goal of this workshop is to present, demonstrate, and practice problem-solving skills for securing powered mobility devices.

# NCDOT-IMD Strategic Training Program

## Upcoming Training

- **October 16, 2024 - Join Us for Virtual Training on Emergency Preparedness**
  - **Part 1 - 9-11 a.m.**
    - Introduction to Emergency Preparedness
    - Importance of Being Prepared
    - Preparing for Hurricanes
    - Preparing for Flooding
    - Preparing for Snow/Ice
  - **Part 2 – 2-4 p.m.**
    - Emergency Preparedness Partnerships
    - Transit Team Preparedness
    - Emergency Evacuation Planning
- **Registration Links Will Be Emailed Monday, 9/16/24**
  - **2 Separate Links** - Register for Both Parts to Participate in the Full Program

# NCDOT-IMD Strategic Training Program

## Upcoming Training Opportunities

- Americans with Disabilities Act – In-Person – ADA Guru – Jess Segovia
  - **4 Locations**
    - **10/29** – Macon County Transit – 36 Pannell Ln, Franklin
    - **10/30** – Iredell County – Goodwill 124 4<sup>th</sup> Crescent Pl, Statesville
    - **10/31** – Duplin County Public Transportation – 144 Duplin Commons Dr. Kenansville
    - **11/01** – Tar River Transit 101 Coastline St. Rocky Mount
    - **Class Size** = Maximum of 25 at each location
    - **Description:** This course reviews the operating elements required by the Americans with Disabilities Act (ADA) in providing fully accessible fixed route bus and demand-responsive services (\*ADA Paratransit, Dial-A-Ride, Deviated Fixed Route, Human Service Transportation, etc.) to people with disabilities. Content includes Non-Discrimination Requirements, Assisting Riders with Disabilities (including riders using wheelchairs, walkers, hidden disabilities, etc.), Service Animals, Direct Threat/Denial of Service, Reasonable Modification, and ADA Paratransit requirements.
    - **Registration Links** - will be emailed and posted to NCDOT-IMD Communication Hub next week and will be 4 separate links – be sure to use the correct link to the location where attending

# NCDOT-IMD Strategic Training Program

## Upcoming Training Opportunities

- Other Training Being Considered for CY2024
  - **Reasonable Suspicion – Virtual – Poll Group for Interest**
  - **Drug & Alcohol Program Manager – Virtual –Poll Group for Interest**
  - PASS (Train the Trainer) – In-person
  - Documentation and Records Retention - Virtual

# Calendar & Resource Updates



# Transit Communication Hub

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
September 8	9	10	11    Transit System	12	13 July Monthly R	14
15	16	17    Advanced Mobility Device Securem	18    Advanced Mobility Device Securem	19	20	21
22	23	24	25	26	27	28
29	30    Transit Academy 101 - Module 4 (Or Monthly Claim:	October 1	2	3	4    FY25 ROAP Ap       FY25 Unified C	5
6	7	8	9    Transit System	10	11    FY25 SMAP Ap	12

## Important Dates – Next 30 Days

### Reporting Due:

July ROAP Report – September 13

Monthly Claims Due – September 30

### Grants:

FY25 Unified Grant Application Closes – October 4<sup>th</sup>

FY25 ROAP Application Due – October 4<sup>th</sup>

FY25 SMAP Application Due – October 4<sup>th</sup>

### Training:

Advanced Mobility Device Securement Training (NTI) -  
September 17-18 & September 19-20

### Transit Call:

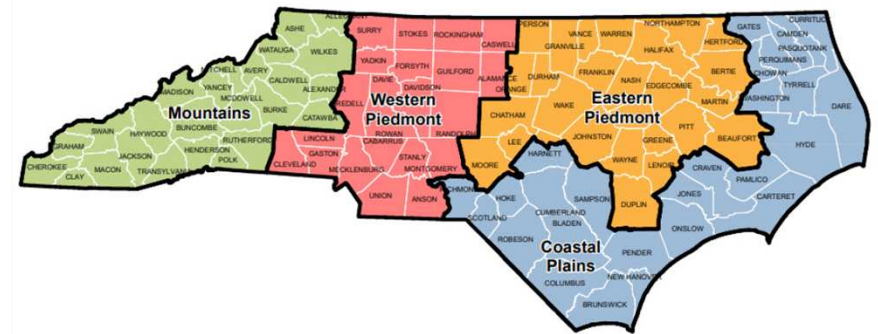
Next Transit Call is on October 9th

# Regional Contact Information

[Download Regional Contacts Map](#)

## IMD Regional Contacts

Section	Lead Contact	Office Number	Email Address
<b>1 Mountains Region</b>			
	<a href="#">Mountain Agencies List</a>		
<b>3 Finance Lead</b>	Monique Frasier	919-707-4681	msfrasier@ncdot.gov
<b>4 Finance Back-up</b>	Ines Nizeye	919-707-4697	ext-inizeye@ncdot.gov
<b>5 Grants Administration Lead</b>	Brandi Claybrooks	919-707-4679	blclaybrooks@ncdot.gov
<b>6 Grants Administration Back-up</b>	Anne Galamb	919-707-4674	asgalamb@ncdot.gov
<b>7 Planning Lead</b>	Bryan Lopez (interim)	919-707-27606	balopez@ncdot.gov
<b>8 Planning Back-up</b>	Bryan Lopez	919-707-2606	balopez@ncdot.gov
<b>9 Safety, Education and Compliance Lead</b>	Kevin Edwards	919-707-4695	kbedwards2@ncdot.gov
<b>10 Safety, Education and Compliance Back-up</b>	Eartle McNeill	919-707-4686	elmcneill1@ncdot.gov
<b>11 Western Piedmont Region</b>			
	<a href="#">Western Agencies List</a>		
<b>13 Finance Lead</b>	David Jerrido	919-707-2613	ext-djerrido@ncdot.gov
<b>14 Finance Back-up</b>			
<b>15 Grants Administration Lead</b>	Lisa Avery	919-762-3734	ext-lnavery@ncdot.gov
<b>16 Grants Administration Back-up</b>	Anne Galamb	919-707-4674	asgalamb@ncdot.gov
<b>17 Planning Lead</b>	Alex Rotenberry, AICP	919-707-4682	jarotenberry@ncdot.gov
<b>18 Planning Back-up</b>	Bryan Lopez	919-707-2606	balopez@ncdot.gov
<b>19 Safety, Education and Compliance Lead</b>	Kevin Edwards	919-707-4695	kbedwards2@ncdot.gov
<b>20 Safety, Education and Compliance Back-up</b>	Eartle McNeill	919-707-4686	elmcneill1@ncdot.gov
<b>21 Eastern Piedmont Region</b>			
	<a href="#">Eastern Agencies List</a>		
<b>23 Finance Lead</b>	Tanisha O'Keefe	919-707-4689	ttokeefe@ncdot.gov
<b>24 Finance Back-up</b>	Iliana Ochoa		ext-ijochoa@ncdot.gov
<b>25 Grants Administration Lead</b>	Anne Galamb	919-707-4674	asgalamb@ncdot.gov
<b>26 Grants Administration Back-up</b>	Lisa Avery	919-762-3734	ext-lnavery@ncdot.gov



## Roles - Who to Contact

Finance	Contact for claims assistance, contract agreements and status; contract closeout, budget questions.
Grant Administration	Contact for grant application process, required documentation, program eligibility and guidelines, grant reporting requirements.
Planning	Contact for items related to multimodal (bicycle, pedestrian, transit, shared mobility) planning studies, multimodal planning grants, transportation demand management, multimodal needs assessment, stakeholder coordination and complete streets implementation.
Safety, Education & Compliance	Contact with questions around safety requirements, emergency planning, training needs and compliance requirements (Proficiency Reviews, System Safety Plan Reviews, Drug and Alcohol compliance).



# IMD Meeting Resources

## Transit System Meetings

[Transit System Meetings Playlist](#)  
[IMD Feedback Submittal](#)

### 08/14/2024

- Meeting Presentation
- Meeting Recording

### 07/25/2024 Multimodal Webinar

- [Meeting Presentation](#)
- [Meeting Recording](#)

### 07/10/2024

- [Meeting Presentation](#)
- [Meeting Recording](#)

<https://connect.ncdot.gov/business/Transit/Pages/Transit-Meeting-Resources.aspx>

# IMD SmartSheet Links

## IMD SmartSheet Links for Transit Systems (View Only)

[Report](#)

### IMD SmartSheet Links for Transit Systems

This page will list commonly used SmartSheet Links will doing business with IMD. Please send any questions to Timothy Blair Chambers, Jr., Compliance & Procurement Branch Manager, Integrated Mobility Division, North Carolina Department of Transportation, 919-707-4693 (office) or [tbchambers@ncdot.gov](mailto:tbchambers@ncdot.gov).

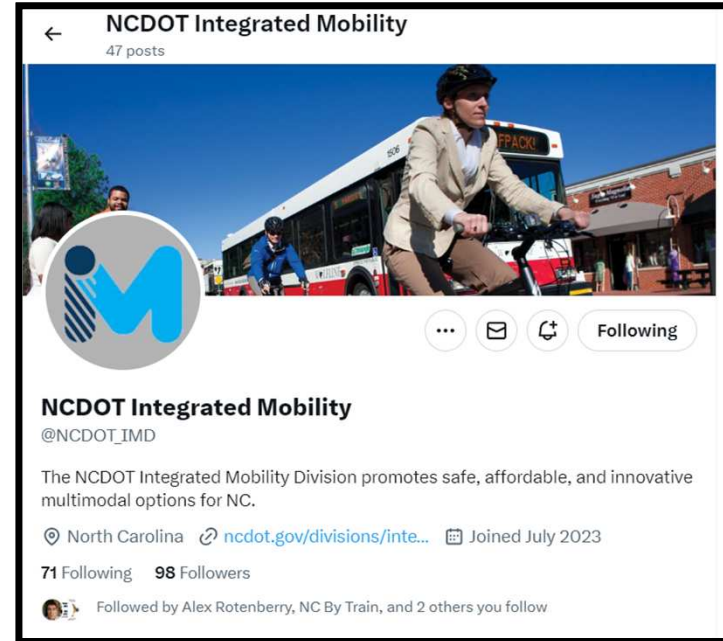
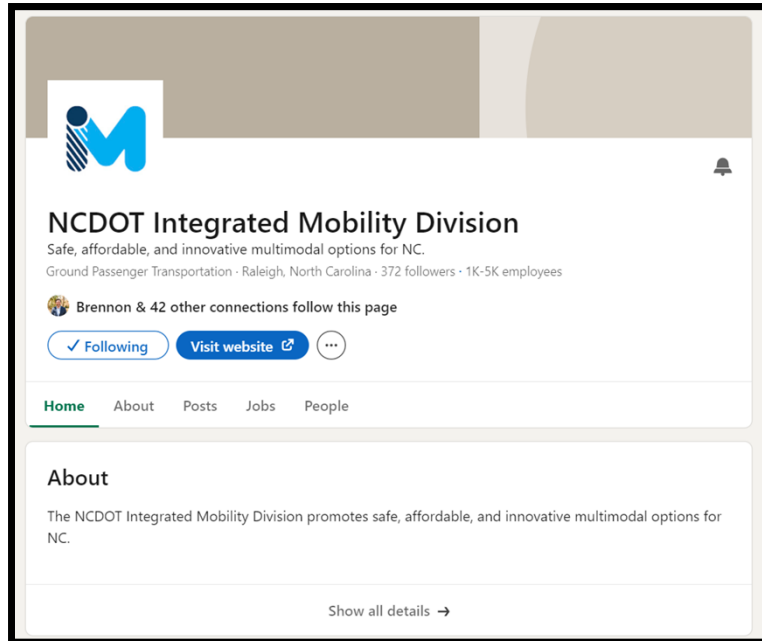
#### General/Surveys

- [Provide feedback from Transit Calls and Ideas for training topics here.](#)
- [Transit Facility & Low Emission Fleet Transition Feasibility Survey \(Open\)](#)
- [STIP Amendment Request Database Form](#)
- [NC Department of Transportation Flex Request Form](#)

<h4>ROAP Reports</h4> <ul style="list-style-type: none"><li><a href="#">ROAP Report Entry (Monthly)</a></li></ul>	<h4>Transit Activity Reporting</h4> <ul style="list-style-type: none"><li><a href="#">Accident/Incident Reporting (Active)</a></li></ul>
<h4>Charter Reports</h4> <ul style="list-style-type: none"><li><a href="#">Charter Report Quarterly Submission</a></li></ul>	<h4>Vehicle Related Reporting</h4> <ul style="list-style-type: none"><li><a href="#">Vehicle Disposition Tracking (Coming Soon)</a></li></ul>

<https://connect.ncdot.gov/business/Transit/Pages/IMD-SmartSheet-Resources.aspx>

# Contact IMD



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