



NORTH CAROLINA

Department of Transportation



Integrated Mobility Division Transit Systems Call

January 12, 2022

AGENDA

- 2022 – Envision the future of mobility
- Finance and Grant Admin. Updates
- COVID-19 Reminders
- Other Updates and Reminders
- Questions

Envision the Future of Mobility

- Focus area for IMD in 2022
- Sessions at NCPTA Conference in April
- Regional workshops in the Fall (tentative)
- Presentations, reports, and guidance throughout the year

Envisioning the Future of Mobility



- In 5 years, what do you want mobility to look like in your community?
- In a world without staffing or financial constraints, what do transit and other mobility services look like?

Examples:

- Everyone who needs transit service has it.
- Service is comparable to driving in terms of cost, convenience, and time.
- Barriers to transit are eliminated (e.g., fares, jurisdictional boundaries)
- Using transit is simple and easy (MaaS, app-based scheduling and payment).
- Statewide network is well connected.
- Getting to transit is safe (Complete Streets).
- Fleets are in state of good repair and electric and autonomous vehicles are integrated.

Finance Updates and Reminders

Claims Reminders

- Make sure claim cover sheet is signed
- Make sure you are requesting the correct amount on the claim cover sheet – this amount should match total amount due from claim (what NCDOT is paying you in whole dollars only)
- Label backup documentation with G-codes
- Make sure all documentation for vehicle reimbursement is attached to your claim

Contracts Reminders

- You cannot attest your own signature
- If you need more time on your contract, let us know so the DocuSign not be voided

Change Request Reminders

- If you are making changes to salaries (e.g., G121, G125 and/or G126) please attach wage/salary detail revision form in a 3-column format (using Excel)
- Submit a change request to align budget if you have negatives before submitting your final claim

Grant Administration & Procurement Updates



Recent Grant Administration Updates

- New Regional Grant Specialists for Mountains and Coastal Plains
- FY23 Call for Projects under review
- 2nd call for Projects due Feb 1st
 - Regional Grant Specialist's ongoing outreach for follow-up.
- 1-1 Technical Assistance meetings for 2nd call interest
 - Email: [Pam DiGiovanni](mailto:Pam.DiGiovanni@ncdot.gov)
- 5307 Transition Updates
 - Monthly FTA/NCDOT Meetings
 - Listening Session with Key Regional Voices
 - Jan 2022 – RLS will be reaching out to schedule individual meetings for January.
 - Website: <https://connect.ncdot.gov/business/Transit/Pages/5307-Transition.aspx>

New! Monthly ROAP Reporting Smartsheet

- New ROAP SmartSheet Reporting will include entry fields for trip and expense data for each program, and any transfer of funds in or out of a particular program.
 - ✓ Back-up supporting data is a continued requirement for each monthly report.
- Due monthly by the 30th of the month following the reporting period.
- Allows systems time to gather trip and expense info and invoices from providers outside of transit system.
- A transit system can submit a report prior to the due date if desired.
 - ✓ An updated reporting calendar for the ROAP report has been provided and posted on the website.

Two training sessions scheduled. Mark your calendars for your preferred date:

- Tuesday, January 18th at 10:00 a.m. – Smartsheet link will be provided after training
- Wednesday, January 19th at 1:00 p.m.

Procurement Updates

- **Raised Roof Van/LTV Contract Status Update**
 - As of 10/5/21, the previous NCDOT-specific contract for LTVs has expired
 - Currently finalizing the bid posting for an NCDOT-specific contract for LTVs and Raised Roof Vans
 - Bid is undergoing final revisions and should be submitted to NC Division of Purchase and Contract before end of January
 - Contract awards should take place between April – May of 2022
 - Reasons for delay of new contract:
 - Addition of specifications related to electric vehicle options
 - Lack of current pricing from Ford regarding chassis

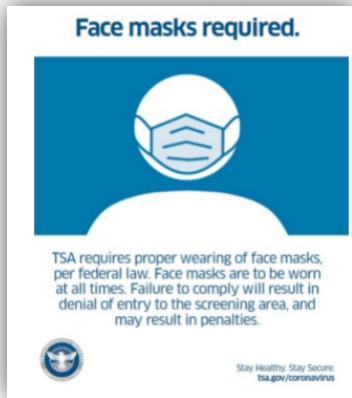
COVID-19 Updates & Reminders



DHHS CARES Funding

- Invoices went out last month and must be paid immediately upon receipt.
- If you have not paid your invoice, please do so as soon as possible.

TSA Mask Mandate



- The Transportation Security Administration (TSA) is extending the face mask requirement for individuals across all transportation networks throughout the United States, including at airports, onboard commercial aircraft, on over-the-road buses, and on commuter bus and rail systems **March 18, 2022**.

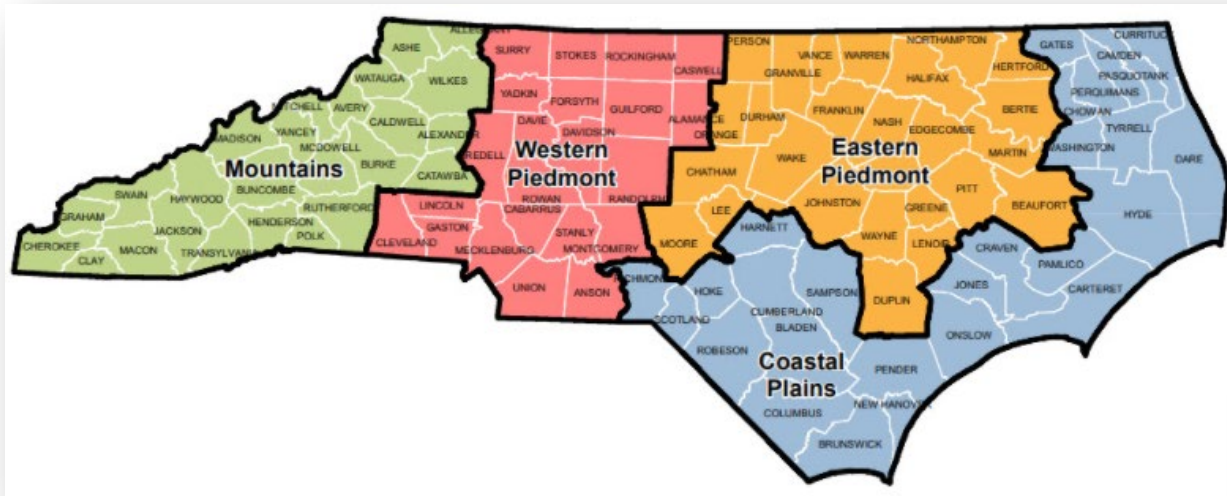
COVID-19 Response Reporting

- Federal Transit Administration (FTA) launched an online application to collect information from recipients and subrecipients on the impacts of COVID-19. The FTA will use information submitted through the application to inform FTA actions in support of the transit industry's COVID-19 recovery efforts and implementation of the Federal mask requirement for public transportation. Information on the program can be accessed at this link: <https://www.transit.dot.gov/COVID-19Data>
- As of Dec 7, 2021, this requirement was continued indefinitely.

Other Updates & Reminders



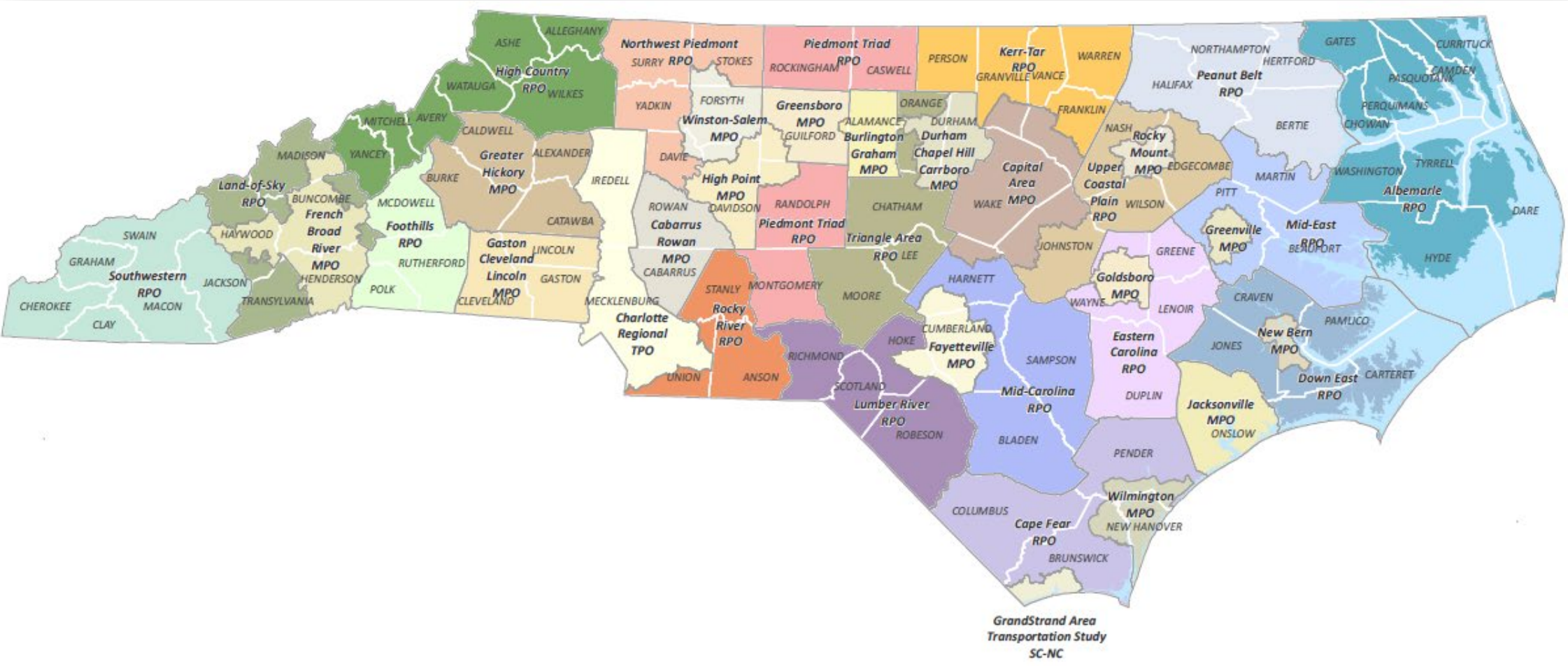
Regional Planning Team



Mountains	Alexius Farris	919-707-4698	aafarris@ncdot.gov
Western Piedmont	Alex Rotenberry, AICP	919-707-4682	jarotenberry@ncdot.gov
Eastern Piedmont	Nick Morrison	919-707-2608	nemorrison@ncdot.gov
Coastal Plains	Tony Sumter	919-707-4689	asumter@ncdot.gov

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.

MPO/RPO Coordination



NCDOT Zero Emission Vehicle (ZEV) Transition Plan

Topics To Be Addressed

- Defining % of NCDOT Fleet ZEV Goals
- Estimating Agency Fleet Needs (**Electrification Coalition**)
 - Analysis of Service Data and Operating Environment
 - Charging vs. Fueling Costs/Savings
- Transition Requirements
 - Maintenance Training Requirements
 - EAM Tracking Requirements
- Funding Considerations
 - Vehicle and Infrastructure Expenses
- Selecting and specifying technology
 - Vehicle Types
 - Infrastructure Charging Stations required for vehicle purchases
 - Maintenance Equipment
 - Estimating Transition Years to New Technology



Possible ZEV Fleet Goals

2025 10% ZEV

2030 30% ZEV

2040 75% ZEV

Vehicle Replacement Projection

- Prioritize Vehicles for Replacement by Type/Size

Complete research and evaluate literature and agency service data to estimate needs

Release new policies and requirements for ZEV replacements and Infrastructure

Select vendors for prioritized ZEV replacements

Complete the [Year] Capital Application process

Create and release order forms for replacement ZEVs

Purchase and deliver new ZEVs to transit agencies



2022 MOBI Awards

The goal of the Mobi Awards is to honor the multimodal projects in North Carolina for their transformational impacts on our communities

Awards plus Honorable Mentions will be given in 6 categories:

Rural
Small Urban
Urban
Large Urban
Innovation
MVP

Mark your
calendar

May 4, 2022

Raleigh

MOBI AWARDS
Luncheon

Visit:

<https://connect.ncdot.gov/events/Pages/mobi-awards.aspx>

Email: theMobi@ncdot.gov

Nominations by towns, cities, counties, RPOs, MPOs, public transportation system/authority, or Councils of Government.



2022 MOBI Awards



- *Projects to include two or more modes (bike/ped, aviation, transit, rail, ferry, roadway)*
- *Construction/Implementation has been completed in the past five-year. Previous applicants still eligible, will need to re-submit.*



Hosted by the NC Department of Transportation in partnership with NC GO, NC Triangle Chapter of WTS, and ITRE.

Compensation Study Updates

- Final report and infographics distributed January 10.
- Let us know if we can provide additional information or assistance.



TRAINING, HEALTH BENEFITS, QUALITY WORK ENVIRONMENT

Transit systems which offer healthcare benefits, offer CDL training, and that foster a quality working environment have lower vacancy rates.



RELIABLE HOURS AND PAY ATTRACTS WORKERS

Transit systems with a higher percentage of full-time drivers and/or more generous overtime policies have lower vacancy rates.



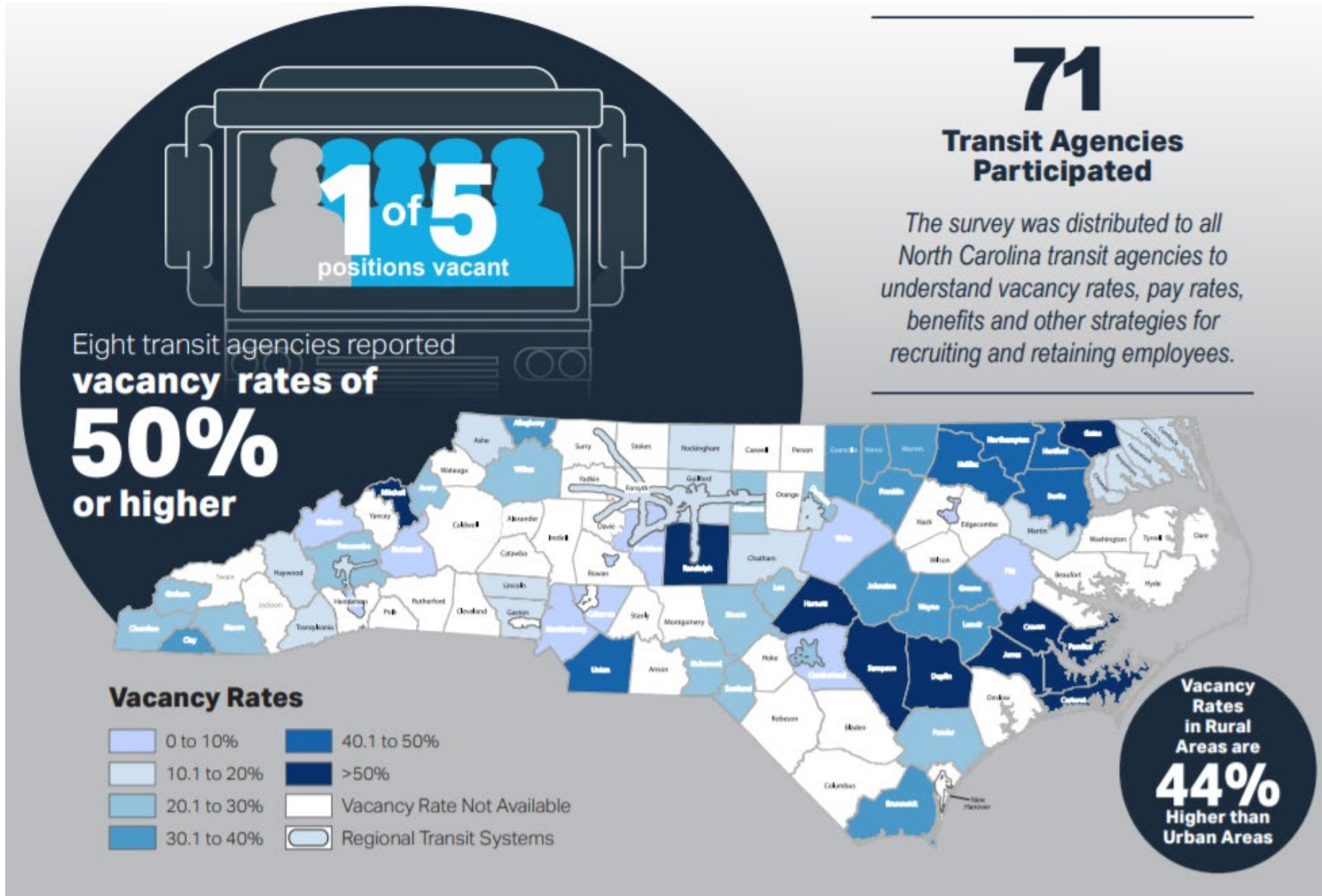
HIGHER PAY LEADS TO LOWER VACANCIES

Transit systems with higher minimum pay rates have lower vacancy rates.



BLENDED SERVICES CAN CREATE MORE OPPORTUNITIES

Transit systems which blend purchased and directly operated transportation services have lower average vacancy rates.



Incentive/Bonus Pay Reminder

- Bonus/incentive and hazard pay is an eligible use of CARES funding as long as the overall compensation is reasonable and paid or accrued based on an agreement in place before services were rendered.
- Overall compensation is considered “reasonable” if it is consistent with pay for similar work in other activities of the non-federal entity.
- See CE14 of the FTA CARES Act FAQs for more information.
- CE14 is based on 2 CFR 200.430(f)

Part-Time Drivers 1,000 Hour Rule

- Employer must participate in LGERS for regular positions that typically require at least 1,000 hours of work in a calendar year.
- If a position does not typically require 1,000 hours of work in a calendar year, LGERS contributions are not required.
- Part-time transit employees may exceed 1,000 hours in a given calendar under unique circumstances (e.g., driver shortage) and the agency is not required to contribute to LGERS.

Technology RFP Timeline Updates

2021						2022		
July	August	September	October	November	December	January	February	March

Survey

3 Listening Workshops

Specifications and RFP Developed
September - February

Award in Spring 2022

State Management Plan

- January – updating document to incorporate public comments/feedback.
- January - complete SMP update – and share with transit agencies and FTA.
- SMP expected to be submitted to FTA by February.

Note: Business guide update also anticipated to be completed by January/February 2022.

IMD Business Guide

- IMD staff have reviewed the current Business Guide for procedural content – Planning unit additions in process
- IMD consultants are reviewing and converting to a PDF
- Updated guide will be posted on the public transportation website no later than Feb. 1st
- Additional updating will be conducted over the next few months with format changes to a more “user friendly” and searchable format coming by July 1st

Proficiency Reviews/SSP Reviews 2022

- 2020 Proficiency Reviews took 1.5 years to complete due to COVID-19, so we are working on catching up.
- Typically, we handle 15-20 reviews a year. In 2022, we have 63 total reviews - 22 PRs, 9 PR/SSP Pilots, 16 SSPs and 16 Advanced Desk Reviews.
- We are working towards combining the SSP and PR into a collaborative review that will be more efficient and less administratively burdensome on both the system and IMD. As much of the reviews as possible will be handled virtually and electronically. 9 Systems will pilot this approach this year.

Proficiency Reviews/SSP Reviews 2022

- This year's reviews will be conducted within the next 2-6 months.
- We have 5 Consultant Teams that will be splitting the reviews up: KFH Group, RLS, WSP, HDR and AECOM.
- If you are scheduled for a review in 2022, you will be notified by IMD in the next few weeks.
- The assigned consultant will then contact you to determine reviews dates and will send you the documentation needed to prepare for the review.

Emergency Preparations

- Submit updated contact information to Blair ASAP if you have any changes.
- Ensure you are prepared to submit status updates to IMD in the event of weather emergencies.
- Kevin Edwards and Blair Chambers are IMD's leads on emergency response activities.

Reports

Due January 14, 2022

- Charter (Smartsheet)
- Program Income (Send to Myra directly)
- Training report (EBS)
- Vehicle and lift preventative maintenance data (EAM)

Due by January 31, 2022

- ROAP

FY22 Reporting Calendar

If due dates are on the weekend reports must be submitted the last working day before the weekend due date.

Activity CT = Community Transportation	1 st Quarter Jul 1 – Sep 30	2 nd Quarter Oct 1 – Dec 31	3 rd Quarter Jan 1 – Mar 31	4 th Quarter Apr 1 – Jun 30
Emergency Contacts for Natural Disaster Communication	07-30-21	If Needed	If Needed	If Needed
Charter	10-15-21	1-15-22	4-15-22	7-15-22
Preferred: Monthly Claims (w/DBE and Progress Reports) – See Claims note below	All claims due by 30th of each month			
Quarterly Claims (w/DBE and Progress Reports) – *Monthly claims preferred	10-30-21	1-30-22	4-30-22	7-31-22
Final Year-End Claim				7-30-22
OpStats (CT and Large Urban)	10-31-21	1-31-22	4-30-22	8-31-22*
Annual Facility Maintenance Checklist (CT Federal and State)				7-15-22*
Transit Asset Management (TAM) Certified Inventory (CT, Tier II Providers)				7-15-22*
Training (CT)	10-15-21	1-15-22	4-15-22	7-15-22
Program Income (CT)	10-15-21	1-15-22	4-15-22	7-15-22
ROAP – reports submitted monthly via SmartSheet	ROAP reports due no later than 30 th of month following reporting period			
Transportation Demand Management (TDM)	10-15-21	1-15-22	4-15-22	7-15-22
Vehicle Utilization Data (VUD) (CT)	August 2-8, 2021 Due Back Aug. 27th			April 4-10, 2022 Due Back May 6th
DAMIS #1 Survey (Jan - June) (CT)	07-31-21			
DAMIS #2 Survey (Jul - Dec) (CT)		01-31-22		
DAMIS Report (Jan - Dec) (CT)			02-15-22	
Audit Report, Financial Statement, A-133 Single Audit	Audit Reports/Financial Statements: In accordance with 09 NCAC 03M .0205 (c), these reports are due no later than 9 months after the end of the subrecipient’s fiscal year ends, must be uploaded to			

- <https://connect.ncdot.gov/business/Transit/Documents/NC DOT%20IMD%20FY22%20Calendar.pdf>

Transit Communication Hub

IMD Calendar (Website) (View Only) :
smartsheet Report Abuse Help

Calendar View Filter

October - November 2021 1 Month

October 2021						
S	M	T	W	T	F	S
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2021						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	
October 10	11	12	13	14	15	
Audit Report, Financial Statement, A-133 Single Audit						
FY2021 Grants for Buses and Bus Facilities Survey for Interest Window						
			Transit System		Charter Repor Training Repo Program Incor	
17	18	19	20	21	22	
Audit Report, Financial Statement, A-133 Single Audit						
24	25	26	27	28	29	
Audit Report, Financial Statement, A-133 Single Audit						
					Monthly Claim OpStats Due	
31	November 1	2	3	4	5	
Audit Report, Financial Statement, A-133 Single Audit						
Second Call for Projects Application Window						
	Second Call fo					
7	8	9	10	11	12	13
Audit Report, Financial Statement, A-133 Single Audit						
Second Call for Projects Application Window						
			Transit System Mandatory FT#			

View Detail

Primary Column
Transit System Meeting

Start Date
10/13/21

End Date

Time
1pm

Link
<https://global.gotomeeting.com/join/20...>

Description

View Detail

Time

Link
<https://app.smartsheet.com/b/form/e4bbb7196b8a4a9ba6>

















Description
IMD is exploring opportunities to apply for federal funding under the FY 21 Buses and Bus Facilities program (5339(b)). The program allows for agencies to apply for funding for the following types of projects:

- o Capital projects to replace, rehabilitate or purchase buses, vans, or related equipment.
- o Rehabilitate, purchase or construct bus-related facilities.

FTA will give priority consideration to applications that are expected to create significant community benefits relating to the environment, including those projects that incorporate low or no emission technology or specific

Transit Communication Hub

Communications

✓ Date Sent	📄 Name	Subject
10/12/2021	 Webinar_ Another Way to Get from Here to There_ IMD Innovation & Technology Webinar Series_ "New Census Data and What it Means to Transit Planning" ✳	Announcements
10/8/2021	 Updated IMD Contacts List - 100221	Announcements
10/2/2021	 Program Income	Announcements
9/24/2021	 Charter Reports - Instructions for Submission	Announcements
9/21/2021	 RE_ FY 2022 ROAP and SMAP Applications Posted to IMD Website	Announcements
9/14/2021	 FY 2022 ROAP and SMAP Applications Posted to IMD Website	Announcements
9/1/2021	 Mandatory FTA COVID-19 Impact Update - Due September 10th	Survey
8/23/2021	 Update - Federal Mask Requirement Extended for Public Transportation	Announcements
8/17/2021	 Expanded DHHS CARES Act Funding Approved	Announcements
8/5/2021	 NCDOT-IMD Regional Contact Information	Announcements
8/5/2021	 OPSTAT Forms Available Now	Announcements
8/5/2021	 NCDOT-IMD Compensation Survey of North Carolina Transit Systems	Survey
8/4/2021	 Webinar_ Another Way to Get from Here to There_ IMD Innovation & Technology Webinar Series_ Learn More About Transit Tech Companies in an Upcoming IMD Tech Showcase	Announcements
8/3/2021	 FTA COVID-19 Impact Update - Due August 9th - Reminder	Survey
7/22/2021	 Statewide Transit Technology Workshop and Listening Sessions Registration	Announcements
7/22/2021	 NCDOT Survey of Interest - U.S. Department of Transportation Announces \$16 Million Funding Opportunity to Help Communities Prosper through Transit	Survey

QUESTIONS



Previous slides, recordings and FAQs:

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