North Carolina Department of Transportation
Public Transportation Division
Community Transportation Resources

The following links can be found on the PTD website http://ncdot.gov/transit/nctransit/resources.html

FORMS	
Financial Management	
Budget	
UPTAS (Uniform Public Transportation Accounting System)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/UPTAS.pdf
Request for Budget Revision/Amendment	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/BudgetRevisionRequests.pdf

Reimbursement	
How to Complete a Request for Reimbursement	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/ReimbursementInstructions.pdf
Supporting Documentation	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/SupportingDocumentation.pdf
Advance Payment Certification for Vehicles Template (Community & Urban)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Template/Advance.pdf
Administrative Template (Community)	http://ncdot.gov/transit/nctransit/download/Template/Admin.xls
Capital Template (Community)	http://ncdot.gov/transit/nctransit/download/Template/Capital.xls
5309 Capital Template (Urban)	http://ncdot.gov/transit/nctransit/download/Template/5309Capital.xls
Facility Template (Community)	http://ncdot.gov/transit/nctransit/download/Template/Facility.xls
Operating Template (Community)	http://ncdot.gov/transit/nctransit/download/Template/Operating.xls
Technology Template (Community)	http://ncdot.gov/transit/nctransit/download/Template/Technology.xls
Planning Template (Urban)	http://ncdot.gov/transit/nctransit/download/Template/Planning.xls

Reporting	
DBE/MBE/WBE/HUB Vendor Awards	http://ncdot.gov/transit/nctransit/download/Forms/VendorAwardForm.xls
Delegation of Authority	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Forms/Delegation_of_Authority.pdf

Quarterly Progress Report	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Forms/QuarterlyProgressReport.pdf

Safety and Training	
Workshop Evaluation	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Forms/WorkshopEvaluation.pdf

Procurement	
New Vehicle Inspection/Disposition	
Disposition Policy Guidelines and Accident/Incident Report for Personal Property	http://ncdot.gov/transit/nctransit/download/Forms/DispositionGuidelines.xls
Inspection/Disposition - Center Aisle Van	http://ncdot.gov/transit/nctransit/download/Forms/InspectionCenterAisle.xls
Inspection/Disposition - Conversion/Lift Van	http://ncdot.gov/transit/nctransit/download/Forms/InspectionConversionLift.xls
Inspection/Disposition - Minivan	http://ncdot.gov/transit/nctransit/download/Forms/InspectionMinivan.xls
Inspection/Disposition - 22'/25/ Light Transit Vehicle (Champion & ElDorado)	http://ncdot.gov/transit/nctransit/download/Forms/InspectionChampion-ElDorado.xls
Inspection/Disposition - 28' Light Transit Vehicle (Goshen)	http://ncdot.gov/transit/nctransit/download/Forms/InspectionGoshen.xls

Procurement Checklist	
Price Quotes	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Forms/PriceQuotes.pdf
Informal Written Quotes	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Forms/InformalQuotes.pdf
Formal Bid	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Forms/FormalBids.pdf
Procurement History	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Forms/HistoryForm.pdf

LINKS	
Agencies	
U.S. Department of Transportation	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Forms/HistoryForm.pdf

State Transportation Web Sites	http://www.fhwa.dot.gov/webstate.htm
Federal Transit Administration	http://www.fta.dot.gov/
Institute for Transportation Research and Education, NCSU	http://itre.ncsu.edu/

Organizations	
Community Transportation Association of America	http://itre.ncsu.edu/
Association for Commuter Transportation	http://www.actweb.org/mc/page.do
American public Transportation Association	http://www.apta.com/
N.C. Public Transportation Association	http://www.nctransit.org/

Others	
Share the Ride, NC	http://www.sharetheridenc.com/

PUBLICATIONS	
Directory of N.C. Public Transportation Systems (February 2008)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/SystemDirectory.pdf
Annual Report on Progress Toward SB 953 Goals (October 2007)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/SB953total.pdf
N.C. Coastal Region Evacuation and Sheltering Standard Operating Guide (October 2007)	http://www.nccrimecontrol.org/div/em/documents/NC%20Evacuation%20Guidebook_October%202007.pdf
North Carolina's Multimodal Stations (July 2007)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//www.bytrain.org/quicklinks/pdf/ncmultimodalstations.pdf
Performance-Based Budgeting for NC Public Transportation Systems (2007)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/PerformanceBasedBudgeting.pdf
Severe Inclement Weather Plan for NC Public Transportation Systems - Model Template (2006)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/InclementWeatherTemplate.pdf
Benchmarking for NC Public Transportation Systems (2006)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/2006BenchmarkingFinalReport.pdf

Annual Update to the Alternative-Fueled, Low Emissions Bus Purchase Plan (2005)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/05AlternativeFuelsUpdateFinalReport.pdf
Performance Standards and Measures for Public Transportation Systems (2004)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//www.ncdot.org/doh/preconstruct/tpb/research/download/2004-10FinalReport.pdf
Statewide TDM Plan (2004)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/TDMPlan.pdf
Regionalizing pubic Transportation Services (2002)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//www.ncdot.org/doh/preconstruct/tpb/research/download/2002-11FinalReport.pdf
Technology Plan for NC Transit Systems (1999)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/TechPlan-NCtransit-ExecSummary.pdf
Transit 2001 (1997)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Transit2001.pdf
Comprehensive Financial Management Guidelines for Rural and Small Urban Public Transportation Providers (Sept. 21, 1992)	http://www.transportation.org/sites/scopt/docs/MTAP.pdf

Operating Statistics Summary	
July 2005-June 2006	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/OperatingStatisticsSummary.pdf

REFERENCE	
Community Transportation	
Rate Setting Model	http://ncdot.gov/transit/nctransit/download/RateSettingModel.xls

Procurement	
Vehicle Floor Plans	
Center Aisle Vans	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/VFPlans/CenterAisleVanFloorPlans.pdf
Conversion Vans	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/VFPlans/ConversionVanFloorPlans.pdf
Left-equipped Vans	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/VFPlans/LiftVanFloorPlans.pdf
20; Light Transit Vehicle (LTV)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/VFPlans/20ftLTVFloorPlans.pdf

22' Light Transit Vehicle (LTV)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/VFPlans/22ftLTVFloorPlans.pdf
25' Light Transit Vehicle (LTV)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/VFPlans/25ftLTVFloorPlans.pdf
28' Light Transit Vehicle (LTV)	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/VFPlans/28ftLTVFloorPlans.pdf

2008 Vehicle Floor Plans	
Conversion Vans	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/VFPlans/ConversionVan08.pdf
Lift-equipped Vans	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/VFPlans/WheelchairLift08.pdf

Local Procurement	
Quick-Reference Purchasing Guide	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Procurement/QuickReference.pdf

Federal Requirements and Special Conditions	
Communications Equipment	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Procurement/Communication.pdf
Construction	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Procurement/Construction.pdf
Materials, Equipment and Supplies	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Procurement/Materials.pdf
Operations and Management Contracts	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Procurement/Operations.pdf
Professional and Architectural and Engineering Services	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Procurement/Professional.pdf
Rolling Stock Purchases	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/Procurement/RollingStock.pdf

Safety and Training	
Best Practices	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/BestPractices.pdf
Building an System Safety Program Plan	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/SafetyWorkshop.pdf

Common Findings from Completed System Safety Reviews	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/CommonFindings.pdf
Emergency Preparedness Guide for Transit Employees on the Job and at Home	http://transit-safety.volpe.dot.gov/EPG/JSimpsonLetter.html
Minimum Training Standards for Community and Human Transportation Vehicle Operators	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/MinimumTrainingStandards.pdf
Standard Operation Procedure for the Review of the System Safety Program Plans	http://www.ncdot.org/_includes/download/external.html?pdf=http%3A//ncdot.gov/transit/nctransit/download/SSPP.pdf
Training Resources	https://apps.dot.state.nc.us/PTD/