



GoTriangle  
Board of Trustees  
January 27, 2021  
12:00 pm-2:30 pm Eastern Time

*Based on NC Safer At Home executive orders in response to COVID-19, the GoTriangle Board of Trustees will meet remotely on Wednesday, January 27, 2021, at 12:00 p.m.*

*Click here to: Join Webex Meeting*  
*Or dial: +1 415-655-0003*  
*Access code: 171 485 3127*

#### **I. Call to Order and Adoption of Agenda**

*(1 minute Michael Parker)*

ACTION REQUESTED: Adopt agenda with any changes requested.

#### **II. Recognition**

##### **A. Service of Mark Marcoplos**

*(10 minutes Michael Parker)*

##### **B. Employee Service Awards**

*(5 minutes Charles Lattuca)*

#### **III. Public Comment**

*(Michael Parker)*

*The public comment period is held to give citizens an opportunity to speak on any item. The session is no more than thirty minutes long and speakers are limited to no more than three minutes each. Speakers are required to sign up in advance with the Clerk to the Board.*

#### **IV. Consent Agenda**

*(1 minute Michael Parker)*

*Items listed on the consent agenda are considered as a single motion. At the request of any Board member, or member of the public, items may be removed from the consent agenda and acted on by a separate motion. Items pulled from the consent agenda will be placed at the beginning of the general business agenda for discussion and action. Any Board member wishing to remove an item from the consent agenda should advise staff in advance.*

ACTION REQUESTED: Approve consent agenda.

##### **A. Minutes - December 16, 2020**

##### **B. Durham Transit FY21 Budget Amendments**

ACTION REQUESTED: Adopt Budget Ordinance Amendments 2021 0001 and 2021 0002 to the Durham Transit Workplan budget.

Budget Change Impact - Durham

Amendments Detail - Durham

O 2021 0001 - Durham Operating Fund

O 2021 0002 - Durham Capital Fund

**C. Orange Transit FY21 Budget Amendments**

ACTION REQUESTED: Adopt Budget Ordinance Amendments 2021 0003 and 2021 0004 to the Orange Transit Workplan budget.

Budget Change Impact - Orange

Amendments Detail - Orange

O 2021 0003 - Orange Operating Fund

O 2021 0004 - Orange Capital Fund

**D. Wake Transit FY21 Budget Amendments**

ACTION REQUESTED: Adopt Budget Ordinance Amendments 2021 0005 and 2021 0006 to the Wake Transit plan budget.

Budget Change Impact - Wake

Amendments Detail - Wake

O 2021 0005 - Wake Operating Fund

O 2021 0006 - Wake Capital Fund

**E. TJCOG Contract Renewal**

ACTION REQUESTED: Authorize the president/CEO to execute a three (3) year contract with TJCOG to provide continued planning and GIS services in developing the transportation networks and associated land use required for long range transit planning and project implementation for FY21-23 with a not-to-exceed (NTE) amount of \$145,000.

Contract and Scope of Work

**F. COVID-19 Benefits**

ACTION REQUESTED: Approve the continuation of supplemental benefits related to the Families First Coronavirus Response Act (FFCRA), retroactive to January 1, 2021, and through March 31, 2021.

Memo to employees

Benefit Comparison Table

**V. Presentations**

- A. **FY20 Audit Report**  
*(15 minutes Sandra Freeman, Scott Duda)*
- B. **Transit Advisory Committee 2020 Report**  
*(10 minutes Jerome Brown, Chairman)*  
Presentation
- C. **Update on Durham Transit Plan**  
*(15 minutes Aaron Cain)*  
Presentation
- D. **Update on Orange Transit Plan**  
*(15 minutes Caroline Dwyer)*  
Presentation

## VI. **General Business Agenda**

*Items listed on the general business agenda are for discussion and possible action. Such designation means that the Board intends to discuss the general subject area of that agenda item before making any motion concerning that item.*

- A. **Items Removed from the Consent Agenda**  
*(1 minute Michael Parker)*  
ACTION REQUESTED: Discuss and take action on any items removed from the consent agenda.
- B. **Contract for Construction of GoDurham Bus Stop Improvements**  
*(5 minutes Richard Major)*  
ACTION REQUESTED: Authorize the president/CEO to award and execute a contract with DBE certified general contractor, Whitley Contracting Inc. for construction, installation of bus stop amenities, and other improvements at 17 GoDurham bus stop locations in the amount of \$387,341.50 and authorize an additional 10% project contingency of \$38,735 for a total contract budget of \$426,076.50.
- C. **Routes 300 and 305 Weekday Routing Change**  
*(5 minutes Andrea Neri)*  
ACTION REQUESTED: Approve the rerouting of routes 300 and 305 during weekdays and the removal of the Morgan St. at McDowell St. and E. Morgan St. at S. Wilmington St. stops from routes 300 and 305 to improve on-time performance.  
Attachment A

## VII. **Other Business**

- A. **President & CEO's Report**  
*(5 minutes Charles Lattuca)*  
Contracts

EEO Workforce Analysis Quarterly Report

New Hires & Promotions

**1. Operations Update**

*(5 minutes Patrick Stephens)*

COVID-19 Update

**2. Capital Projects Status Report**

Presentation - CRT Update

*(5 minutes Jay Heikes)*

**3. HR Update - Diversity Training and Assessment**

*(5 minutes Carolyn Lyons)*

**B. General Counsel's Report**

*(15 minutes Shelley Read Curran)*

Presentation - RUS Bus

**C. Chair's Report**

*(5 minutes Michael Parker)*

**D. Board Member Reports**

**1. CAMPO Executive Board Representative**

*(5 minutes Will Allen III)*

**2. DCHC MPO Board Representative**

*(5 minutes Michael Parker)*

**3. Regional Transportation Alliance (RTA) Rep.**

*(5 minutes Will Allen III)*

**VIII. Closed Session - Railroad Negotiations**

*(60 minutes )*

ACTION REQUESTED: Enter into Closed Session pursuant to NCGS §143-318.11.(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged; and

NCGS §143-318.11.(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

**IX. Adjournment**

*(Michael Parker)*

**GoTriangle Board of Trustees**  
**Meeting Minutes**  
**December 16, 2020**  
Held Remotely via WebEx

**Board Members Present Remotely:**

Will Allen III  
Corey Branch  
Michael Fox  
Sig Hutchinson  
Wendy Jacobs  
Vivian Jones

Valerie Jordan  
Michael Parker, Chair  
Renee Price (arr. 12:07 pm)  
Steve Schewel  
Stelfanie Williams

**Board Members Absent:**

Jennifer Robinson (excused)

Chair Michael Parker officially called the meeting to order at 12:02 p.m.

**I. Adoption of Agenda**

**Action:** On motion by Allen and second by Hutchinson the agenda was adopted. Upon vote by roll call, the motion was carried unanimously.

**II. Recognition**

**A. Oath of Office**

Postponed.

**B. Employee Service Awards**

President/CEO Lattuca recognized Sam Whitney and Larry Villines for 15 years' service to GoTriangle.

Price arrived.

**III. Public Comment**

No comments.

**IV. Consent Agenda**

**Action:** On motion by Hutchinson and second by Branch the consent agenda was approved. Upon vote by roll call, the motion was carried unanimously.

The following consent agenda items were approved:

- November 18, 2020 – Regular Session Minutes;

GoTriangle Board of Trustees  
Meeting Minutes  
December 16, 2020

- Proposed service expansion to Route 305 for Spring 2021, contingent on approval of the Q2 FY21 Wake Transit Work Plan Amendments;
- Resolution Approving the GoTriangle Agency Safety Plan (2020 0002); and
- Wake Transit FY21 Q1 Amendment reallocating \$1,100,000 to reimburse the federal interest in five parcels located along the Greater Triangle Commuter Rail corridor in Wake County.

*Resolution 2020 0002* is attached and hereby made a part of these minutes.

**V. General Business Agenda**

**A. Items Removed from Consent Agenda**

None.

**B. Operations & Finance Committee Report**

Vivian Jones reported that all the committee's action items were on the consent agenda. She stated the committee also received presentations on the regional technology study and the FY20 audit report.

**C. Planning & Legislative Committee Report**

Will Allen III stated there were no action items from committee, but there was a presentation on the five current BRT corridors in the region and four high capacity transit corridors from the 2045 metropolitan transportation plans.

**VI. Other Business**

**A. President and CEO's Report**

A list of contracts approved by the President and CEO is attached and hereby made a part of these minutes.

Lattuca summarized the accomplishments of GoTriangle during 2020:

- Noted a great staff that kept things moving during the pandemic.
- Concluded phase 1 and launched phase 2 of the commuter rail study. Conducted the first round of public outreach for the project, with over 2,700 responses and 5,000 comments.
- Opened a new bus stop at Glenview Station in Durham in partnership with Walmart who donated the property.
- Opened a park-and-ride facility at Wake Tech's southern campus, adding service to Holly Springs.
- Relocated the bus stop at The Streets at Southpoint.
- Received the Transportation Security Administration's Baseline Assessment of Security Enhancement (BASE) Gold Standard Award, one of three awarded in the nation.
- Completed a safety plan as required by federal law.

- Conducted a classification and compensation study.
- Launched an online training program (Percipio) for employees, which will help with training requirements and personal improvement.
- Negotiated a health benefits package that lowered some costs for employees.
- Created an internal mentoring and coaching program, with four people currently participating.
- Hired a new Chief of Communications.
- Created a video series, along with WRAL, highlighting the benefits of commuter rail from around the country.

## **1. Capital Projects Status Report**

Katharine Eggleston's update on the commuter rail project is attached and hereby made a part of these minutes.

Allen asked about the delay of the RTC modeling from Norfolk Southern. Eggleston responded that a negotiation period was built into the schedule, so this task is not as behind as it appears. She added that some internal modeling work has been done to inform other technical tasks in order to keep things moving. She noted this modeling is not a replacement for what is needed from Norfolk Southern. Lattuca said the modeling showed capacity in the corridor and NCRR also has done its own independent modeling exercise.

Hutchinson asked if progress is being made with NS. Lattuca stated that their modeling staff resources are working to address some competitive challenges with CSX as well as studies for other areas around the country. He said they have been communicating about the scope of the study and what they need to start the work.

Scott Thomas then shared the first in a new video series, "Transit Talk," with thought leaders from Florida about how commuter rail brings connectivity, vitality and prosperity to communities. Thomas stated that future videos would include experiences from Tennessee and Texas.

## **2. Operations Update**

Patrick Stephens reported that transit is considered phase 1B for the coronavirus vaccinations, which could happen as early as February or March. He also shared the monthly operations report, which is attached and hereby made a part of these minutes, and stated it would be included in the board's agenda going forward. He added that he is planning presentations for the board to help them better understand operations. Finally, he reported that staff is working to procure a CAD/AVL system.

## **II. Recognition**

### **A. Oath of Office**

Chair Parker introduced Renée Price, new representative from the Orange County Board of County Commissioners.

**Action:** GoTriangle General Counsel and NC Notary Public Shelley Read Curran administered the oath of office. Pursuant to the emergency video notarization requirements contained in G.S. 10B-25, the principal signer stated she was physically located in Orange County, North Carolina during the emergency video notarization and Notary Public Curran was in Wake County, North Carolina.

## **VI. Other Business**

### **B. Chair's Report**

Chair Parker extended the term of the commuter rail task force (with NCRR) through 2021. He stated that current members are Will Allen (Wake County), Stelfanie Williams (Durham County) and Michael Parker (Orange County).

### **C. Board Member Reports**

#### **1. CAMPO Executive Board Representative**

Will Allen III reported that the board approved in November the locally preferred alternative for the Wake BRT western corridor and an amendment to the FY21 Wake Transit work plan for the buyout of FTA's interest in several properties within the commuter rail transit corridor.

Allen also reported on the joint MPO meeting, which featured Representative David Price. Price stated that a stimulus package is needed and projected a 2021 package that would be larger and include a wider range of transportation modes than the 2009 ARRA.

Jacobs added that other speakers commented that the State Legislature remains similar in makeup, and looks more favorably upon commuter/passenger rail than light rail. She encourage GoTriangle to think about outreach and education to the NCACC, NCLM and metro mayors as well as strengthening the relationship with the State Chamber of Commerce and the NC FIRST Commission.

#### **2. DCHC MPO Board Representative**

Michael Parker stated that the board continues to receive updates on the development of the Orange and Durham County transit plans, which are both in the public outreach and information gathering phases. Jay Heikes gave a presentation on commuter rail and current officers were re-elected for the next year.



Jacobs noted that the two MPOs are working on joint legislative goals, which she suggested be shared with the GoTriangle board once finalized.

**3. Regional Transportation Alliance (RTA) Representative**

Will Allen III reported that the RTA annual meeting and its new focus from commuting to work to commuting all day for all people across the Triangle. He stated that chairs of the various committees gave reports, including a regional and commuter rail transit chair.

**VII. Adjournment**

**Action:** Chair Parker the meeting was adjourned the meeting at 1:04 p.m.

\_\_\_\_\_  
Michael Parker, Chair

Attest:

\_\_\_\_\_  
Michelle C. Dawson, CMC  
Clerk to the Board



Connecting all points of the Triangle

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** Finance & Administrative Services Department  
**DATE:** January 27, 2021  
**SUBJECT:** FY 2021 Durham Transit Budget Amendment #2

### Strategic Objective or Initiative Supported

This item supports initiative 1.2, "Pursue service improvements and expansion opportunities."

### Action Requested

The GoTriangle Board of Trustees are requested to approve the fiscal year 2021 budget amendments for the Durham Transit Workplan Budget. These amendments were recommended for approval by Durham County Staff Working Group on November 5, 2020 and December 11, 2020.

### Background and Purpose

Durham Capital Ordinance Amendments listed below have been submitted for approval:

1. Transit Tax prior year carryover consolidated adjustments
  - i. Adjustments of FY20Q4 estimate to FY20Q4 actuals
  - ii. Release of excess budgets for identified projects to fund balance for future programming as per SWG adopted procedures
2. City of Durham / GoDurham
  - i. Release of Electric Bus Acquisition from reserve to be included in the capital budget

As a part of the packet presented with this memorandum, the committee will find:

- Proposed FY 2021 Amendment List and financial impact
- Detailed Staff Working Group agenda and Project Amendment Request

### Financial Impact

The proposed amendments, if approved by the Board of Trustees, will increase the FY21 Durham Transit Work Plan capital expenses by \$304,523 when compared to the FY21 Adopted Budget.

### Staff Contact(s)

- Praveen Sridharan, Senior Financial Analyst Finance and Administrative Services, [psridharan@gotriangle.org](mailto:psridharan@gotriangle.org), (919) 485-7502
- Saundra Freeman, CFO/Director of Finance and Administrative Services, [sfreeman@gotriangle.org](mailto:sfreeman@gotriangle.org), (919) 485-7415



## FY21 Budget Change Impact - Durham Transit Plan

	<u>Revenue</u>	<u>Expenditures</u>	<u>Reserve/Cash Impact</u>	<u>Fund Affected</u>	<u>Comments</u>
<b>FY21 Approved Budget</b>	<b>\$ 43,025,832</b>	<b>\$ 40,658,432</b>	<b>\$ 2,367,400</b>		
<b><i>Amended FY21 Budget (Oct 2020)</i></b>	<b>\$ 43,025,832</b>	<b>\$ 40,371,627</b>	<b>\$ 2,654,205</b>		
City of Durham / GoDurham (Capital)		1,074,000.00	(1,074,000)	41	Add Budget: for remaining Electric bus budget placed in reserve for inclusion in Budget
Consolidated prior year capital budget carryover adjustment*		(769,477.00)	769,477	41	Administrative adjustments of prior year carryover budget; includes : updated actual expenditure in FY20 and clean-up of excess project budget returned to fund balance.
<b><i>Amended FY21 Budget (Jan 2021)</i></b>	<b>\$ 43,025,832</b>	<b>\$ 40,676,150</b>	<b>\$ 2,349,682</b>		
<b><i>Changes from Amendments</i></b>		<b>\$ 304,523</b>	<b>\$ (304,523)</b>		

\* Includes release of 81.5 % of \$500,000 (\$407,500) to fund balance; a partial release of LRT wind-down budget attributable to land acquisition. The budget remaining is approximately \$900,000.



Connecting all points of the Triangle

December 11, 2020

To: Durham - SWG  
 From: GoTriangle  
 Subject: Durham County FY21 Workplan Amendments

This memo addresses proposed FY21 Workplan amendments with a brief introduction and financial impact for each.

### **FY21 Consolidated Prior Year Carryover adjustment:**

#### **1.1 Adjust FY21 budgets to reflect the actual vs. estimated FY20 capital carryover**

This is an administrative budget amendment of prior year carryover. Multiple project amendments are presented in the FY20 Capital Project Expenditure and Carryover Estimate Table attached. The adjustments include the following:

- **Continuing Projects:** In May 2020, transit partners were asked to estimate year-end carryover to estimate the amount of capital budget carryover that would be available for the FY21 budget. This amendment adjusts the carryover budget to reflect actual expenditures reimbursed in Q4 rather than estimates.
- **Completed Projects:** Completed projects that have been closed out have had any unspent funding released into the fund balance for future programming as per SWG adopted procedure.

- **Partial Release of Durham-Orange Light Rail Budget:**

In FY20, a total budget of \$2.88M was committed to wind-down activities for the close-out of consultant contracts, outstanding real estate litigation, the project office, and staffing costs.

The settlement of litigation properties has reached a completion milestone under budget. The estimated savings attributable to property acquisitions is approximately \$500,000, which is proposed to be released back into the fund balance for future programming, per the SWG adopted procedure.

There are several areas of anticipated expenditure associated with the light rail properties in FY21, including demolition of existing structures, ongoing security, and maintenance requirements. GoTriangle will continue to monitor expenditures and will request release of excess budgets as further milestones are reached.

### **Durham County Workplan budget impact (Prior Year Carryover) = (\$769,477)**

**Action:** Durham County Staff Working Group recommends approval of reduction of prior year carryover funding in the amount \$769,477 to the FY21 Workplan.



Triangle Tax District --- Durham Capital  
CAPITAL PROJECT EXPENDITURE & CARRYOVER ESTIMATES

DURHAM COUNTY			FY20 Durham Budget	Durham Actuals Q1	Durham Actuals Q2	Durham Actuals Q3	Durham Estimates Q4*	Durham Actuals Q4	Durham YTD Total	Durham Budget Carryover to FY21 <small>(Estimate June 9, 2020)</small>	Durham Budget Update of Carryover to FY21 <small>(Based on Q4 Actuals)</small>	FY21 Budget Adjustements <small>(FY20 Carryover Adjustment)</small>	STATUS
Vehicle Purchase													
GoDurham	20DCI_VP1	Vehicle Purchases	\$ 72,850	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 72,850	\$ -	\$ (72,850)	COMPLETE
Durham County Access	19DCO_VP1	Vehicle Purchases	\$ 191,333	\$ -	\$ -	\$ -	\$ 193,169	\$ 193,169	\$ 193,169	\$ (1,836)	\$ -	\$ 1,836	COMPLETE
Durham County Access	20DCO_VP2	Vehicle Purchases	\$ 350,000	\$ -	\$ -	\$ 322,344	\$ -		\$ 322,344	\$ 27,656	\$ -	\$ (27,656)	COMPLETE
Total Vehicle Purchase			\$ 614,183	\$ -	\$ -	\$ 322,344	\$ 193,169	\$ 193,169	\$ 515,513	\$ 98,670	\$ -	\$ (98,670)	
Transit Infrastructure													
City of Durham/GoDurham	18DCI_CD5	Village Transit Center	\$ 201,502	\$ -	\$ 18,017	\$ -	\$ -	\$ 689	\$ 18,705	\$ 183,486	\$ 182,797	\$ (689)	CONTINUE
City of Durham	20DCI_CD1	Chapel Hill TEC	\$ 96,200	\$ 8,492	\$ 3,099	\$ 11,205	\$ 20,336		\$ 22,796	\$ 53,068	\$ 73,404	\$ 20,336	CONTINUE
City of Durham	18DCI_CD2	Holloway St Transit Emphasis Corridor	\$ 70,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 70,000	\$ 70,000	\$ -	CONTINUE
City of Durham	18DCI_CD1	Fayetteville St Transit Emphasis Corridor	\$ 980,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 980,000	\$ 980,000	\$ -	CONTINUE
City of Durham	20DCI_CD2	GoD (Better) Bus stop access improvement	\$ 125,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 125,000	\$ 125,000	\$ -	CONTINUE
City of Durham	20DCI_CD4	Southpoint Transit Center -1 (City Share)	\$ 200,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 200,000	\$ 200,000	\$ -	CONTINUE
City of Durham	20DCI_CD5	Bus Speed Reliability Improvement	\$ 500,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 500,000	\$ 500,000	\$ -	CONTINUE
GoDurham	18DCI_CD4	GoD (Better) Bus Stop Improvements	\$ 783,570	\$ -	\$ -	\$ 536,968	\$ -	\$ 45,641	\$ 582,609	\$ 246,602	\$ 200,961	\$ (45,641)	CONTINUE
GoDurham	20DCI_CD2	Mobile Ticketing Validators	\$ 235,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 216,240	\$ 216,240	\$ -	CONTINUE
GoTriangle	20DCI_CD3	Southpoint Transit Center -1	\$ 426,376	\$ -	\$ 7,063	\$ 9,563	\$ -	\$ (7,063)	\$ 9,563	\$ 409,750	\$ 416,813	\$ 7,063	CONTINUE
GoTriangle	18GOT_CD2	Patterson Place Improvements - 1	\$ 183,000	\$ -	\$ -	\$ 2,500	\$ 19,652	\$ 23,408	\$ 25,908	\$ 160,848	\$ 157,092	\$ (3,756)	CONTINUE
GoTriangle	18GOT_CD4	GoT Bus Stop Improvements (Durham County)	\$ 257,000	\$ -	\$ -	\$ -		\$ 3,780	\$ 3,780	\$ 257,000	\$ 253,220	\$ (3,780)	CONTINUE
GoTriangle	19GOT_CD1	RTC Feasibility Study	\$ 125,000	\$ -	\$ 12,113	\$ 19,986	\$ 19,373	\$ 44,923	\$ 77,023	\$ 73,528	\$ 47,977	\$ (25,550)	CONTINUE
GoTriangle (GoD)	20GOT_CD2	GoD (Better) Bus Stop Improvements	\$ 1,529,000	\$ -	\$ -	\$ 53,768	\$ 126,731	\$ 337,851	\$ 391,619	\$ 1,348,502	\$ 1,137,381	\$ (211,121)	CONTINUE
GoTriangle	20GOT_CD3	Tactical Transit Amenities	\$ 50,000	\$ -	\$ -	\$ -	\$ 1,800	\$ 1,800	\$ 1,800	\$ 48,200	\$ 48,200	\$ -	CONTINUE
GoTriangle	20GOT_CD4	Mobile Ticket Validators - Durham share	\$ 62,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 80,760	\$ 80,760	\$ -	CONTINUE
GoTriangle	20GOT_CD5	Phase1 GoDurham bus stop closeout (GoTriangle)	\$ 250,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 250,000	\$ 250,000	\$ -	CONTINUE
Total Transit Infrastructure			\$ 6,073,648	\$ 8,492	\$ 40,292	\$ 633,990	\$ 187,891	\$ 451,029	\$ 1,133,803	\$ 5,202,983	\$ 4,939,845	\$ (263,138)	
Capital - Other													
GoTriangle	19GOT_CO1	ERP - Phase 1 / Phase 2 / Phase 3 implementation	\$ 906,438	\$ 9,263	\$ 12,218	\$ 52,649	\$ 19,001	\$ 23,778	\$ 97,908	\$ 662,232	\$ 657,455	\$ (4,777)	CONTINUE
GoTriangle	19GOT_CO2	Durham-Wake Commuter Rail	\$ 3,065,373	\$ -	\$ 113,382	\$ 161,346	\$ 56,323	\$ 42,201	\$ 316,929	\$ 2,734,322	\$ 2,748,443	\$ 14,121	CONTINUE
DCHC MPO	20MPO_AD2	Planning for new Transit Plan	\$ 750,000	\$ -	\$ 3,000	\$ -	\$ -		\$ 3,000	\$ 747,000	\$ 747,000	\$ -	CONTINUE
Total Capital - Other			\$ 4,721,811	\$ 9,263	\$ 128,599	\$ 213,996	\$ 75,323	\$ 65,979	\$ 417,838	\$ 4,143,554	\$ 4,152,898	\$ 9,344	
DOLRT Wind-Down													
GoTriangle	20GOT_CD1	DOLRT Wind-Down	\$ 2,347,472	\$ 163,498	\$ 94,901	\$ 396,047	\$ 94,900	\$ 104,413	\$ 758,859	\$ 1,598,125	\$ 1,181,113	\$ (417,013)	CONTINUE (Partial Release)
Total DOLRT Wind-Down			\$ 2,347,472	\$ 163,498	\$ 94,901	\$ 396,047	\$ 94,900	\$ 104,413	\$ 758,859	\$ 1,598,125	\$ 1,181,113	\$ (417,013)	
Total Capital Expenditures			\$ 13,757,113	\$ 181,253	\$ 263,793	\$ 1,566,377	\$ 551,284	\$ 814,590	\$ 2,826,013	\$ 11,043,332	\$ 10,273,856	\$ (769,477)	

\* FY20 Q4 Estimates will be reconciled based on actuals reimbursements at the end of the financial year. Estimates as of May 31, 2020

\*\* Note amended budgets for 20DCICD2,20GOTCD4 and 19GOTCO01

**DURHAM • CHAPEL HILL • CARRBORO**  
**METROPOLITAN PLANNING ORGANIZATION**

101 City Hall Plaza • Durham, NC 27701 • Phone (919) 560-4366 • dchcmpo.org



December 11, 2020

To: Durham Staff Working Group  
 From: Aaron Cain, Staff Working Group Administrator  
 Re: FY22 Workplan Development

This memo addresses basic information regarding the development of the FY22 Durham Transit Workplan (Workplan). The Workplan is an annual document detailing the expected projects and budget of the upcoming fiscal year for transit agencies and local governments' use of funds from the Durham Transit Tax. Per the adopted Interlocal Agreement (ILA), the Workplan is adopted annually by the GoTriangle Board of Trustees in June as part of the annual budget adoption process.

### Workplan Development Procedure

Following the procedure that began with the development of the FY20 Workplan, the following procedures are recommended to remain in place for FY22:

- GoTriangle will draft and submit project sheets for GoTriangle projects
- For all other agencies (DCHC MPO, City of Durham, Durham County):
  - The SWG Administrator will complete project sheets for administrative, capital and operating projects that are already committed and expected to follow their current budget (with a standard budget increase for operating and administrative projects)
  - For new projects, or projects that will have a substantial deviation from their current budget or schedule, the sponsor agency will be required to submit the project sheet, with guidance from the SWG Administrator

A schedule for development of the FY22 Workplan is provided in a later section of this memo.

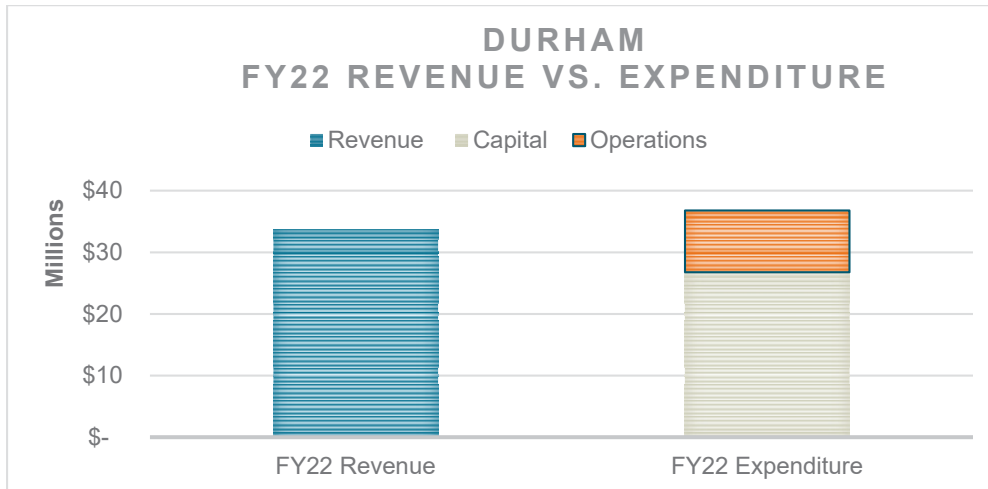
### Workplan Guidance

In FY22, the SWG Administrator and GoTriangle Finance recommend that budgeted expenditures not exceed projected revenues. This recommendation is made in order to continue to build the fund balance for the Durham County Tax District.

Furthermore, it is recommended that on-going project implementation should be prioritized over new projects in the upcoming fiscal year. This is for two reasons. First, there is not currently any available funding in FY22 for new projects, unless changes are made to funding schedules for current projects (see below). Second, as a new transit plan is being developed, new projects that do not follow the existing 2017 Durham Transit Plan would need to go through the "material change" process, which could be seen as subverting the new Transit Plan process. Exceptions could be made for projects that are seen as consistent with all potential scenarios of the new Transit Plan. For any new operating or capital projects, it is recommended that these projects be placed on hold until the Transit Plan is adopted, which is expected to be in the first quarter of FY22. For record-keeping purpose, these projects can be included in the FY22 Workplan as "un-budgeted" requests for future implementation.

Due to lowering of budget expectations because of COVID and the resulting economic downturn, and the inclusion of additional capital projects as part of the FY21 Workplan development, there is no expected

revenue available for new projects in FY22. The chart below compares the expected revenue to the current committed projects in FY22.



As shown, programmed expenditure currently exceeds projected revenue. The SWG Administrator will initiate conversations with project sponsors to identify opportunities to adjust project schedules to allow FY22 expenditures to be below projected revenues. It is possible that these adjustments will make funds available for new projects, provided they follow the guidelines above.

### Workplan Schedule

The Staff Working Group (SWG) Administrator and GoTriangle staff suggest the following schedule for development of the Workplan:

- January 15 – Notification to the SWG Administrator of intent to submit a new project or existing project with a change that qualifies as a material change per the ILA
- Week of January 18 – SWG meeting
- January 29 – Project sheets due to SWG Administrator
- February – Review of project sheets by SWG Administrator and GoTriangle Finance
- Early March – SWG meeting to review list of submitted projects
- Mid-March – Begin public comment process (including for projects that meet the definition of a material change)
- Late March to Mid-April – Review of draft FY22 Workplan by governing boards
- Late April – Conclude public comment
- May – DCHC MPO Board and Board of County Commissioners consider material changes
- Late May – SWG makes final recommendation on draft FY22 Workplan
- June 23 – GoTriangle Board of Trustees approve FY22 Workplan (and concurrent material changes, if any) as part of FY22 budget adoption



2021 0001

**GOTRIANGLE  
FISCAL YEAR 2021  
TRIANGLE TAX DISTRICT – DURHAM OPERATING FUND  
BUDGET ORDINANCE AMENDMENT**

**BE IT ORDAINED** by the Research Triangle Regional Public Transportation Authority Board of Trustees:

**Section 1.** It is estimated that the following revenues will be available in the **Triangle Tax District Durham Operating Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	<b>Original</b>	<b>Revised</b>
Article 43½ Cent Sales Tax	\$ 28,539,000	\$ 28,539,000
Vehicle Rental Tax	1,114,500	1,114,500
\$7 County Vehicle Registration Tax	1,630,000	1,630,000
\$3 Vehicle Registr Transfer from Dur/Orange Special Tax District	<u>699,000</u>	<u>699,000</u>
<b>Total</b>	<b>\$ 31,982,500</b>	<b>\$ 31,982,500</b>

**Section 2.** The following amounts hereby are appropriated in the **Triangle Tax District Durham Operating Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	<b>Original</b>	<b>Revised</b>
Tax District Administration	\$ 405,700	\$ 405,700
Transit Plan Administration		
DCHC MPO	56,750	56,750
GoTriangle	1,616,000	1,616,000
Durham County	200,900	200,900
Bus Operations		
Durham County Access	190,500	191,995
GoDurham	5,715,100	5,426,800
GoTriangle	1,598,400	1,598,400
Transfer to Triangle Tax District - Durham Capital Fund	21,568,250	21,263,727
Allocation to Durham Operating Fund Balance	<u>630,900</u>	<u>1,222,228</u>
<b>Total</b>	<b>\$ 31,982,500</b>	<b>\$ 31,982,500</b>

**Section 3.** The FY21 Durham Transit Work Plan reflects an amendment of new projects or areas of investment to address uncertainty on revenue due to anticipated economic impact of the Coronavirus Disease 2019 (COVID-19) health crisis.

DCHC MPO, GoTriangle and Durham County will monitor the actual data for sales tax collections for the period between March and July 2020 and will continue to analyze the opportunity to minimize the drawdown of unallocated reserves in fiscal year 2021. The current project budgets identified are those that are deemed time-sensitive ongoing efforts or involve time-sensitive external grant sources as part of



their overall funding mechanism. The FY21 Durham Transit Work Plan also identifies a list of projects that were assigned to an unbudgeted reserve cache that will be reevaluated for potential investment in the second quarter of fiscal year 2021 (October – December 2020) when revenue data for the period of March – July 2020 will have been collected.

**Section 4.** Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

**ADOPTED THIS 27<sup>TH</sup> DAY OF JANUARY 2021.**

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Michael Parker, Board of Trustees Chair

**ATTEST:**

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Michelle C. Dawson, Clerk to the Board

**2021 0002**

**GOTRIANGLE  
FISCAL YEAR 2021  
TRIANGLE TAX DISTRICT – DURHAM CAPITAL FUND  
BUDGET ORDINANCE AMENDMENT**

**BE IT ORDAINED** by the Research Triangle Regional Public Transportation Authority Board of Trustees:

**Section 1.** It is estimated that the following revenues will be available in the **Triangle Tax District – Durham Capital Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	<b>Original</b>	<b>Revised</b>
Transfer from Triangle Tax Dist – Durham		
Operating Fund	\$ <u>21,568,250</u>	\$ <u>21,872,773</u>
<b>Total</b>	<b>\$ <u>21,568,250</u></b>	<b>\$ <u>21,872,773</u></b>

**Section 2.** The following amounts hereby are appropriated in the **Triangle Tax District – Durham Capital Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	<b>Original</b>	<b>Revised</b>
Transit Infrastructure	0	0
GoTriangle	\$ 5,900,000	\$ 5,918,760
City of Durham/GoDurham	8,863,750	8,844,990
Vehicle Purchase	0	0
GoTriangle	1,445,000	1,445,000
City of Durham/GoDurham	2,148,000	3,222,000
Capital – Planning	0	0
GoTriangle	1,475,000	1,475,000
Allocation to Durham Capital Fund Balance	<u>1,736,500</u>	<u>967,023</u>
<b>Total</b>	<b>\$ <u>21,568,250</u></b>	<b>\$ <u>21,872,773</u></b>

**Section 3.** The FY21 Durham Transit Work Plan reflects an amendment of new projects or areas of investment to address uncertainty on revenue due to anticipated economic impact of the Coronavirus Disease 2019 (COVID-19) health crisis.

DCHC MPO, GoTriangle and Durham County will monitor the actual data for sales tax collections for the period between March and July 2020 and will continue to analyze the opportunity to minimize the drawdown of unallocated reserves in fiscal year 2021. The current project budgets identified are those that are deemed time-sensitive ongoing efforts or involve time-sensitive external grant sources as part of their overall funding mechanism. The FY21 Durham Transit Work Plan also identifies a list of projects that were assigned to an unbudgeted reserve cache that will be reevaluated for potential investment in the second quarter of fiscal year 2021 (October – December 2020) when revenue data for the period of March – July 2020 will have been collected.

**Section 4.** Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

**ADOPTED THIS 27<sup>TH</sup> DAY OF JANUARY 2021.**

\_\_\_\_\_  
Michael Parker, Board of Trustees Chair

**ATTEST:**

\_\_\_\_\_  
Michelle C. Dawson, Clerk to the Board



Connecting all points of the Triangle

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** Finance & Administrative Services Department  
**DATE:** January 27, 2021  
**SUBJECT:** FY 2021 Orange Transit Budget Amendment #1

### Strategic Objective or Initiative Supported

This item supports initiative 1.2, “Pursue service improvements and expansion opportunities.”

### Action Requested

The GoTriangle Board of Trustees are requested to approve the fiscal year 2021 budget amendments for the Orange Transit Workplan Budget. These amendments were recommended for approval by Orange County Staff Working Group on December 11, 2020.

### Background and Purpose

Orange Capital Ordinance Amendments listed below have been submitted for approval:

1. Transit Tax prior year carryover consolidated adjustments
  - i. Adjustments of FY20Q4 estimate to FY20Q4 actuals
  - ii. Re-programming of prior year carryover to future years based on anticipated expenditure beyond FY21
  - iii. Release of excess budgets for identified projects to fund balance for future programming as per SWG adopted procedures
2. Chapel Hill Transit / North – South BRT
  - i. Partial Release of FY21 workplan budget from reserve to be included in the capital budget based on anticipated expenditure in the year.
3. GoTriangle
  - i. Release of Orange County share of Bus Acquisition from reserve to be included in the capital budget

As a part of the packet presented with this memorandum, the committee will find:

- Proposed FY 2021 Amendment List and financial impact
- Detailed Staff Working Group agenda and Project Amendment Request

### Financial Impact

The proposed amendments, if approved by the Board of Trustees, will reduce the FY21 Orange Transit Work Plan capital expenses by \$223,550 when compared to the FY21 Adopted Budget.

### Staff Contact(s)

- Praveen Sridharan, Senior Financial Analyst Finance and Administrative Services, [psridharan@gotriangle.org](mailto:psridharan@gotriangle.org), (919) 485-7502
- Saundra Freeman, CFO/Director of Finance and Administrative Services, [sfreeman@gotriangle.org](mailto:sfreeman@gotriangle.org), (919) 485-7415

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[www.gotriangle.org](http://www.gotriangle.org)



## FY21 Budget Change Impact - Orange Transit Plan

	<u>Revenue</u>	<u>Expenditures</u>	<u>Reserve/Cash Impact</u>	<u>Fund Affected</u>	<u>Comments</u>
<b>FY21 Approved Budget</b>	<b>\$ 15,411,210</b>	<b>\$ 10,995,760</b>	<b>\$ 4,415,450</b>		
Consolidated prior year capital budget carryover adjustment*		(1,626,550)	1,626,550	42	Administrative adjustments of prior year carryover budget; includes : Update of actual expenditure in FY20 and clean-up of excess project budget returned to fund balance. Adjustment of carryover budget based on anticipated expenditure beyond FY21
Chapel Hill Transit (N-S-BRT)		500,000.00	(500,000)	42	Add budget; release of 500,000 from reserve to the budget based for the North-South BRT project based on anticipated expenditure in FY21
GoTriangle		903,000.00	(903,000)	42	Add budget; release of reserve to the budget for Orange share of expenditure for GoTriangle buses
<b>Amended FY21 Budget (Jan 2021)</b>	<b>\$ 15,411,210</b>	<b>\$ 10,772,210</b>	<b>\$ 4,639,000</b>		
<b>Changes from Amendments</b>		<b>\$ (223,550)</b>	<b>\$ 223,550</b>		

\* Includes release of 18.5 % of \$500,000 (\$92,500) to fund balance; a partial release of budget related LRT wind-down costs attributable to land acquisition. The remaining budget is approximately \$900,000



*Connecting all points of the Triangle*

December 11, 2020

To: Orange - SWG  
 From: GoTriangle  
 Subject: Orange County FY21 Workplan Amendments

This memo addresses proposed FY21 Workplan amendments with a brief introduction and financial impact for each.

### **FY21 Consolidated Prior Year Carryover adjustment:**

#### **1.1 Consolidated prior Carryover adjustment for capital budgets carried over from FY20:**

This is an administrative budget amendment of prior year carryover. Multiple project amendments are presented in the FY20 Capital Project Expenditure and Carryover Estimate Table attached. The adjustments include the following:

- **Continuing Projects:** In May 2020, transit partners were asked to estimate year-end carryover to estimate the amount of capital budget carryover that would be available for the FY21 budget. This amendment adjusts the carryover budget to reflect actual expenditures reimbursed in Q4 rather than estimates.
- **Completed Projects:** Completed projects that have been closed out have had any unspent funding released into the fund balance for future programming as per SWG adopted procedure.
- **Partial Release of Durham-Orange Light Rail Budget:**

In FY20, a total budget of \$2.88M was committed to wind-down activities for the close-out of consultant contracts, outstanding real estate litigation, the project office, and staffing costs.

The settlement of litigation properties has reached a completion milestone under budget. The estimated savings attributable to property acquisitions is approximately \$500,000, which is proposed to be released back into the fund balance for future programming, per the SWG adopted procedure.

There are several areas of anticipated expenditure associated with the light rail properties in FY21, including demolition of existing structures, ongoing security, and maintenance requirements. GoTriangle will continue to monitor expenditures and will request release of excess budgets as further milestones are reached.

- **Re-Programmed Project Budget:** Due to the COVID-19 pandemic, revenue received in FY20 and the FY21 programmed budget was lowered. As a cautious approach to future revenue, project spending is reviewed on a periodic basis to mitigate any future revenue shortfall. The NS-BRT and Town of Hillsborough Train Station project programming have been revised based on their anticipated project schedules. The re-programming impacts





Connecting all points of the Triangle

budgets for prior year carryover, FY21 budget, and future programming.

The revised programming is presented below:

### Chapel Hill Transit - North-South BRT

#### Original Programming

NSBRT - Programming	2018 (A)	2019 (A)	2020	2021	2022	2023	2024	2025	Total
Model Assumption on Original Request [Transit Plan \$6.125M Commitment]	294,875	191,910	1,513,215	2,062,500	2,062,500				6,125,000
NSBRT - Additional Request			1,000,000	-	1,500,000	1,500,000	4,000,000		8,000,000
FY20 Actuals (only NS BRT)			432,359						
FY20 Carryover (only NS-BRT)				1,080,857					
<b>Total</b>	<b>294,875</b>	<b>191,910</b>	<b>432,359</b>	<b>3,143,357</b>	<b>3,562,500</b>	<b>1,500,000</b>	<b>4,000,000</b>	<b>-</b>	<b>14,125,000</b>

\*Note FY21 \$2,062,500 in reserve

#### Revised Programming

NSBRT - Programming	2018 (A)	2019 (A)	2020	2021	2022	2023	2024	2025	Total
Model Assumption on Original Request [Transit Plan \$6.125M Commitment]	294,875	191,910	1,513,215	500,000	1,812,500	1,812,500			6,125,000
NSBRT - Additional Request							4,000,000	4,000,000	8,000,000
FY20 Actuals (only NS BRT)			432,359						
FY20 Carryover (only NS-BRT)				1,080,857					
<b>Total</b>	<b>294,875</b>	<b>191,910</b>	<b>432,359</b>	<b>1,580,857</b>	<b>1,812,500</b>	<b>1,812,500</b>	<b>4,000,000</b>	<b>4,000,000</b>	<b>14,125,000</b>

\*Note FY21 \$500,000 release from reserve

### Town of Hillsborough

#### Original Programming

Town of Hillsborough	2020	2021	2022	2023	2024	2025	Total
Town of Hillsborough Train Station	401,000		285,000				686,000
Town of Hillsborough Train Station Bus Stop	33,897	-					33,897
FY20 Carryover *		434,897					
<b>Total</b>	<b>434,897</b>	<b>-</b>	<b>285,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>719,897</b>

\*Note FY21 \$434,897 in reserve

#### Revised Programming

Town of Hillsborough	2020	2021	2022	2023	2024	2025	Total
Town of Hillsborough Train Station			50,000	350,000	286,000		686,000
Town of Hillsborough Train Station Bus Stop					33,897		33,897
FY20 Carryover		-	-	50,000	319,897	-	719,897
<b>Total</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>350,000</b>	<b>319,897</b>	<b>-</b>	<b>719,897</b>

The total commitment continues to match the adopted Transit Plan, and the project schedules will again be reviewed through the FY22 Workplan process.

**Orange County Workplan budget impact (Prior Year Carryover) = (\$1,669,623)**

#### Action:

Orange County Staff Working Group recommends approval of reduction of prior year carryover funding in the amount of \$1,669,623 to the FY21 Workplan.

### FY21 Workplan Amendments:



*Connecting all points of the Triangle*

- i. Orange County Transit Plan - GoTriangle  
21GOT\_VP1– Vehicle acquisition and replacement.

This request is to move the full budget amount of \$903,000 from the un-budgeted reserve fund to the FY21 workplan budget to allow continuation of GoTriangle level-bus program to continue to support service for Wake, Durham and Orange County transit plans.

Previous adopted Transit Plans have allocated \$1.9M for a combination of new and replacement buses. Based on current knowledge of the GoTriangle fleet size starting in FY21, there is an urgent need to replace expansion service buses originally provided in 2013. The addition of expansion routes from the Transit Plan have added to the wear and tear of the current fleet at an accelerated rate. The proposed amendment will allow GoTriangle to maintain the current fleet size and meet the goal of reliable transportation for the residents within the County. The FY21 Wake County Transit Plan, Durham and Orange County Transit Plan have funding proportionate to the level service provided in each county. The urgent release of these funds is required as buses have been received.

**Orange County FY21 Workplan budget impact = \$903,000**

**Action**

Recommend release of \$903,000 from the un-budgeted reserve fund for the Orange County portion of the level bus program in the FY21 Workplan budget.

- ii. Orange County Transit Plan – Chapel Hill Transit  
19CHT\_CD1– North South BRT.

This request is to release \$500,000 of the \$2,062,500 from the reserve fund to the FY21 Workplan budget based on anticipated consultant expenditures in FY21. The remainder of the reserve budget (\$1,562,500) will be carried forward to future years (see action 1.1 above).

**Orange County FY21 Workplan budget impact = \$500,000**

**Action**

Recommend release of \$500,000 from the un-budgeted reserve fund for the North-South Bus Rapid Transit (N-S BRT) project to be included in the FY21 Workplan budget.

- iii. Orange County Transit Plan  
21GOT\_CO1– Origin Destination Survey.

This request is to move the full budget amount of \$250,000 from the un-budgeted reserve fund to the FY21 workplan budget to allow this regional project to progress for Wake, Durham and Orange counties.

This project is a tablet-based transit on-board origin and destination survey to record transit







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travel behavior and produce data available for analysis about transit travel markets. This information is an essential input into the Triangle Regional Model and FTA's Simplified Trips on Project Software. All projects that receive federal Capital Improvement Grants, or that receive state funding, rely on this data. The last transit on-board survey was conducted in 2014 in Orange Durham counties, and in 2015 for Wake County. The FY21 Wake and Durham County Transit Plans have funding to conduct surveys for all transit agencies in their respective counties. FTA and industry best practice is to conduct a regional survey at a single point in time. Doing so will allow for more timely and less costly post-processing than if studies are conducted in different time windows and by different vendors. This funding is essential to create a single, up-to-date regional transit on-board origin-destination survey.

**Orange County FY21 Workplan budget impact = \$250,000**

**Action**

Recommend release of \$250,000 from the un-budgeted reserve fund for the Orange County portion of the regional survey.

**[Tax District Finance does not recommend proceeding with the amendment at this time]**

- iv. Orange County Transit Plan  
21GOT\_CO2 – GoTriangle Short Range Transit Plan.

A GoTriangle Short Range Transit Plan will study the service needs and adjustments envisioned based on upcoming updates to all three county plans (Durham, Orange, and Wake). These funds need to be released in order to proceed with a regional procurement that is anticipated in April.

**Orange County FY21 Workplan budget impact = \$31,250**

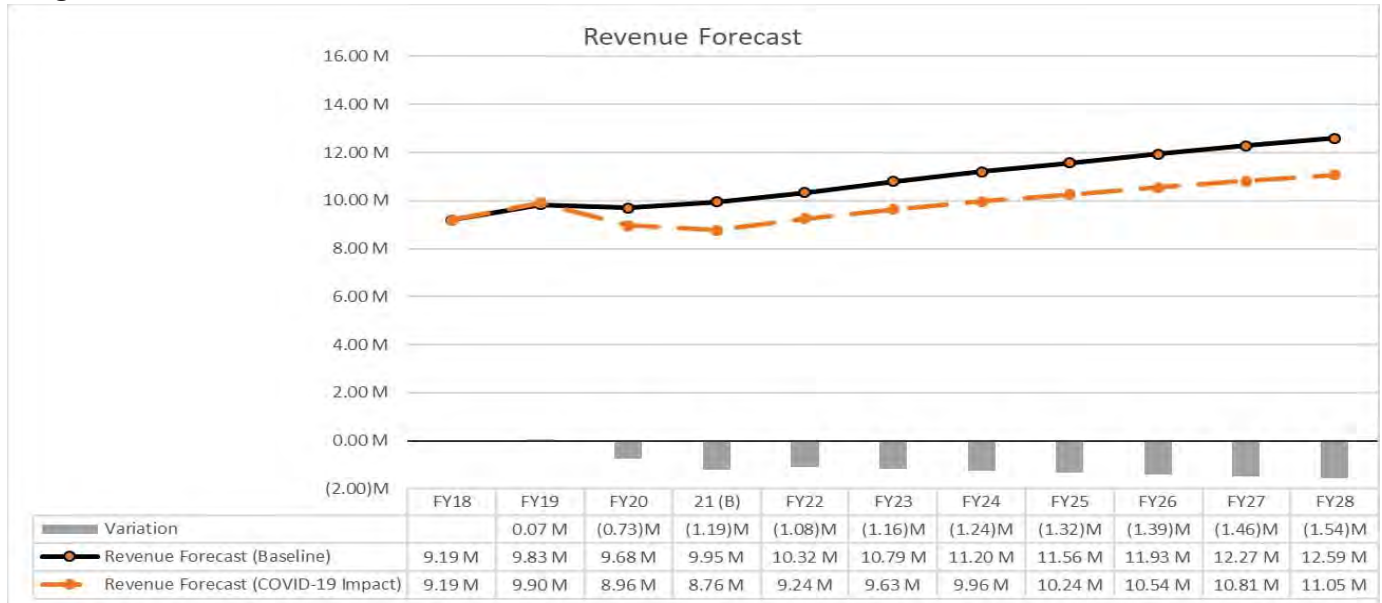
**Action**

Recommend release of \$31,250 from the un-budgeted reserve fund for the Orange County portion of the Short Range Transit Plan in the FY21 Workplan budget.

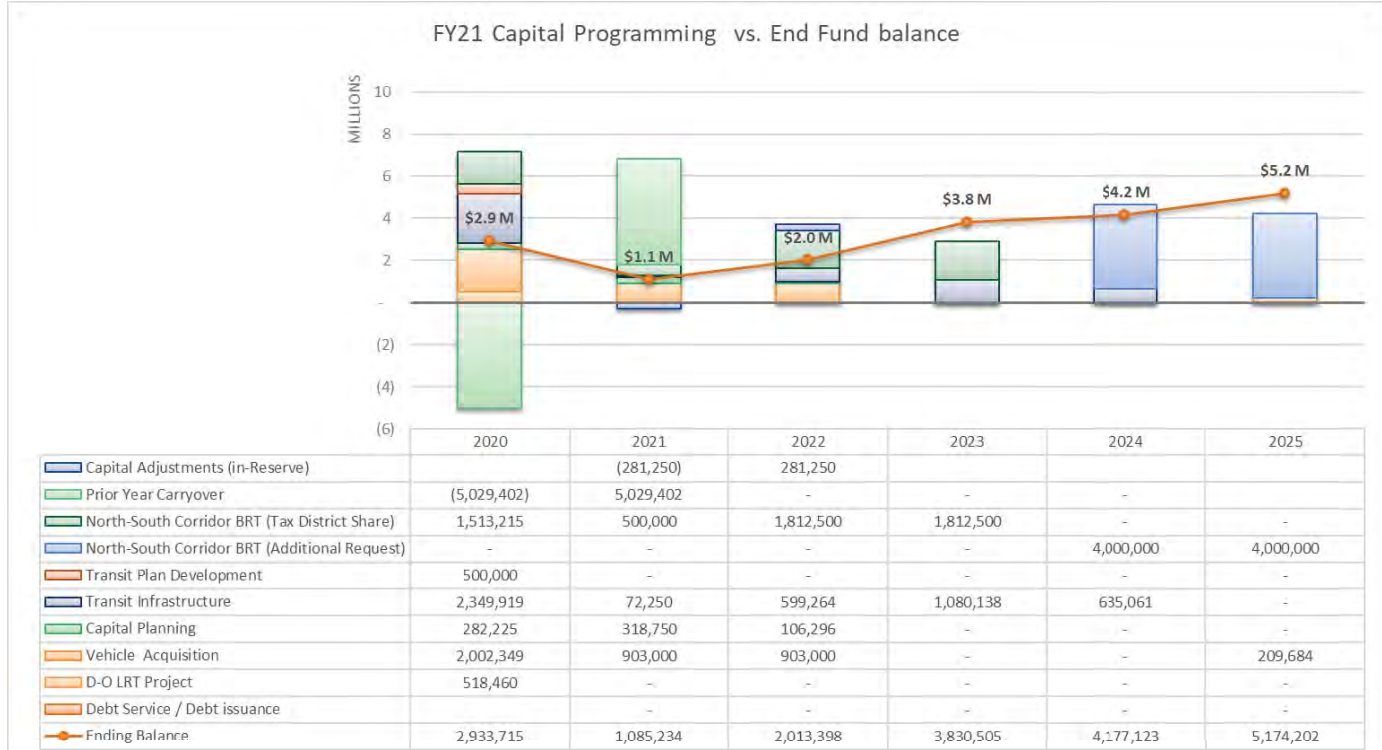
**[Tax District Finance does not recommend proceeding with the amendment at this time]**



## Long-term Revenue shortfall due COVID-19:



## Capital Programming and End Balance after recommended budget amendments:



## Note:

- Operation expenditure not included in the above graph, but is included in End Balance calculations.
- Capital Adjustments – Programmed projects current in un-budgeted reserve assumed to carryover into following year.

Triangle Tax District --- Orange Capital  
CAPITAL PROJECT EXPENDITURE & CARRYOVER ESTIMATES

ORANGE COUNTY			Orange Budget	Orange Actuals Q1	Orange Actuals Q2	Orange Actuals Q3	Orange Estimates Q4*	Orange Actuals Q4	Orange YTD Total
Vehicle Purchase									
Chapel Hill Transit	19CHT_VP1	CHT-Vehicle Purchases	\$ 1,541,192	\$ 1,224,865	\$ -	\$ -	\$ -	\$ 316,327	\$ 1,541,192
Chapel Hill Transit	20CHT_VP2	ICES towards VP	\$ 152,000	\$ 38,000	\$ -	\$ 76,000	\$ -	\$ 114,000	\$ 228,000
Orange Public Transit	19OPT_VP1	OPT-VP	\$ 35,731	\$ -	\$ 35,731	\$ -	\$ -	\$ -	\$ 35,731
Orange Public Transit	20OPT_VP2	OPT-VP	\$ 43,926	\$ -	\$ 23,599	\$ -	\$ -	\$ 11,456	\$ 35,055
Orange Public Transit	20OPT_VP3	OPT- Mobility and on demand vehicles	\$ 229,500	\$ -	\$ -	\$ -	\$ -	\$ 229,500	\$ 229,500
Total Vehicle Purchase			\$ 2,002,349	\$ 1,262,865	\$ 59,330	\$ 76,000	\$ -	\$ 441,783	\$ 2,069,482
Transit Infrastructure									
Carrboro	18TOC_CD1	Estes Drive Bike-Ped Improvements	\$ 47,373	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Carrboro	18TOC_CD2	Estes Drive Transit Access/Corridor Study	\$ 106,296	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Carrboro	18TOC_CD3	Bus Stop improvements (Rogers Road)	\$ 120,889	\$ -	\$ -	\$ 114,481	\$ 6,408	\$ 6,408	\$ 120,889
Carrboro	18TOC_CD4	Morgan Creek Greenway	\$ 199,837	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Carrboro	19TOC_CD1	South Greensboro St. Sidewalk	\$ 552,340	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chapel Hill Transit	20CHT_CD1	Lighting in bus shelters	\$ 53,148	\$ -	\$ -	\$ -	\$ 53,148	\$ -	\$ -
Chapel Hill Transit	19CHT_CD2	ADA Bus Stop Upgrades	\$ 448,815	\$ -	\$ -	\$ -	\$ 448,815	\$ -	\$ -
Chapel Hill Transit	20CHT_CD2	Bus Stop Sign Design and Replacement	\$ 84,741	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chapel Hill Transit	19CHT_CD1	CHT-NSBRT	\$ 1,513,215	\$ 286,968	\$ -	\$ -	\$ 150,000	\$ 145,391	\$ 432,359
Chapel Hill Transit	20CHT_CD3	CHT-NSBRT - NEW Request	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GoTriangle	18GOT_CD8	Hillsborough Park-and-Ride - 3	\$ 145,723	\$ -	\$ 2,086	\$ 300	\$ 66,922	\$ 66,952	\$ 69,338
GoTriangle	18GOT_CD10**	GoT Bus Stop Improvement in Carrboro	\$ 26,574	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GoTriangle	18GOT_CD11	Mebane Bus Stop Improvement	\$ 10,630	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GoTriangle	18GOT_CD12	GoT Bus Stop Improvements in Orange	\$ 331,100	\$ 6,000	\$ 24,000	\$ -	\$ -	\$ -	\$ 30,000
GoTriangle	19GOT_CD1	RTC Feasibility Study	\$ 62,500	\$ -	\$ 6,057	\$ 9,993	\$ 9,686	\$ 10,067	\$ 26,117
GoTriangle	20GOT_CD3	Mobile Ticket Validators - Orange share (includes Route 101)	\$ 74,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GoTriangle	20GOT_CD1	Commuter Rail Feasibility Study	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Town of Hillsborough	18TOH_CD1	Hillsborough Train Station	\$ 401,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town of Hillsborough	20TOH_CD1	Hillsborough Train Station Bus Stop Improvements	\$ 33,897	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Orange Public Transit	20OPT_CD1	OPT 15 OPT Bus Stop Signs	\$ 1,594	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Orange Public Transit	19OPT_CD1	OPT Bus stop improvement (5 OPT stops)	\$ 137,864	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Orange Public Transit	19OPT_AD1	OPT - AVL	\$ 43,073	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Orange Public Transit	20OPT_CD2	Hillsborough Park-and-Ride - 3 (Orange County - Construction)	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Transit Infrastructure			\$ 6,269,609	\$ 367,968	\$ 32,143	\$ 124,774	\$ 734,980	\$ 228,819	\$ 753,703
Capital - Other									
GoTriangle	19GOT_CO1	ERP - Phase 1 / Phase 2 / Phase 3 implementation	\$ 239,152	\$ 2,105	\$ 2,776	\$ 7,041	\$ 4,317	\$ 5,403	\$ 17,324
Orange County	20OPT_AD2	Planning for new Transit Plan	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital - Other			\$ 739,152	\$ 445,072	\$ 34,919	\$ 131,815	\$ 739,297	\$ 234,221	\$ 17,325
DOLRT Wind-Down									
GoTriangle	20GOT_CD2	DO LRT Wind Down Costs	\$ 518,460	\$ 37,135	\$ 21,593	\$ 96,518	\$ 17,500	\$ 17,575	\$ 172,820
Total DOLRT Wind-Down			\$ 518,460	\$ 37,135	\$ 21,593	\$ 96,518	\$ 17,500	\$ 17,575	\$ 172,820
Total Capital Expenditures			\$ 9,529,570	\$ 2,113,040	\$ 147,985	\$ 429,106	\$ 1,491,776	\$ 922,398	\$ 3,013,330

\* FY20 Q4 Estimates will be reconciled based on actuals reimbursements at the end of the financial year. Estimates as of May 31, 2020

\*\*18GOT\_CD10 Discontinued - budget - allocation returned to fund reserve.

Orange Budget Carryover to FY21 (Estimate June 9, 2020)	Orange Budget Update of Carryover to FY21 (Based on Q4 Actuals)	FY21 Budget Adjustements (FY20 Carryover Adjustment)	STATUS
\$ 316,327	\$ -	\$ (316,327)	COMPLETE
\$ 38,000	\$ -	\$ (38,000)	COMPLETE
\$ -	\$ -	\$ -	COMPLETE
\$ 20,327	\$ -	\$ (20,327)	COMPLETE
\$ 229,500	\$ -	\$ (229,500)	COMPLETE
\$ 604,154	\$ -	\$ (604,154)	
\$ 47,373	\$ 47,373	\$ -	CONTINUE
\$ 106,296	\$ 106,296	\$ -	CONTINUE
\$ -	\$ -	\$ -	CONTINUE
\$ 199,837	\$ 199,837	\$ -	CONTINUE
\$ 552,340	\$ 552,340	\$ -	CONTINUE
\$ -	\$ 53,148	\$ 53,148	CONTINUE
\$ -	\$ 448,815	\$ 448,815	CONTINUE
\$ 84,741	\$ 84,741	\$ -	CONTINUE
\$ 1,076,248	\$ 1,080,857	\$ 4,609	CONTINUE
\$ 1,000,000	\$ -	\$ (1,000,000)	Re-Program
\$ 76,415	\$ 76,385	\$ (30)	CONTINUE
\$ -	\$ -	\$ -	CONTINUE
\$ 10,630	\$ 10,630	\$ -	CONTINUE
\$ 301,100	\$ 301,100	\$ -	CONTINUE
\$ 36,764	\$ 36,383	\$ (381)	CONTINUE
\$ 74,000	\$ 74,000	\$ -	CONTINUE
\$ -	\$ -	\$ -	COMPLETE
\$ 401,000	\$ -	\$ (401,000)	Re-Program
\$ 33,897	\$ -	\$ (33,897)	Re-Program
\$ 1,594	\$ 1,594	\$ -	CONTINUE
\$ 137,864	\$ 137,864	\$ -	CONTINUE
\$ 43,073	\$ 43,073	\$ (43,073)	CONTINUE
\$ 800,000	\$ 800,000	\$ -	CONTINUE
\$ 4,983,171	\$ 4,054,435	\$ (971,809)	
\$ 222,913	\$ 221,828	\$ (1,085)	CONTINUE
\$ 500,000	\$ 500,000	\$ -	CONTINUE
\$ 722,913	\$ 721,828	\$ (1,085)	
\$ 345,715	\$ 253,140	\$ (92,575)	CONTINUE (Partial Release)
\$ 345,715	\$ 253,140	\$ (92,575)	
\$ 6,655,953	\$ 5,029,402	\$ (1,669,623)	

**DURHAM • CHAPEL HILL • CARRBORO**  
**METROPOLITAN PLANNING ORGANIZATION**

101 City Hall Plaza • Durham, NC 27701 • Phone (919) 560-4366 • dchcmpo.org



December 11, 2020

To: Orange Staff Working Group  
 From: Aaron Cain, Staff Working Group Administrator  
 Re: FY22 Workplan Development

This memo addresses basic information regarding the development of the FY22 Orange Transit Workplan (Workplan). The Workplan is an annual document detailing the expected projects and budget of the upcoming fiscal year for transit agencies and local governments' use of funds from the Orange Transit Tax. Per the adopted Interlocal Agreement (ILA), the Workplan is adopted annually by the GoTriangle Board of Trustees in June as part of the annual budget adoption process.

### Workplan Development Procedure

Following the procedure that began with the development of the FY20 Workplan, the following procedures are recommended to remain in place for FY22:

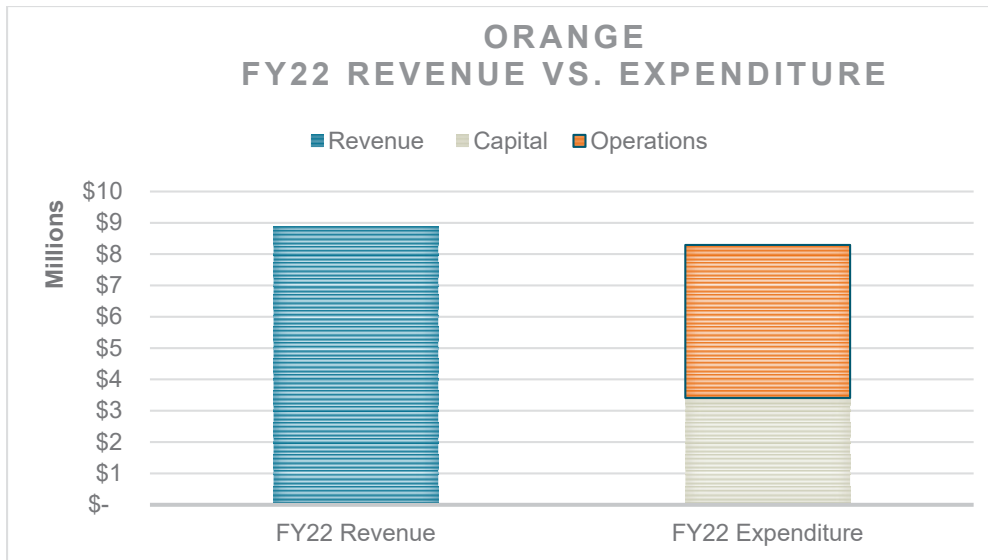
- GoTriangle will draft and submit project sheets for GoTriangle projects
- For all other project sponsors:
  - The SWG Administrator will complete project sheets for administrative, capital and operating projects that are already committed and expected to follow their current budget (with a standard budget increase for operating and administrative projects)
  - For new projects, or projects that will have a substantial deviation from their current budget or schedule, the sponsor agency will be required to submit the project sheet, with guidance from the SWG Administrator

A schedule for development of the FY22 Workplan is provided in a later section of this memo.

### Workplan Guidance

In FY22, the SWG Administrator and GoTriangle Finance recommend that budgeted expenditures not exceed projected revenues. This recommendation is made in order to continue to help ensure the solvency of the fund balance for the Orange County Tax District.

Furthermore, it is recommended that on-going project implementation should be prioritized over new projects in the upcoming fiscal year. This is for two reasons. First, there is very little available funding in FY22 for new projects (see below). Second, as a new transit plan is being developed, new projects that do not follow the existing 2017 Durham Transit Plan would need to go through the "material change" process, which could be seen as subverting the new Transit Plan process. Exceptions could be made for projects that are seen as consistent with a draft new Transit Plan, though again available funding is severely limited. The chart below compares the expected revenue to the current committed projects in FY22.



As shown, while projected revenue currently exceeds programmed expenditure, the difference between the two is less than \$400,000. With the fund balance for the Orange County Transit Tax Fund barely over \$1M in FY22, the SWG Administrator and GoTriangle Finance feel it is unwise to risk lowering that difference, especially with an uncertain short-term economic forecast due to the COVID pandemic. Therefore, the implementation of new projects in FY22, or significant additional funding for existing projects, is not recommended.

### Workplan Schedule

The Staff Working Group (SWG) Administrator and GoTriangle staff suggest the following schedule for development of the Workplan:

- January 15 – Notification to the SWG Administrator of intent to submit a new project or existing project with a change that qualifies as a material change per the ILA
- Week of January 18 – SWG meeting
- January 29 – Project sheets due to SWG Administrator
- February – Review of project sheets by SWG Administrator and GoTriangle Finance
- Early March – SWG meeting to review list of submitted projects
- Mid-March – Begin public comment process (including any projects that meet the definition of a material change)
- Late March to Mid-April – Review of proposed FY22 Workplan by governing boards
- Late April – Conclude public comment
- May – DCHC MPO Board and Board of County Commissioners consider material changes, if any
- Late May – SWG makes final recommendation on draft FY22 Workplan
- June 23 – GoTriangle Board of Trustees approve FY22 Workplan (and concurrent material changes, if any) as part of FY22 budget adoption

2021 0003

**GOTRIANGLE  
FISCAL YEAR 2021  
TRIANGLE TAX DISTRICT – ORANGE OPERATING FUND  
BUDGET ORDINANCE**

**BE IT ORDAINED** by the Research Triangle Regional Public Transportation Authority Board of Trustees:

**Section 1.** It is estimated that the following revenues will be available in the **Triangle Tax District Orange Operating Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	<b>Original</b>	<b>Revised</b>
Article 43½ Cent Sales Tax	\$ 8,104,000	\$ 8,104,000
Vehicle Rental Tax	944,300	944,300
\$8 County Vehicle Registration Tax	889,000	889,000
\$3 Vehicle Registr Transfer from Vur76 range Special Tax Vistrict	332,000	332,000
<b>Total</b>	<b>\$ 8,755,300</b>	<b>\$ 8,755,300</b>

**Section 2.** The following amounts hereby are appropriated in the **Triangle Tax District Orange Operating Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	<b>Original</b>	<b>Revised</b>
Tax Vistrict Administration	\$ 249,800	\$ 249,800
Transit Administration	0	0
VCDC / P6	90,890	90,890
HoTriangle	902,300	902,300
Bus Operations	0	0
Chapel Hill Transit	2,100,800	2,100,800
6 range County Public Transit	843,000	843,000
HoTriangle	0,000	0,000
Transfer to Triangle Tax Vistrict - 6 range Capital Fund	3,204,290	3,000,800
Allocation to 6 range Operating Fund Balance	<u>833,000</u>	<u>0,000</u>
<b>Total</b>	<b>\$ 8,755,300</b>	<b>\$ 8,755,300</b>

**Section 3.** The FY21 6 range Transit Work Plan reflects an amendment of new projects or areas of investment to address uncertainty on revenue due to anticipated economic impact of the Coronavirus Disease 2019 (COVID-19) health crisis.

VCDC / P6, HoTriangle and 6 range County will monitor the actual data for sales tax collections for the period between March and July 2020 and will continue to analyze the opportunity to



minimize the drawdown of unallocated reserves in fiscal year 2021. The current project budgets identified are those that are deemed time-sensitive ongoing efforts or involve time-sensitive external grant sources as part of their overall funding mechanism. The FY21 6 range Transit Work Plan also identifies a list of projects that were assigned to an unbudgeted reserve cache that will be reevaluated for potential investment in the second quarter of fiscal year 2021 (October – December 2020) when revenue data for the period of March – July 2020 will have been collected.

**Section 4.** Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

**ADOPTED THIS 27<sup>TH</sup> DAY OF JANUARY 2021.**

\_\_\_\_\_  
Michael Parker, Board of Trustees Chair

**ATTEST:**

\_\_\_\_\_  
Michelle C. Vawson, Clerk to the Board

2021 0004

**GOTRIANGLE  
FISCAL YEAR 2021  
TRIANGLE TAX DISTRICT – ORANGE CAPITAL FUND  
BUDGET ORDINANCE**

**BE IT ORDAINED** by the Research Triangle Regional Public Transportation Authority Board of Trustees:

**Section 1.** It is estimated that the following revenues will be available in the **Triangle Tax District – Orange Capital Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	Original	Revised
Transfer from Triangle Tax Dist – Orange Operating Fund	\$ <u>3,284,250</u>	\$ <u>3,060,700</u>
<b>Total</b>	<b>\$ 3,284,250</b>	<b>\$ 3,060,700</b>

**Section 2.** The following amounts hereby are appropriated in the **Triangle Tax District – Orange Capital Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	Original	Revised
Vehicle Purchase		
GoTriangle		\$ 903,000
BRT		
Chapel Hill Transit – N-S BRT		500,000
Capital – Planning		
GoTriangle	\$ 37,500	37,500
Allocation to Orange Capital Fund Balance	<u>3,246,750</u>	<u>1,620,200</u>
<b>Total</b>	<b>\$ 3,284,250</b>	<b>\$ 3,060,700</b>

**Section 3.** The FY21 Orange Transit Work Plan reflects an amendment of new projects or areas of investment to address uncertainty on revenue due to anticipated economic impact of the Coronavirus Disease 2019 (COVID-19) health crisis.

DCHC MPO, GoTriangle and Orange County will monitor the actual data for sales tax collections for the period between March and July 2020 and will continue to analyze the opportunity to minimize the drawdown of unallocated reserves in fiscal year 2021. The current project budgets identified are those that are deemed time-sensitive ongoing efforts or involve time-sensitive external grant sources as part of their overall funding mechanism. The FY21 Orange Transit Work Plan also identifies a list of projects that were assigned to an unbudgeted reserve cache that will



be reevaluated for potential investment in the second quarter of fiscal year 2021 (October – December 2020) when revenue data for the period of March – July 2020 will have been collected.

**Section 4.** Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

**ADOPTED THIS 27<sup>TH</sup> DAY OF JANUARY 2021.**

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Michael Parker, Board of Trustees Chair

**ATTEST:**

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Michelle C. Dawson, Clerk to the Board

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** Finance and Administrative Services  
**DATE:** January 12, 2021  
**SUBJECT:** **Wake Transit FY 2021 Q2/Q3 Proposed Wake Work Plan/Budget Amendment**

### Strategic Objective or Initiative Supported

Implement the Wake Transit Plan with Transit Planning Advisory Committee

### Action Requested

Staff requests that the Board approve an amendment to the Wake Transit FY21 Work Plan and Budget for Q2 FY21 and Q3 FY21. The amendment consists of 22 projects that were included in the previously adopted Work Plan as unbudgeted reserve. An additional project was submitted by the City of Raleigh for real estate support services. The total FY21 financial impact for all 23 projects is \$9,299,810.

### Background and Purpose

One major amendment that includes 23 separate projects included in these attachments has been submitted for approval:

1. Eight (8) operating projects
2. 15 capital projects

At the time of the Board of Trustees receiving this item, TPAC will have already reviewed and recommended this amendment to both the CAMPO Executive Board and the GoTriangle Board of Trustees. The CAMPO Executive Board approved this item during its January 14<sup>th</sup> meeting.

### Financial Impact

The proposed amendments will increase the FY21 Wake Transit Work Plan by \$9,299,810 compared to the FY21 adopted budget.

### Attachments

- Financial impact of amendments
- Detailed Individual Project Amendment Requests
- Budget ordinance amendments

**Staff Contact(s)**

- Steven Schlossberg, (919) 485-7590, [sschlossberg@gotriangle.org](mailto:sschlossberg@gotriangle.org)
- Sandra Freeman,(919) 485-7415, [sfreeman@gotriangle.org](mailto:sfreeman@gotriangle.org)



## FY21 Budget Change Impact -Wake Transit Plan

	<u>Revenue</u>	<u>Expenditures</u>	<u>Reserve/Cash Impact</u>	<u>Fund Affected</u>	<u>Comments</u>
<b>FY21 Approved Budget</b>	<b>\$ 228,095,113</b>	<b>\$ 208,239,169</b>	<b>\$19,855,944</b>		
Half-Cent Sales Tax	9,299,810	-	9,299,810	43	Add: Half-Cent Sales tax revenue to previously adopted budget for unbudgeted reserve project funding.
CAMPO - (Capital)	-	400,000	(400,000)	43	Amendment to approve funding for the CAMPO Capital project that is currently included in unbudgeted reserve.
GoTriangle - Wake (Operating)	-	790,913	(790,913)	43	Amendment to approve funding for GoTriangle Operating projects that are currently included in unbudgeted reserve.
GoTriangle - Wake (Capital)	-	214,800	(214,800)	43	Amendment to approve funding for GoTriangle Capital projects that are currently included in unbudgeted reserve.
Town of Cary (GoCary- Operating)	-	67,500	(67,500)	43	Amendment to approve funding for the Town of Cary Operating project that is currently included in unbudgeted reserve.
City of Raleigh (GoRaleigh - Operating)	-	617,795	(617,795)	43	Amendment to approve funding for The City of Raleigh Operating projects that are currently included in unbudgeted reserve.
City of Raleigh (GoRaleigh - Capital)	-	7,110,676	(7,110,676)	43	Amendment to approve funding for The City of Raleigh Capital projects that are currently included in unbudgeted reserve. Additional funding is included for one (1) incremental City of Raleigh project.
Wake County (GoWake - Operating)	-	98,126	(98,126)	43	Amendment to approve funding for the Wake County Operating project that is currently included in unbudgeted reserve.
Town of Morrisville (Community Funding Area - Operating)	-	33,000	(33,000)	43	Amendment to approve funding for the Town of Morrisville's Community Funding Area program Operating project that is currently included in unbudgeted reserve.
Reserve (Community Funding Area)	-	(33,000)	33,000	43	Reduction of the Community Funding Area Reserve balance. The funding will be utilized to fund the Town of Morrisville's project.
<b>Amended FY21 Budget (Jan 2021)</b>	<b>\$ 237,394,923</b>	<b>\$ 217,538,979</b>	<b>\$ 19,855,944</b>		
<b>Changes from Amendments</b>	<b>\$ 9,299,810</b>	<b>\$ 9,299,810</b>	<b>\$ -</b>		

**ATTACHMENT 1****WAKE COUNTY TRANSIT PLAN: IMPLEMENTATION**

**From:** Bret Martin, Wake Transit Program Manager, Capital Area MPO

**To:** Wake County Transit Planning Advisory Committee (TPAC)

**Date:** 12/1/2020

**Re:** Summary of Requested FY 2021, 2<sup>nd</sup> Quarter Work Plan Amendments

A total of 35 fiscal year (FY) 21 Wake Transit Work Plan amendment requests were submitted for consideration of approval in the 2nd quarter of the FY by a host of project sponsors, including the Capital Area MPO, GoTriangle, City of Raleigh, Towns of Cary and Morrisville, and Wake County. In June of 2020, the Capital Area MPO Executive Board and GoTriangle Board of Trustees adopted a FY 2021 Wake Transit Work Plan with a number of unfunded projects placed in an 'Unbudgeted Reserve' queue. This decision was made based on uncertainty surrounding the impacts of the COVID-19 pandemic on the collection of revenues that fund the Wake County Transit Plan. These projects were set aside to be considered for funding in the 2nd quarter of the FY when more clarity on the future financial capacity of Wake Transit Plan implementation could be established.

As Wake Transit Plan implementation partners have worked to establish that clarity over the past several months, it has been determined that a number of projects previously set aside in the referenced 'Unbudgeted Reserve' queue are financially eligible to move forward for further consideration of inclusion in the FY 2021 Wake Transit Work Plan. An additional amendment request from the City of Raleigh for a new project to be added to the FY 2021 Wake Transit Work Plan has also been included in the package of requests. The amendment requests were reviewed by CAMPO staff to determine the appropriate amendment type classifications (major versus minor) as outlined in the Wake Transit Work Plan Amendment Policy. The amendment requests were all categorized as a package of 'Major Amendments' for the following reasons:

- 1) Thirty-five (35) of the requested amendments are for new projects requested to be added to the FY 21 Wake Transit Work Plan in FY 21 or in future years; and
- 2) Twenty-three (23) of the requested amendments require a change in capital or operating fund balance in FY 21.

The amendment requests were released for public comment on November 9, 2020. The public comment period will end on December 8, 2020. A number of public comments have been received to date and are included with this memorandum.

Attached to this memorandum are the following:

- Proposed FY 2021 Q2 Amendment List (released for public comment)
- Project Profiles/Completed Amendment Request Form for Amendment Requests (released for public comment)
- Joint Budget & Finance/Planning & Prioritization Subcommittee Disposition Memo and Voting Record
- Public Comments Received to Date

A scope and financial disposition for the amendment requests was developed by the Planning & Prioritization and Budget & Finance Subcommittees and recommended to the TPAC at a joint meeting held on November 24<sup>th</sup>, with a finding that the scopes of work for the requested projects are appropriate for the continued implementation of the Wake County Transit Plan and that funding the requests does not involve an unwarranted use of funds.

## FY 2021, Quarter 2, Requested Wake Transit Work Plan Amendments

### REQUESTED MAJOR AMENDMENTS

Project ID #	Agency	Project Title	FY20 Original Funding Allocation	FY 21 Original Funding Allocation	FY21 Requested Funding Allocation	FY 21 Funding Impact	Reason for Major Amendment Status
Operating Budget Amendment Requests							
TO002-AR	Town of Cary	1.0 FTE: Transportation Outreach and Communications Coordinator	\$ -	\$ -	\$ 67,500	\$ 67,500	New projects requested to be added to the FY 21 Work Plan that require a change in fund balance and that were previously assigned to the FY 21 Wake Transit Work Plan Unbudgeted Reserve Queue
TO002-AT	GoTriangle	Add 1.0 FTE to Public Engagement Team	\$ -	\$ 213,303	\$ 268,623	\$ 55,320	
TO002-AU		1.0 FTE: Communications Coordinator	\$ -	\$ -	\$ 54,000	\$ 54,000	
TO005-AC		Improvements to Route 305: Apex-Raleigh (all day and weekend service)	\$ -	\$ 175,918	\$ 857,511	\$ 681,593	
TO005-AL	City of Raleigh	Remainder of Route 21: Caraleigh Span and Frequency Improvements	\$ -	\$ 250,000	\$ 396,631	\$ 146,631	
TO005-AM		Glenwood Route Package	\$ -	\$ -	\$ 471,164	\$ 471,164	
TO005-G1	Wake County	Additional Rural General Public, Elderly, and Disabled Demand-Response Trips	\$ -	\$ 338,874	\$ 437,000	\$ 98,126	
TO005-BG	Town of Morrisville	Operation of Node-Based Smart Shuttle	\$ -	\$ -	\$ 33,000	\$ 33,000	New project requested to be added to the FY 21 Work Plan that requires a change in fund balance
TBD	City of Raleigh	Real Estate Support Services*	\$ -	\$ -	\$ 50,000	\$ 50,000	
Total Operating Funding Impact						\$ 1,657,334	
Capital Budget Amendment Requests							
TC003-N	Capital Area MPO	Major Investment Study/Alternatives Analysis for Bus Rapid Transit Extensions to Research Triangle Park and Clayton	\$ -	\$ -	\$ 400,000	\$ 400,000	New projects requested to be added to the FY 21 Work Plan that require a change in fund balance and that were previously assigned to the FY 21 Wake Transit Work Plan Unbudgeted Reserve Queue
TCOO2-Y	GoTriangle	Design/Construction of Bus Stop Improvements	\$ -	\$ -	\$ 64,800	\$ 64,800	
TC002-BD		Improvements to Airport Bus Stop	\$ -	\$ -	\$ 50,000	\$ 50,000	
TC003-K		Wake Bus Plan Update	\$ -	\$ -	\$ 100,000	\$ 100,000	
TC002-AD	City of Raleigh	Construction of Cross Link/Rock Quarry Transfer Point Improvements	\$ -	\$ -	\$ 246,000	\$ 246,000	
TC002-AE		Construction of Hillsborough/Gorman Transfer Point Improvements	\$ -	\$ -	\$ 246,000	\$ 246,000	
TC002-AF		Construction of Hillsborough/State Fairgrounds Transfer Point Improvements	\$ -	\$ -	\$ 246,000	\$ 246,000	
TC002-AH		Construction of Hillsborough/Jones Franklin Transfer Point Improvements	\$ -	\$ -	\$ 246,000	\$ 246,000	
TC002-AN		Design and Construction of Capital/Millbrook Transfer Point Improvements	\$ -	\$ -	\$ 152,421	\$ 152,421	
TC002-AO		Design and Construction of WakeMed North Transfer Point Improvements	\$ -	\$ -	\$ 152,421	\$ 152,421	
TC002-AQ		Design and Construction of Pleasant Valley Shopping Center Transfer Point Improvements	\$ -	\$ -	\$ 152,421	\$ 152,421	
TC001-F		Fixed Route Replacement Vehicles	\$ -	\$ -	\$ 5,083,413	\$ 5,083,413	
TC001-L		GoRaleigh Support Vehicles	\$ -	\$ -	\$ 156,000	\$ 156,000	
TC001-J		Paratransit Replacement Vehicles	\$ -	\$ -	\$ 380,000	\$ 380,000	
Total Capital Funding Impact						\$ 7,675,476	

\* Will be recategorized as a capital project

<b>Project ID</b>	TO002-AR	<b>Project Category</b>	Transit Plan Administration	<b>Project Subcategory</b>	Staffing
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### Project Description:

In FY21, the Town of Cary proposes to employ 1.0 FTE staff position to function as its Transportation Outreach and Communications Coordinator. This project will also fund the administrative expenses incurred related to the function of the employee's work. This position will be responsible for:

- Designing and implementing outreach and education opportunities for GoCary
- Working with regional and community partners on specialized outreach and marketing campaigns
- Coordinating ridership campaigns and serving as TDM liaison
- Working with marketing team to create public information materials
- Administering website and social media updates

### Project at a Glance

Project Title	1.0 FTE Transportation Outreach and Communications Coordinator
Agency	Town of Cary
FY 2021 Costs	\$67,500
FY 2022 Programmed Cost	\$138,375
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021



<b>Project ID</b>	TO002-AT	<b>Project Category</b>	Transit Plan Administration	<b>Project Subcategory</b>	Staffing
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### Project Description:

GoTriangle will continue to employ 2.5 full-time equivalent (FTE) employees in FY21, with an additional 1.0 FTE in unbudgeted reserve that will be considered for funding in the 2nd quarter of FY21. The additional 1.0 FTE involves an additional incremental half-year cost of \$55,320 on top of the FY 21 budgeted allocation of \$213,303, for a total of \$268,623. Of the total 3.5 FTEs, 2.5 of the FTEs are a consolidation of staffing that was authorized for funding and initiated in FYs 2018 and 2019.

Of the 3.5 FTEs, 1.5 FTEs will focus on public outreach and communications activities, including continuing to lead proactive community engagement and public input solicitation for the annual work plan, Wake Transit Plan updates, commuter rail project, and GoTriangle bus service projects and will continue to provide support as needed to municipalities through the Community Funding Area Program. The Community Engagement team will also provide outreach support for ongoing and future projects with broader regional implications, including but not limited to, fare capping, mobile ticketing, Youth GoPass and free rides for seniors.

The remaining 2.0 FTEs will work to meet the required Wake Transit program-level public involvement coordination and planning tasks defined by the TPAC. These positions will work on introducing and/or improving strategic public engagement activities for implementation of the Wake Transit Plan and on coordination of engagement activities with other Wake Transit Plan implementation partners. Costs associated with these FTEs include salary, benefits, professional development needs & supplies, and accessory administrative expenses related to the function of the employee's work.

### Project at a Glance

Project Title	2.5-3.5 FTEs: Public Engagement Team
Agency	GoTriangle
FY 2021 Costs	\$268,623
FY 2022 Programmed Cost	\$332,042
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021





<b>Project ID</b>	TO002-AU	<b>Project Category</b>	Transit Plan Administration	<b>Project Subcategory</b>	Staffing
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### Project Description:

GoTriangle will employ a 1.0 full-time equivalent (FTE) staff position to function as the Communications Coordinator on the Communications, Engagement and Marketing team. The position will be responsible for the development and implementation of the Wake Transit Annual Work Plan's Public Engagement Plan; tracking and supporting public engagement and communications activities for plans, programs, and projects; leading public engagement and communications program administration; and creating, conducting, and coordinating general Wake Transit Communications.

### Project at a Glance

Project Title	1.0 FTE: Communications Coordinator
Agency	GoTriangle
FY 2021 Costs	\$54,000
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021



<b>Project ID</b>	TO005-AC	<b>Project Category</b>	Bus Operations	<b>Project Subcategory</b>	Bus Service
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### Project Description:

Route 305 is a pre-existing regional route providing weekday peak commuter service between the Lake Pine area of Apex and Raleigh with three (3) to four (4) trips in each direction in the morning and afternoon on weekdays.

Building upon the Route 305 extension of hourly peak service southwestward to Holly Springs, GoTriangle proposes to expand Route 305 by adding: 1) 30-minute service during the peak between Holly Springs and Raleigh; 2) hourly service during the midday between Apex and Raleigh; 3) extended service in the evening between Apex and Raleigh; and 4) all day hourly service on Saturdays and Sundays between Apex and Raleigh.

The FY 21 additional incremental cost for this improvement above the funded cost for the extension of Route 305 to Holly Springs is \$681,593.

### Project at a Glance

Project Title	Improvements to Route 305 - Holly Springs - Raleigh
Agency	GoTriangle
FY 2021 Costs	\$857,511
FY 2022 Programmed Cost	\$1,501,452
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021
Service Span	Weekday: 5:30 AM - 8:30 PM Saturday: 5:30 AM - 8:30 PM Sunday: 7:00 AM - 7:00 PM
Current Off-Peak Frequency	N/A
Proposed Off-Peak Frequency	60 minutes
Current Peak Frequency	60 minutes
Proposed Peak Frequency	30 minutes
Assets	GoTriangle Fleet
Major Destinations	Holly Springs, Apex, Cary Crossroads, NC State University, Downtown Raleigh
Transit Centers	Downtown Apex Enhanced Transfer Point (proposed), Compare Foods P&R



Building upon the improvements to increase frequency for Route 21 - Caraleigh that are included in the FY 21 budget, GoRaleigh is proposing to extend service span for the route to later in the evening on weekdays and weekends. The alignment will continue to operate in a clockwise loop.

The FY 21 additional incremental cost of this improvement above the funded cost of the frequency improvements is \$146,631. The total anticipated cost of the frequency and span improvements is \$396,631.

Project Title	Improvements to Route 21 - Caraleigh
Agency	City of Raleigh
FY 2021 Costs	\$396,631 at full implementation
FY 2022 Programmed Cost	\$493,826
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021
Service Span	Weekday: 5:30 am - 12:30 am Saturday: 5:30 am - 12:30 am Sunday: 6:30 am - 11:30 pm
Current Off-Peak Frequency	60 minutes
Proposed Off-Peak Frequency	30 - minutes; 60 minutes after 7:00 PM
Current Peak Frequency	30 minutes
Proposed Peak Frequency	30 minutes
Assets	GoRaleigh Fleet
Major Destinations	South Wilmington Street Center, Shaw University, State Farmer's Market, Downtown Raleigh
Transit Centers	GoRaleigh Station



<b>Project ID</b>	TO005-AM	<b>Project Category</b>	Bus Operations	<b>Project Subcategory</b>	Bus Service
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### Project Description:

GoRaleigh will begin new service that will have a similar alignment to existing service, although there will be two routes. The Route 6 - Glenwood will serve the inner portion of Glenwood Avenue and extend the high frequency network [HFN] portion of the route from downtown Raleigh to Duraleigh Road. Route 6L - Glenwood North will be hourly service provided for the outer portion of Glenwood north of Duraleigh Road, and terminating in Brier Creek.

### Project at a Glance

Project Title	Glenwood Route Package
Agency	City of Raleigh
FY 2021 Costs	\$471,164
FY 2022 Programmed Cost	\$993,427
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021
Service Span	Weekday: 5:30am - 11:30pm (6L) or -12:30am (6) Sat: 5:30am-11:30pm (6L) or -12:30am (6) Sun: 6:30am - 11:30pm (6, 6L)
Current Off-Peak Frequency	
Proposed Off-Peak Frequency	Route 6: 15 - 30 minutes Route 6L: 60 minutes
Current Peak Frequency	
Proposed Peak Frequency	Route 6: 15 minutes Route 6L: 60 minutes
Assets	GoRaleigh Fleet
Major Destinations	Crabtree Valley Mall, Downtown Raleigh, Brier Creek Commons, Townridge Shopping Center
Transit Centers	Crabtree Valley Mall, GoRaleigh Station, Brier Creek Commons



<b>Project ID</b>	TO005-G1	<b>Project Category</b>	Bus Operations	<b>Project Subcategory</b>	Other Bus Service
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### Project Description:

Wake County's Health & Human Services Department, which implements the Wake Coordinated Transportation System (WCTS) service (GoWake Access) across the county, will continue to provide additional demand-response trips for Wake County residents who are eligible based on age and/or disability in areas of the County that are not served by existing fixed-route transit services. Additionally, this project will provide general public demand-response trips for Wake County residents in rural areas of the county. These demand-response trips will complement the existing fixed-route system by linking rural residents currently without access to those transportation resources.

These additional trips build upon the continuation of rural general public and countywide elderly and disabled demand-response trips funded and initiated in prior fiscal years. The base FY 21 cost of trips funded in prior fiscal years that will continue into FY 21 is \$338,874. The additional trips will involve an additional FY 21 incremental cost of \$98,126, with a full implementation cost of \$437,000.

### Project at a Glance

Project Title	Rural General Public and Elderly and Disabled Demand Response Service Expansion
Agency	Wake County
FY 2021 Costs	\$437,000
FY 2022 Programmed Cost	\$523,000
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021





<b>Project ID</b>	TO005-BG	<b>Project Category</b>	Bus Operations	<b>Project Subcategory</b>	Bus Service
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## Project Description:

As part of the Community Funding Area Program, the Town of Morrisville will begin operation of an intra-community node-based smart shuttle. The smart shuttle operates as a shared shuttle that serves customers via designated pickup and drop-off locations, or nodes, that are served upon request rather than on a fixed schedule. Customers can request service over the telephone, on the internet, or by using a smartphone application. The service is envisioned to be operated from 6 a.m. to 9 p.m. on weekdays, Saturdays, and Sundays.

## Project at a Glance

Project Title	Operation of Node-Based Smart Shuttle
Agency	Town of Morrisville
FY 2021 Cost	\$33,000
Funding Source	Wake Transit Tax Proceeds and Local Match
Start Date	June, 2021



Wake Transit Project ID #

**FY 2021**  
**Wake Transit Work Plan**  
**Project Amendment Request Form**  
**Operating and/or Capital**

<b>FY START DATE</b>
7/1/2020

Type of Amendment      Minor ☐      Major ☒

Minor amendment – Required when there is:

A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000

A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000

Any change that does not meet any criteria of a major amendment

Major amendment - Required when there is:

A project requested to be added to the Work Plan

A project requested to be removed from the Work Plan

Significant changes in scope of funded project

A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000

A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000

Any change that requires a change in budgeted reserves or fund balance

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Real Estate Support	City of Raleigh	david.eatman@raleighnc.gov	Base Year	\$ 50,000
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
January 2021	June 2021	n/a	Base Year	\$ -
			Cumulative	\$ -
<b>Project Description</b>	<b>Enter below a summary of the project amendment and impact on approved plan.</b>			
The City of Raleigh is requesting \$50,000 in new one-time funding to secure contractual real estate support. This funding will facilitate critical real estate transactions that are needed to keep existing and future projects on schedule. Projects include the Paratransit Operations and Maintenance Facility, East Raleigh Transit Facility and Park & Ride, as well as, up to 100 new bus shelter sites. The New Bern Avenue BRT corridor will require three property acquisitions, in addition to, the negotiation of over 100 temporary construction and slope easements.				
<b>1. Enter Wake Transit Project ID(s) to Increase</b>				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
<b>TOTAL</b>			\$ -	\$ -	

<b>2. Wake Transit Project ID(s) to Reduce</b>					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
<b>TOTAL</b>			\$ -	\$ -	

<b>3. Impact on Transit Plan Project Costs</b>				
From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan.		Estimated Operating Cost	Current Year	\$ 50,000
			Recurring	\$ -
Operating budget		Estimated Capital Cost	Base Year	\$ -
			Cumulative	\$ -

<b>Project Justification / Business Case</b>	Provide responses to <u>EACH</u> of the questions below. Answer the questions as fully as possible. Enter Non-Applicable (N/A) as appropriate.
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4. Is this New/Amended project Operating, Capital or Both?      Operating ☒      Capital ☐      Both ☐

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

One-time request of \$50,000. Not a recurring request.
--

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

Critical real estate transactions will be completed and projects can enter subsequent phases. If request is not funded, significant projects may be delayed.

7. List below the Key Performance Indicators (deliverables) while this project is in progress. These performance measures will be reported quarterly. Are these the same measures as currently being reported?

a)	Contract Start Date
b)	
c)	

8. List any other relevant information not addressed.

n/a

9. Please enter estimated appropriations to support expenses identified above. Enter FY 2021 and the estimated annualized cost in FY 2022 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2023 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2023 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts	50,000	-	-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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

CAPITAL COSTS	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Design/NEPA	\$ -	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
<b>TOTAL CAPITAL COSTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Assumptions for Costs and Revenues Above:

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

n/a



<b>Project ID</b>	TC003-N	<b>Project Category</b>	Other Capital	<b>Project Subcategory</b>	Capital Planning
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### Project Description:

In 2019, the CAMPO Executive Board asked the NCDOT Statewide Transportation Improvement Program (STIP) unit to program State funding for a BRT project from Morrisville to Clayton that CAMPO submitted for consideration as part of the SPOT 5 prioritization process. The State Board of Transportation programmed \$115 million for the project in the FYs 2020-2029 STIP. The project overlaps with the Western and Southern BRT corridors currently included in the Wake County Transit Plan, for which the City of Raleigh, as project sponsor, has begun project development activities.

With the inclusion of the expansion of BRT between Cary and Morrisville and between Garner and Clayton, the extra extents of these corridors are ripe for the development and study of alternatives to consider progressing for potential implementation. This study will follow a very similar scope of work as the MIS for the original Wake Transit Plan corridors, including analyzing the travel market, conducting a high-level environmental review, identifying and evaluating BRT alignment alternatives, developing operating plans, generating capital and operating cost estimates, assessing risk, and identifying a project sponsor.

### Project at a Glance

Project Title	Major Investment Study/Alternatives Analysis for BRT Extensions to RTP and Clayton
Agency	Capital Area MPO
FY 2021 Costs	\$400,000
Funding Source	Wake Transit Tax Proceeds
Start Date	February, 2021
End Date	June, 2022



<b>Project ID</b>	TC002-Y	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Bus Stop Improvements
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### Project Description:

In FY21, GoTriangle will make improvements to new and existing bus stop locations to enhance passenger safety and comfort. Improvements may include: Concrete pads, benches, shelters, signage, access ramps, and sidewalk improvements. These bus stop improvements are also supported by CAMPO LAPP funds.

### Project at a Glance

Project Title	Systemwide Bus Stop Improvements
Agency	GoTriangle
Phase	Design, Construction
FY 2021 Costs	\$64,800
FY 2022 Programmed Cost	TBD
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021



<b>Project ID</b>	TC002-BD	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Bus Stop Improvements
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### Project Description:

GoTriangle will upgrade the existing bus stops at Terminals 1 and 2 at the Raleigh-Durham International Airport to improve passenger safety, comfort, and wayfinding. Bus stop improvements will be designed to:

- Identify all bus stops with clear signage
- Improve passenger amenities
- Add passenger information and wayfinding at bus stops and between terminals and bus stops
- Provide real-time bus arrival information and public Wi-Fi hot spots as feasible

### Project at a Glance

Project Title	Improvements to Airport Bus Stop
Agency	GoTriangle
Phase	Design, Construction
FY 2021 Costs	\$50,000
Funding Source	Wake Transit Tax Proceeds
Start Date	TBD



<b>Project ID</b>	TC003-K	<b>Project Category</b>	Other Capital	<b>Project Subcategory</b>	Capital Planning
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### Project Description:

The Wake Transit Bus Plan, which strategically programmed bus services throughout the county for Fiscal Years 2019 - 2027 will be updated through the FY30 horizon year, functioning as an implementation element of the Wake Transit Vision Plan Update.

### Project at a Glance

Project Title	Wake Bus Plan Update
Agency	GoTriangle
FY 2021 Costs	\$100,000; (\$550,000 in FY 2022)
Funding Source	Wake Transit Tax Proceeds
Start Date	May, 2021



<b>Project ID</b>	TC002-AD	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Transit Center / Transfer Point Improvements
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### Project Description:

This project covers construction costs for a new enhanced transfer point at Cross Link Road and Rock Quarry Road.

When constructed, the improvement will provide amenities such as:

- Larger shelters
- Lighting
- Passenger information systems
- Public Wi-Fi
- Benches
- Trash cans
- Bike racks

### Project at a Glance

Project Title	Cross Link / Rock Quarry Transfer Point Improvements
Agency	City of Raleigh
Phase	Construction
FY 2021 Costs	\$246,000
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021



<b>Project ID</b>	TC002-AE	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Transit Center / Transfer Point Improvements
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### Project Description:

This project covers construction costs for a new enhanced transfer point at Hillsborough Street and Gorman Street.

When constructed, the improvement will provide amenities such as:

- Larger shelters
- Lighting
- Passenger information systems
- Public Wi-Fi
- Benches
- Trash cans
- Bike racks

### Project at a Glance

Project Title	Hillsborough / Gorman Transfer Point Improvements
Agency	City of Raleigh
Phase	Construction
FY 2021 Costs	\$246,000
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021



<b>Project ID</b>	TC002-AF	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Transit Center / Transfer Point Improvements
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### Project Description:

This project covers construction costs for a new enhanced transfer point on Hillsborough Street at the State Fairgrounds.

When constructed, the improvement will provide amenities such as:

- Larger shelters
- Lighting
- Passenger information systems
- Public Wi-Fi
- Benches
- Trash cans
- Bike racks

### Project at a Glance

Project Title	Hillsborough / State Fairgrounds Transfer Point Improvements
Agency	City of Raleigh
Phase	Construction
FY 2021 Costs	\$246,000
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021



<b>Project ID</b>	TC002-AH	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Transit Center / Transfer Point Improvements
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### Project Description:

This project covers construction costs for a new enhanced transfer point at Hillsborough Street and Jones Franklin Road.

The investment will provide amenities such as:

- Larger shelters
- Lighting
- Passenger information systems
- Public Wi-Fi
- Benches
- Trash cans
- Bike racks

### Project at a Glance

Project Title	Hillsborough / Jones Franklin Transfer Point Improvements
Agency	City of Raleigh
Phase	Construction
FY 2021 Costs	\$246,000
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021





<b>Project ID</b>	TC002-AN	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Transit Center / Transfer Point Improvements
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### Project Description:

This project covers design and construction costs for a new enhanced transfer point at Capital Boulevard and Millbrook Road. This project will be supported by a combination of Wake Transit funds and CAMPO LAPP funds.

The investment will provide amenities such as:

- Larger shelters
- Lighting
- Passenger information systems
- Public Wi-Fi
- Benches
- Trash cans
- Bike racks

### Project at a Glance

Project Title	Capital / Millbrook Transfer Point Improvements
Agency	City of Raleigh
Phase	Design, Construction
FY 2021 Costs	\$152,421
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021



<b>Project ID</b>	TC002-AO	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Transit Center / Transfer Point Improvements
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### Project Description:

This project covers design and construction costs for a new enhanced transfer point at WakeMed North. This project will be supported by a combination of Wake Transit funds and CAMPO LAPP funds.

The investment will provide amenities such as:

- Larger shelters
- Lighting
- Passenger information systems
- Public Wi-Fi
- Benches
- Trash cans
- Bike racks

### Project at a Glance

Project Title	WakeMed North Transfer Point Improvements
Agency	City of Raleigh
Phase	Design, Construction
FY 2021 Costs	\$152,421
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021



<b>Project ID</b>	TC002-AQ	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Transit Center / Transfer Point Improvements
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### Project Description:

This project covers design and construction costs for a new enhanced transfer point at Pleasant Valley Shopping Center. This project will be supported by a combination of Wake Transit funds and CAMPO LAPP funds. The investment will provide amenities such as:

- Larger shelter(s)
- Lighting
- Passenger information, including real-time information systems; and
- Amenities to enhance passenger comfort (public Wi-Fi, benches, trash cans, bike racks)

### Project at a Glance

Project Title	Pleasant Valley Shopping Center Transfer Point Improvements
Agency	City of Raleigh
FY 2021 Costs	\$152,421
Funding Source	Wake Transit Tax Proceeds, Federal Funds
Start Date	January, 2021



<b>Project ID</b>	TC001-F	<b>Project Category</b>	Vehicle Acquisition	<b>Project Subcategory</b>	Fixed Route Replacement Vehicles
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### Project Description:

The City of Raleigh / GoRaleigh will replace seven (7) 40-foot diesel transit vehicles. Replacement buses will be compressed natural gas, and the City of Raleigh is contributing \$800,000 towards the cost of these replacements.

### Project at a Glance

Project Title	Purchase 40-Foot Diesel, Compressed Natural Gas, or Electric Buses
Agency	City of Raleigh
FY 2021 Costs	\$5,083,413
FY 2022 Programmed Cost	TBD
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021



<b>Project ID</b>	TC001-L	<b>Project Category</b>	Vehicle Acquisition	<b>Project Subcategory</b>	Support Vehicles
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### Project Description:

GoRaleigh will be expanding and replacing part of its support vehicle fleet for operations supervisors and system maintenance.

Vehicles Identified for Expansion Include:

One (1) Ford F350 Crew Cab - \$32,000

Dump body – \$25,000

Operations support shuttle:

One addition – Ford Fusion - \$19,000

Vehicles Identified for Replacement Include:

Shuttle vehicle – Ford Fusion - \$19,000.00

Supervisor vehicle – Dodge Journey AWD - \$21,000

Supervisor vehicle - Dodge Journey AWD - \$21,000

Shuttle vehicle - Ford Fusion - \$19,000.00

### Project at a Glance

Project Title	GoRaleigh Support Vehicles
Agency	City of Raleigh
FY 2021 Costs	\$156,000
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021
End Date	N/A

Project ID	TC001-J	Project Category	Vehicle Acquisition	Project Subcategory	Paratransit Replacement Vehicles
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Project Description:

City of Raleigh/GoRaleigh Access will acquire four (4) replacement transit vehicles for its demand-response/ paratransit operations.

Project at a Glance	
Project Title	Paratransit Replacement Vehicles
Agency	City of Raleigh
FY 2021 Costs	\$380,000
Funding Source	Wake Transit Tax Proceeds
Start Date	January, 2021



### FY 2021 Capital Projects in Unbudgeted Reserve Proposed to Be Delayed to Future Fiscal Years

As part of this package of amendment requests, the following capital projects from the Fiscal Year (FY) 2021 Wake Transit Work Plan Unbudgeted Reserve list are proposed to be delayed to the respective FYs noted in the following table:

Project Sponsor	Project Category	Project ID	Project	Year Programmed	Expense in Year Programmed
Town of Cary	Bus Infrastructure	TC002-E	Bus Operations & Maintenance Facility Construction	FY 2022	\$17,600,000
		TC002-C	Design/Construction of Bus Stop Improvements	FY 2022	\$415,075
GoTriangle	Bus Infrastructure	TC002-K	Existing Park-and-Ride Lot Improvements	FY 2022	\$343,000
		TC002-AI	Design/Land Acquisition for I-440 Park-and-Ride	FY 2022	\$1,248,000
		TC002-AJ	Design/Land Acquisition for I-540 Park-and-Ride	FY 2022	\$1,248,000
		TC002-N	Design of New Regional Transit Facility (Wake Share)	FY 2022	\$1,250,000
		TC002-AK	Design of Downtown Apex Transfer Point Improvements	FY 2022	\$15,000
City of Raleigh	Bus Infrastructure	TC002-I	Design/Construction of Bus Stop Improvements	FY 2022	\$680,000*
		TC002-V	Design/Land Acquisition for Paratransit Maintenance and Operations Facility	FY 2022	\$2,000,000
		TC002-T	Construction of East Raleigh Transit Center	FY 2022	\$3,157,530
		TC002-AC	Planning/Design/Land Acquisition for Midtown Transit Center**	FY 2024	\$2,796,412
TBD	Other Capital	TC003-M	Unallocated Technology Improvements	FY 2022	\$2,000,000
<b>TOTAL</b>					<b>\$32,753,017</b>

\*Represents bus stop improvements for already served corridors/existing locations

\*\*Investment tied to Oberlin/Six Forks Route Package

<b>Project ID</b>	TC002-E	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Maintenance Facility Improvements
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### Project Description:

The Town of Cary/GoCary will construct a Regional Bus Operations & Maintenance Facility, which will accommodate GoCary's growth for the foreseeable future, allow future expansion of service, and reduce ongoing operational costs associated with the currently leased operations facility. It may also serve as a site for fueling, repairs, and/or vehicle storage for other regional transit system vehicles.

### Project at a Glance

Project Title	Regional Bus Operations & Maintenance Facility
Agency	Town of Cary
Phase	Construction
FY 2021 Costs	\$17,600,000
Funding Source	Wake Transit Tax Proceeds
Start Date	June, 2021





<b>Project ID</b>	TC002-C	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Bus Stop Improvements
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### Project Description:

The Town of Cary / GoCary will design and construct improvements to make a number of new and existing bus stops compliant with Americans with Disabilities Act (ADA) standards. Additional improvements going beyond compliance with ADA standards may also be included.

Improvements include:

- Signage
- Installation of concrete pads
- Benches
- Bike racks
- Access ramps
- Sidewalks, and other associated amenities

Specific site determination and prioritization will be determined through the design phase of this project and in accordance with GoCary's bus stop improvement prioritization framework.

### Project at a Glance

Project Title	Systemwide Bus Stop Improvements / ADA Enhancements
Agency	Town of Cary
Phase	Design, Construction
FY 2021 Costs	\$0
FY 2022 Programmed Cost	\$846,753
Funding Source	Wake Transit Tax Proceeds
Start Date	TBD



<b>Project ID</b>	TC002-K	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Park-and-Ride Improvements
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### Project Description:

GoTriangle will make improvements to existing park-and-ride facilities. GoTriangle is completing a feasibility study to determine which park-and-ride facilities will need improvements based on existing conditions and ridership. Possible improvements for existing lots could include: enhanced shelter, large/small shelter, bench, lighting, trash bins, maps and cases, signage, emergency phone, security cameras, bike storage, and ADA improvements.

### Project at a Glance

Project Title	Existing Park-and-Ride Lot Improvements
Agency	GoTriangle
Phase	Construction, Amenity Installation
FY 2021 Costs	\$0
FY 2022 Programmed Cost	\$692,000
Funding Source	Wake Transit Tax Proceeds
Start Date	TBD



<b>Project ID</b>	TC002-AI	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Park-and-Ride Improvements
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### Project Description:

GoTriangle will build a new 100-space park-and-ride facility for GoTriangle routes operating throughout west Raleigh, providing a service amenity to those traveling to North Carolina State University, downtown Raleigh, RDU Airport, and the Regional Transit Center (RTC).

The park-and-ride facility will primarily serve riders originating in western Raleigh and could include amenities such as enhanced shelters, large/small shelters, benches, lighting, trash bins, maps and cases, signage, an emergency phone, security cameras, bike storage, and ADA improvements.

### Project at a Glance

Project Title	New Hillsborough / I-440 Park-and-Ride
Agency	GoTriangle
Phase	Design, Land Acquisition
FY 2022 Costs	\$1,200,000
FY 2023 Programmed Cost	\$1,352,000
Funding Source	Wake Transit Tax Proceeds
Start Date	TBD



<b>Project ID</b>	TC002-AJ	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Park-and-Ride Improvements
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### Project Description:

GoTriangle will build a new, approximately 100-space park-and-ride facility for use by GoTriangle NRX-North Raleigh Express service, which will provide weekday commuter service between Triangle Town Center and the Regional Transit Center (RTC) near Research Triangle Park. The park-and-ride facility will serve commuters originating in north Raleigh neighborhoods with destinations in RTP and connections to other regional destinations. The new park-and-ride facility will be located at either Creedmoor Road and I-540 or Falls of Neuse Road and I-540.

The park-and-ride facility could include amenities such as enhanced shelters, large/small shelters, benches, lighting, trash bins, maps and cases, signage, an emergency phone, security cameras, bike storage, and ADA improvements.

### Project at a Glance

Project Title	New Park-and-Ride at Creedmoor / I-540 or Falls of Neuse / I-540
Agency	GoTriangle
Phase	Design, Land Acquisition
FY 2029 Costs	\$1,642,283
FY 2030 Programmed Cost	\$1,779,140
Funding Source	Wake Transit Tax Proceeds
Start Date	TBD



<b>Project ID</b>	TC002-N	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Transit Center / Transfer Point Improvements
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### Project Description:

The GoTriangle Regional Transit Center (RTC) is the primary hub for GoTriangle regional bus services connecting Wake, Durham, and Orange Counties. The first phase of this project was funded in FY 2019 and continues into FY 2021. The initial phase included an evaluation of the current facility and identification of necessary passenger amenities and infrastructure improvements. The feasibility study is evaluating the best location 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 the overlapping of routes leading to inefficiency. The feasibility study is evaluating location options that improve route efficiency. The second phase of work is proposed to begin in FY 2022 to design the new facility, while subsequent phases are also scheduled to be funded in FY 2022. Services anticipated to use the facility by 2027 include:

- GoDurham Route 12 (non-Wake Co)
- GoTriangle 100 Raleigh-RDU-RTC
- GoTriangle 310 Cary-Morrisville-RTC
- GoTriangle 311 Apex-RTC
- 700 Durham-RTC (non-Wake Co)
- 800 Chapel Hill-RTC (non-Wake Co)
- 805 Chapel Hill - Woodcroft - RTC (non-Wake-Co)
- NRX-North Raleigh Express
- On-demand services connecting RTP employers (non-Wake Co)
- TBD: Commuter Rail

### Project at a Glance

Project Title	New Regional Transit Facility (Wake County Share)
Agency	GoTriangle
Phase	Design, Construction
FY 2021 Costs	\$0
FY 2022 Programmed Cost	\$5,000,000
Funding Source	Wake Transit Tax Proceeds, Durham and Orange Transit Tax Proceeds, Federal Funds
Start Date	TBD



<b>Project ID</b>	TC002-AK	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Transit Center / Transfer Point Improvements
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### Project Description:

This project covers the design costs for a new enhanced transfer point in downtown Apex.

The investment will provide amenities such as:

- Larger shelters
- Lighting
- Passenger information systems
- Public Wi-Fi
- Benches
- Trash cans
- Bike racks

### Project at a Glance

Project Title	Downtown Apex Transfer Point Improvements
Agency	GoTriangle
Phase	Design, Construction
FY 2021 Costs	\$0
FY 2022 Programmed Cost	\$316,320
Funding Source	Wake Transit Tax Proceeds
Start Date	TBD



<b>Project ID</b>	TC002-I	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Bus Stop Improvements
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### Project Description:

In FY22, GoRaleigh will make improvements to existing bus stop locations or new stops on already served corridors to enhance passenger safety and comfort. Improvements may include: Concrete pads, benches, shelters, signage, access ramps, and sidewalk improvements.

### Project at a Glance

Project Title	Systemwide Bus Stop Improvements
Agency	City of Raleigh
Phase	Design, Land / Right of Way, Construction
FY 2021 Costs	\$0
FY 2022 Programmed Cost	\$680,000
Funding Source	Wake Transit Tax Proceeds
Start Date	TBD





<b>Project ID</b>	TC002-V	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Maintenance Facility Improvements
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### Project Description:

The City of Raleigh will purchase land and advance design for a new GoRaleigh/GoWake Access Paratransit Operations and Maintenance Facility. Site selection criteria will prioritize accommodating 100 vehicles and providing space for administrative and management functions, including dispatch and scheduling, call center operations, training facilities, and driver break rooms.

### Project at a Glance

Project Title	GoRaleigh / GoWake Access Paratransit Maintenance & Operations Facility
Agency	City of Raleigh
Phase	Land / Right of Way, Design, Construction
FY 2021 Costs	\$0
FY 2022 Programmed Cost	\$17,800,000
Funding Source	Wake Transit Tax Proceeds
Start Date	TBD





<b>Project ID</b>	TC002-T	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Transit Center / Transfer Point Improvements
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### Project Description:

This project will construct a transit center in eastern Raleigh, replacing the existing bus stop at the Wal-Mart on New Bern Avenue. A park-and-ride will also be established for up to 100 spaces, depending on final site location. When complete, up to four (4) routes could serve this location.

The transit center will provide:

- Additional shelter
- Bathrooms
- Ticket vending machines
- Benches
- Passenger information signs
- Bike parking
- An attendant for up to 12 hours per day.

### Project at a Glance

Project Title	New East Raleigh Community Transit Center
Agency	City of Raleigh
Phase	Construction
FY 2022 Costs	\$3,157,530
Funding Source	Wake Transit Tax Proceeds
Start Date	TBD



<b>Project ID</b>	TC002-AC	<b>Project Category</b>	Bus Infrastructure	<b>Project Subcategory</b>	Transit Center / Transfer Point Improvements
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### Project Description:

GoRaleigh currently serves MidTown with two (2) routes using existing easements at two (2) stops with benches and shelters. Both sites have limited access without any room for expansion. A transit center is planned for Midtown in Raleigh, near the North Hills shopping center and in proximity to I-440. The Midtown Transit Center will support transfers between transit routes and create opportunities to travel east – west without going into downtown Raleigh. The planned Transit Center will be a staffed facility. This facility will support three (3) high frequency network routes and one (1) local route with 30-minute frequencies.

A planning and feasibility study was scheduled for funding in FY20 to identify an optimal location, taking into consideration planned transit service, land use, supply, and price. The second phase of work is scheduled to begin in FY24 and will involve design and land acquisition, with final design and construction of the new facility planned for FY25.

### Project at a Glance

Project Title	New Midtown Transit Center
Agency	City of Raleigh
Phase	Design, Land Acquisition
FY 2024 Costs	\$2,796,412
FY 2025 Programmed Cost	\$2,989,360
Funding Source	Wake Transit Tax Proceeds
Start Date	TBD



<b>Project ID</b>	TC003-M	<b>Project Category</b>	Other Capital	<b>Project Subcategory</b>	Technology
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### Project Description:

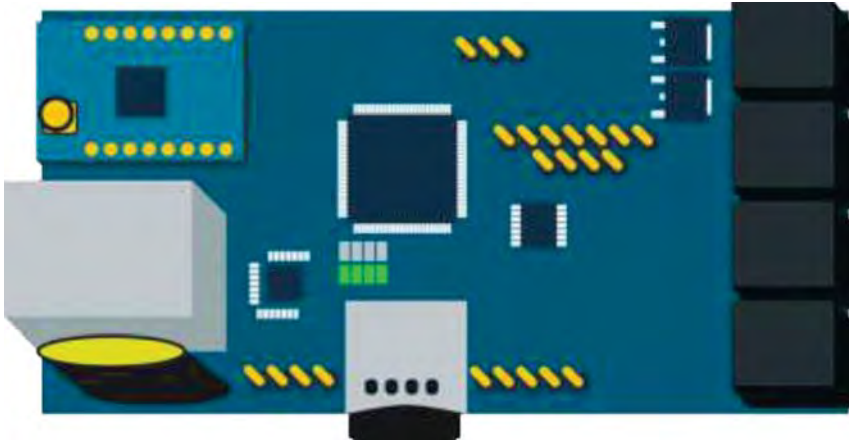
The FY 2021 Wake Transit Work Plan would delay to FY 22 \$2.0 million in reserve for funding technology initiatives that support the four (4) big moves, which are identified in the voter-approved Wake Transit Plan:

- Connect Regionally
- Connect all Wake County Communities
- Frequent and Reliable Urban Mobility
- Enhanced Access to Transit

Implementation of the regional transit technology integration plan will guide how funds in reserve will be disbursed beginning in FY 2022.

### Project at a Glance

Project Title	Unallocated Technology
Agency	TBD
FY 2022 Costs	\$4,080,000
Funding Source	Wake Transit Tax Proceeds
Start Date	TBD



# WAKE COUNTY TRANSIT PLAN: IMPLEMENTATION

## **Joint Disposition and Voting Record**

### Joint Meeting of the Planning & Prioritization and Budget & Finance Subcommittees

November 24, 2020 – 1:30pm-2:30pm

Per the Wake Transit Plan Amendment Policy, the TPAC Budget & Finance and Planning & Prioritization Subcommittees are tasked with jointly reviewing the quarterly Work Plan draft amendment list and amendment request forms when Major Amendment requests are submitted. The subcommittees consider appropriateness of changes in scope and, if applicable, financial choices and tradeoffs associated with the proposed amendments and create a disposition for TPAC consideration. Upon review of the disposition and related amendment requests, the TPAC will make recommendations to the GoTriangle Board of Trustees and CAMPO Executive Board for approval or disapproval of requested amendments to the Work Plan. Following is the voting record and disposition from the joint meeting of the Budget & Finance and Planning & Prioritization Subcommittees held on November 24<sup>th</sup>, where the requested amendments were reviewed.

#### **Voting Members for Budget & Finance**

CAMPO, Bret Martin  
Wake County, Tim Gardiner  
City of Raleigh, Shavon Tucker  
Town of Cary, Christine Sondej  
GoTriangle, Steven Schlossberg  
Town of Apex, Shannon Cox  
Town of Knightdale, Jason Brown  
Town of Garner, Gaby Lawlor  
Town of Holly Springs, Emmily Tiampati

#### **Voting Members for Planning & Prioritization**

CAMPO, Bret Martin  
Wake County, Tim Gardiner  
Town of Cary, Kevin Wyrach  
City of Raleigh, David Walker  
GoTriangle, Sharon Chavis  
Town of Apex, Shannon Cox  
Town of Knightdale, Jason Brown  
Town of Garner, Gaby Lawlor  
Town of Holly Springs, Emmily Tiampati

**Amendment Request Description:** A total of 35 fiscal year (FY) 21 Wake Transit Work Plan amendment requests were submitted for the 2nd quarter of the FY by a host of project sponsors, including the Capital Area MPO, GoTriangle, City of Raleigh, Towns of Cary and Morrisville, and Wake County. In June of 2020, the Capital Area MPO Executive Board and GoTriangle Board of Trustees adopted a FY 2021 Wake Transit Work Plan with a number of unfunded projects placed in an 'Unbudgeted Reserve' queue. This decision was made based on uncertainty surrounding the impacts of the COVID-19 pandemic on the collection of revenues that fund the Wake County Transit Plan. These projects were set aside to be considered for funding in the 2nd quarter of the FY when more clarity on the future financial capacity of Wake Transit Plan implementation could be established.

As Wake Transit Plan implementation partners have worked to establish that clarity over the past several months, it has been determined that a number of projects previously set aside in the referenced 'Unbudgeted Reserve' queue are financially eligible to move forward for further consideration of inclusion in the FY 2021 Wake Transit Work Plan. An additional amendment request

# WAKE COUNTY TRANSIT PLAN: IMPLEMENTATION

## **Joint Disposition and Voting Record**

### Joint Meeting of the Planning & Prioritization and Budget & Finance Subcommittees

November 24, 2020 – 1:30pm-2:30pm

from the City of Raleigh for a new project to be added to the FY 2021 Wake Transit Work Plan has also been included in the package of requests. This request involves one-time real estate brokerage support for the host of real estate purchases the City of Raleigh is anticipated to make to support future Wake Transit-funded facilities.

**Subcommittees' Disposition:** The Planning & Prioritization and Budget & Finance Subcommittees found that the scope for the projects requested to be funded are appropriate for the continued implementation of the Wake County Transit Plan and that funding the requests does not involve an unwarranted use or re-appropriation of funds. Through the recent Wake Transit investment reprioritization and reprogramming process, adequate financial capacity was identified for the projects requested to move forward that were originally included in the FY 21 Wake Transit Work Plan 'Unbudgeted Reserve' queue. Further, the projects were deemed to have met standards that were set for their priority relative to other investments and their readiness for implementation in FY 21 through the wholesale reprogramming process.

**Discussion:** CAMPO staff shared a summary of public comments received to date on the amendment requests, which generally indicated support for the projects in question. In the subcommittees' discussion of the amendment requests, it was further discussed that CAMPO and other TPAC partners support the request for additional public engagement and communications staffing resources from GoTriangle as long it is understood that there should be no more confusion on or lack of resources for Wake Transit program-level engagement and communications responsibilities. The Town of Cary requested that funding for the construction of its bus operations and maintenance facility be removed from consideration in FY 21 and instead be programmed in FY 22. Further, it was discussed that the City of Raleigh's request for real estate support services would be recategorized as a one-time capital funding allocation rather than an operating allocation.

**Vote:** The subcommittees voted unanimously to forward the disposition, as described above, to the TPAC for the requested amendments.

DEPARTMENT OF ADMINISTRATION

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November 18, 2020

Bret Martin  
Capital Area Metropolitan Planning Organization  
431 Fayetteville Street, Suite 203  
Raleigh, NC 27601  
Bret.Martin@campo-nc.us

Dear Mr. Martin,

I am pleased to support the FY 20-21 Wake Transit Work Plan amendment pertaining to the expansion of Route 305. The service improvements outlined in this amendment are consistent with the Town's long-range transportation plan, Advance Apex: The 2045 Transportation Plan and the Wake Transit Bus Plan. In addition to aligning with the Town's goal of "Connecting affordable housing development with transit service, transportation infrastructure, and amenities" from our Draft Affordable Housing Plan. Route 305 will directly serve the proposed affordable housing development, Broadstone Walk, currently being reviewed by Wake County for a 4% Low Income Housing Tax Credit request. Route 305's expansion is also vital to the success of GoApex Route 1, scheduled to launch service in the summer of 2021. GoApex Route 1 is planned to support transfers to Route 305. In closing, the extension of Route 305 also has the support of the Town of Apex Transit Advisory Committee.

Sincerely,

Drew Havens  
Town Manager

## PUBLIC COMMENTS RECEIVED FOR FY 21 Q2 AMENDMENT REQUESTS

I don't understand the additional stops of Bus 305 going down Laura Duncan Road in Apex. There is nowhere to park to ride the bus. It is a dangerous location to try to cross to get to the stop. The bus stop backs up traffic onto Laura Duncan and is causing chaos with drivers trying to go around the bus to make the light. It will only get worse once the High School traffic comes back. It would make more sense for this bus to go down Old Raleigh road not Laura Duncan.
I would like to see a circular route out in east wake county. Perhaps up 64 and then across 97 to Riley Hill Road, back down to Rollesville Road and around to 64.
I just wanted to first thank you for bringing Route 305 down to Holly Springs. I use it to get to work several days a week and I love it. TO005-AC involves running this route on weekends and during non-rush hour times. I think that is a great way to increase ridership. I, for one, could take the bus to work even on Saturdays and half-days, etc.
Approve, especially for transfer station improvements for passenger safety
Please bring mass transportation options to Morrisville. The shuttle is a good start, but wake county needs a light rail system. My son is a college freshman and has no interest in driving. He's not alone. He looked at colleges based on towns with light rails. Triangle schools weren't an option because we live in Morrisville (no options for rail or bus). He chose Charlotte.
Support for TO005-G1. From equity and accessibility perspectives those in rural areas deserve the same mobility opportunities. This is especially true for general public trips that are not subsidized by other agencies. Public transportation should be one system, especially for essential trips.
This all seems very expensive! I much prefer buses for public transportation (as compared to rail/trains) as buses are much more flexible to change as things in the future change. Why do bus stops need etched glass walls? Glass walls are ok, but why etched? Some bus stops have arched roofs: these is much more expensive than straight roofs so why?
Approved. Please proceed.
Suggested Priorities, in no particular order: TO005-AL Route 21 Caraleigh Improvements, TO005-G1 Additional Rural General Public, Elderly and Disabled trips, TC002-BD Improvements to Airport Bus Stop, and TC002-AD Cross-Link/Rock Quarry Transfer Point Improvements. Goal from these items is to add funding for more equity for system users outside the mainstream.
First of all stop doing these surveys I don't always have enough time!!! And we've been vocal enough about key improvements you should spend on that!!! But if you want me to remind you again, put some real-time bus trackers at majors stops, and improve the airport stops, and start constructing brt for Wakemed!!!
I live near Crabtree and would love a frequent route between Crabtree and downtown. This would be beneficial as Crabtree is a park and ride area for GoRaleigh (this needs to be advertised more) and there are a lot of apartments coming up in this area (Clairmont at Crabtree, Crabtree Village Phase II, Sterling Glenwood). This would set up a good travel corridor.
We need a good frequent route between Crabtree and downtown.
"Please move forward with project TO005-AM, Glenwood Package, expansion of service on Route 6. Thank you!"
I am very excited about the BRT around New Bern Avenue and what it could do for the surrounding communities of downtown Raleigh. I hope to see addition funds put into supporting and improving the businesses along this route.
Please move to using 100% electric vehicles for transit. Among other benefits, doing so would cut down on the air pollution that walkers, runners, and bikers currently have to breathe when they share the roads with public transit.
Please fund TC002-E and TO002-AR
Bless your heart. Let people keep more of what they earn. Taxation is theft!
Please move forward with any projects that increase frequency/reliability of transit in the area :)
There is no proposal to extend GoCary 5. I don't see any reference build canopies at waiting areas every where there is a bus stop. Get rid of all bus stops that are on grass and not a sidewalk. ADA violations abound. As for the 305 set up a park in ride. Sometimes people need to park cars there and commute into Raleigh. Not every one can walk to get to that bus stop at Kildaire where Big Lots is.



I would like to support going to fare free bus service as an equity play. If it can't be fare free all the time, then fare free on the weekends would be a great thing to pilot. Thanks for all your good work!

I think Wake County should fund a zero-fare transit system. Even if it's just zero-fare on the weekends at first. Chapel Hill has a zero-fare bus system and cities throughout the country have been considering proposals for similar system.

**2021 0005**

**GOTRIANGLE  
FISCAL YEAR 2021  
TRIANGLE TAX DISTRICT -- WAKE OPERATING FUND BUDGET ORDINANCE**

**BE IT ORDAINED** by the Research Triangle Regional Public Transportation Authority Board of Trustees:

**Section 1.** It is estimated that the following revenues will be available in the **Triangle Tax District - Wake Operating Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	<b>Original</b>	<b>Revised</b>
Article 43 ½ Cent Local Option Sales Tax	\$ 29,786,770	\$ 39,086,580
Vehicle Rental Tax	3,524,800	3,524,800
\$7.00 Vehicle Registration Tax	7,088,000	7,088,000
\$3.00 Vehicle Registration Tax (Transfer from Wake Tax District)	3,037,000	3,037,000
Farebox	161,480	161,480
Other/Miscellaneous	246,000	246,000
<b>Total</b>	<b>\$43,844,050</b>	<b>\$ 53,143,860</b>

**Section 2.** The following amounts hereby are appropriated in the **Triangle Tax District - Wake Operating Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	<b>Original</b>	<b>Revised</b>
Tax District Administration (GoTriangle)	\$ 489,110	\$ 489,110
Transit Plan Administration	0	0
GoTriangle	1,848,138	1,957,457
Capital Area Metropolitan Planning Organization (CAMPO)	409,999	409,999
City of Raleigh	1,102,625	1,102,625
Town of Cary	556,714	624,214
Community Funding Areas	0	0
Town of Wake Forest	337,888	337,888
Town of Apex	115,000	115,000
Town of Morrisville	0	33,000
Reserve	282,626	249,626
Bus Operations	0	0
GoTriangle	3,225,480	3,907,073
City of Raleigh	11,970,871	12,588,666
Town of Cary	1,983,341	1,983,341
Wake County	374,495	472,621
Town of Wendell	4,413	4,413
Town of Zebulon	5,940	5,940
Reserve	117,000	117,000
Allocation to Wake Operating Fund Balance	0	0
Transfer to Triangle Tax District – Wake Capital	21,020,410	28,745,887
<b>Total</b>	<b>\$43,844,050</b>	<b>\$ 53,143,860</b>

**Section 3.** The GoTriangle President/CEO, or his or her designee, is hereby authorized to transfer funds within appropriations under the following conditions:

- A) No transfer may be made that changes the adopted allocations to fund balance.
- B) All budget transfers will be reported to the Transit Planning Advisory Committee.
- C) All increases to an appropriation, and all transfers between appropriations, must be reviewed by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards.

**Section 4.** Triangle Tax District Wake Operating funds encumbered as of June 30, 2020, by GoTriangle as the Tax District Administrator are hereby appropriated to this budget.

**Section 5.** Copies of the Budget Ordinance shall be furnished to the Clerk, to the Board of Trustees, to the Finance Officer, and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds. Copies shall also be furnished to representatives of the Agencies under Section 2. The Budget Ordinance shall be entered into the Board minutes.

**ADOPTED THIS 27<sup>th</sup> DAY OF JANUARY 2021.**

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Michael Parker, Board of Trustees Chair

**ATTEST:**

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Michelle C. Dawson, Clerk to the Board

2021 0006

**GOTRIANGLE  
FISCAL YEAR 2021  
TRIANGLE TAX DISTRICT - WAKE CAPITAL FUND BUDGET ORDINANCE**

**BE IT ORDAINED** by the Research Triangle Regional Public Transportation Authority Board of Trustees, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted:

**Section 1.** It is estimated that the following revenues will be available in the **Triangle Tax District - Wake Capital Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	Original	Revised
Allocation from Wake Capital Fund Balance	\$28,073,369	\$ 28,073,369
Transfer from Wake Operating	<u>21,020,410</u>	<u>28,745,886</u>
<b>Total</b>	<b>\$ 49,093,779</b>	<b>\$ 56,819,255</b>

**Section 2.** The following amounts hereby are appropriated in the **Triangle Tax District - Wake Capital Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

	Original	Revised
Capital Planning		
GoTriangle	\$ 458,333	\$ 558,333
CAMPO	0	400,000
City of Raleigh	75,000	75,000
Wake County	30,000	30,000
Community Funding Area	0	0
Town of Apex	207,000	207,000
Town of Morrisville	248,000	248,000
Bus Infrastructure	0	0
GoTriangle	0	114,800
City of Raleigh	0	1,491,263
Bus Acquisition	0	0
City of Raleigh	0	5,619,413
Bus Rapid Transit	0	0
City of Raleigh	28,220,000	28,220,000
Allocation to Wake Capital Fund Balance	<u>19,855,446</u>	<u>19,855,446</u>
<b>Total</b>	<b>\$ 49,093,779</b>	<b>\$ 56,819,255</b>

**Section 3.** The GoTriangle President/CEO, or his or her designee, is hereby authorized to transfer funds within appropriations under the following conditions:

- A) No transfer may be made that changes the adopted allocations to fund balance.
- B) All budget transfers will be reported to the Transit Planning Advisory Committee.

- C) All increases to an appropriation, and all transfers between appropriations, must be reviewed by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards.

**Section 4:** Triangle Tax District – Wake Capital Funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for duration of the project unless subsequently recommended for reallocation by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards, or as specified in Section 5.

**Section 5:** GoTriangle Finance Department has authority to close projects and/or programs and reduce appropriations upon notification of project completion by the project sponsor. When actual revenues are available in projects to be closed or which are substantially complete, GoTriangle Finance may transfer savings to Triangle Tax District Wake Capital fund balance. These funds will be then available for future appropriations which require recommendation by the Transit Planning Advisory Committee and approval by the CAMPO and GoTriangle governing boards. This section applies to current and prior year appropriations. A list of project closeouts shall be provided quarterly to the Transit Planning Advisory Committee.

**Section 6.** If received, Small Starts Funding from the FTA in support of the New Bern Avenue project will be awarded directly to the City of Raleigh. Expenditures funded by these federal funds will be budgeted by the City of Raleigh in their respective Transit Grant Fund. Dollars budgeted above are the local funds budgeted by the tax district and allocated to the City of Raleigh in support of this project.

**Section 7.** Copies of the Budget Ordinance shall be furnished to the Clerk, to the Board of Trustees, to the Finance Officer, and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds. Copies shall also be furnished to representatives of the Agencies under Section 2. The Budget Ordinance shall be entered into the Board minutes.

**ADOPTED THIS 27<sup>th</sup> DAY OF JANUARY 2021.**

---

Michael Parker, Board of Trustees Chair

**ATTEST:**

---

Michelle C. Dawson, Clerk to the Board



Connecting all points of the Triangle

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** Capital Development  
**DATE:** January 12, 2021  
**SUBJECT:** Renewal of Triangle J Council of Governments (TJCOG) Contract

### Action Requested

Staff requests that the GoTriangle Board of Trustees authorize the president and CEO to sign a three year contract with TJCOG to provide continued planning and GIS services in developing the transportation networks and associated land use required for long range transit planning and project implementation for Fiscal Years 2021 - 2023 with a not-to-exceed (NTE) amount of \$145,000.

### Background and Purpose

Planning and GIS services shall include facilitating the joint efforts of GoTriangle, the ITRE model team, NCDOT, and the MPOs and their constituent members in developing the transportation networks and associated land use required for long range transit planning and project implementation, and addressing the air quality issues associated with Metropolitan Transportation Plans (MTP) and Transportation Improvement Programs (TIP). TJCOG will also provide support as needed for the Triangle Regional Model Team. Staff recommend moving to a three year contract, from an annual contract, to reduce administrative burdens on GoTriangle and TJCOG staff. TJCOG is uniquely situated to continue to provide this service on an ongoing-basis. Staff have not identified a disadvantage of moving to a three year contract.

### Financial Impact

The estimated amount for this contract is \$46,300 for each year FYs 2021-2023 with a not-to-exceed dollar value for FY 2021-2023 of \$145,000.

### Attachments

- TJCOG FY21-23 Contract and Scope of work

### Staff Contact(s)

- Jay Heikes, (919) 314-8741 [jheikes@gotriangle.org](mailto:jheikes@gotriangle.org)
- Meg Scully, (919) 485-7455, [mscully@gotriangle.org](mailto:mscully@gotriangle.org)



Planning and GIS Services Agreement  
GoTriangle Contract No. 20-

This is a Planning and GIS Services Agreement (hereafter referred to as “Agreement”) between the Triangle J Council of Governments (“TJ COG”) established pursuant to N.C.G.S 160A-470 whose address is 4307 Emperor Blvd., Suite 110, Durham, NC 27703 and the Research Triangle Regional Public Transportation Authority d/b/a GoTriangle (“GoTriangle”), a regional transportation authority pursuant to NCGS 160A-600 et seq., whose address is 4600 Emperor Blvd, Suite 100; Durham, NC 27703, P.O. Box 13787, Research Triangle Park, NC 27709. The Effective Date of this Agreement is July 1, 2020.

Purpose

The purpose of this Agreement is to provide the planning and Geographic Information System (GIS) services necessary to support long-range transit planning.

**Now**, therefore, GoTriangle and TJCOG for and in consideration of the mutual covenants and agreements hereinafter set forth, do hereby agree as follows:

I. Planning and Geographic Information Systems Services

TJCOG shall perform the planning and Geographic Information System services (hereafter referred to as “Work”) detailed in the Scope of Work attached as Exhibit A (Scope of Work). The Scope of Work is incorporated herein as though fully set forth. Additional planning and GIS services, if required, will be mutually agreed to in writing between the parties.

II. Terms and Conditions

The term of this Agreement shall commence on the Effective Date and shall expire at the earlier of: (a) three (3) years after the date of commencement, (b) upon completion of the work to be performed under the Scope of Work, (c) once the budgeted amount of one hundred thirty nine thousand dollars (\$139,000) is reached and/or (d) when GoTriangle provides ten (10) days written notice to TJCOG to cease work.

III. Compensation

A. The method of payment for Work rendered under this Agreement shall be based on the following not-to-exceed rates per hour for staff time, plus direct expenses for materials.

Position Class (employee or contract worker)	Maximum rate per hour (includes overhead, payroll burden and fee)
Planning Director/Program Manager	\$140.00
Principal Planner	\$ 87.00
Senior Planner	\$ 80.00
GIS Analyst	\$ 75.00
Planner II	\$ 63.00

The total compensation for the Work to be provided pursuant to the Scope of Work shall not exceed one hundred thirty nine thousand (\$139,000) dollars without prior written authorization from GoTriangle.

B. Expenses for licensing fees and/or other project expenses **not explicitly identified in the Scope of the Work** as set forth in Exhibit A of this Agreement will be reimbursed and



paid upon approval by GoTriangle prior to incurring such expenses; TJCOG shall obtain written authorization from GoTriangle.

- C. GoTriangle shall pay TJCOG quarterly on a cost incurred basis. TJCOG shall provide quarterly progress reports on a cost incurred basis. TJCOG shall provide quarterly progress reports and detailed invoices to GoTriangle and such payments shall be made to TJCOG within (30) days after receipt and approval of the progress report and detailed invoices.

#### IV. Standard of Service

TJCOG shall complete all Work in accordance with all applicable standards, laws, rules and regulations and in accordance with the degree of care and skill that a prudent and reasonable professional would utilize under similar conditions.

#### V. Federal Requirements and Regulations

The Work to be performed under this Agreement will be funded or subject to reimbursement, in whole or in part, through federal financial assistance from the Federal Transit Administration. To that end, TJCOG agrees to and ensures that any of its subcontractors shall agree to the provisions set forth in Exhibit B (Federal Funding Requirements) to this Agreement, including any and all amendments to any act, statute or regulation cited therein. These additional federal requirements are applicable to the Work.

#### VI. Independent Contractor

TJCOG is an independent contractor to GoTriangle. This Agreement does not and shall not be construed to create or constitute a joint venture, partnership, or agent/principal relationship between the parties hereto. TJCOG represents that it has or shall secure at its own expense, all personnel required to perform the Work under this Agreement. TJCOG agrees that its personnel or subcontractors shall not hold themselves out as, nor claim to be officers or employees of GoTriangle by reason of this Agreement. TJCOG shall be responsible for all withholding and employer taxes with respect to its personnel utilized to complete the Work under this Agreement.

#### VII. Termination

GoTriangle may terminate this Agreement for convenience by giving TJCOG ten (10) days prior written notice of such termination. GoTriangle may terminate this Agreement for cause upon immediate written notification to TJCOG. Upon receiving the written notice of termination, TJCOG shall cease performing any remaining obligation arising under this Agreement, subject to direction received from GoTriangle. TJCOG shall take all reasonable steps to minimize incurring costs allocated to the remaining portion of the Agreement. In the event that GoTriangle terminates the Agreement, GoTriangle shall pay TJCOG for Work performed prior to termination based on the number of hours worked by TJCOG prior the date the Agreement was terminated. GoTriangle shall pay TJCOG in accordance with the rates set out in Article III.A. of this Agreement for Work actually performed. In the event of default by TJCOG and without limiting GoTriangle's rights or remedies, the amount payable pursuant to this paragraph may be reduced by any damages, costs, and expenses, if any, incurred by GoTriangle as a result of or arising out of TJCOG's acts or omissions.

#### VIII. Nonwaiver

No failure or waiver or successive failures or waivers on the part of either party, its successors or permitted assigns, in the enforcement of any condition, covenants or article of this Agreement shall operate as a discharge of any such condition, covenant, or article and shall not render the same invalid, nor impair the rights of the parties, their successors or permitted assigns, to enforce

the same in the event of any subsequent breaches by the other party, its successors or permitted assigns.

**IX. Assignment/Delegation**

TJCOG shall not assign or delegate the performance of any obligation arising out of this Agreement to any third party unless mutually agreed upon in writing by the parties prior to the assignment or delegation.

**X. Changes in Federal Law**

Federal laws, regulations, policies and related administrative practices applicable to this Agreement may be modified from time to time. TJCOG agrees that the most recent of such Federal requirements will govern this Agreement at any particular time, unless the Federal Government determines otherwise. Likewise, new Federal laws, regulations, policies and administrative practices may be established after the Agreement is executed and may apply to this Agreement.

**XI. Governing Law and Forum**

This Agreement shall be governed by and construed in accordance with the laws of North Carolina. The exclusive forum and venue for all actions arising out of this Agreement shall be the North Carolina General Court of Justice in Durham County or the United States District Court for the Middle District of North Carolina.

**XII. Notices**

Any notice permitted or required to be given by one party to the other under this Agreement shall be given in writing by personal service, Federal Express, or any other similar form of courier or delivery service, or mailing in the United States mail, postage prepaid, certified return receipt requested. Notices pursuant to this Agreement shall be remitted to the following representatives of each organization at the addresses specified as follows:

**GoTriangle**

Charles E. Lattuca  
President & CEO  
GoTriangle  
P.O. 1387  
Research Triangle Park, NC 27709  
4600 Emperor Blvd  
Suite 100  
Durham, NC 27703

**TJ COG**

Lee Worsley  
Executive Director  
Triangle J Council of Governments  
4307 Emperor Blvd #110  
Durham, NC 27703  
Attn: John Hodges-Copple  
Regional Planning Director

With a copy to:

Shelley Read Curran  
General Counsel  
GoTriangle  
P.O. Box 13787  
Research Triangle Park, NC 27709  
4600 Emperor Blvd  
Suite 100  
Durham, NC 27709

**XIII. Entire Agreement and Amendment**

This Agreement and the Exhibits(s) attached hereto contain the entire agreement of the parties hereto and supersede any and all oral understandings between the parties, except as the Agreement may be amended by the parties in writing. Any modifications or clarification of any nature whatsoever to an Exhibit shall not be valid or binding upon the parties, unless both parties agree to such modification or clarification in writing.

**IN WITNESS WHEREOF**, the parties have caused their duly authorized representatives to execute and deliver the Contract in two (2) equal counterparts as of the date first written above.

TRIANGLE J COUNCIL OF GOVERNMENTS

By: \_\_\_\_\_  
Lee Worsley, Executive Director

RESEARCH TRIANGLE REGIONAL PUBLIC TRANSPORTATION AUTHORITY

By: \_\_\_\_\_  
Charles E. Lattuca, President & CEO

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act	Reviewed and approved as to legal form
Saundra Freeman, Director of Financial and Administrative Services	Shelley Read Curran, General Counsel

### **Exhibit A -- Scope of Work**

#### **FY 2021-2023 Services for Transit Project Support, Triangle Regional Model Support, and Joint MPO/GoTriangle Projects**

Planning and GIS services shall include facilitating the joint efforts of GoTriangle, the ITRE model team, NCDOT, and the MPOs and their constituent members in developing the transportation networks and associated land use required for long range transit planning and project implementation, and addressing the air quality issues associated with Metropolitan Transportation Plans (MTP) and Transportation Improvement Programs (TIP). Activity Areas 1) and 2) below are funded jointly by the DCHC MPO, CAMPO, TJCOG member governments and GoTriangle. Activity Area 3) may be solely funded by GoTriangle, depending on the scale and scope of the requested assistance. The purchase of any digital data layers, including imagery or paper materials from which data layers must be digitized for tasks under Activity Area 3) will be paid for by GoTriangle. TJCOG will clear each purchase with GoTriangle before making the purchase.

- 1) TJCOG will support the activities of long range transit planning and associated land use and air quality planning by providing the planning and GIS services defined by the funding partners and which can include:
  - a) Facilitating MPO and GoTriangle tasks related to the creation and analysis of transportation networks and associated TAZ socioeconomic data for long range planning.
  - b) Conducting work sessions and developing products with local and regional partners related to CommunityViz and MTP processes and results to identify areas for improvement, and defining the scope and schedule for revisions to the region's Community Viz model and the tasks involved in updating or amending the MTP.
  - c) Leading the joint AQ analysis efforts for any MTP and TIP updates and amendments to ensure that transit projects can proceed.
  - d) Working at the invitation of GoTriangle on land use and fiscal constraint efforts related to county transit financial plans, MPO transit plans, Transit Oriented Development (TOD) planning, and GoTriangle corridor investment plans such as Major Investment Studies and New Starts or Small Starts submittals.
  - e) Assist in regional efforts to address affordable housing issues as they relate to household transportation costs and public transportation.
  
- 2) TJCOG will provide support as needed for the Triangle Regional Model Team. This includes:
  - a) Facilitating the work of the Triangle Regional Model Executive Committee.
  - b) Working with the ITRE program director and staff on technical tasks in support of GoTriangle and MPO planning activities.
  - c) Maintaining street centerline coverages for counties in the model study area.
  - d) Creating maps of model data as needed for checking and presentation.
  - e) Maintaining Traffic Analysis Zone and Travel Market Place mapping for the model study area including analyzing zone boundaries with other geographic coverages as needed.
  - f) Exporting map information for use by the Triangle Regional Model Team and local and regional partners

- 3) TJCOG will provide on-call support directly to GoTriangle as requested for GoTriangle-specific projects; services could include but are not limited to:
  - a) Project coordination and/or meeting facilitation.
  - b) GIS mapping and data analysis.
  - c) Undertaking specific tasks for GoTriangle-led projects and activities

## **Exhibit B**

### **Federal Funding Requirements**

The following provisions are required either (i) by a grant agreement or cooperative assistance agreement between the USDOT and GoTriangle or (ii) by a grant agreement or cooperative assistance agreement between the North Carolina Department of Transportation (hereinafter called the "NCDOT") and GoTriangle or (iii) by GoTriangle itself. As to such provisions, if there is variance between the language set forth herein and any such actual grant or cooperative assistance agreement, the provisions of the grant or cooperative assistance agreement shall govern.

To the extent applicable, the federal requirements contained in the FTA Master Agreement dated October 1, 2018, as amended (hereinafter called the "Master Agreement"), including any certifications and contractual provisions required by any federal statutes or regulations referenced therein to be included in this RFP document and the Contract, will be deemed incorporated into the RFP document and Contract by reference and shall be incorporated in any subagreement or subcontract executed by the successful Contractor pursuant to its obligations under the Contract. Contractor and its subcontractors, if any, will represent and covenant that they have complied and shall comply in the future with the applicable provisions of the Master Agreement then in effect and with all applicable federal, state and local laws, regulations and rules and local policies and procedures, as amended from time to time, relating to the equipment or the services provided under the Contract, which may in any manner affect the performance of the Contract, including, without limitation, the following:

#### **No Government Obligation to Third Parties**

(1) GoTriangle and contractor acknowledge and agree that, notwithstanding any concurrence by the US Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the US Government, the US Government is not a party to this contract and shall not be subject to any obligations or liabilities to the recipient, the contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

(2) Contractor agrees to include the above clause in each subcontract financed in whole or in part with FTA assistance. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

#### **Program Fraud and False or Fraudulent Statements or Related Acts**

(1) The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.

(2) The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307 (n)(1) on the Contractor to the extent the Federal Government deems appropriate.

(3) The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

### **Access to Records and Reports**

(1) Where the purchaser is not a State but a local government and is an FTA recipient or a subgrantee of FTA recipient in accordance with 49 CFR 18.36(i), contractor shall provide the purchaser, the FTA, the US Comptroller General or their authorized representatives access to any books, documents, papers and contractor records which are pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions. Contractor shall also, pursuant to 49 CFR 633.17, provide authorized FTA representatives, including any PMO contractor, access to contractor's records and construction sites pertaining to a capital project, defined at 49 USC 5302(a)1, which is receiving FTA assistance through the programs described at 49 USC 5307, 5309 or 5311.

(2) Where the purchaser is a State and is an FTA recipient or a subgrantee of FTA recipient in accordance with 49 CFR 633.17, contractor shall provide the purchaser, authorized FTA representatives, including any PMO Contractor, access to contractor's records and construction sites pertaining to a capital project, defined at 49 USC 5302(a)1, which receives FTA assistance through the programs described at 49 USC 5307, 5309 or 5311. By definition, a capital project excludes contracts of less than the simplified acquisition threshold currently set at \$100,000.

(3) Where the purchaser enters into a negotiated contract for other than a small purchase or under the simplified acquisition threshold and is an institution of higher education, a hospital or other non-profit organization and is an FTA recipient or a subgrantee of FTA recipient in accordance with 49 CFR 19.48, contractor shall provide the purchaser, the FTA, the US Comptroller General or their authorized representatives, access to any book documents, papers and record of the contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions.

(4) Where a purchaser which is an FTA recipient or a subgrantee of FTA recipient in accordance with 49 USC 5325(a) enters into a contract for a capital project or improvement (defined at 49 USC 5302(a)1) through other than competitive bidding, contractor shall make available records related to the contract to the purchaser, the Secretary of USDOT and the US Comptroller General or any authorized officer or employee of any of them for the purposes of conducting an audit and inspection.

(5) Contractor shall permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

(6) Contractor shall maintain all books, records, accounts and reports required under this contract for a period of not less than three (3) years after the date of termination or expiration of this contract, except in the event of litigation or settlement of claims arising from the performance of



this contract, in which case contractor agrees to maintain same until the recipient, FTA Administrator, US Comptroller General, or any of their authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto. Re: 49 CFR 18.39(i)(11).

FTA does not require the inclusion of these requirements in subcontracts.

### **Federal Changes**

Contractor shall comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between the purchaser and FTA, as they may be amended or promulgated from time to time during the term of the contract. Contractor's failure to comply shall constitute a material breach of the contract.

### **Civil Rights Requirements**

(1) Nondiscrimination - In accordance with Title VI of the Civil Rights Act, as amended, 42 USC 2000d, Sec. 303 of the Age Discrimination Act (1975), as amended, 42 USC 6102, Sec. 202 of the Americans with Disabilities Act (1990), 42 USC 12132, and 49 USC 5332, contractor shall not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age or disability. Contractor shall also comply with applicable Federal implementing regulations and other requirements FTA may issue.

(2) Equal Employment Opportunity - The following equal employment opportunity requirements apply to the underlying contract:

(a) Race, Color, Creed, National Origin, Sex - In accordance with Title VII of the Civil Rights Act, as amended, 42 USC 2000e, and 49 USC 5332, contractor shall comply with all applicable equal employment opportunity requirements of USDOL, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, USDOL," 41 CFR 60 et seq., (implementing Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 USC 2000e), and any applicable Federal statutes, executive orders, regulations, and policies that may in the future affect construction activities undertaken in the course of the project. Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, contractor shall comply with any implementing requirements FTA may issue.

(b) Age - In accordance with Sec. 4 of the Age Discrimination in Employment Act (1967), as amended, 29 USC 623 and 49 USC 5332, contractor shall refrain from discrimination against present and prospective employees for reason of age. Contractor shall also comply with any implementing requirements FTA may issue.

(c) Disabilities - In accordance with Sec. 102 of the Americans with Disabilities Act (ADA), as amended, 42 USC 12112, contractor shall comply with the requirements of US Equal Employment Opportunity Commission (EEOC), Regulations to Implement Equal Employment Provisions of the Americans with Disabilities Act, 29 CFR 1630, pertaining to employment of persons with disabilities. Contractor shall also comply with any implementing requirements FTA may issue.

(3) Contractor shall include these requirements in each subcontract financed in whole or in part with FTA assistance, modified only if necessary to identify the affected parties.

### **Incorporation of Federal Transit Administration (FTA) Terms**

All USDOT-required contractual provisions, as set forth in FTA Circular 4220.1F, are incorporated by reference. Anything to the contrary herein notwithstanding, FTA mandated terms shall control in the event of a conflict with other provisions contained in this Agreement.

Contractor shall not perform any act, fail to perform any act, or refuse to comply with any grantee request that would cause the recipient to be in violation of FTA terms and conditions. Contractor shall comply with all applicable FTA regulations, policies, procedures and directives, including, without limitation, those listed directly or incorporated by reference in the Master Agreement between the recipient and FTA, as may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

### **Energy Conservation**

Contractor shall comply with mandatory standards and policies relating to energy efficiency, stated in the state energy conservation plan issued in compliance with the Energy Policy & Conservation Act.

### **Geographic Restrictions and Prohibition Against Exclusionary or Discriminatory Specifications**

a. CONTRACTOR agrees to refrain from using state or local geographic preferences, except those expressly mandated or encouraged by federal statute, and as permitted by FTA.

b. To the extent applicable, CONTRACTOR shall comply with the requirements of 49 U.S.C. § 5323(h)(2) by refraining from using any funds derived from the Contract in performance of the Services to support procurement using exclusionary or discriminatory specifications.

### **Debarment and Suspension**

The CONTRACTOR agrees to comply, and assures the compliance of each subcontractor, lessee, third party contractor, or other participant at any tier of the Project, with Executive Orders Nos. 12549 and 12689, "Debarment and Suspension," 31 U.S.C. § 6101 note, and U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 C.F.R. Part 1200, which adopts and supplements the provisions of U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 C.F.R. Part 180. The CONTRACTOR agrees to, and assures that its subcontractors, lessees, third party contractors, and other participants at any tier of the Project will, review the "Excluded Parties Listing System" at <http://www.sam.gov/portal/public/SAM/> before entering into any subagreement, lease, third party contract, or other arrangement in connection with the Project.



Connecting all points of the Triangle

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** GoTriangle Executive Team  
**DATE:** January 15, 2021  
**SUBJECT:** COVID-19 Benefits

### Strategic Objective or Initiative Supported

#### Action Requested

Request Board approval to continue to support employees by voluntarily providing paid leave according to the framework and guidance outlined in the Families First Coronavirus Response Act (FFCRA) and to continue to provide previously approved supplemental COVID-19 benefits. The continuation of these benefits would be effective retroactive to January 1, 2021, and through March 31, 2021.

#### Background and Purpose

In order to alleviate some of the financial strain on employees, Congress passed the Families First Coronavirus Response Act (FFCRA) beginning April 1, 2020 and ending December 31, 2020. This Act mandated employer-paid leave to qualifying employees for specific COVID-19 related reasons, subject to daily and aggregate monetary caps. To further support employees directly impacted by specific COVID-19 related reasons, GoTriangle also adopted its own COVID-19 policy that provided employees supplemental benefits in addition to what was required by FFCRA.

Although the mandate to provide FFCRA benefits has expired, the COVID pandemic is still in full force subjecting employees and their families to both the virus and subsequent financial difficulties. As a result, the Executive Team is recommending that GoTriangle continue to support its employees by *voluntarily* following the existing FFCRA framework and guidance through March 31, 2021. In addition, staff recommends GoTriangle continue to provide employees the supplemental benefits in addition to the FFCRA guidelines.

#### Financial Impact

This is an ongoing assessment, and is being monitored. All financial impacts related to COVID-19 are being tracked and will be included in GoTriangle's reimbursement requests through the COVID-19 relief program administered through the MPOs.

### Attachments

- Memo to employees
- Benefit Comparison Table

### Staff Contact(s)

- Sandra Freeman, 919-485-7415, [sfreeman@gotriangle.org](mailto:sfreeman@gotriangle.org)
- Carolyn Lyons, 919-725-2754, [clyons@gotriangle.org](mailto:clyons@gotriangle.org)



## MEMORANDUM

**TO:** All GoTriangle Employees  
**FROM:** Executive Leadership Team  
**DATE:** January 15, 2021  
**SUBJECT:** COVID-19

In April 2020, to alleviate some of the financial strain of COVID-19 on employees, Congress passed the Families First Coronavirus Response Act (FFCRA). This Act, which expired December 31, 2020, mandated employer-paid leave benefits to qualifying employees for specific COVID-19 related reasons. To further support employees directly impacted by specific COVID-19 related reasons, GoTriangle also adopted its own COVID-19 policy that provided employees supplemental benefits in addition to what was required by FFCRA.

Although the mandate to provide FFCRA benefits has expired, the COVID pandemic is still in full force subjecting employees and their families to both the virus and subsequent financial difficulties. As a result, GoTriangle will continue to support its employees by *voluntarily* following the existing FFCRA framework and guidance through March 31, 2021. This decision is an extension of previously paid FFCRA and GoTriangle supplemental COVID benefits, which will continue to accumulate toward the hourly and monetary caps. There is no new “bucket” of time under the voluntary extension. The limit is still a maximum of 80 hours that can be used between March 2, 2020 and March 31, 2021. Once the caps have been reached, they will not be extended.

Voluntarily paid C19-leave is separate from regular GoTriangle accrued sick leave and will not affect the employee's existing sick leave balance. Unused voluntarily paid C19-leave will not accrue or carryover. GoTriangle reserves the right to review and/or make changes to these COVID-only practices and policy amendments at any time as deemed necessary.

Please see the attachment showing the FFCRA guidelines and Supplemental Paid Leave policy side by side.

If you have any questions about FFCRA or the GoTriangle COVID-19 paid leave policy, please contact Christy Winstead, Benefits and Rewards Manager at (919) 485-7473 or [cwinstead@gotriangle.org](mailto:cwinstead@gotriangle.org).



## SICK LEAVE - COVID 19 FFCRA GUIDELINES

(January 1 - March 31, 2021)

*Beginning January 1, 2021 and ending March 31, 2021, GoTriangle will voluntarily follow the guidelines of the Families First Coronavirus Response Act (FFCRA), which is no longer mandated by the Federal Government, by offering employer paid C19-leave to qualifying employees for specific COVID-19 related reasons, subject to daily and aggregate monetary caps.*

Full time employees who are subject to a Federal, State, or local quarantine or isolation order related to COVID-19 will be paid up to 80 hours Covid paid leave (CV-19) at full pay capped at \$511 per day or \$5,110 total.

Part time employees who are subject to a Federal, State, or local quarantine or isolation order related to COVID-19 will be paid an amount of Covid paid leave (CV-19) up to two (2) weeks equal to the number of hours that the employee is normally scheduled to work over that period paid at full pay capped at \$511 per day or \$5,110 total.

Full time employees who have been advised by a health care provider to self-quarantine related to COVID-19 will be paid up to 80 hours Covid paid leave (CV-19) at full pay capped at \$511 per day or \$5,110 total.

Part time employees who have been advised to self-quarantine related to COVID-19 will be paid an amount of Covid paid leave (CV-19) up to two (2) weeks equal to the number of hours that the employee is normally scheduled to work over that period paid at full pay capped at \$511 per day or \$5,110 total.

Full time employees who are experiencing COVID-19 symptoms and are seeking a medical diagnosis will be paid up to 80 hours Covid paid leave (CV-19) at full pay capped at \$511 per day or \$5,110 total.

Part time employees who are experiencing COVID-19 symptoms and are seeking a medical diagnosis will be paid an amount of Covid paid leave (CV-19) up to two (2) weeks equal to the number of hours that the employee is normally scheduled to work over that period paid at full pay capped at \$511 per day or \$5,110 total.

## SICK LEAVE - COVID 19 GOTRIANGLE SUPPLEMENTAL

*Beginning April 1, 2020 through March 31, 2021, GoTriangle will voluntarily provide the following supplemental COVID-19 benefits.*

GoTriangle will provide up to 80 hours supplemental paid Covid paid leave (CV-19), above the FFCRA guidelines, when an employee tests positive for COVID-19 and needs additional recovery time. This supplemental paid Covid paid leave (CV-19) is separate from regular GoTriangle accrued sick leave and will not affect the employee's existing sick leave balance. Unused supplemental paid sick leave will not accrue or carryover. GoTriangle reserves the right to review and/or make changes to these COVID only practices and policy amendments at any time as deemed necessary.

GoTriangle will allow full time and part time employees that have exhausted Covid paid leave (CV-19) per the FFCRA guidelines due to quarantine by a physician to avoid COVID-related illness but have not tested positive for COVID-19 to use accrued paid vacation or sick leave. Example: an employee who has an underlying health condition putting him/her at high risk of contracting COVID-19 or complications if COVID-19 is contracted.

Per FFCRA Guidelines

**SICK LEAVE - COVID 19 FFCRA GUIDELINES****(January 1, 2021 – March 31, 2021)**

Full time employees **absent to care for a family member who is subject to a Federal, State, or local quarantine or isolation order related to COVID-19** will be paid up to 80 hours Covid paid leave (CV-19) at 2/3 pay capped at \$200 per day or \$2,000 total.

Part-time employees **absent to care for a family member who is subject to a Federal, State, or local quarantine or isolation order related to COVID-19** will be paid an amount of Covid paid leave (CV-19) up to two (2) weeks equal to the number of hours that the employee is normally scheduled to work over that period paid at 2/3 pay capped at \$200 per day or \$2,000 total.

Full time employees **absent to care for a family member who has been advised by a health care provider to self-quarantine related to COVID-19** will be paid up to 80 hours Covid paid leave (CV-19) at 2/3 pay capped at \$200 per day or \$2,000 total.

Part-time employees **absent to care for a family member who has been advised by a health care provider to self-quarantine related to COVID-19 illness** will be paid an amount of Covid paid leave (CV-19) up to two (2) weeks equal to the number of hours that the employee is normally scheduled to work over that period paid at 2/3 pay capped at \$200 per day or \$2,000 total.

Full time employees **absent to care for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19** will be paid up to 80 hours Covid paid leave (CV-19) at 2/3 pay capped at \$200 per day or \$2,000 total.

Part-time employees **absent to care for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19** will be paid an amount of Covid paid leave (CV-19) equal to the number of hours that the employee is normally scheduled to work over a two-week period paid at 2/3 pay capped at \$200 per day or \$2,000 total.

**SICK LEAVE - COVID 19 GOTRIANGLE SUPPLEMENTAL**

GoTriangle will allow full time and part time employees **caring for an ill family member** to use **accrued paid vacation or sick leave** concurrently with paid Covid paid leave (CV-19) to make up any shortfall in normal earnings due to daily and/or aggregate monetary caps. For example, employees paid at 2/3 pay will be permitted, but not required, to use **accrued paid vacation or sick leave** to make up the remaining 1/3 pay.

GoTriangle will allow full time and part time employees to use **accrued paid vacation or sick leave** concurrently with paid Covid paid leave (CV-19) to make up any shortfall in normal earnings due to daily and/or aggregate monetary caps. For example, employees paid at 2/3 pay will be permitted, but not required, to use **accrued paid vacation or sick leave** to make up the remaining 1/3 pay.

GoTriangle will allow full time and part time employees **absent to care for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19** to use **accrued paid vacation or sick leave** concurrently with paid Covid paid leave (CV-19) to make up any shortfall due to daily and/or aggregate monetary caps. For example, employees paid at 2/3 pay will be permitted, but not required, to use **accrued paid vacation or sick leave** to make up the remaining 1/3 pay.



**EXPANDED FMLA - COVID 19 FFCRA GUIDELINES****(January 1 - March 31, 2021)**

Once 80 hours Covid paid leave (CV-19) has been exhausted, full time employees **absent to care for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19** will be paid up to 10 weeks expanded C19-FMLA leave at 2/3 pay capped at \$200 per day or \$10,000 total.

Once 80 hours Covid paid leave (CV-19) has been exhausted, part time employees **absent to care for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19** will be paid up to 10 weeks expanded C19-FMLA leave equal to the number of hours that the employee is normally scheduled to work over that pay period paid at 2/3 pay capped at \$200 per day or \$2,000 total. Time used under EFML counts towards the traditional FMLA time frame.

**SUPPLEMENTAL INFORMATION - COVID 19 FFCRA GUIDELINES****(January 1 – March 31, 2021)****SUPPORTING DOCUMENTATION:**

Employees are required to follow department procedures for reporting absences and provide documentation to support their leave requests. Employees who have tested positive for COVID-19 or who have otherwise exhibited related symptoms must provide a Doctor's release before returning to work.

**EXPANDED FMLA - COVID 19 GOTRIANGLE SUPPLEMENTAL**

GoTriangle will allow full and part time employees to use **accrued paid vacation leave** concurrently with paid C19-FMLA leave to make up any shortfall in normal earnings, due to daily and/or aggregate monetary caps. For example, employees paid at 2/3 pay will be permitted, but not required, to use **accrued paid vacation leave** to make up the remaining 1/3 pay for up to 10 weeks.

**OTHER SUPPLEMENTAL BENEFITS - GOTRIANGLE****SUPPORTING DOCUMENTATION:**

Per FFCRA Guidelines

**REDUCTION IN HOURS:**

GoTriangle will grant supplemental pay to employees working a modified shift due to reduced bus operations run times. Affected employees **will be paid for hours not worked that were part of the employee's regular shift** prior to the COVID-19 schedule changes.

**PAID TIME OFF ACCRUALS:**

GoTriangle will allow any employee using voluntarily paid C19-leave **to continue to accrue their regular rate of vacation and sick leave benefits**. This practice differs from current leave administration.

**SELF QUARANTINE:**

GoTriangle will allow full time and part time employees that do not otherwise qualify for

**EXPANDED FMLA - COVID 19 FFCRA GUIDELINES**  
**(January 1 - March 31, 2021)**

voluntarily paid C19-leave to self-quarantine and use accrued paid vacation leave.  
**EXPANDED FMLA - COVID 19 GOTRIANGLE SUPPLEMENTAL**

## SICK LEAVE - COVID 19 FFCRA GUIDELINES

(January 1 - March 31, 2021)

*Beginning January 1, 2021 and ending March 31, 2021, GoTriangle will voluntarily follow the guidelines of the Families First Coronavirus Response Act (FFCRA), which is no longer mandated by the Federal Government, by offering employer paid C19-leave to qualifying employees for specific COVID-19 related reasons, subject to daily and aggregate monetary caps.*

Full time employees **who are subject to a Federal, State, or local quarantine or isolation order related to COVID-19** will be paid up to 80 hours Covid paid leave (CV-19) at full pay capped at \$511 per day or \$5,110 total.

Part time employees **who are subject to a Federal, State, or local quarantine or isolation order related to COVID-19** will be paid an amount of Covid paid leave (CV-19) up to two (2) weeks equal to the number of hours that the employee is normally scheduled to work over that period paid at full pay capped at \$511 per day or \$5,110 total.

Full time employees who have **been advised by a health care provider to self-quarantine related to COVID-19** will be paid up to 80 hours Covid paid leave (CV-19) at full pay capped at \$511 per day or \$5,110 total.

Part time employees who have **been advised to self-quarantine related to COVID-19** will be paid an amount of Covid paid leave (CV-19) up to two (2) weeks equal to the number of hours that the employee is normally scheduled to work over that period paid at full pay capped at \$511 per day or \$5,110 total.

Full time employees who **are experiencing COVID-19 symptoms and are seeking a medical diagnosis** will be paid up to 80 hours Covid paid leave (CV-19) at full pay capped at \$511 per day or \$5,110 total.

Part time employees who **are experiencing COVID-19 symptoms and are seeking a medical diagnosis** will be paid an amount of Covid paid leave (CV-19) up to two (2) weeks equal to the number of hours that the employee is normally scheduled to work over that period paid at full pay capped at \$511 per day or \$5,110 total.

## SICK LEAVE - COVID 19 GOTRIANGLE SUPPLEMENTAL

*Beginning April 1, 2020 through March 31, 2021, GoTriangle will voluntarily provide the following supplemental COVID-19 benefits.*

GoTriangle will provide up to 80 hours supplemental paid Covid paid leave (CV-19), **above the FFCRA guidelines**, when an employee tests positive for COVID-19 and needs additional recovery time. This supplemental paid Covid paid leave (CV-19) is separate from regular GoTriangle accrued sick leave and **will not affect the employee's existing sick leave balance**. Unused supplemental paid sick leave will not accrue or carryover. GoTriangle reserves the right to review and/or make changes to these COVID only practices and policy amendments at any time as deemed necessary.

GoTriangle will allow full time and part time employees that have exhausted Covid paid leave (CV-19) per the FFCRA guidelines due to **quarantine by a physician** to avoid COVID-related illness but have **not** tested positive for COVID-19 to use **accrued paid vacation or sick leave**. Example: an employee who has an underlying health condition putting him/her at high risk of contracting COVID-19 or complications if COVID-19 is contracted.

Per FFCRA Guidelines

**SICK LEAVE - COVID 19 FFCRA GUIDELINES****(January 1, 2021 – March 31, 2021)**

Full time employees **absent to care for a family member who is subject to a Federal, State, or local quarantine or isolation order related to COVID-19** will be paid up to 80 hours Covid paid leave (CV-19) at 2/3 pay capped at \$200 per day or \$2,000 total.

Part-time employees **absent to care for a family member who is subject to a Federal, State, or local quarantine or isolation order related to COVID-19** will be paid an amount of Covid paid leave (CV-19) up to two (2) weeks equal to the number of hours that the employee is normally scheduled to work over that period paid at 2/3 pay capped at \$200 per day or \$2,000 total.

Full time employees **absent to care for a family member who has been advised by a health care provider to self-quarantine related to COVID-19** will be paid up to 80 hours Covid paid leave (CV-19) at 2/3 pay capped at \$200 per day or \$2,000 total.

Part-time employees **absent to care for a family member who has been advised by a health care provider to self-quarantine related to COVID-19 illness** will be paid an amount of Covid paid leave (CV-19) up to two (2) weeks equal to the number of hours that the employee is normally scheduled to work over that period paid at 2/3 pay capped at \$200 per day or \$2,000 total.

Full time employees **absent to care for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19** will be paid up to 80 hours Covid paid leave (CV-19) at 2/3 pay capped at \$200 per day or \$2,000 total.

Part-time employees **absent to care for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19** will be paid an amount of Covid paid leave (CV-19) equal to the number of hours that the employee is normally scheduled to work over a two-week period paid at 2/3 pay capped at \$200 per day or \$2,000 total.

**SICK LEAVE - COVID 19 GOTRIANGLE SUPPLEMENTAL**

GoTriangle will allow full time and part time employees **caring for an ill family member** to use **accrued paid vacation or sick leave** concurrently with paid Covid paid leave (CV-19) to make up any shortfall in normal earnings due to daily and/or aggregate monetary caps. For example, employees paid at 2/3 pay will be permitted, but not required, to use **accrued paid vacation or sick leave** to make up the remaining 1/3 pay.

GoTriangle will allow full time and part time employees to use **accrued paid vacation or sick leave** concurrently with paid Covid paid leave (CV-19) to make up any shortfall in normal earnings due to daily and/or aggregate monetary caps. For example, employees paid at 2/3 pay will be permitted, but not required, to use **accrued paid vacation or sick leave** to make up the remaining 1/3 pay.

GoTriangle will allow full time and part time employees **absent to care for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19** to use **accrued paid vacation or sick leave** concurrently with paid Covid paid leave (CV-19) to make up any shortfall due to daily and/or aggregate monetary caps. For example, employees paid at 2/3 pay will be permitted, but not required, to use **accrued paid vacation or sick leave** to make up the remaining 1/3 pay.

**EXPANDED FMLA - COVID 19 FFCRA GUIDELINES****(January 1 - March 31, 2021)**

Once 80 hours Covid paid leave (CV-19) has been exhausted, full time employees **absent to care for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19** will be paid up to 10 weeks expanded C19-FMLA leave at 2/3 pay capped at \$200 per day or \$10,000 total.

Once 80 hours Covid paid leave (CV-19) has been exhausted, part time employees **absent to care for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19** will be paid up to 10 weeks expanded C19-FMLA leave equal to the number of hours that the employee is normally scheduled to work over that pay period paid at 2/3 pay capped at \$200 per day or \$2,000 total. Time used under EFML counts towards the traditional FMLA time frame.

**SUPPLEMENTAL INFORMATION - COVID 19 FFCRA GUIDELINES****(January 1 – March 31, 2021)****SUPPORTING DOCUMENTATION:**

Employees are required to follow department procedures for reporting absences and provide documentation to support their leave requests. Employees who have tested positive for COVID-19 or who have otherwise exhibited related symptoms must provide a Doctor's release before returning to work.

**EXPANDED FMLA - COVID 19 GOTRIANGLE SUPPLEMENTAL**

GoTriangle will allow full and part time employees to use **accrued paid vacation leave** concurrently with paid C19-FMLA leave to make up any shortfall in normal earnings, due to daily and/or aggregate monetary caps. For example, employees paid at 2/3 pay will be permitted, but not required, to use **accrued paid vacation leave** to make up the remaining 1/3 pay for up to 10 weeks.

**OTHER SUPPLEMENTAL BENEFITS - GOTRIANGLE****SUPPORTING DOCUMENTATION:**

Per FFCRA Guidelines

**REDUCTION IN HOURS:**

GoTriangle will grant supplemental pay to employees working a modified shift due to reduced bus operations run times. Affected employees **will be paid for hours not worked that were part of the employee's regular shift** prior to the COVID-19 schedule changes.

**PAID TIME OFF ACCRUALS:**

GoTriangle will allow any employee using voluntarily paid C19-leave **to continue to accrue their regular rate of vacation and sick leave benefits**. This practice differs from current leave administration.

**SELF QUARANTINE:**

GoTriangle will allow full time and part time employees that do not otherwise qualify for voluntarily paid C19-leave to **self-quarantine** and use **accrued paid vacation leave**.

# Triangle Transit Authority

Presentation by

Scott Duda, CPA  
Partner

**Cherry Bekaert LLP**



# *Agenda*

Role of the  
External  
Auditor

Key  
Highlights

Summary



# *Role of the External Auditor*

## Actions

- Plan
- Perform

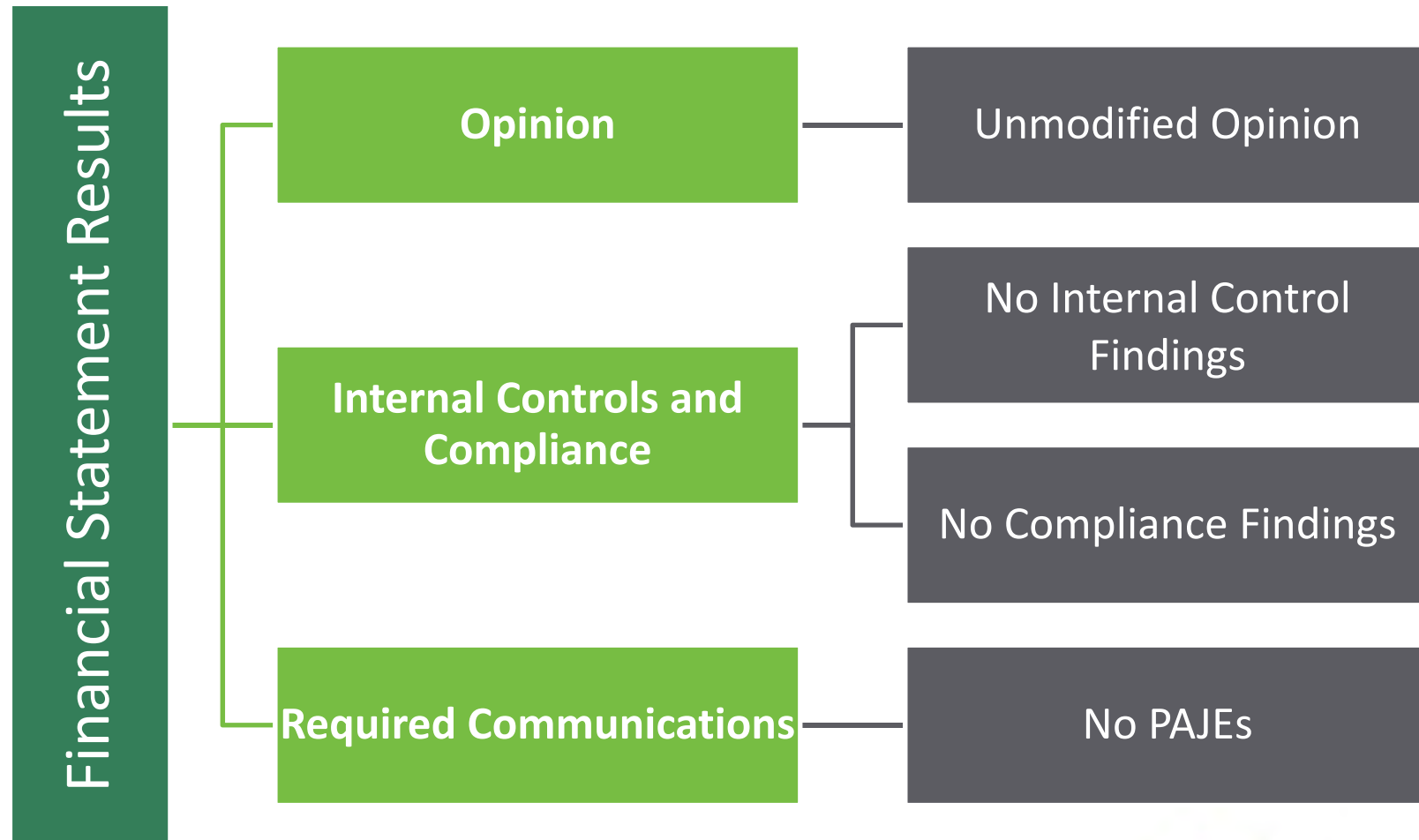
## Results

- Express Opinions

## Communication

- Independence
- Changes

# Key Highlights



# Key Highlights

## *Internal Controls and Compliance – Single Audit*

### Federal Major Programs

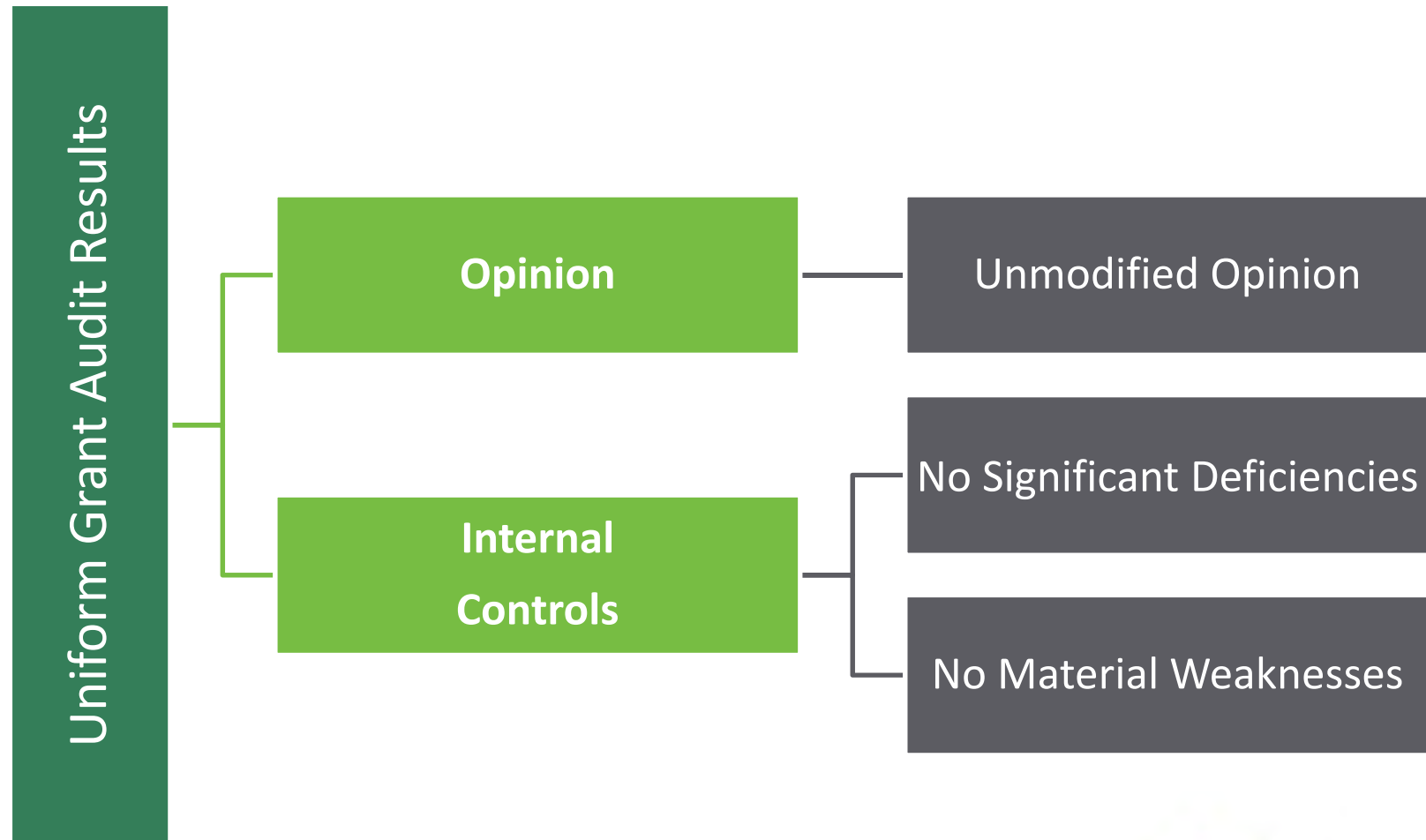
- None

### State Major Programs

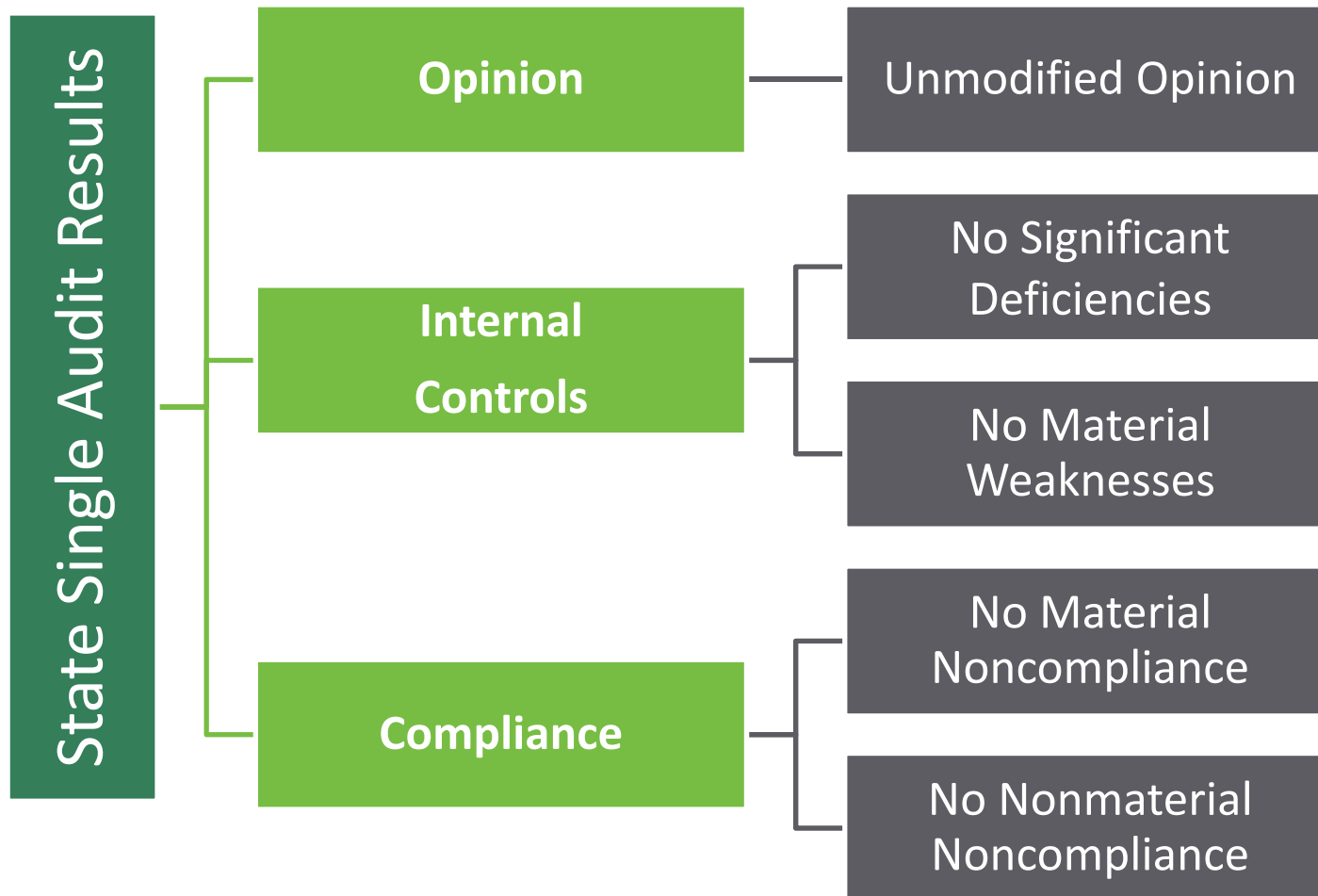
- State Maintenance Assistance Program

Administrative Controls  
Monitoring Reports  
Compliance Matrix  
Compliance Testing

# Key Highlights



# Key Highlights



# Key Highlights

## *Significant Audit Areas*

### Assets

- Cash & Investments
- Accounts Receivable & Revenue
- Capital Assets

### Liabilities

- Payroll & Compensated Absences
- OPEB

### Other Areas

- Single Audit
- Net Position
- Legal
- Related Parties
- Estimates
- Compliance

# *Key Highlights*

## *Reporting*

### LGC Submission Date

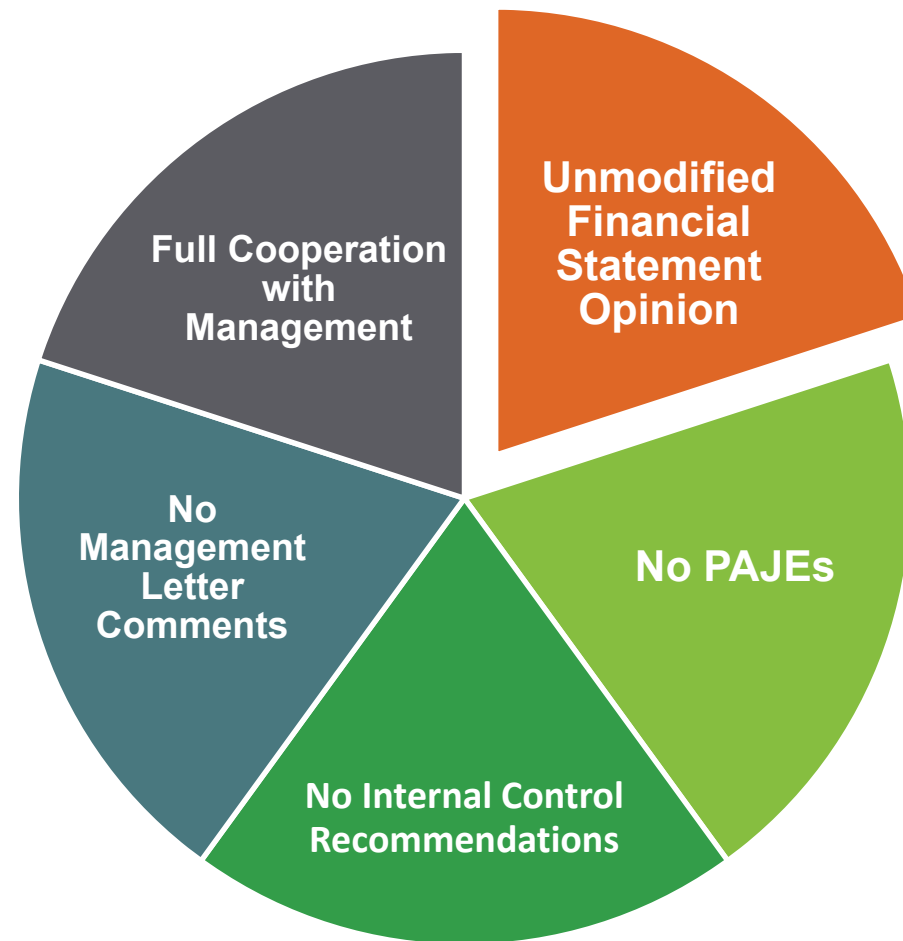
- 10/30/2020

### GFOA Certification

- Received for 26 consecutive years



# Summary



*Thank You*

**Scott Duda** | Partner

sduda@cbh.com | 919.782.1040 | cbh.com

*Cherry Bekaert LLP*



## GO TRIANGLE TRANSIT ADVISORY COMMITTEE 2020 END OF YEAR REPORT

- I. INTRODUCTION
- II. SUBCOMMITTEE REPORTS
  - a. SYSTEMS INTEGRATION and INFORMATION COORDINATION*
  - b. ADVANCING EQUITY THROUGH TRANSIT*
  - c. BUS RAPID TRANSIT*
  - d. OPERATIONS*
- III. GO TRIANGLE TRANSIT ADVISORY COMMITTEE



## I. INTRODUCTION

This is the second End of Year Report submitted to the Go Triangle Board of Trustees. From 2016 to present day, a concept emerged from a group of concerned citizens from South East Raleigh created the Transit Advisory Committee (see 2019 End of Year Report). Fast forward to the end of 2020 the counties of Wake, Durham, and Orange forged an eclectic group of concerned citizens who are known as the Triangle Advisory Committee. The coronavirus pandemic created a very real challenge to the TAC. The real disruption in regularly meeting face to face came to an immediate halt due to the contagious nature of the virus. Thanks to the technological alternatives, the TAC made necessary adjustments and began meeting via Zoom for the April 2020 Quarterly Meeting. Special thanks to the Go Triangle staff using their creativity and expertise to keep the TAC connected. Each of us has been challenged by the pandemic and has probably changed us all in some way. Thanks to all of the TAC members who took this journey without knowing that we would be living in a time that a virus would grind us to a halt and caused us to respond despite the challenges.

Therefore, the second year submission of the 2020 End of Year Report is being submitted to the GO Triangle Board of Trustees. This report will provide updates pertinent to this past year. The TAC continues to evolve during this challenging time and is positioned to move forward as 2021 approaches. We are again grateful to all of the TAC members for their contributions and suggestions made during our second year. We appreciate their patience, focus and their guidance in this unprecedented time. We express our thanks to the Go Triangle staff for their support (past and present) during this second year. We also want to thank the GO Triangle Board of Trustees for their ongoing support and for making the Transit Advisory Committee the reality it has become.

Respectfully submitted,

Jerome Brown, Chairman (Wake County)

Nick Norboge, Vice-Chairman (Durham County)

## II. SUBCOMMITTEE REPORTS

*Initially, the TAC established four subcommittees based on interest areas:*

1. Systems Integration and Information Coordination (Sharing)
2. Advancing Equity Through Transit
3. Bus Rapid Transit (BRT)
4. Operations

*The Operations Subcommittee was established late in 2020 and aims to be fully functioning in 2021. The challenges posed by the pandemic caused our subcommittees to adapt during the 2020 year. Subcommittees met as they could using available technology and creativity. We appreciate the fortitude shown but we know we did lose something without being able to gather as we normally did prior to the pandemic.*

### 1. Systems Integration and Information Coordination (Sharing)

This subcommittee focuses on two areas, Systems Integration and Information Coordination (Sharing). The initial focus remains the same. Systems Integration – How Go Triangle might use Google, Uber, And/or Lyft (more than it already does) to fill systems gaps (and risks in doing so). What does a Pandemic do to systems integration? Information Coordination (Sharing ) – How to put systems in place whereby Wake County shares its BRT experiences more broadly with the rest of the Triangle or where Durham shares its affordable housing initiatives around transit. What does a pandemic do to information coordination (sharing)?

### 2. Advancing Equity through Transit

The focus of this committee is to consider the ways that transit affects equity and the ways that Go Triangle Services can more effectively serve to advance equity and serve all people. Consideration on equity, including low-income status, race, and gender, disability, and language barriers must be considered. (Pending recommendations were made on page 5 of the 2019 End of Year Report). It is anticipated that this subcommittee will be a link to the Durham Transit Equity Campaign.

### 3. Bus Rapid Transit (BRT)

In 2020, the BRT Subcommittee secured TAC approval of its recommendations on Regionalization of Bus Rapid Transit. These recommendations were forwarded to the GoTriangle Board. The subcommittee then turned to developing recommendations on Transit-Oriented Development in BRT Corridors. Our work in this area is continuing with the goal of presenting recommendations to the TAC at one of the coming meetings.

Committee members include the following:

Joshua Gill

Ed Harrison

Nick Norboge

James West

Jeff Leiter, coordinator

The BRT Subcommittee began by focusing on how BRTs can be used regionally. (See description on page 4 – 2019 End of Year Report.) In April, 2020 the BRT Subcommittee submitted recommendations to the TAC. The following recommendations were approved by the TAC membership and submitted to the GO Triangle Board of Trustees. The recommendations submitted are:

- What makes transit regional as opposed to local?
  - Regional BRTs should connect places where people want to go, should intersect with local routes, and should pass through high population and employment areas.
- How can adherence to BRT design standards ease implementation?
  - Regional BRTs should connect places where people want to go, should intersect with local routes, and should pass through high population and employment areas.
  - Cooperation among various jurisdictions is encouraged when BRT development takes account of the needs of each. A busway can be less disruptive than a rail line or a new arterial roadway.
- How can BRTs provide important linkages in a regional transit system?
  - BRTs should be used to bring riders to and from commuter rail stations and/or BRTs can connect communities far from transit hubs to other communities.
- Do research on what slows buses down before design begins?
  - Research on key elements of dissatisfaction among riders should precede busway design (it may not be speed). If slow bus speed is the main source of rider dissatisfaction, determine key impediments to slow bus progress. It may not be traffic congestions.
- What regional bus connection options should be considered?
  - Multiple options for regional bus connections should be considered in individual cases. These include ranging from most expensive and disruptive to least: dedicated busway; freeway without dedicated bus lanes; and use existing streets.
- How coordinated regional BRT development is best achieved?
  - Impediments to regional TRANSIT PLANNING IN THE Triangle include a history of resistance to regional integration, severe North Carolina limits on home rule, and circumscribed Go Triangles authority. Nonetheless, we should work hard for BRTs that serve more than one Triangle jurisdiction.

*The TAC BRT recommendations were submitted to the Go Triangle Board of Trustees (April 2020). The TAC members would like to receive tangible feedback on the recommendations. This level of Communication will prove useful and vitally important so that the TAC voice is heard and a dialogue can be established in a transparent ongoing manner.*



#### 4. Operations

The Operations subcommittee will focus on actions and decisions made by Go Triangle that affects the production, distribution, services and management needed to function that requires the use of resources and assets. The Operations subcommittee continues to evolve and will refine its focus over time.

### III. Go Triangle Transit Advisory Committee

*The GO Triangle Board of Trustees, Wake, Durham, and Orange County Commissioners appointed citizens to the Transit Advisory Committee (14 – Wake, 9 – Durham, 7 – Orange). As the TAC continues keeping a regional focus, members will keep the Board informed of community related issues. This should ensure that our high quality transit network better serves the needs of our entire region. The TAC Committee members will:*

- Provide advice and feedback to the Board during planning for public transportation systems
- Offer views of constituent groups
- Suggest how transit can assist with equity issues , such as homelessness , affordable housing , economic opportunity and living with disabilities
- Provide information regarding the customer experience of transit riders , communicate stakeholder opinions , attitudes and needs of the Board , identify areas of concern and recommend possible changes

*The TAC will continue to have quarterly meetings. Subcommittees will meet at a frequency needed to explore concerns and issues as needed. Reporting will be submitted within the established quarterly meetings and reporting to the Go Triangle Board of Trustees.*





# GoTriangle Transit Advisory Committee

## 2020 End of Year Report

# GoTriangle Transit Advisory Committee

- The GoTriangle Board of Trustees, Wake, Durham, and Orange County Commissioners appointed citizens to the Transit Advisory Committee:
  - 14 – Wake
  - 9 – Durham
  - 7 – Orange
- In addition, the TAC includes:
  - 3 non-voting County Commissioners
  - 1 non-voting GoTriangle Board of Trustees Liaison
- The TAC meets quarterly
  - Subcommittees meet as needed

# TAC Subcommittees

- SYSTEMS INTEGRATION and INFORMATION COORDINATION
- ADVANCING EQUITY THROUGH TRANSIT
- BUS RAPID TRANSIT
- OPERATIONS

# Questions?

**GO FORWARD**  
A COMMUNITY INVESTMENT IN TRANSIT

**DURHAM • CHAPEL HILL • CARRBORO  
METROPOLITAN PLANNING ORGANIZATION**

101 City Hall Plaza • Durham, NC 27701 • Phone (919) 560-4366 • dchcmpo.org



**January 27, 2020**

**To:** GoTriangle Board of Trustees  
**From:** Aaron Cain, Planning Manager, Durham-Chapel Hill-Carrboro MPO  
 Brooke Ganser, Planner, Durham City-County Planning Department  
**Subject:** Update on Durham Transit Plan

## **Executive Summary**

Since the last time the GoTriangle Board of Trustees was updated on the Durham Transit Plan in the summer of 2020, the Plan has completed its first phase of public outreach. The goal of this phase of public outreach, which builds on input that was gathered during the Listening and Learning sessions for the Durham Comprehensive Plan in winter 2020, was to hear from the Durham community on goals, objectives, and priorities for the plan.

This phase of outreach consisted of several components:

- An online survey focusing on goals, objectives, and priorities for the plan
- In-person tabling events to spread the word about the plan and receive input
- Stakeholder interviews with key Durham institutions
- Engagement Ambassador sessions to ensure that input from underrepresented communities is obtained

The input received through these processes will inform the development of potential transit scenarios, which are scheduled to be released for public comment in February 2021.

## **Recommendation**

To receive an update from staff on the Durham Transit Plan.

## **Background**

With the discontinuation of the Durham-Orange Light Rail Transit (D-O LRT) project, a new Durham Transit Plan is necessary to determine the priorities and projects that are most important and beneficial to Durham. Kimley-Horn and Associates (KHA) was selected as the lead consultant to spearhead the effort of drafting a new Durham Transit Plan.

Initial public engagement for the Transit Plan was conducted in conjunction with the Durham Comprehensive Plan from November 2019 to February 2020. These Listening and Learning sessions garnered over 1,200 comments regarding the transit needs and priorities of Durham residents. These comments shaped the most recent phase of public engagement on Transit Plan goals, objectives, and priorities, which will in turn form the basis for the transit scenarios that will be presented to the public in February.

In addition, a Comprehensive Operational Analysis (COA) for GoDurham is being conducted. The COA will provide recommendations on GoDurham operational procedures, maintenance protocols, and administrative

policies. The kickoff for the COA took place in late June and data gathering and analysis is underway. The next step is to conduct peer and document review.

## **Issues and Analysis**

The team of consultants and staff developing the Durham Transit Plan are following Durham's Equitable Community Engagement Blueprint. There were four aspects to the most recent phase of public engagement. The first was an online survey that circulated through a myriad of organizations throughout Durham. While the survey has provided good information for the Transit Plan team, the demographic makeup of the respondents does not match that of Durham as a whole. Therefore, additional efforts were made to reach all Durham residents.

Staff conducted interviews with a variety of organizations and civic institutions in Durham to gain the perspective of their leaders and members on how transit can best serve their needs. These include:

- Educational institutions, such as Duke University, North Carolina Central University, and Durham Technical Community College
- Civic committees such as the Human Relations Commission and the Bicycle and Pedestrian Advisory Commission
- Advocacy organizations such as the Transit Equity Campaign, including the Durham Committee on the Affairs of Black People and Bike Durham, and Downtown Durham, Inc.

In addition, following the blueprint created by the Durham Comprehensive Plan's Listening and Learning sessions a year ago, the Durham Transit Plan is utilizing Engagement Ambassadors to reach communities in Durham that can be hard to reach through traditional means. Engagement Ambassadors are community members who use their networks to get resident input. Engagement Ambassadors receive training and are provided a stipend for their work. Engagement Ambassadors must be a member of, or have direct access to people within one or more of the following communities:

- Transit Riders;
- Public Housing Residents;
- African-American;
- Latinx;
- Youth;
- Seniors;
- Persons with Disabilities;
- Justice Involved Persons; or
- Rural Areas of Durham

COVID-19 has made standard engagement practices difficult, so flexibility on the methods that Engagement Ambassadors can use to obtain input from their fellow community members is allowed. The Durham Transit

Team is committed to reaching out to all communities within Durham as much as possible, and the public engagement plan reflects the commitment to continue those efforts.

The Durham Transit Team has begun work on developing a set of three initial scenarios, which will be presented to the public for review in winter 2021. These scenarios will provide a variety of transit options, from commuter rail transit (CRT) to Wake and Johnston counties, to bus rapid transit (BRT) options throughout Durham and the Triangle, to improvements to local GoDurham and GoTriangle bus service. Each of these scenarios will be fiscally constrained within the projected revenues of the financial model. From these initial scenarios, a final scenario will be selected as the basis of the Durham Transit Plan. The final scenario may be a combination of projects from each of the scenarios, and must also be fiscally constrained. That final scenario will be available for public review in mid-to-late spring 2021.





**Durham**  
Transit Plan

# Durham Transit Plan GoTriangle Board of Trustees Update

January 27, 2020



# Background



# How did we get here?

- 2010 – General Assembly authorizes Durham, Orange and Wake counties to enact a ½ cent sales tax for transit, if
  - A plan is developed and approved by the county commissioners, DCHC MPO, and the regional transit agency (GoTriangle) detailing the use of the funds;
  - The county commissioners authorize a referendum to enact the tax; and
  - County residents approve the referendum



## How did we get here?

- 2011 – Durham Bus and Rail Investment Plan adopted
- 2011 – Durham County voters approve transit sales tax
- 2013 – Revenue collection begins





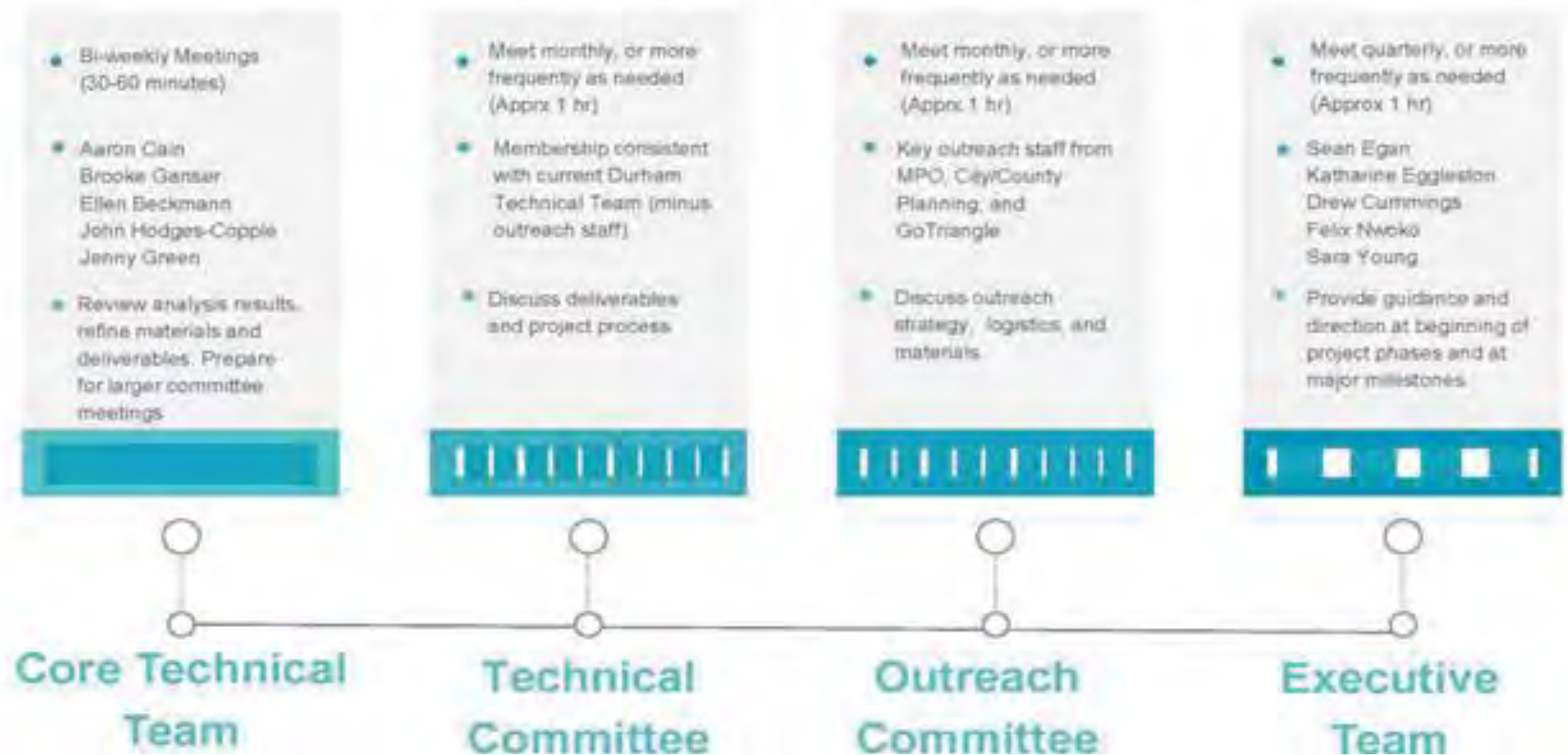
# How we are moving forward

- New transit plan began with staff development in late 2019
- Kimley-Horn hired May 2020
  - Nelson Nygaard
  - Pritchett Steinbeck
  - Aidil Ortiz
- Contract management by DCHC MPO
- Full collaboration with County and City staff of various departments as well as GoTriangle





# Durham Transit Team Structure



# Durham Transit Plan – Project Timeline





# Outreach



# Durham Transit Plan – Phase I

**The Durham Transit Plan** Vol. 1 • No. 1  
September 2020

 **Durham Transit Plan**

**WHAT IS A TRANSIT PLAN?**


A Transit Plan determines how public transportation funds will be managed and spent. A good transit plan incorporates public input and feedback throughout the planning process.

**THE DURHAM TRANSIT PLAN**

The Durham Transit Plan will decide how we invest in, expand, and prioritize our public transportation network over the next 20 years. In 2011, Durham County voters approved a half-cent sales tax to fund transit improvements in Durham and the Triangle region. With the discontinuation of the Durham-Orange Light Rail project in 2019, a plan update is required to use funds that would have been spent on the light rail project. This update will take another look at the contents of the 2017 Transit Plan to identify local transit service improvements, potential high-capacity investments, and help prioritize funds for upcoming projects.

**Announcements**

- Learn more about the Durham Transit Plan at <https://engagedurham.com/durham-county-transit-plan/>
- Take the Transit Plan Survey at <https://www.surveymonkey.com/r/DurhamTransit>

 **SurveyMonkey**

**Durham Transit Plan Phase I**

**How should your public transportation dollars be spent?**

The Durham Transit Plan will decide what public transportation projects get money (like buses, door-to-door service, trains, etc.) from the transit sales tax and we need your help updating the plan!

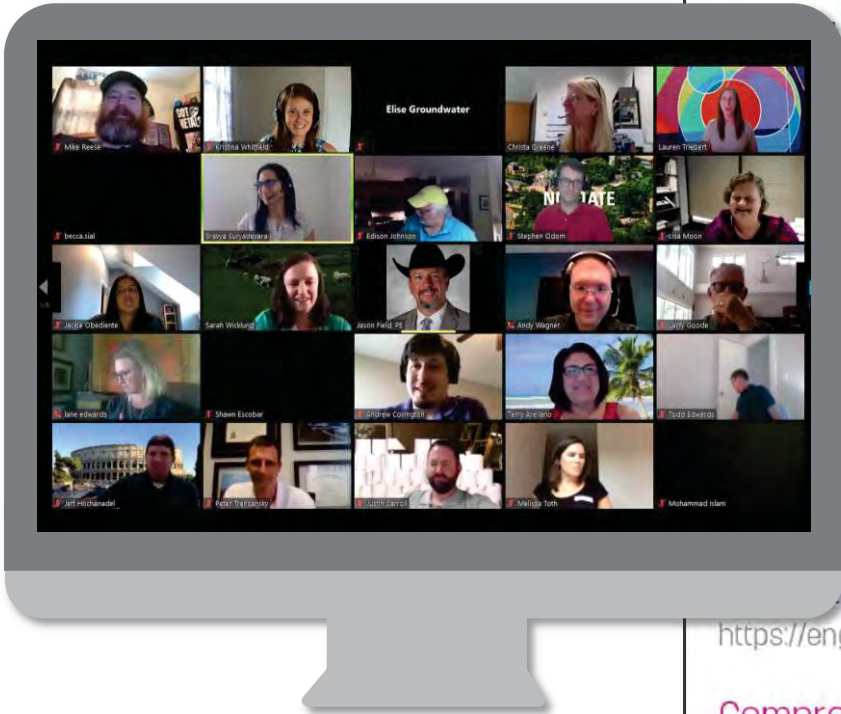
**Do you see your public transportation priorities in the questions below?**

If you think we missed anything, please let us know in the comment boxes. Your answers will help shape what public transportation improvements and projects will be included in the new Durham Transit Plan.

**Which of the choices below is more important?**

☐ Making it easier, more convenient, and safer to travel within Durham

☐ Making it easier, more convenient, and safer to travel between Durham and other places in the Triangle




 **Durham Transit Plan**

**¡Ayuda a determinar el futuro del transporte público en Durham!**

Para involucrarte, visita:  
<https://engagedurham.com/>

**ENGAGE**Durham | Comprehensive Plan Transit Plan

 **Durham Transit Plan**

Durham Transit Plan is developing goals and objectives and your input!


**Take the survey!**  
**¡Toma la encuesta!**

<https://www.surveymonkey.com/r/DurhamTransit>

Get the latest Durham Transit Plan updates:  
<https://engagedurham.com/durham-county-transit-plan/>

**Comprehensive Plan**

The Comprehensive Plan includes topics on transportation and is therefore collaborating with the Transit Plan. Visit [ENGAGEDurham.com](https://engagedurham.com) to learn more, sign-up for updates, and get involved.

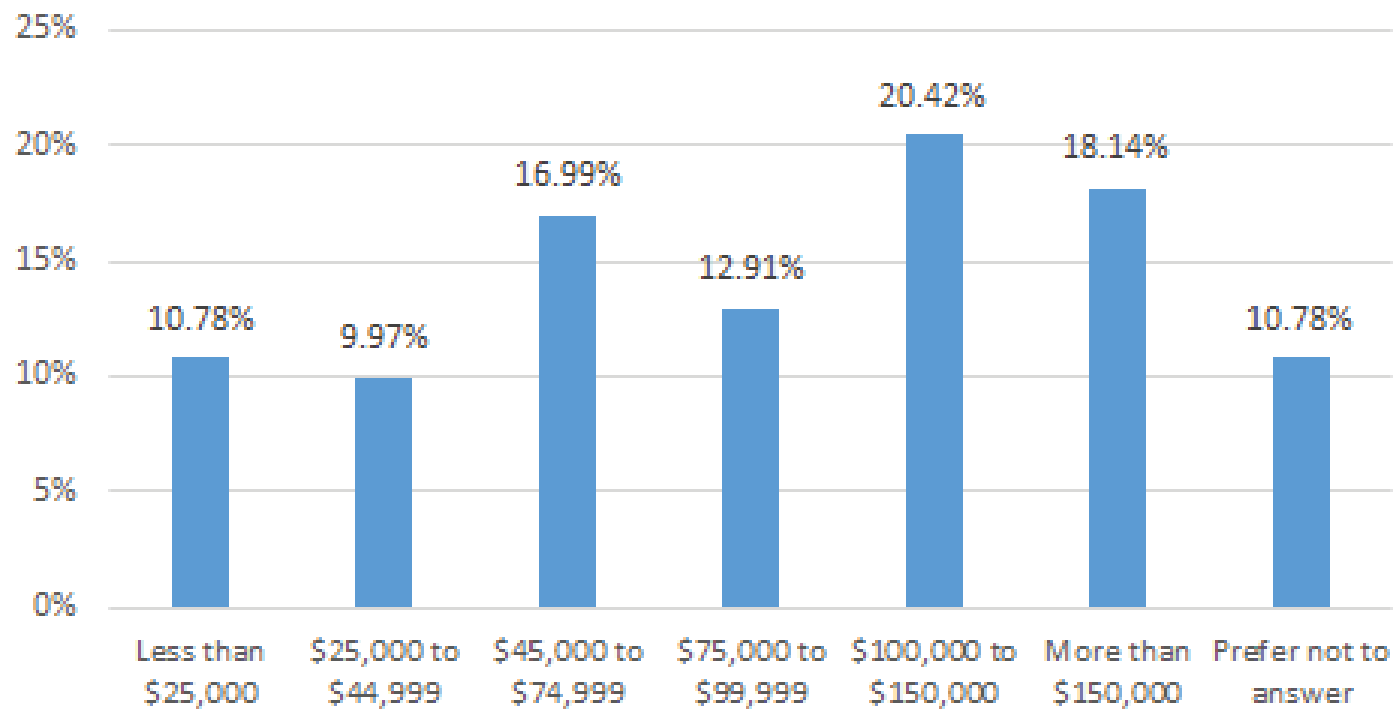


**ENGAGE**Durham | Comprehensive Plan

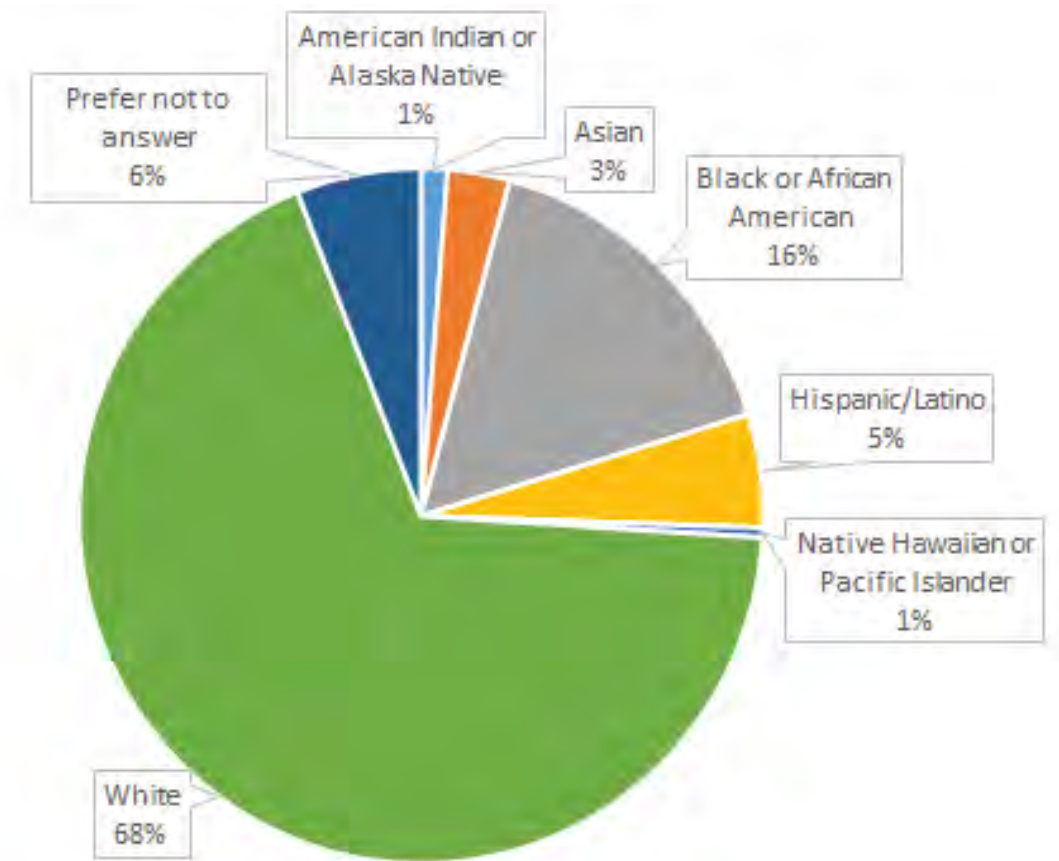
# Online Survey Summary

- 673 Respondents
- 50% are current public transit users

## What is your household income?



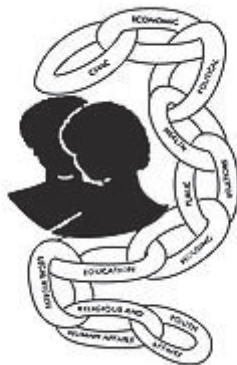
## What is your race and/or ethnicity?







# Stakeholder Meetings



*Durham Committee on the  
Affairs of Black People*



*Durham Congregations  
In Action*



# Stakeholder Interview Summary

- Invest in full access to the system
  - Sidewalks, ADA access, lighting, more amenities and information at the stops
- Focus on access to jobs, commercial areas, schools, grocery stores
- Scenarios should not assume dependency on federal money
- Paratransit
  - Improved on time performance and smaller wait times
- Transit investments should be prioritized in BIPOC communities
- There should be more frequent service routes and longer service hours
- More regional connections
- Direct regional connections to major Durham destinations outside of downtown
- Need direct & crosstown routes across Durham
- Safety at stops and on the bus
- Improvement of service & customer information and application
- Better on-bus logistics
  - Strollers & bicycles

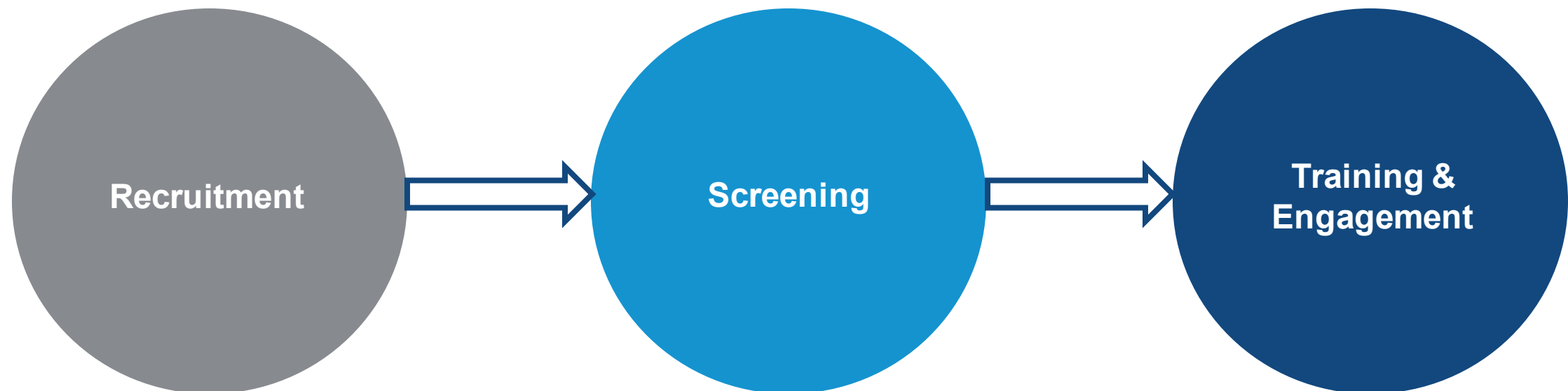


# Engagement Ambassadors

- Direct engagement with under-represented communities
  - Communities of color
  - Spanish-speakers
  - Youth
  - Lower-income
  - Unincorporated areas
- Compensated ambassadors
- More than half of comments expected to come from ambassadors



# Engagement Ambassadors



- ❖ 36 Ambassadors Recruited and Trained
- ❖ Community Workshops began week of November 9
- ❖ Engagement Materials Created in English/Spanish

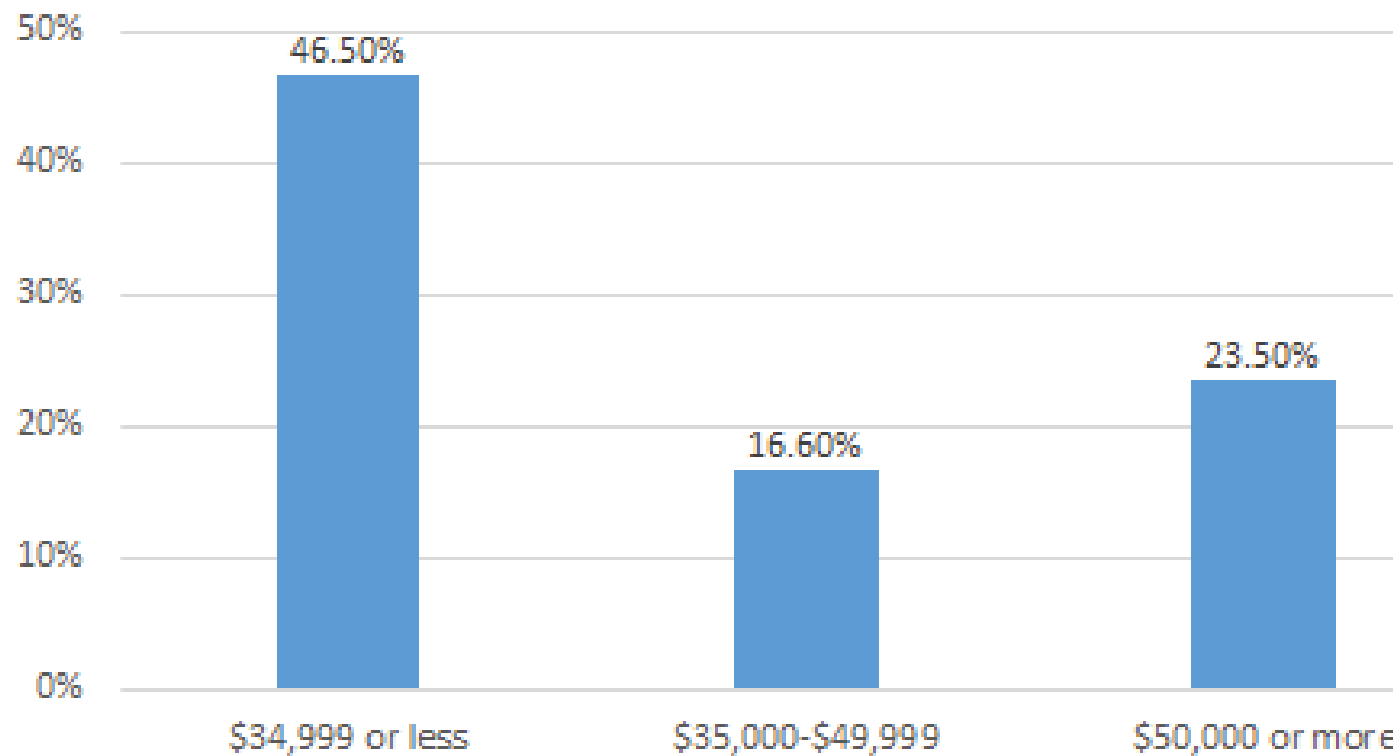




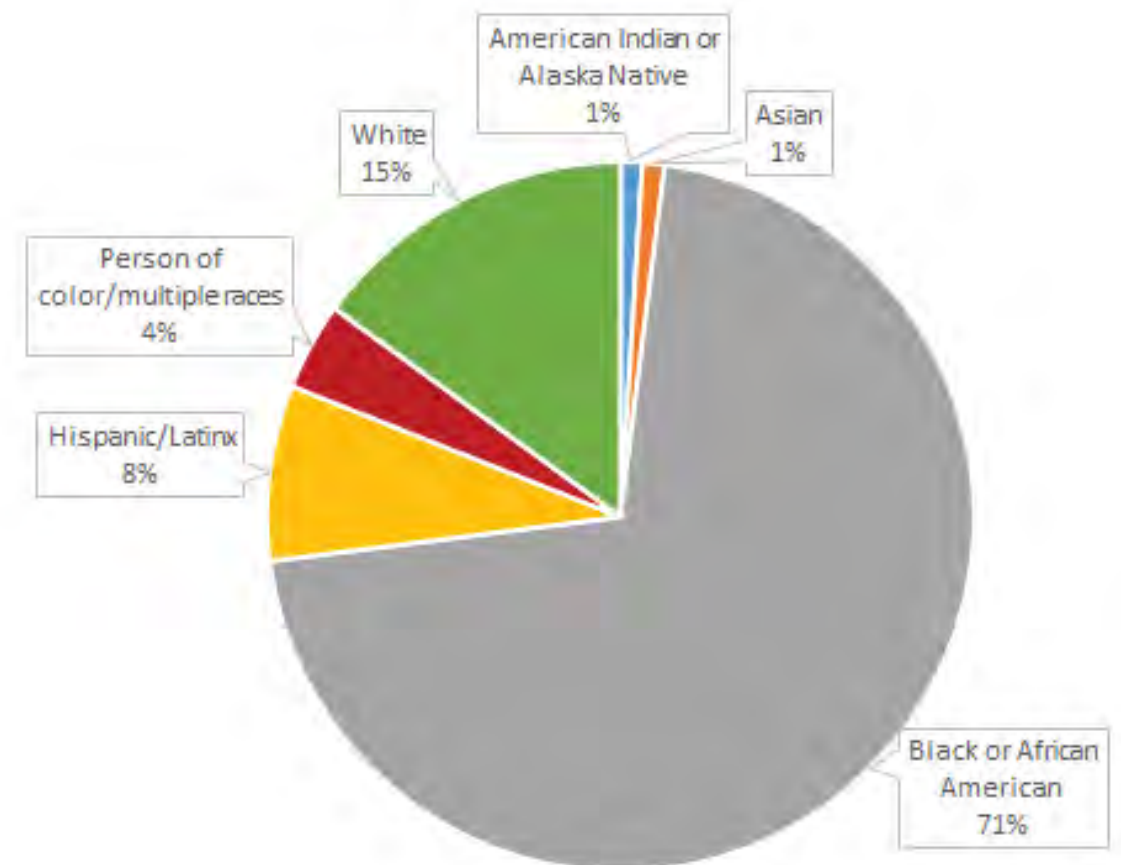
# Engagement Ambassador Summary

- 174 total responses
- 70% are current public transit users

What is your household income?



What is your race and/or ethnicity?





# Outreach Key Highlights

- Across all methods of outreach, there was universal interest in the following transit improvements:
  - More 15-minute service
  - Improved bus stops
  - Increased Sidewalk Access
  - Crosstown service
  - More transit access to jobs
- Engagement Ambassador Session responses that differed from online survey responses:
  - Investments in paratransit service prioritized over commuter rail
  - Street maintenance/road quality was mentioned as a high-priority for investment
  - Wheelchair and stroller access at bus stops and onto buses prioritized more heavily
  - Service running later at night was cited as a higher priority during Engagement Ambassador sessions than in the online survey



Answers to open-response questions and general comments related to “how to improve transit the transit experience in Durham County” summarized into themes		Outreach Methods			Page 148 of 208
		Online Survey	Engagement Ambassadors	Stakeholders	
Themes	More Frequency	X	X	X	
	More Hours		X	X	
	More Stops	X	X		
	More Routes (Local and Regional)	X	X	X	
	Crosstown Service	X		X	
	High-Capacity/Direct Regional Connections	X		X	
	Street Maintenance		X		
	Sidewalks	X	X	X	
	Cleanliness	X	X		
	Safety	X	X	X	
	Improved Stops	X	X	X	
	Affordability	✓	✓		

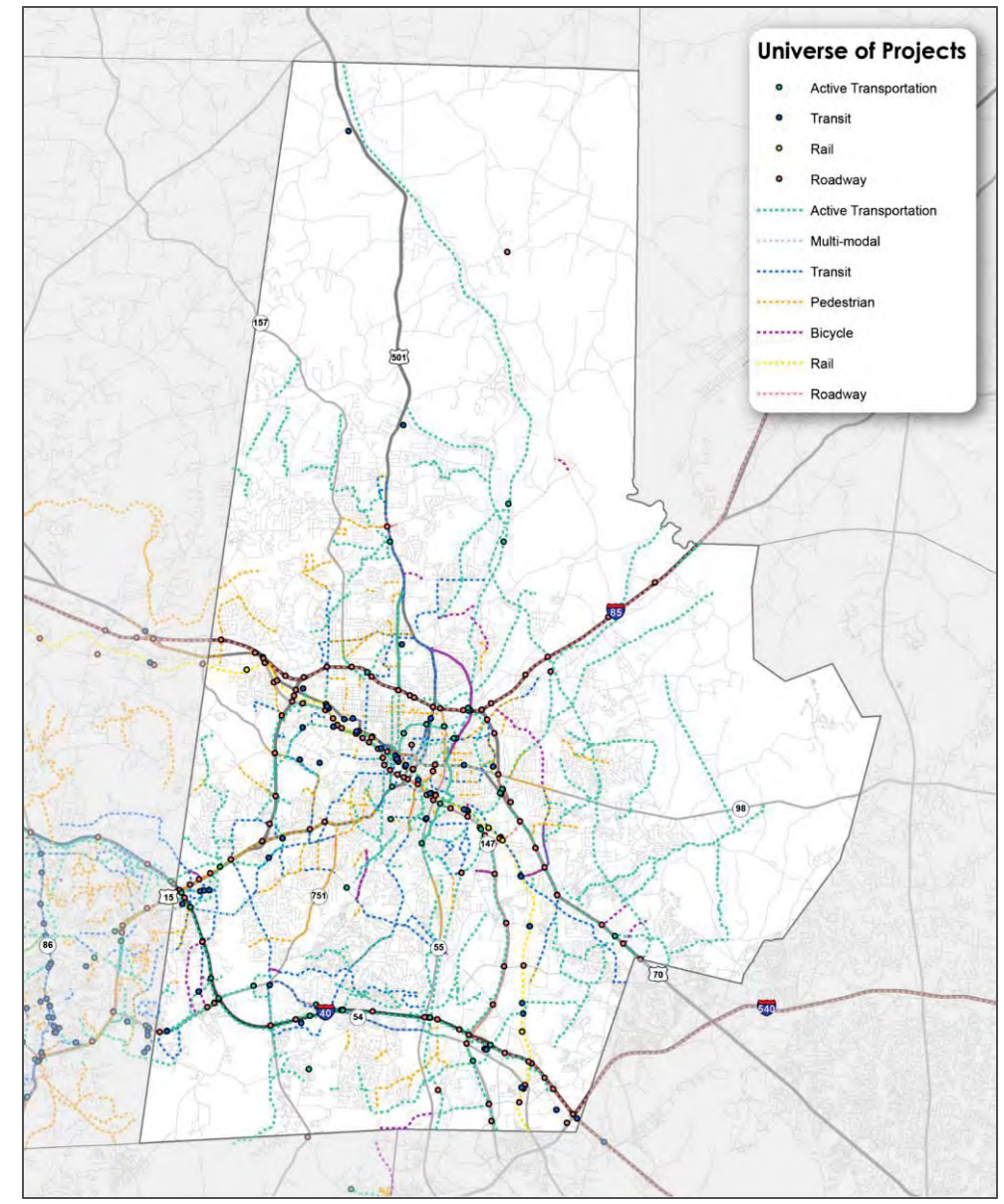
# Technical Analysis



# Universe of Projects

Plans Reviewed
CTP
MTP
TIP
Move Durham
US 15-501
GoDurham Short Range Transit Plan
GoTriangle Short Range Transit Plan
Durham On-Demand Mobility Plan

- Transit
- Multi-Modal
- Bike/Ped
- Bike (only)
- Ped (only)
- Rail
- Roadway



# Coordination with Other Plans

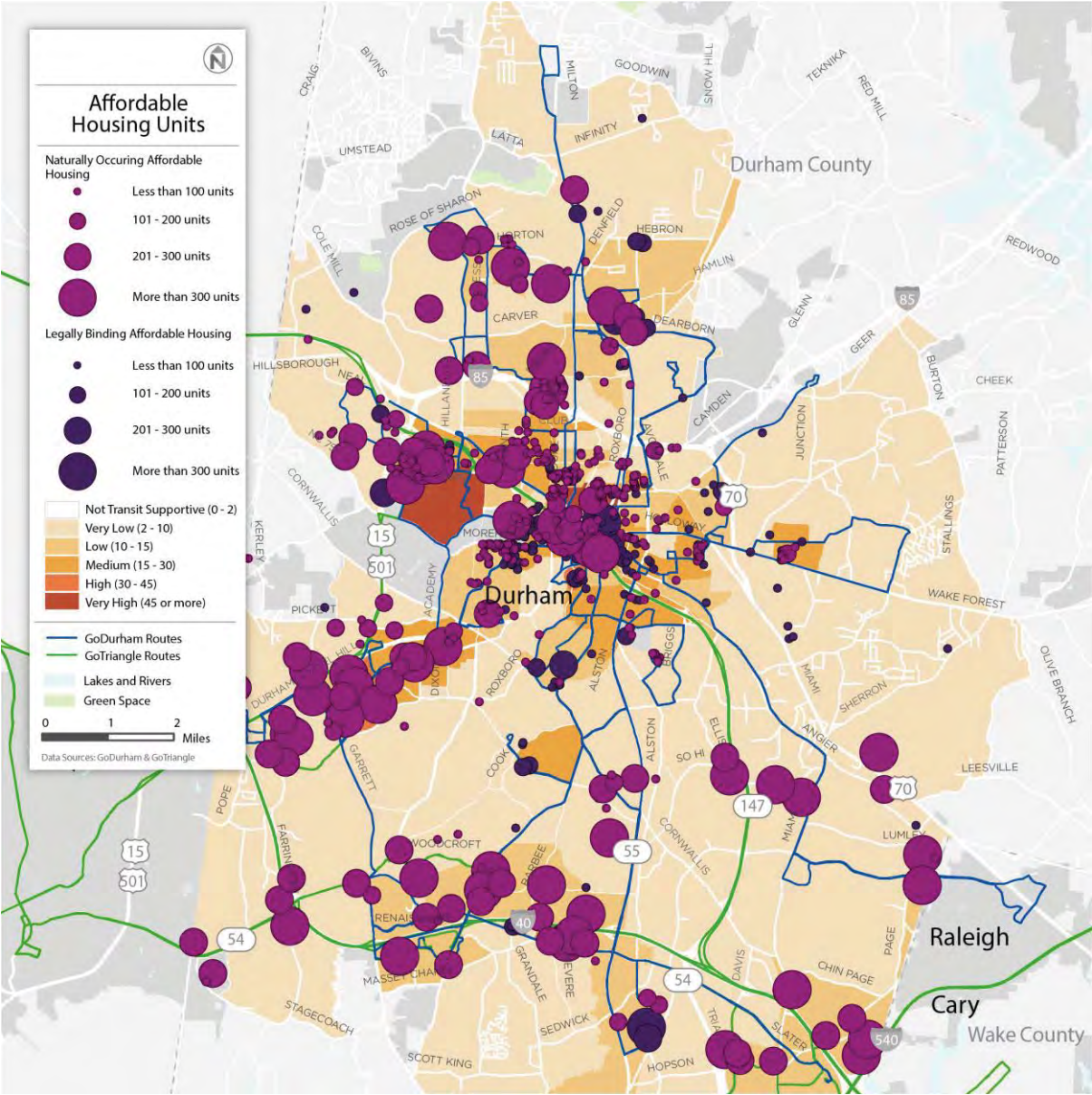
Planning Effort	Stage
Orange	Phase I - Goal and objective identification
Wake	Vision- Resource allocation & planning through 2030
CRT	Outreach and feasibility study
Comprehensive Plan	Concurrent public outreach



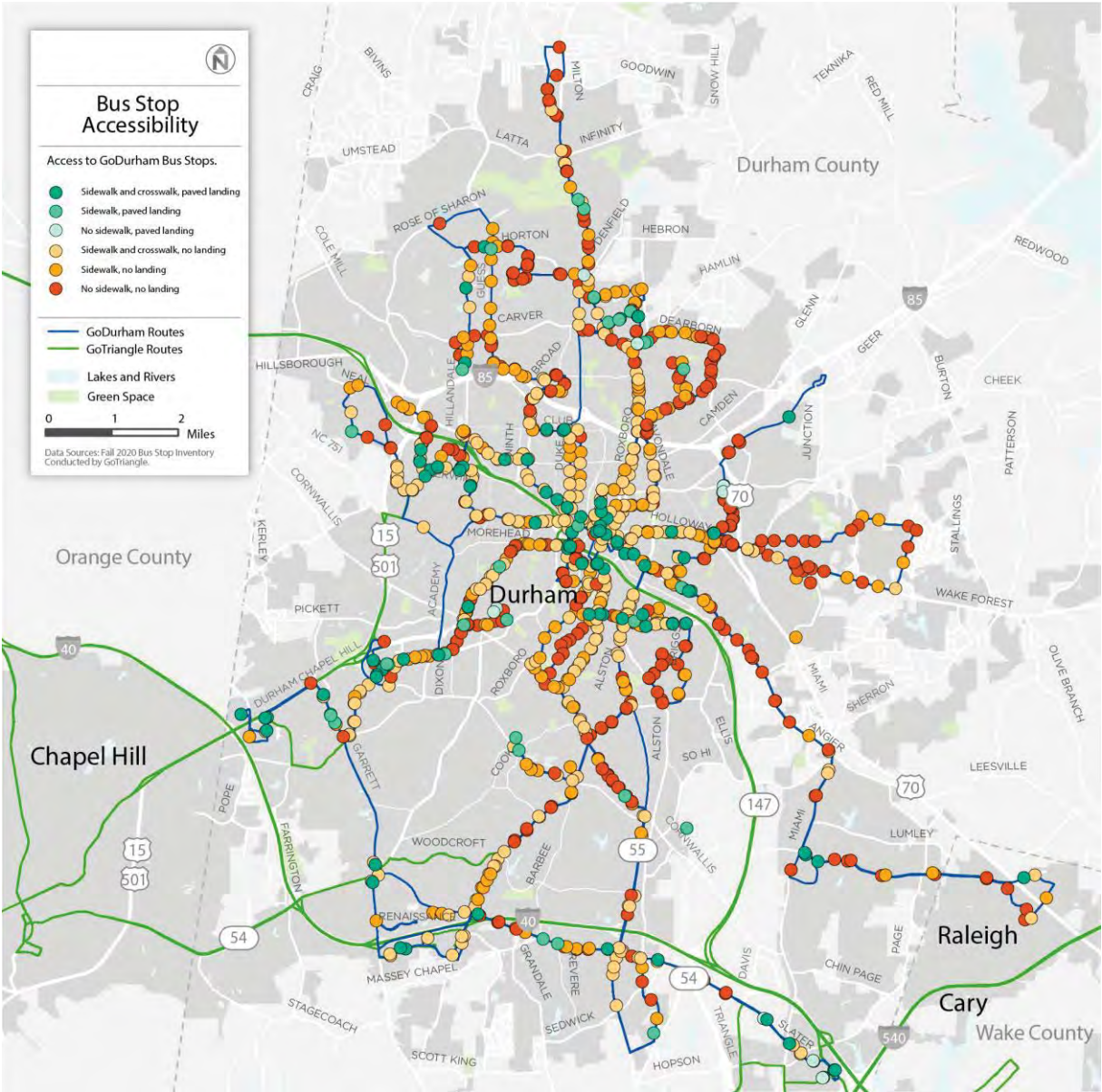




# Proximity to Affordable Housing



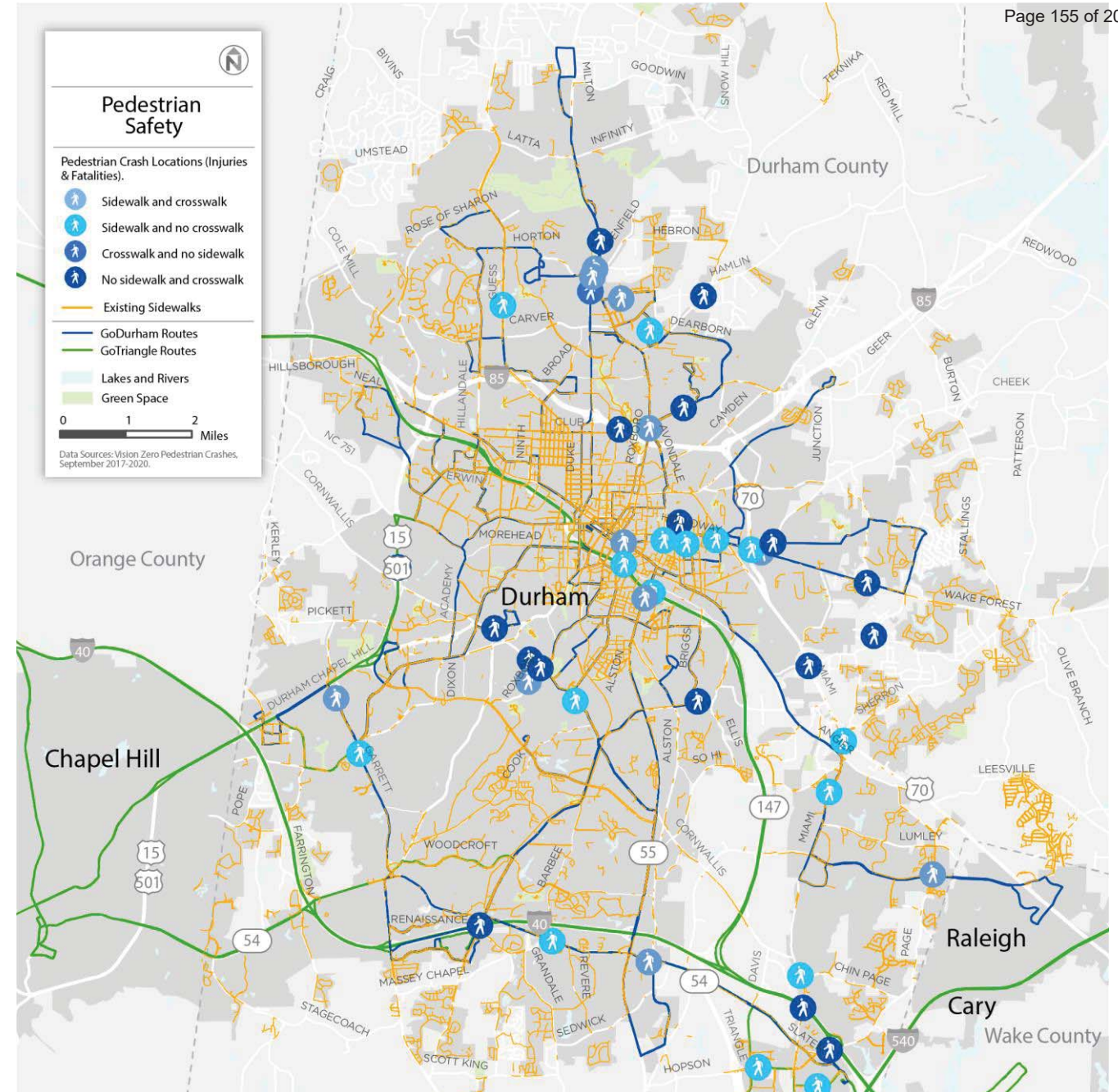
# Bus Stop Accessibility





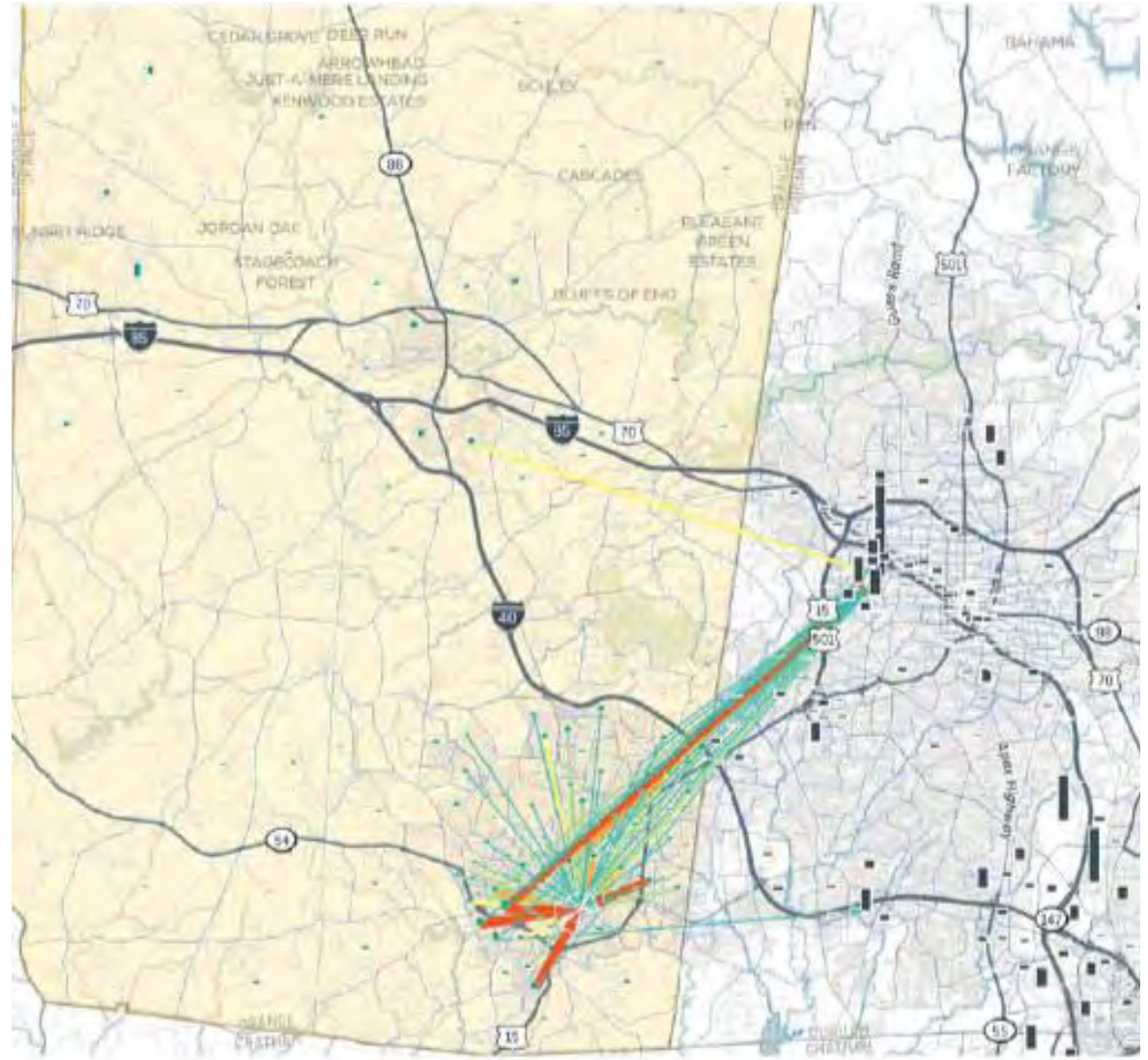
# Pedestrian Safety

- 47 crashes involving pedestrians 2017-2020
- Of those 34 were in proximity to bus lines/stops
- 23 of 34 pedestrian incidents near bus lines/stops lacked a crosswalk, sidewalk, or both
- Addressing pedestrian access to transit also addresses safety issues



# Regional Connections

- SPOT Submissions
- 15-501 Corridor Study
- GTCR Study
- Public Input
- OC Regional Connections Opportunities Report



## Next Steps



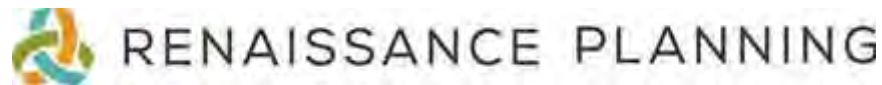




# Durham Transit Plan – Project Timeline







January 27, 2021

**To:** GoTriangle Board

**From:** Caroline Dwyer, AICP, Project Manager, Renaissance Planning

**Re:** Update on Orange County Transit Plan

## Background

With the discontinuation of the Durham-Orange Light Rail Transit (D-O LRT) project, a new Orange County Transit Plan is necessary to determine the priorities and projects that are most important and beneficial to Orange County and its constituent municipalities. In early 2020, Renaissance Planning was selected as the lead consultant to spearhead the effort of drafting a new Orange County Transit Plan. The project is organized into two main phases. Phase 1 introduces key transit planning concepts and frames choices in terms of easy-to-understand values to generate alternative conceptual transit scenarios. Phase 2 identifies proposed projects, prioritization criteria, and available revenues to produce implementation recommendations through 2040. The project team is currently transitioning from Phase 1 tasks to Phase 2 tasks (see image).

Tasks by Phase		
Phase 1	T1	PSC Coordination
	T2	Transit Choices Brochure
	T2	Regional Connections Opportunities Report
	T3	Engagement Preparations
	T3	Engagement Wave 1
	T4	Conceptual Scenario Development
Phase 2	T5	Identify projects
	T5	Prioritization process development
	T5	Preferred Scenario
	T6	Engagement wave 2 prep
	T6	Engagement Wave 2
	T7	Revenue forecasting
	T7	Implementation Plan
	T8	Final Report

## Progress Summary

Several key project milestones have been met, including:

- Five (5) meetings with the Policy Steering Committee
- Project website launched: [www.octransit2020.com](http://www.octransit2020.com)
- [Public Engagement Plan](#) (PIP) completed
- [Transit Choices Brochure](#) was completed
- A review draft of the Regional Connections Opportunities was completed.
- A first round of public engagement was conducted from September 2020 to October 2020:



- A print and online [public survey](#) received 215 responses
- Approximately 60 individuals participated in a virtual [Transit Summit](#) on October 1, 2020.

Public engagement for the next phase of the transit plan is expected to begin in late January. This phase of engagement will focus on receiving feedback on the conceptual transit service scenarios being developed from the first round of public engagement in the fall of 2020.

### **Issues and Analysis**

The team of consultants and staff developing the Orange County Transit Plan have every intention of planning and executing an equitable approach to community outreach and engagement. Issues related to COVID-19 make it difficult to reach certain populations. The Orange County Transit Plan team is committed to reaching all communities and the public engagement plan can be modified as our efforts to do this evolve.

# PROJECT UPDATE

January 27, 2021



# PHASED APPROACH

Tasks by Phase		
Phase 1	T1	PSC Coordination
	T2	Transit Choices Brochure
	T2	Regional Connections Opportunities Report
	T3	Engagement Preparations
	T3	Engagement Wave 1
Phase 2	T4	Conceptual Scenario Development
	T5	Identify projects
	T5	Prioritization process development
	T5	Preferred Scenario
	T6	Engagement wave 2 prep
	T6	Engagement Wave 2
	T7	Revenue forecasting
	T7	Implementation Plan
	T8	Final Report

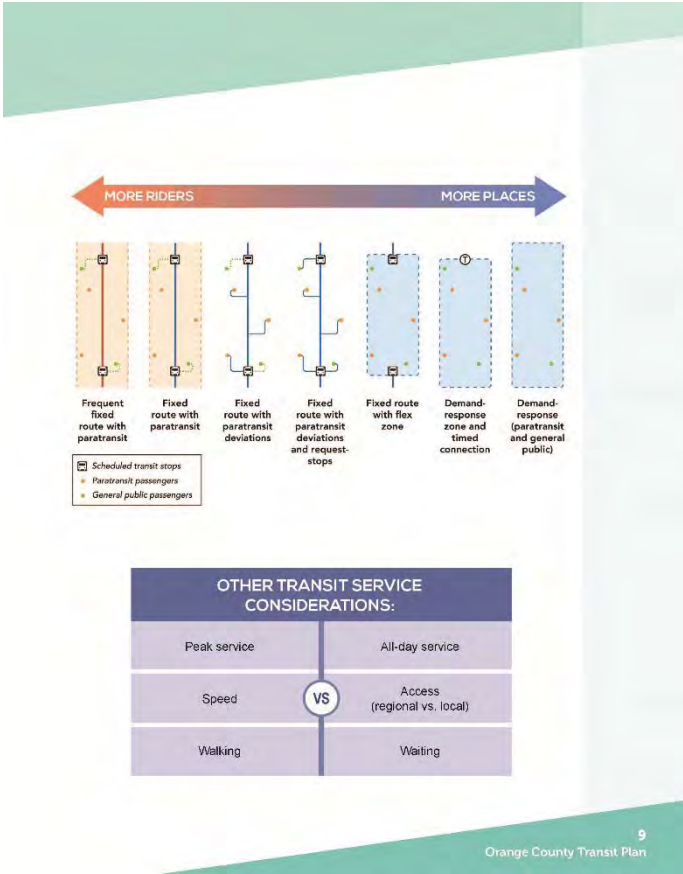
**PHASE 1** Introduces key transit planning concepts and frames choices in terms of easy-to-understand values to generate alternative conceptual transit scenarios

**PHASE 2** Identifies proposed projects, prioritization criteria, and available revenues to produce implementation recommendations through 2040.

# PROGRESS

- Task 2
  - Complete – Transit Choices Brochure and Regional Connections Opportunities report are available on the project website.
- Task 3:
  - Public survey – complete
  - Transit Summit – complete
  - Full survey findings and a recording of the Transit Summit are available on the project website.

# TRANSIT CHOICES BROCHURE





# REGIONAL CONNECTIONS OPPORTUNITIES REPORT

- Introduction
- Context and Project Area Description
- Current Transit System Performance
- Transit Trends
- Regional Travel Markets And Need
- Emerging Transportation Technologies
- Anticipating/Responding To The Impacts Of The Pandemic
- Public Survey
- Conclusion: Opportunities For Service Enhancements



# RCO: SELECTED OPPORTUNITIES

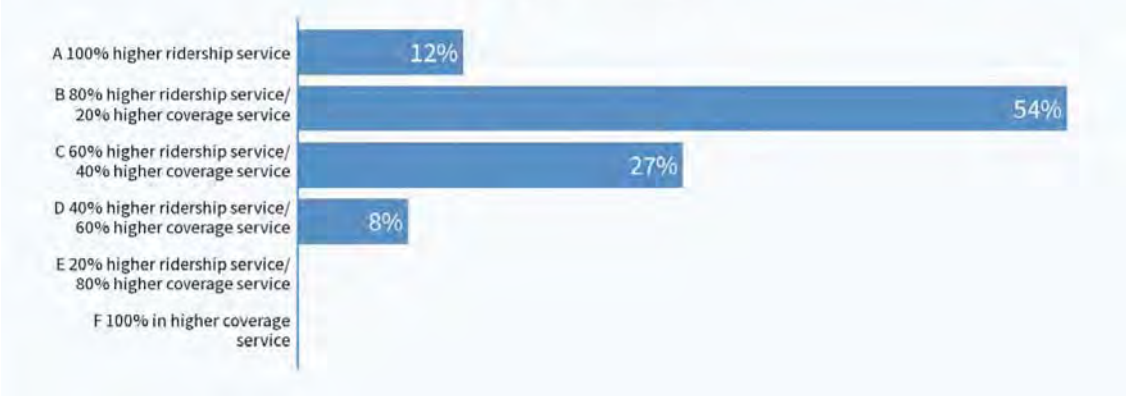
- Gaps between transit- and auto-trip-making potential are greatest for regional connections (Hillsborough/Efland to Duke Hospital; Efland to Chapel Hill/Carrboro; Hillsborough to RTP; and Chapel Hill to RTP; GoTriangle's express bus services are the most likely to serve these trip-making opportunities in the near term).
- Opportunities to enhance transit competitiveness in northeastern Chatham County, southeastern Durham County, and Efland; network components in southeast Durham County present the best opportunity for implementing enhanced transit service to Chapel Hill (as compared to northeastern Chatham which is characterized by circuitous networks off the primary road network).
- 15/501 is the longest corridor in the area with relatively high-density and linearity and relatively consistent development with key anchors at both ends (UNC and Duke campuses); despite some challenges (poor walkability conditions; regional fare-based service competing against free, local service) this is the ripest inter-county corridor for high-frequency, high-capacity transit service.
- Long-term, US 70 corridor from Mebane to Hillsborough/ Hillsborough to Durham could develop into a key regional corridor; current low-density development patterns within eastern Orange County limit the potential for high ridership transit to succeed in this corridor today.

# TRANSIT SUMMIT #1

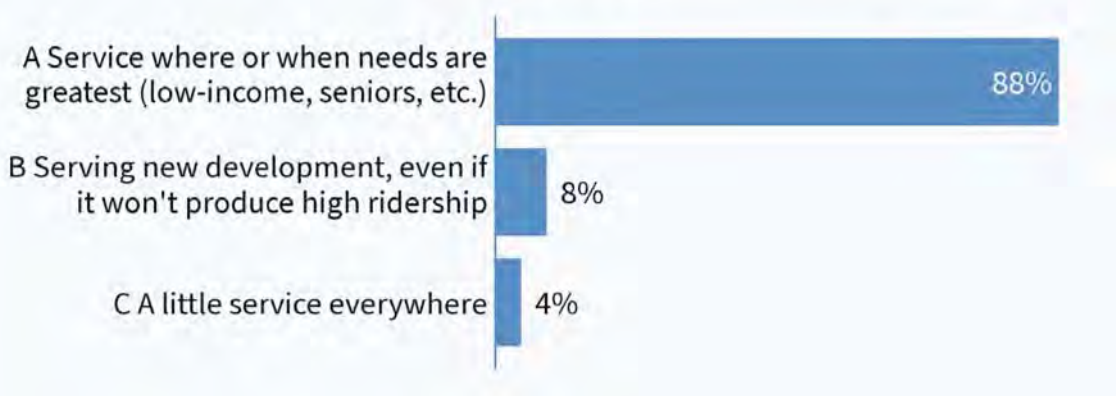
- **October 1, 2020; 5-8 PM**
- **Format:** Zoom; participants pre-registered; simultaneous translation
- **Summary:**
  - 90 registrants, 58 unique viewers
  - Majority transportation/planning professionals
  - Meeting recording can be viewed on project website
  - Lots of Q&A
  - Live polling
- **Goal for phase 2 engagement** – more feedback from general public and current/potential transit riders

# FEEDBACK: KEY QUESTIONS

## Ridership vs. Coverage: How should Orange County balance its investment?

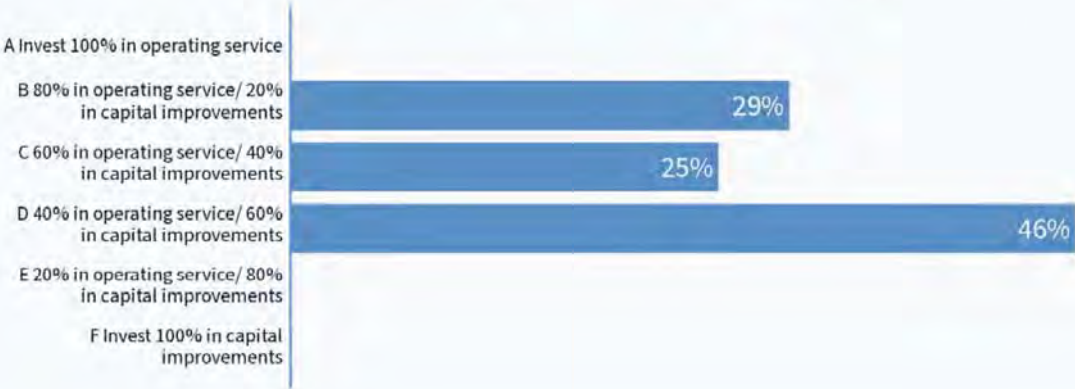


## Coverage Priorities: When we deploy coverage service, is the priority...

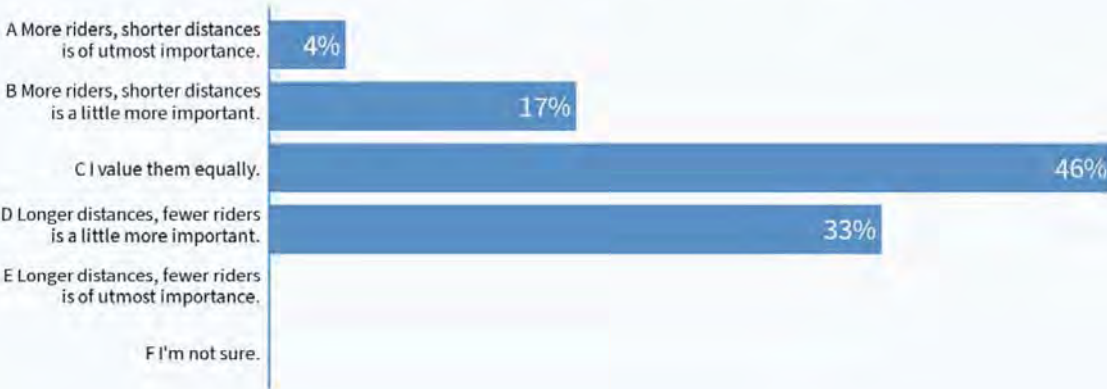


# FEEDBACK

## Operating vs. capital: How should Orange County balance investments in capital and operating?



## Which is more important to you: the number of lives touched, or the distances traveled?



# SURVEY: HIGHLIGHTS

- Lots of great info – full findings will be available on the project website soon.
  - 215 respondents: 93% live and/or work in Orange County; 62% currently ride transit
  - 40% would like service balanced between higher frequency and higher coverage service, even if it means less service overall
  - 19% would like more frequent service
  - 15% would like more coverage;
  - 17% have no preference
  - 9% responded “other” including investing in on-demand and AV/CV technology, redirecting transit funding to other priorities, and “whatever will increase ridership.”

# SURVEY: HIGHLIGHTS

- Respondents would like to see:
  - Saturday/weekend service (most common response)
  - Longer service hours
  - More frequent service
  - More amenities at stops (benches, shelters, lighting)
  - More accessible information about routes, arrival times,
- Service will need to be balanced because respondents want:
  - More coverage but others want less coverage (and more frequent service)
  - And some want more stops, but others want faster routes

# NEXT STEPS (JANUARY-MARCH)

## Task 4:

- Use findings from RCO, survey, Transit Summit plus financial assumptions and revenue forecasts to develop frameworks for conceptual scenarios

## Task 5:

- Identify/confirm and prioritize projects for inclusion in Transit Plan update

## Task 6:

- Prepare for and facilitate second Transit Summit (late March 2021)



# WEBSITE



[www.octransit2020.com](http://www.octransit2020.com)



Connecting all points of the Triangle

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** Richard Major, Director of Capital Development  
**DATE:** January 15, 2021  
**SUBJECT:** Authorization to Execute Contract to Construct 17 GoDurham Bus Stops

### Strategic Objective or Initiative Supported

2.4 Ensure an attractive and accessible transit environment

### Action Requested

Staff requests that the Board of Trustees authorize the CEO and President to award and execute a contract with DBE certified general contractor, Whitley Contracting Inc., for construction, installation of bus stop amenities, and other related bus stop improvements at seventeen (17) GoDurham bus stop locations in the amount of **\$387,341.50**. Staff also requests authorization of a total contract budget of \$426,076.50 in order to include \$38,735 for project contingency.

### Background and Purpose

The adopted Durham County FY21 work plan includes funding for GoTriangle to contract for construction of 50 bus stop improvements on the GoDurham system. Sixteen bus stops are currently being constructed under a separate contract, awarded in November 2020. This contract is for construction of a second package of bus stop improvements at 17 GoDurham bus stops.

The Invitation for Bids (IFB), released on December 14, 2020, included notifications to over 30 certified DBE contractors. The IFB closed on January 8, 2021, and GoTriangle received two responsive and responsible bids as listed below:

1. **Whitley Contracting Inc. (DBE)**      **\$387,341.50**
2. Browe Construction Co. Inc. (DBE)      \$399,812.00

### Financial Impact

The adopted FY21 Durham County Transit work plan includes \$2,500,000 for design, construction, real estate, and purchase of amenities for GoDurham bus stop projects over a multi-year period.

### Attachments

None

### Staff Contact

- Richard Major, (919) 485-7483, [rmajor@gotriangle.org](mailto:rmajor@gotriangle.org)
- Katharine Eggleston, (919) 485-7564, [keggleston@gotriangle.org](mailto:keggleston@gotriangle.org)

PO Box 13787  
 Research Triangle Park, NC 27709  
 P: 919.485.7510 | F: 919.485.7547

[www.gotriangle.org](http://www.gotriangle.org)





Connecting all points of the Triangle

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** Service Planning, Capital Development  
**DATE:** January 10, 2021  
**SUBJECT:** Routes 300 and 305 weekday routing change

### Strategic Objective Supported

The item supports the following *objectives* from the Strategic Plan:

- 1.2 Pursue service improvements and expansion opportunities
- 2.2 Deliver reliable service

### Action Requested

Staff requests that the Board approve the rerouting of routes 300 and 305 during weekdays and the removal of the Morgan St. at McDowell St. and E. Morgan St. at S. Wilmington St. stops from routes 300 and 305 to improve on-time performance.

### Background and Purpose

Routes 300 and 305 currently utilize Morgan St and Blount St in their approach to GoRaleigh Station. There are two bus stops on Morgan St that provide walk access to the State Government complex, but ridership is low (4 boardings and 6 alightings per day). Planning staff has received complaints from operators that the current alignment causes them to arrive late to GoRaleigh Station. On time performance reports show on-time arrivals at 89% and on-time departures for the next trip at 92%. However, these on-time performance numbers do not take into account the fact that traffic is currently light due to the pandemic. Due to the fact that we expect traffic patterns to slowly return to their pre-pandemic levels, reliability in the long-term could improve with a streamlined alignment.

Staff proposes a minor route re-alignment that shortens the route as it approaches GoRaleigh Station to improve on-time performance.

If approved, the change would be effective starting January 31, 2021.



### Financial Impact

There is no financial impact resulting from the proposed change.

### Attachments

- Attachment A provides more detail on the proposed service change.

### Staff Contact

- Andrea Neri, 919-485-7592, [aneri@gotriangle.org](mailto:aneri@gotriangle.org)





## Routes 300 and 305 weekday routing change

**Event:** Routes 300 and 305 will be rerouted in downtown Raleigh (inbound only)

**Begins:** January 31, 2021

**Ends:** Permanent

**Applies:** Weekdays only. In the weekend the routing will remain unchanged.

**Explanation:** Routes 300 and 305 will be rerouted to improve the on-time performance.

**Stops Removed:** 2 (still served by GoRaleigh routes)

Morgan St at McDowell St (#9704)

E Morgan St at S Wilmington St (#8187)

**Stops Added:** None

**Additional Notes:** Refer to map and turn-by-turn below

**Author:** Andrea Neri – Service Planning  
**Contact:** [aneri@gotriangle.org](mailto:aneri@gotriangle.org) / 919-485-7592  
**Issued:** Thursday, January 12, 2021

**FIRST VERSION**

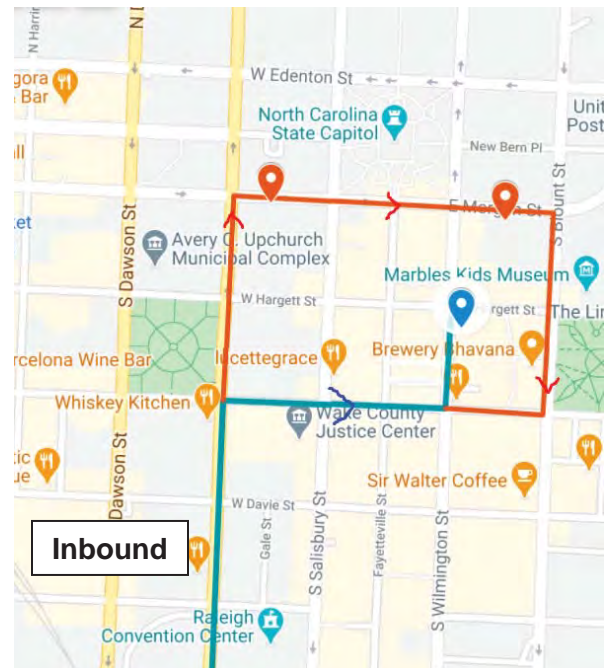
Page 1/2

## Routes 300 and 305 weekday routing change

### Route 300 and 305 – Inbound

Detour begins on S McDowell St

- R - Martin St
- L – Wilmington St
- Resume regular route



300 - 305 downtown Raleigh rerouting

All changes saved in Drive

Add layer Share Preview

☒ Inbound routing and stops

Individual styles

New routing

Current routing

Morgan St at McDowell St (#...

E Morgan St at S Wilmington...

Wilmington St at Hargett St (...)



# Contract Work Orders – December 2020 ( < \$100K)

Contract #	Contractor (or subject if no contractor listed)	Contract Amount	Subject	Comments	General Counsel (Shelley Curran) Date Executed	President & CEO (Charles Lattuca) Date Executed
18-023	CAMPO / Town of Cary	\$0.00	Amendment Number Two to Special Capital Funding Agreement	The Town will be designing and ultimately constructing a new bus operations and maintenance facility to replace an existing leased space the Town's contractor uses for the same purpose. The facility will be used for GoCary vehicle storage and maintenance.	12/02/20	12/02/20
20-058	CAMPO / Town of Morrisville	\$0.00	Special Capital Funding Agreement for Bus Infrastructure Community Funding Area Program	This Agreement provides for Special Capital Funding Agreement for Bus Infrastructure Community Funding Area Program with CAMPO and the Town of Morrisville. The budget is outlined in Exhibit A. The term of this Agreement shall be from the Effective Date until September 30, 2023.	12/02/20	12/03/20
20-055	CAMPO / City of Raleigh	\$0.00	Special Capital Funding Agreement-Capital Planning	This Agreement provides for Special Capital Funding Agreement-Capital Planning with CAMPO and The City of Raleigh The budget is outlined in Exhibit A. The term of this Agreement shall be from the Effective Date until September 30, 2023.	12/03/20	12/03/20
19-090	Ward and Smith Business Consulting, LLC	\$0.00	Amendment Two for Consultant Services	This Amendment Two with Ward and Smith Business Consulting, LLC provides for an extension from September 2020 to May 15, 2021.	12/06/20	12/07/20
20-107	Research Triangle Foundation of North Carolina	\$50,000.00	Reimbursement Agreement for Bus Stop Improvement	This Agreement provides for a Reimbursement Agreement for Bus Stop Improvement with the Research Triangle Foundation (RTF). The allowable cost shall not exceed \$50,000. RTF shall deliver the completed Project in accordance with the plans and specifications set forth in Exhibit A on or before December 31, 2021.	12/08/20	12/09/20
20-056	CAMPO / Wake County	\$0.00	Special Capital Funding Agreement-Capital Planning	This Agreement provides for Special Capital Funding Agreement-Capital Planning with CAMPO and Wake County. The budget is outlined in Exhibit A. The term of this Agreement shall be from the Effective Date until September 30, 2023.	12/08/20	12/10/20
18-041E	Kimley-Horn and Associates, Inc.	\$0.00	Amendment Three to Task Orders One and Two	This Amendment Three to Task Orders 1 and 2 with Kimley-Horn Associates, Inc. extends the expiration date to April 30, 2021.	12/11/20	12/14/20
17-068	Campbell University	\$0.00	Amendment One-GoPass	This Amendment One GoPass Agreement with Campbell University, provides for an extension of the expiration date from June 30, 2020 and shall expire on June 30, 2023.	12/17/20	12/17/20



# Contract Work Orders – December 2020 ( < \$100K)

Contract #	Contractor (or subject if no contractor listed)	Contract Amount	Subject	Comments	General Counsel (Shelley Curran) Date Executed	President & CEO (Charles Lattuca) Date Executed
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20-022	Lanier Construction Co., Inc.	\$10,453.38	Change Order Number One	This Change Order No. 1 provides for an increase in the project amount of 10,453.38 with Lanier Construction Co., Inc.	12/21/20	12/21/20
18-041F	Ramey Kemp and Associates	\$83,844.00	Task Order Number Eight RKA Professional Services	This Task Order No. 8 provides for Professional Services of design and construction drawings of Nine Bus Stops. This is a cost reimbursement agreement not to exceed the amount of \$83,844. The term of this agreement is for 32 weeks from Notice to Proceed (NTP).	12/21/20	12/21/20
20-110	Triangle J Council of Governments (TJCOG)	\$0.00	TDM Grant Award Letter	The North Carolina Department of Transportation, Capital Area Metropolitan Planning Organization, Durham- Chapel Hill- Carrboro Metropolitan Planning Organization and Triangle J Council of Governments (TJCOG) have approved a total budget of \$874,420.92 for GoTriangle Triangle TDM program activities.	12/21/20	12/21/20
20-109	City of Raleigh	\$0.00	GoPass Agreement	This Agreement provides for the GoPass Agreement with the City of Raleigh. The City of Raleigh Agrees to pay GoTriangle fifty-five (55%) of the full fare for each recorded boarding of a passenger with a valid pass issued under this Agreement. The term of this agreement is from execution through June 30, 2023. The period of performance begins July 1, 2020.	12/21/20	12/23/20
19-075	Uber	\$32,000.00	Uber Pilot Program Six Month Extension	This agreement provides for the Uber Pilot Program to be extended for six months. The current Agreement is set to expire January 31, 2021. The new expiration shall be July 31, 2021. The amount is based off of Vouchers issued.	12/22/20	12/23/20
17-043	CAMPO / Town of Cary	\$0.00	Amendment One to General Capital Agreement for Bus Infrastructure	Design and construction for system-wide bus stop improvements in accordance with Americans with Disabilities Act (ADA) standards.	12/28/20	12/28/20
18-093	CAMPO / City of Raleigh	\$0.00	Amendment One Special Funding Agreement	This Agreement is for Amendment One Special Funding Agreement with CAMPO and the City of Raleigh. The budget is outlined in Exhibit A. The term of this Agreement shall be from the Effective Date until December 31, 2021.	12/28/20	12/28/20
20-088	CAMPO	\$0.00	Special Capital Funding Agreement Property Acquisition	This Agreement is for Special Capital Funding Agreement Property Acquisition with CAMPO. The budget is outlined in Exhibit A. The term of this Agreement shall be from the Effective Date until June 30, 2024	12/28/20	12/28/20

# Contract Work Orders – December 2020 ( < \$100K)

Contract #	Contractor (or subject if no contractor listed)	Contract Amount	Subject	Comments	General Counsel (Shelley Curran) Date Executed	President & CEO (Charles Lattuca) Date Executed
20-052	CAMPO / City of Raleigh / Town of Cary	\$0.00	Special Operating Youth GoPass	This Agreement is for Special Operating Agreement for Youth GoPass with the City of Raleigh, the Town of Cary and CAMPO. The budget is outlined in Exhibit A. The term of this Agreement shall be from the Effective Date until September 30, 2021.	12/28/20	12/28/20
20-059	CAMPO / City of Raleigh / Town of Cary	\$0.00	Special Operating Agreement Web Hosting and Maintenance of Fare	This Agreement is for Special Operating Agreement Web Hosting and Maintenance of Fare with the City of Raleigh, the Town of Cary and CAMPO. The budget is outlined in Exhibit A. The term of this Agreement shall be from the Effective Date until September 30, 2021.	12/28/20	12/28/20
17-044	City of Raleigh	\$0.00	Amendment One to General Capital Agreement for Bus Infrastructure-Bus Shelters	This Amendment One provides for General Capital Agreement for Bus Infrastructure-Bus Shelters with the City of Raleigh. The budget is outlined in Exhibit A. The term of this Agreement shall be from the Effective Date until December 31, 2021.	12/28/20	12/28/20
19-088	CAMPO	\$0.00	Amendment Two to Special Operating Agreement	This Amendment Two is for Special Operating Agreement with the CAMPO. The budget is outlined in Exhibit A. The term of this Agreement shall be from the Effective Date until December 31, 2021.	12/28/20	12/28/20
18-023	CAMPO / Town of Cary	\$0.00	Amendment Two to Special Capital Funding Agreement	This Amendment Two provides for Special Capital Funding Agreement with CAMPO and the Town of Cary. The budget is outlined in Exhibit A. The term of this Agreement shall be from the Effective Date until December 31, 2021.	12/28/20	12/28/20
17-043	CAMPO / Town of Cary	\$0.00	Amendment One to General Capital Agreement for Bus Infrastructure	This Amendment One provides for General Capital Agreement for Bus Infrastructure with CAMPO and The Town of Cary. The budget is outlined in Exhibit A. The term of this Agreement shall be from the Effective Date until December 31, 2021.	12/28/20	12/28/20
20-073	Perkins + Will	\$39,239.00	Limited Notice to Proceed (LNTTP)	This Agreement provides for a Limited Notice to Proceed for the Durham Station Improvements Project and to begin initial background effort prior to issuance of the full Notice to Proceed. The amount shall not exceed \$39,239. The term of this Agreement shall be for a maximum of fourteen (14) calendar days commencing on January 4, 2021.	12/31/20	Open

## Sole Source Purchases – December 2020 (Purchase Order Authorizations > \$30K)

PO#	Contractor (or subject if no contractor listed)	Amount	Subject	Description	General Counsel (Shelley Curran) Date Executed	President & CEO (Charles Lattuca) Date Executed
419-1	Stertil-Koni USA, Inc.	\$37,624.00	Purchase Bus Lift	Purchase four wireless, battery-powered mobile column lifts.	12/08/20	12/08/20
429-1	SHI International Corp.	\$44,996.83	ERP License Renewal	ERP License Renewal.	12/17/20	12/17/20

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** Sylvester Goodwin, Director of EEO/DBE  
**DATE:** January 8, 2021  
**SUBJECT:** EEO Workforce Analysis for Quarter Ending December 31, 2020

The EEO Workforce Report is attached for your review and consideration. It represents a composite view of GoTriangle's recruitment, hiring, promotions and separations for the quarter ending December 31, 2020.

Total Staff					
Year	Quarter	Total Staff	New Hires	Term/Resign	Turnover %
2020	Oct - Dec (4th)	282	9	24	8.5%

Total staff turnover for the 4th quarter ended at 8.5%, up from 3.5% in the previous quarter.

Bus Operators					
Year	Quarter	Total Operators	New Hires	Term/Resign	Turnover %
2020	Oct - Dec (4th)	128	3	17	13.2%

Bus Operator turnover for the 4th quarter ended at 13.2%, increasing from 5.8% in the previous quarter.

### Separations

Total staff turnover totaled 24 employees (21 voluntary, 3 involuntary):

- Hisp/Latino females – 2
- Black females – 5
- Black males - 14
- Hisp/Latino male – 1
- white males - 2

## Promotions

There was one promotion during the quarter:

- white female - 1

## New Hires

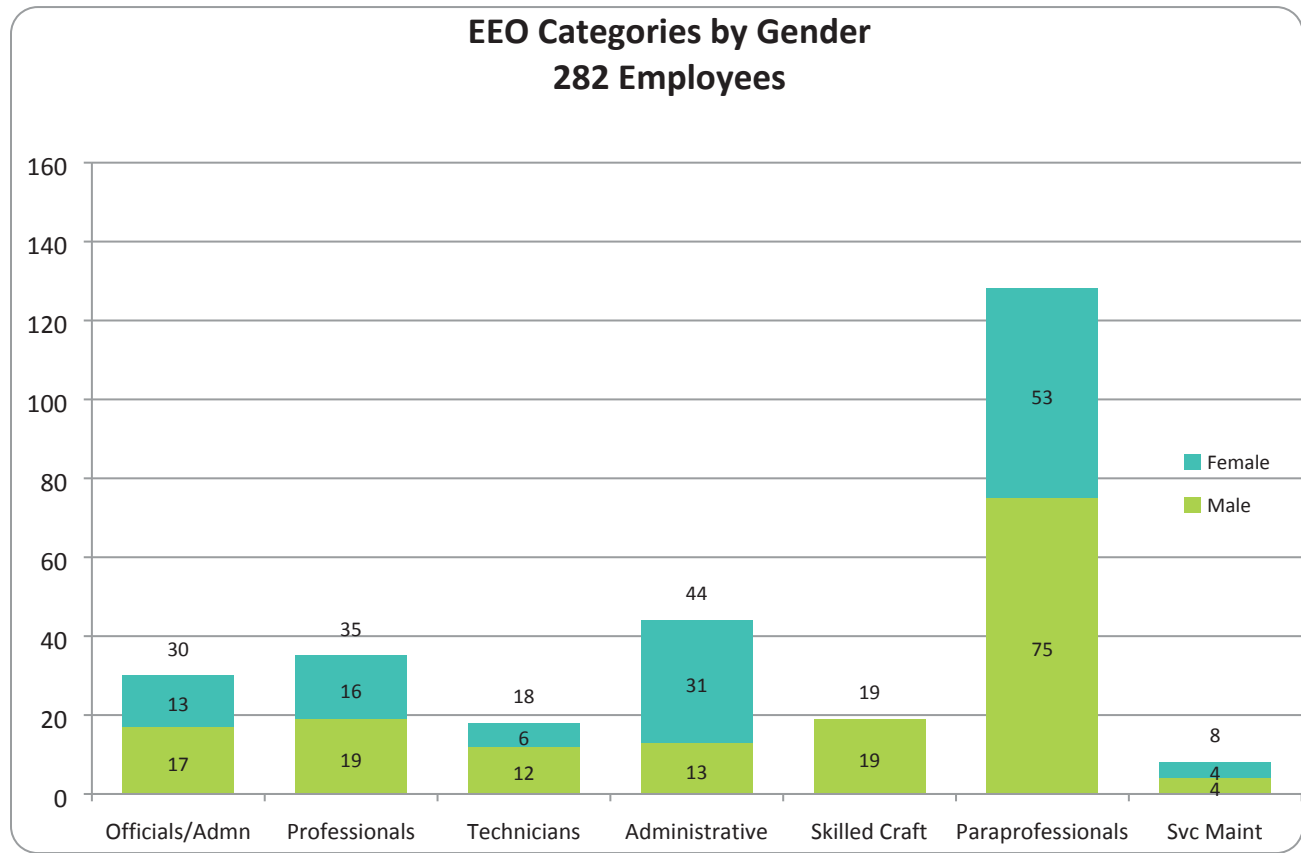
There were 9 new hires during the quarter:

- Black females - 5
- Black males - 3
- Hisp/Latino female - 1

<b>Diversity of Applicants, New Hires, Separations &amp; Promotions</b>				
<b>Race</b>	<b>Applicants</b>	<b>New Hires</b>	<b>Separations</b>	<b>Promotions</b>
African American	224	8	19	0
AI/AN	0	0	0	0
Asian	1	0	0	0
Hispanic/Latino	13	1	3	0
Multi-Racial	13	0	0	0
NH/PI	1	0	0	0
White	52	0	2	1
Unknown	16	0	0	0
<b>Total</b>	<b>320</b>	<b>9</b>	<b>24</b>	<b>1</b>

<b>Composition of Workforce</b>		
<b>Total Workforce</b>	<b>282</b>	<b>100%</b>
Male	159	56%
Female	123	44%
<b>Race/Ethnicity</b>		
African American	196	69%
American Indian/Alaska Native	0	0%
Asian	3	1%
Hispanic/Latino	17	6%
Multi-Racial	1	1%
NHOPI (Native Hawaiian/Pac Island)	0	0%
White	65	23%
<b>Total</b>	<b>282</b>	<b>100%</b>





Workforce - EEO Categories											
EEO Category	BF	WF	BM	WM	HL/M	HL/F	AS/F	AS/M	Multi/F	Multi/M	Total
Officials/Admi	5	8	10	6	1	0	0	0	0	0	30
Professionals	7	7	6	12	0	0	1	1	1	0	35
Technicians	5	0	9	3	0	1	0	0	0	0	18
Administrative	18	10	5	6	2	3	0	0	0	0	44
Skilled Craft	0	0	10	4	4	0	0	1	0	0	19
Paraprofessionals	52	1	64	8	3	0	0	0	0	0	128
Svc Maintenance	3	0	2	0	2	1	0	0	0	0	8
<b>Total</b>	<b>90</b>	<b>26</b>	<b>106</b>	<b>39</b>	<b>12</b>	<b>5</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>282</b>

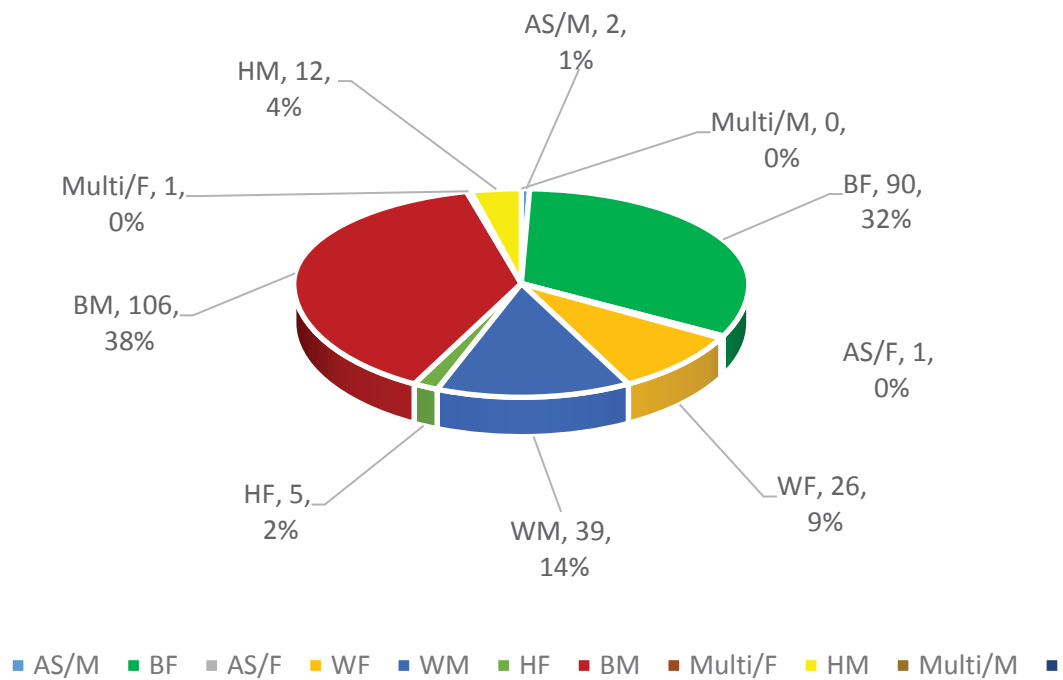
Officials/Admin - Females 43.3% of category – Minority Officials/Admin 53.3%



### Total Workforce/EEO Categories - Gender and Ethnicity

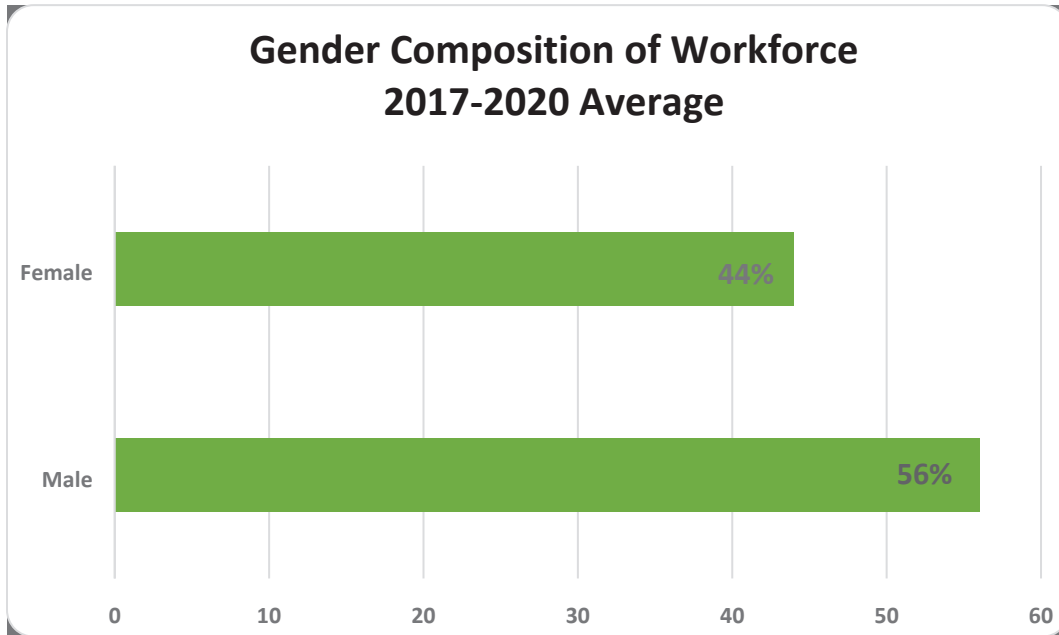
EEO Category	Male	Female	Total	African American	White	Hispanic Latino	Asian	AI/AN	Multi-Racial
Officials/Admin	17	13	30	15	14	1	0	0	0
Professionals	19	16	35	13	19	0	2	0	1
Technicians	12	6	18	14	3	1	0	0	0
Administrative	13	31	44	23	16	5	0	0	0
Skilled Craft	19	0	19	10	4	4	1	0	0
Paraprofessionals	75	53	128	116	9	3	0	0	0
Laborers	4	4	8	5	0	3	0	0	0
<b>Total</b>	<b>159</b>	<b>123</b>	<b>282</b>	<b>196</b>	<b>65</b>	<b>17</b>	<b>3</b>	<b>0</b>	<b>1</b>

### Race-Gender 282 Employees

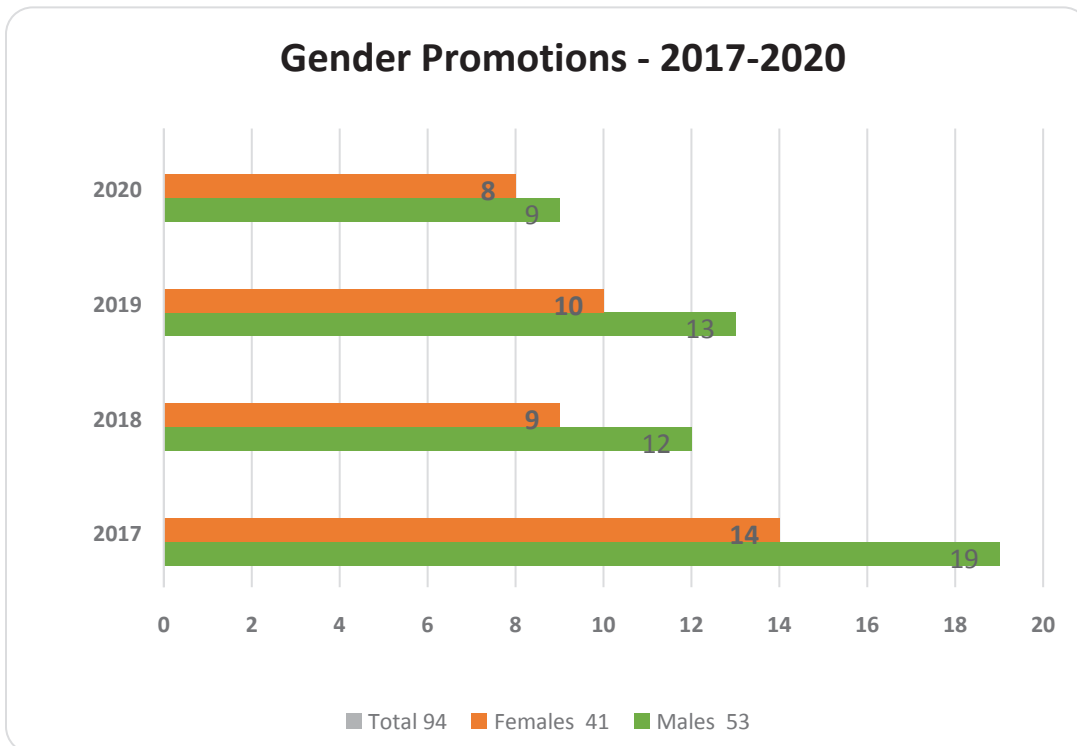


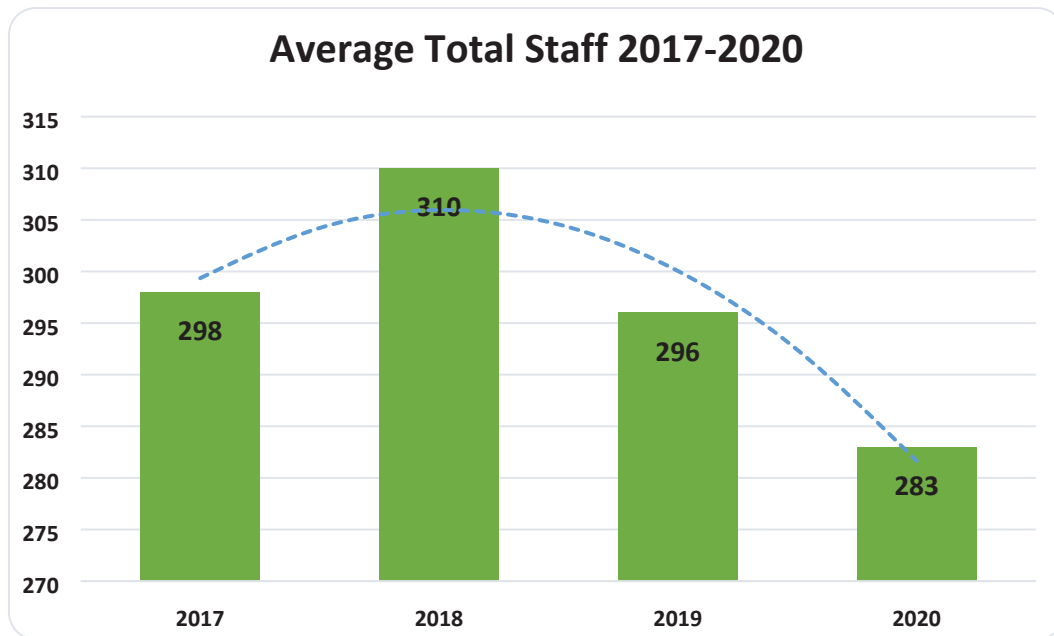


## EEO Data Trends

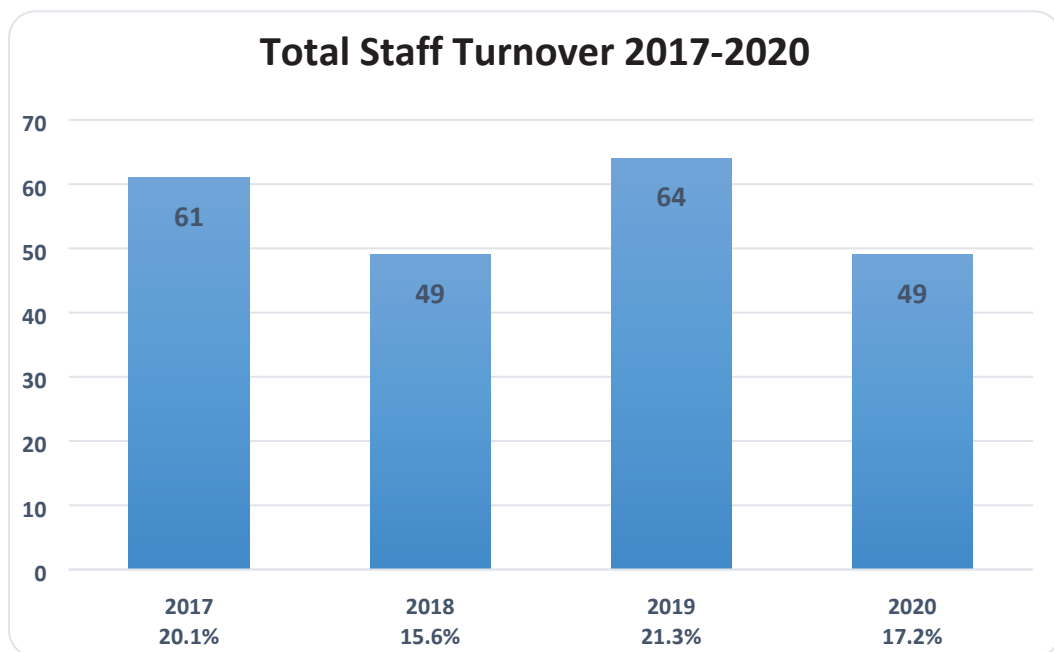


Women have consistently been well represented as part of GoTriangle's workforce





The staff decline in 2019, attributed to the discontinuation of the light-rail project.



#### Staff Contact

- Sylvester Goodwin, 919-485-7518, [sgoodwin@gotriangle.org](mailto:sgoodwin@gotriangle.org)



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## HR Board Report – January 2021

### NEW HIRES

Nathan A. Kemp – Public Engagement Specialist

### PROMOTIONS

Elisabeth Raskopf – Public Engagement Specialist to Public Engagement Supervisor

### SERVICE AWARDS

30 Year:

- Laurie Barrett

10 Year:

- Gwendolyn Vick
- Ronald Nolan
- Mary Simpson

### RECRUITING

Building Custodian

Bus Operator I

Senior Financial Analyst

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** Planning and Capital Development  
**DATE:** January 13, 2021  
**SUBJECT:** Capital Projects Status Report

### Strategic Objective or Initiative Supported

2.4 Ensure an attractive and accessible transit environment

### Action Requested

None

### Background and Purpose

The Wake, Durham, and Orange transit plans and the GoTriangle Capital Improvement Program include funds to support planning, development, and delivery of transit capital infrastructure projects ranging from bus stop amenities to commuter rail infrastructure. This report includes a brief snapshot of the status, upcoming activities, and notable risks to on-time/on-budget delivery for active capital projects. The report is organized into the following sections:

- Bus Passenger Facilities
- Bus Operations and Maintenance Facilities
- Rail Transit Infrastructure Development

### Financial Impact

None

### Attachments

- None

### Staff Contact(s)

- Sharon Chavis, 919-482-3884, [schavis@gotriangle.org](mailto:schavis@gotriangle.org)
- Katharine Eggleston, 919-485-7564, [keggleston@gotriangle.org](mailto:keggleston@gotriangle.org)

This report is updated monthly. New/updated information from the previous month's report is shown in underlined green text.

## Bus Passenger Facilities

### Projects Under Construction

#### GoDurham Bus Stop Improvements FY19 (18DCI CD4)

Description – This project includes site selection, design, and construction of passenger amenities at 21 bus stops in the GoDurham system.

Status – Construction at 20 stops is substantially complete. The new Glenview Station bus stop went into service on September 7, and a ribbon-cutting ceremony took place on September 8.

Upcoming Activities – [A punch list of items at Glenview Station bus stop, including landscaping and street pavement painting, are scheduled for completion as weather permits. Also, construction procurement for the remaining bus stop improvement is scheduled to be completed in the coming months.](#)

#### GoDurham Bus Stop Improvements FY20 (20GOT CD2)

Description – This project includes site selection, design, and construction of passenger amenities at 50 bus stops in the GoDurham system for which design began in FY20.

Status – The City of Durham has approved construction drawings for 35 stops, with an additional 14 stops under review. [GoTriangle received delivery of 39 bus shelters and benches in late December 2020 and early January 2021, along with 60 trash receptacles. Construction of the first group of 16 bus stop improvements is underway, with three stops completed and returned to service \(Briggs Ave at Lawson St: East and West sides of Lawson St. adjacent to Durham Exchange Club and Ferguson; and NC-55 at Altson Ave across from North Carolina Central University\).](#) GoTriangle is requesting Board approval to award a contract for construction of a new group of 17 GoDurham bus stop improvements; [and GoTriangle has begun real estate acquisition activities for a subsequent group of stops.](#)

Upcoming Activities – Completion of design, plan, approval, right-of-way acquisition, and construction procurement for the remaining groups of stops is planned to continue through the remainder of the fiscal year.

### Projects in Design

#### Patterson Place Improvements (18GOT CD4)

Description – Nearly 200 riders per day board buses at the existing transfer point and park-and-ride at Patterson Place, which is served by GoTriangle route 400 and GoDurham routes 10 and 10A. This project includes new/additional concrete shelter pads and shelters on Witherspoon Boulevard and McFarland Drive in Patterson Place, landscaping improvements, and a curb-radius improvement to allow buses to turn right from southbound Witherspoon Boulevard onto westbound McFarland Drive to reduce bus travel time and serve additional future park-and-ride spaces.

Status – Owner reviewed and provided feedback on the pocket park concept plan. Construction drawings are being finalized for submittal to the City for approval.

Upcoming Activities – Pending construction drawing approval, GoTriangle will schedule necessary right-of-way acquisition activities. [Work continues, but no substantial changes to report.](#)

#### Hillsborough Park-and-Ride (18GOT CD8)

Description – This project includes site selection, real estate acquisition, design, and construction of a permanent park-and-ride for GoTriangle route ODX in Hillsborough. Park-and-ride utilization at the current leased lot for the ODX in Hillsborough is approximately 15 spaces per day. The original plan for the new lot included 35-50 spaces across two parcels of land; right-of-way for the full facility was acquired, however due to increased construction cost estimates, the scope was reduced to 31 spaces to allow for some growth in utilization while deferring full build-out to a future phase.

Status – The design is currently advancing through the plan approval process with Orange County. The design consultant is coordinating resolution of utility conflicts [and real estate resolutions](#). Staff and outside counsel have identified the need for additional real estate agreements related to use of property

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that had previously been identified as an existing undeveloped right-of-way within the site, and are currently coordinating with Orange county staff to evaluate the procedural steps and time required to resolve.

Upcoming Activities – Plan approval is expected within 60 days following resolution of the real estate issue. Orange County will schedule a Neighborhood Information Meeting when final plans are available, to inform neighbors of the upcoming construction project.

Schedule Risks – As noted above, a need for additional real estate agreements was identified during site plan review. Coordination with Orange County and NCDOT staff to resolve this is ongoing. The schedule for plan approval and turnover of the project to Orange County for construction is dependent on resolution of the real estate issue.

#### **GoTriangle Bus Stop Improvements in Orange County (18GOT CD12)**

Description – This project includes site selection, design, and construction of passenger amenities at up to 10 bus stops in the GoTriangle system within Orange County.

Status – Designs for four stops is complete and have been turned over to Orange County for permitting and construction; NCDOT approval for those stops is complete. [Procurement of professional services to design an additional six stops is underway.](#)

Upcoming Activities – GoTriangle expects to complete design for six stops in the coming months.

#### **GoTriangle Bus Stop Improvements In Wake County (TC002-L/M/Y)**

Description – The Wake Transit Plan includes funding for improvements at existing and new GoTriangle bus stops throughout Wake County.

Status – A task order for design of 23 stops was issued in early May, and design and NCDOT permitting is nearly complete.

Upcoming Activities – [An Invitation-for-Bids \(IFB\) to construct an initial group of 12 or more bus stop improvements that do not require Right-of-Way acquisition will be released in January 2021.](#)

#### **GoTriangle Bus Stop Improvements in Durham County (18GOT CD7)**

Description – This project includes site selection, design, and construction of passenger amenities at up to 10 bus stops in the GoTriangle system within Durham County.

Status – Removal and replacement of the two existing bus shelters along the eastbound side of NC 54 opposite the Boxyard project is complete; coordination with RTP regarding stop improvements at the future HUB site is underway. [RTP has constructed the west bound stop and installed two shelters, RTP is also planning to add bus stop art to their shelters.](#) Planning activities for additional GoTriangle bus stop improvements in Durham County are complete, including coordination with the Durham VA Medical Center and Duke University regarding stops on Erwin Road and on campus. Design procurement for these eight additional stops is underway.

Upcoming Activities – GoTriangle will continue to coordinate with RTP regarding the westbound stop at the Boxyard and stops at HUB RTP, and will initiate design of additional stops in the coming months.

#### **Raleigh Union Station Bus Facility (TC002-A)**

Description – This project includes publicly-funded design and construction of an eight-bay off-street bus facility and related transit access improvements adjacent to Raleigh Union Station in downtown Raleigh, in conjunction with a privately-funded mixed-use air rights development above the bus facility. The project was awarded a \$20 million BUILD grant from the US Department of Transportation (USDOT).

Status – [The 30 percent design of the Transit Facility is being finalized and the detailed cost estimate is in-progress.](#) The Joint Development Agreement (JDA) is progressing and is anticipated to be completed [early this year.](#) Coordination with FTA, City of Raleigh, SHPO, NCDOT and other stakeholders is ongoing to confirm third-party requirements affecting the project definition. Monthly federal oversight meetings are continuing with the PMOC assigned to the project.



Upcoming Activities – [Completion of the JDA, finalizing the 30% design, coordination activities, management meetings, and agreement negotiations will continue on the project. The 30 percent design phase of the transit facility is largely complete, with the cost estimate being developed currently. Section 106 is anticipated to be completed without an MOA by March.](#)

Schedule Risks – The structure of the delivery approach for the project is complex, and will require coordination and partnership with FTA region IV and headquarters staff to ensure grant requirements are appropriately met and documented as the contracting process with the development partner progresses. Development and execution of the Joint Development Agreement is critical.

Cost Risks – Continued design advancement is critical to begin advancing design to obtain a more detailed basis to refine cost estimates and obtain a clear cost risk profile for the project. Key cost risk areas include unknown geotechnical conditions, uncertain historic preservation requirements, final rezoning commitments, and design details.

#### **I-540 Bus On Shoulder (TC002-BC)**

Description – This project will design, purchase, and install signage along the northwest leg of I-540 to facilitate Bus on Shoulder implementation. GoTriangle's NRX route would benefit by the ability to use the shoulder during times of heavy traffic.

Status – [NCDOT has completed sign designs, cost estimates, and plans. Development of an agreement with NCDOT is anticipated to be complete by February 2021.](#)

Upcoming Activities – GoTriangle staff is preparing for procurement of sign fabrication and installation.

#### **Durham Station Improvements Preliminary Design (21GOT CD03)**

Description – This project will develop a preliminary design package for improvements to the passenger experience and functional operations of Durham Station. Upon completion of the preliminary design, the project will be handed off to the City of Durham for design development and construction.

Status – [In December, a selection committee was formed and selected the preferred consultant to work with to develop the schematic design. GoTriangle staff is working with the consultant to finalize a proposal and contract, with work expected to start in January.](#)

Upcoming Activities – [Kickoff meetings are being scheduled, and work is to begin on the first phase of the project.](#)

### **Projects in the Planning Phase**

#### **Park-and-Ride Improvements in Wake County (Short-Term) (TC002-K)**

Description – The Wake Transit Plan includes funding for short-term improvements to existing park-and-ride locations, in anticipation of more substantive investments that may be identified through the park-and-ride feasibility study. One such improvement is currently in the planning phase; this project includes signs, markings, and passenger amenities at a new/replacement leased park-and-ride for GoTriangle route WRX at a new location to be determined.

Status – GoTriangle signed a lease agreement with the Town of Wake Forest to lease the SunTrust lot until June 30, 2021. A bus stop has been added at this location.

Schedule Risks – Ongoing coordination with GoRaleigh and Wake County to identify a new location off US 1 halted because of COVID 19.

#### **Regional Transit Center Feasibility Study (TC002-N)**

Description – The Regional Transit Center (RTC) is the primary hub for GoTriangle regional bus services connecting Wake, Durham, and Orange Counties. The current location of the RTC on Slater Road in Durham creates overlapping routes leading to inefficiency. This feasibility study is evaluating location options that improve route efficiency and improve passenger amenities.

Status – Initial public engagement, including a web and social media presence and a survey was completed in June as a part of GoTriangle's virtual engagement initiative. Identification of site

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operational requirements is complete. The consulting team has identified and screened initial alternative sites that meet those criteria and prepared preliminary evaluation criteria for each of those sites in coordination with GoTriangle. Four virtual workshops with stakeholder groups have been conducted to date. The site selection evaluation is complete, yielding two final alternative partnership-based relocation sites and stakeholder engagement is ongoing. A third site will be carried forward for continued consideration resulting from stakeholder engagement. [Site visits and virtual design coordination workshops were completed with property owners in December. Due diligence and further evaluation of the three final sites as well as development of conceptual "test-fit" site layouts are underway in January. Upcoming Activities – Remaining tasks include recommendation of a relocation strategy, consisting of a final preferred site, conceptual layout, and implementation approach, to the GoTriangle Planning and Legislative Committee in January and the GoTriangle Board in February. Once this study is complete, and a relocation strategy adopted by the GoTriangle Board, additional planning, design, and land acquisition efforts may proceed.](#)

**Schedule Risks** – The primary risk to continued progress is potential postponement of community/rider and stakeholder engagement related to COVID-19.

#### **Wake Transit Long-Term Park-and-Ride Feasibility Study (TC002-O)**

**Description** – This feasibility study will assess potential locations for park-and-ride facilities throughout Wake County. Many municipalities within the county have expressed a desire for a park and ride facility to meet the long-term needs of residents. While many communities currently lease space in existing lots, mainly within commercial developments, their locations lack amenities and proximity to major thoroughfares. This study will determine the best location for park-and-ride lots in the county.

**Status** – Initial public engagement, including a web and social media presence and a survey was completed in June as a part of GoTriangle's virtual engagement initiative. Search criteria for new park and rides in Northern Wake and West Raleigh, identified in the Wake Bus Plan, have been finalized. The consulting team has identified and screened initial alternative sites for the two new park and rides that meet those criteria and prepared preliminary evaluation criteria for each of those sites in coordination with GoTriangle. Review of the site selection evaluation is complete and stakeholder engagement is ongoing. A single viable site was identified for the West Raleigh Park and Ride and an initial design concept has been produced and is being reviewed by GoTriangle staff. Recommendations for improvements, and in some cases relocation/expansion of, existing park and ride lots have been produced and will support the design and construction of FY22 and future year improvements to existing park and ride lots.

**Upcoming Activities** – Remaining tasks for a new park and ride lot in Northern Wake, selection of a preferred site, and development of a conceptual design for the preferred site. The need for additional coordination with Wake County and NCDOT regarding land use regulation and site access prior to selecting a preferred site has been identified. Projected budget at completion of this study is less than originally budgeted; remaining funds will be used to conduct feasibility, site selection, and conceptual design for two additional park and ride lots included in the Wake Transit Plan – Gorman Street and Wake Forest.

**Schedule Risks** – The primary risk to continued progress is potential postponement of community/rider engagement related to COVID-19.



## Bus Operations and Maintenance Facilities

### Projects in the Design Phase

#### Paratransit Office Space Upfit (TC002-J)

Description – This project will upfit office space and the parking lot at the Plaza building to facilitate moving Paratransit operations from the Nelson Road Facility.

Status – [The consultant continues to develop and resolve project related issues, including furniture and IT issues,](#) and is working with GoTriangle to complete construction documentation and prepare for permitting and contractor procurement.

Upcoming Activities – GoTriangle and the consultant will finalize construction documentation and obtain construction permits and site plan approvals. In early calendar 2021, GoTriangle will prepare for procurement of a contractor to perform the construction. Grant funding reporting is ongoing for the project, [work continues but there is no substantial information to report.](#)

### Projects in the Planning Phase

#### Regional Fleet and Facilities Study (CD-21-19 A)

Description – This study includes three components: (1) assessing fleet and maintenance facility needs for GoDurham and developing a conceptual design for these needs, (2) assessing fleet and maintenance facility needs for GoTriangle and developing a conceptual design for these needs, and (3) planning for potential regional electric bus charging infrastructure and other potential shared operations and maintenance resources for GoTriangle and partners in the region. The scope of services includes planning, conceptual design, and cost estimating to assess needs for expansion of existing maintenance facility sites and evaluate up to four alternative sites for new facilities for GoDurham and GoTriangle. The Study will identify potential expansions and alternatives to current utilization of existing facilities that will improve cost-efficiency and provide responsive services.

Status – At its November meeting, the GoTriangle Board of Trustees authorized GoTriangle to enter into negotiations with the selected consultant. GoTriangle staff is finalizing scope, schedule, and cost and negotiating the contract with the selected consultant targeting contract award [in January of 2021.](#)

Upcoming Activities – Kickoff activities are scheduled for early 2021.



## Rail Transit Infrastructure Development

### Greater Triangle Commuter Rail Study (19GOT CO2/20GOT CD1/TC004-A)

Description – The current phase of study is evaluating the potential for new commuter rail service in the North Carolina Railroad Company (NCRR) corridor in Durham, Wake, and Johnston counties, and will refine the project definition; engage community members, municipalities, and institutional stakeholders; and better understand critical project success factors. In coordination with project partners, GoTriangle will conduct preliminary engineering analysis in areas of concern along the corridor, model rail traffic on the corridor with the inclusion of commuter rail to better define infrastructure needs, and better refine cost and ridership estimates.

Status and Upcoming Activities – As of April 6, all parties to the Memorandum of Understanding in Support of Continued Development of the GTCR Project, including Johnston county, had voted to proceed with further study. Authorizations for additional consultant support were approved by the GoTriangle Board in May. Study activities across a range of tasks were initiated in June and were ongoing through the summer. Priority early activities in this phase of work are as follows:

- Railroad Coordination – In [December](#), GoTriangle and NCRR awaited a response to comments on the draft modeling agreement provided to Norfolk Southern in late October. GoTriangle also has initiated engagement with specialty railroad counsel to prepare for negotiating term sheets with railroad partners, [and initiated meetings with NCRR regarding liability, indemnification, and insurance](#).
- Engagement with “resource partners” including local governments, institutions, and other regional partners – GoTriangle is continuing meetings with municipalities individually and as a group with institutional partners on a monthly basis as needed. Kickoff meetings for the Cary and Durham downtown engineering studies were held in August and September, respectively. Direct engagement with economic development practitioners and the real estate development community specific to the economic development component of the study began in September and was completed in November.
- Community Engagement – GoTriangle [completed](#) processing input received from 2,700 participants during the first community engagement period for the study, and is initiating planning for the second round of engagement planned for early 2021.
- Schedule Management – The initial baseline schedule is complete; GoTriangle and the consultant are meeting monthly to formally assess progress and manage interfaces between dependent tasks.

Schedule Risks – To date, it appears that primary risks to timely completion of the next steps are related to coordination with entities that are not party to the MOU (e.g. railroads, municipalities, affected major institutions), identification and resolution of competing/conflicting stakeholder goals, and satisfactory engagement with the public under COVID restrictions. These are key priorities with the next steps defined in the MOU. Without mitigation, continued delay in initiating the railroad capacity modeling will result in delay to study completion.

Cost Risks – To date, it appears that primary risks to setting a budget within the range of \$1.4B to \$1.8B identified during the earlier phase of study for the Durham-Garner project concept are related to the infrastructure requirements resulting from rail network modeling and related negotiation, design for engineering solutions to engineering constraints in downtown Durham and downtown Cary, and quantification of necessary levels of contingency required to address FTA risk management guidelines. These are key priorities with the next steps defined in the MOU.





## GoTriangle Board Meeting

### Raleigh Union Station Phase II: RUS Bus

January 27, 2021

Shelley Curran

# Project Overview



# Project Background

**Phase II** of Raleigh Union Station multi-modal facility in downtown Raleigh  
Joint Development project with private development partner  
Planned mixed-use commercial high-rise with **ground floor transit facility**  
1.76 Acres owned by GoTriangle



## Federal Participation

- **FTA-Assisted Property acquired in 2000s**
- **FTA Joint Development Project**
- **BUILD Grant for Transit Facility**



# Development Framework

Off-Site Transit Improvements



Private Development (On-Site)


Private Structured Parking

A small illustration of a yellow car parked.

On-Site Transit Facility

An illustration of a GO Triangle bus, white with green accents and the text 'GO Triangle' on its side.

Long-Term Ground Lease

# GoTriangle Team

**GoTriangle**  
Board of Trustees

**Charles Lattuca**  
President and CEO

**Shelley Curran**  
General Counsel

**Katharine Eggleston, PE**  
Chief Development Officer

**Saundra Freeman**  
CFO and Director of Admin

**Sylvester Goodwin**  
EEO/DBE Director

**Jeff Bandini \***  
Development Consultant

**Thomas Henry**  
Associate General Counsel

**Gary Tober**  
Director of Real Estate

**Willie Noble, PE**  
Manager of Construction

**Bryan Hammond, RLA**  
Project Architect

**Service and Capital  
Planning Staff**

**Geordian Herron**  
Project Controls Specialist

**TBD \***  
Program Mgmt Consultant

**Deirdre Walker**  
Sr. Manager Administration

**David Moore, CLGPO**  
Procurement Manager

**Tara Johnson**  
Contract Administrator

**Anna Marie Scott**  
Contracts/Grants Coord.

**Steven Schlossberg**  
Budget and Finance Mgr

# Major Accomplishments

- Rezoning approved
- Preferred developer selected
- NEPA completed
- Development Agreement and Ground Lease (JDA) Term Sheets being negotiated
- Section 106 in process
  - Concurrence on historic resources report obtained
  - Effects, Archeology report and MOA in progress
- NC Brownfields Agreement in process
- GoTriangle Programmatic Guidelines completed
- 30% Schematic Design completed
- Project Management Plan in progress
- Preliminary Joint Development Application approved by FTA
- Regular update meetings with FTA and PMOC on BUILD Grant compliance
- City of Raleigh preliminary approval of concept for West Street improvements and RUSBUS plan

# Schematic Design

# RUS BUS

RALEIGH, NC

Owner: HOFFMAN & ASSOCIATES	Civil / Site: STERNART INC.	Transportation: KIMLEY HORN	Structural: THORNTON TOMASETTI	MEPPP: BYRBA KENNEDY GROUP
11 WEST PRINCETON ST. RALEIGH, NC 27601	220 S. WEST ST. SUITE 100 RALEIGH, NC 27603	42 FAYETTEVILLE ST. SUITE 600 RALEIGH, NC 27601	300 N. W. 10th STREET WILMINGTON, NC 28401	301 S. TOWN ST. SUITE 1400 CHARLOTTE, NC 28202

LOCATION MAP

**PERKINS — EASTMAN**  
115 Fifth Avenue  
New York, NY 10003  
T: +1 212 363 0200  
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## SCHEMATIC DESIGN

PROJECT No. 81591



# Schematic Design



1. FEATURE ENTRANCE CANOPY AND MARQUEE AT CIVIC PLAZA



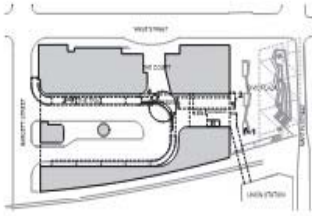
2. FEATURE ENTRANCE CANOPY OVER THE PASSAGE



3. DECORATIVE SCREENING PANELS OVER THE PASSENGER ZONE

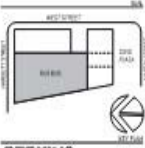


4. CEILING CLOUD AND WATERWALL WITH LANDSCAPE SEATING



1 KEY PLAN  
1"=10'

CHARLOTTE LOCAL BOARD - ARCHITECTURAL - 2010/02/06 2:15 PM



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EASTMAN**  
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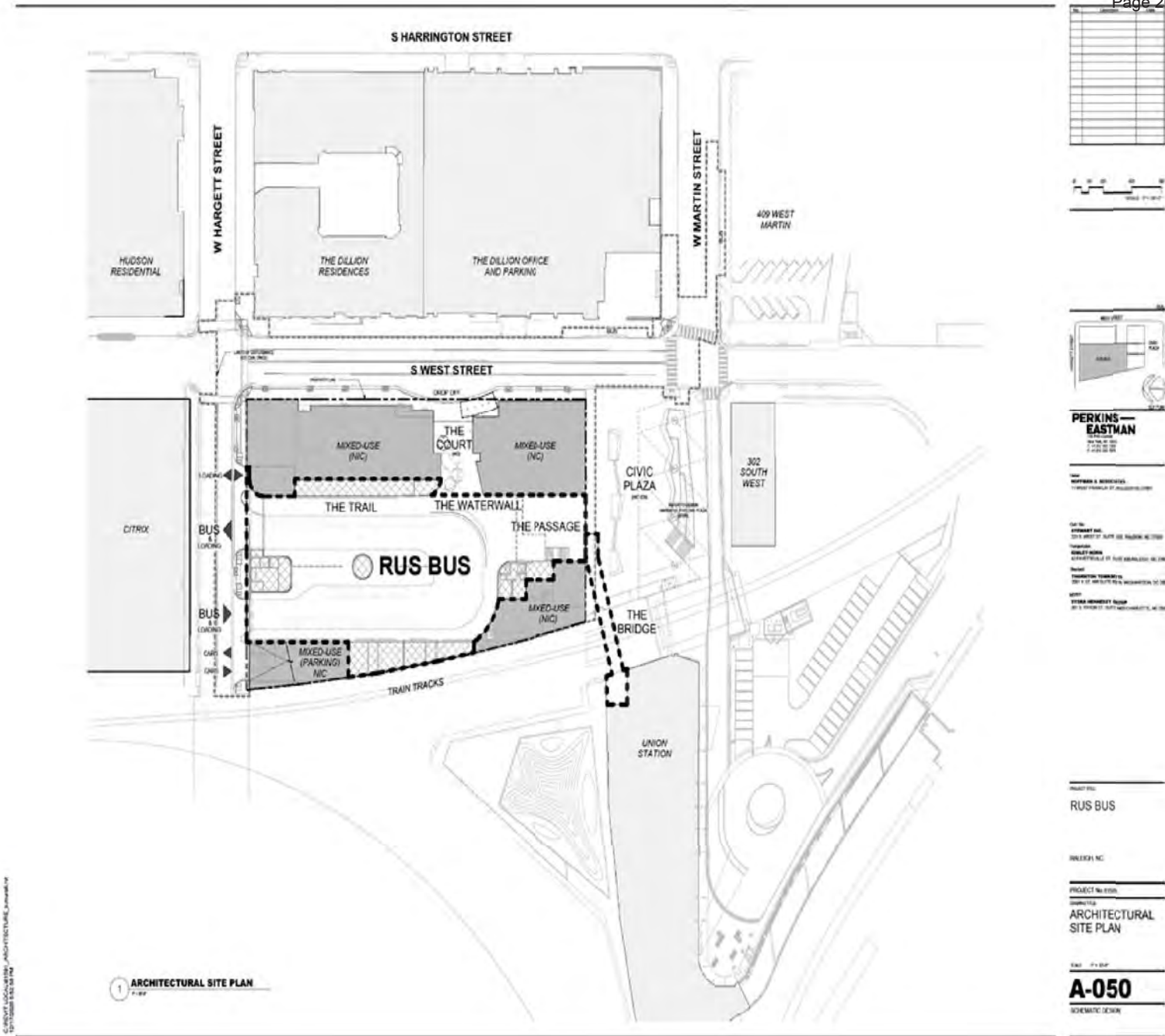
THE TRAIL  
201 E. WILKINSON ST., SUITE 1100, CHARLOTTE, NC 28202  
ARCHITECT  
KIMLEY-HORN  
1515 E. 7TH ST., SUITE 1100, CHARLOTTE, NC 28202  
ENGINEER  
TUCKERSON TOMASKO  
201 E. WILKINSON ST., SUITE 1100, CHARLOTTE, NC 28202  
PLANNING  
SPENCER HARRIS GROUP  
201 E. WILKINSON ST., SUITE 1100, CHARLOTTE, NC 28202

PROJECT TEAM  
RUS BUS

RAILROAD, INC.  
PROJECT NO. 0151  
BRANCH 1.0  
SPECIAL FEATURES

SCALE: 1"=10'  
**A-900**  
SCHEMATIC DESIGN

# Schematic Design



## Timeline

**Planned Construction start date:  
April 30, 2022**

**Substantial Completion Date:  
June 30, 2025**

**Grant funds must be fully drawn:  
September 30, 2025**