Based on NC Executive Order No. 121 Stay at Home Order in response to COVID-19, the GoTriangle Board of Trustees will meet remotely on Wednesday, July 22, 2020, at 12:00 pm. We encourage interested members of the public to listen or view via WebEx. Instructions can be found at this link: https://gotriangle.org/board-of-trustees.

I. Call to Order and Adoption of Agenda
   (1 minute Michael Parker)
   ACTION REQUESTED: Adopt agenda with any changes requested.

II. Recognition
    A. Oath of Office - Dr. Stelfanie Williams
       (15 minutes Mayor Steve Schewel)
    B. Employee Service Awards
       (10 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.
     For the July 22nd meeting, the GoTriangle Board of Trustees will receive public comment by e-mail at this address: mdawson@gotriangle.org. Comments related to the agenda should be submitted no later than 11 am on Wednesday, July 22, 2020.

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 - June 24, 2020 regular session
    B. Minutes - June 24, 2020 closed session (A)
    C. Minutes - June 24, 2020 closed session (B)
D. **Durham Bus Stop Right of Way Acquisition**
   ACTION REQUESTED: Authorize acquisition of rights of way for GoDurham bus stop improvements on behalf of the City of Durham for improvements at certain existing bus stop locations.

V. **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 consider any items removed from the consent agenda.

B. **Contract for GoDurham ACCESS Management and Operations**
   (15 minutes Brian Fahey)
   ACTION REQUESTED: Authorize the President/CEO to execute a contract with National Express Transit for the management and operation of the GoDurham ACCESS on demand transit service. The contract shall be for three (3) years with two (2) one-year options, and shall not exceed $4,457,343 for year one.

C. **Appointment of Nominating Committee**
   (3 minutes Michael Parker)
   ACTION REQUESTED: Approve appointments to the Nominating Committee.

VI. **Other Business**

A. **President & CEO's Report**
   (15 minutes Charles Lattuca)
   Contracts
   New Hires & Promotions
   Plaza Re-Opening Plan
   1. **COVID-19 Update**
      (5 minutes Eric Bergstrasser)
   2. **Capital Projects Status Report**
      (10 minutes Katharine Eggleston)
      Presentation - CRT Update

B. **Chair's Report**
   (5 minutes Michael Parker)
   1. **Naming of Nominating Committee**
      (2 minutes Michael Parker)
      ACTION REQUESTED: Approve members of the Nominating Committee as recommended by the Board Chair.

C. **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)*

VII. **Adjournment**  
   *(Michael Parker)*
Research Triangle Regional
Public Transportation Authority

Oath of Office

I, Stelfanie Williams, do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Trustee of the Research Triangle Regional Public Transportation Authority, so help me God.

____________________________
Stelfanie Williams
Durham City and County

Sworn to and subscribed before me, this the 22nd day of July, 2020.

____________________________
Steve Schewel
Mayor, City of Durham
GoTriangle Board of Trustees
Meeting Minutes
June 24, 2020
Held Remotely via WebEx

Board Members Present Remotely:
Will Allen III
Corey Branch
Michael Fox (left 12:55 pm)
Sig Hutchinson (left 2:35 pm)
Wendy Jacobs
Vivian Jones
Valerie Jordan (left 12:55 pm)
Mark Marcoplos (left 2:35 pm)
Michael Parker, Chair
Ellen Reckhow
Jennifer Robinson (left 2:30 pm)
Steve Schewel
Nina Szlosberg-Landis (left 12:55 pm)

Chair Michael Parker officially called the meeting to order at 12:03 p.m.

I. Adoption of Agenda
Action: On motion by Allen and second by Hutchinson the agenda was adopted. Upon roll call, the motion was carried unanimously.

II. Recognition of Ellen Reckhow
Chair Parker recognized Ellen Reckhow, the joint City of Durham and Durham County representative, who will end her service on the Board effective June 30, 2020. To commemorate her service, she will receive a crystal vase engraved with the current and past logos of GoTriangle and the inscription “For the leadership, commitment and energy you dedicated to transit in the Triangle, we thank you.” Written notes were collected and Board members offered words of appreciation.

III. Public Hearing
Action: Chair Parker opened the public hearing on the FY21 proposed budget at 12:24 p.m. There being no comments, the hearing was closed.

In accordance with NCGS §166A-19.24, written comments are accepted for 24 hours after the public hearing. One written comment was received, which is attached and hereby made a part of these minutes.

IV. Public Comment
No comments received.

V. Consent Agenda
Action: On motion by Jacobs and second by Reckhow the consent agenda was approved. Upon roll call, the motion was carried unanimously.
The following consent agenda items were approved:
- May 27, 2020 – Regular Session Minutes;
- May 27, 2020 – Closed Session Minutes;
- Ordinance 2020 0011R GoTriangle Fiscal Year 2020 Triangle Tax District – Wake Capital Fund Budget Ordinance Amendment; and
- FY21 work plan for the General Counsel and Vice President of Strategic Partnerships.

VI. General Business Agenda
   A. Items Removed from Consent Agenda
      None.

   B. FY20 Budget Ordinance Amendments
      Saundra Freeman reviewed the FY20 budget adjustments, which are attached and hereby made a part of these minutes.

      Action: On motion by Allen and second by Reckhow the Board unanimously approved Ordinance 2020 0012 GoTriangle Budget Ordinance Amendment, which is attached and hereby made a part of these minutes. Upon roll call, the motion was carried unanimously.

   C. FY21 Proposed Budget
      Saundra Freeman reviewed changes to the proposed FY21 budget, including the three county transit plans, since the presentation at the last meeting. The impacts are attached and hereby made a part of these minutes.

      Szlosberg-Landis about if staff had assessed the impact, if any, of HB-77 on GoTriangle’s budget. Freeman responded that SMAP funds of $2 million would be eliminated for GoTriangle if approved. She stated that several areas are being reviewed as opportunities to offset the reduction.

      Allen stated that GoTriangle should document the impact of the loss of these funds in order to justify their reinstatement next year.

      Jacobs responded that she had reached out to the Governor’s office urging him to veto this bill.

      Parker stated that the Town of Chapel Hill sent a letter to Governor Cooper. He suggested that GoTriangle also go on record formally urging the Governor to veto the bill.
**Action:** On motion by Reckhow and second by Hutchinson the Board directed the Board Chair and president and CEO to submit a letter to the Governor opposing HB-77. Upon roll call, the motion was carried unanimously.

Freeman stated that the final budget proposes $57.8 million in revenue and $52.4 million in expenditures, for a positive cash reserve of $5.4 million. She stated the revenue assumes TDM and SMAP funding.

The Board acknowledged receipt of public comment on the proposed FY21 budget from John Tallmadge, Bike Durham Executive Director, supporting the Durham Transit work plan’s inclusion of $100,000 for tactical transit improvements and $1,000,000 for priority bus stop safety improvements and requesting an additional $750,000 in the plan to fund the identification of gaps in access for people walking or rolling to bus stops and the use of quick-build approaches to implement safety and access improvements.

Reckhow commented on the readability of the Wake Transit Plan and that it is very user friendly. Freeman stated that a joint team is working on the format for the Durham and Orange transit plans.

**Action:** On motion by Allen and second by Branch the Board approved the FY21 budget ordinances listed below and adopted the three FY21 county transit plans, including material changes to the Durham County Transit Plan. The budget is considered adopted June 25, 2020, to provide for the submission of public comments for 24 hours after the public hearing as required by NCGS §166A-19.24. Upon roll call, the motion was carried unanimously. The budget ordinances and County Transit Plans are attached and hereby made a part of these minutes.

- FY21 GoTriangle Budget Ordinance (O 2020 0013)
- FY21 Regional Bus Capital Project Fund Budget Ordinance (O 2020 0014)
- FY21 Major Capital Project Fund Budget Ordinance (O 2020 0015)
- FY21 Advanced Technology Project Fund Budget Ordinance (O 2020 0016)
- FY21 Major Transit Investment Fund Budget Ordinance (O 2020 0017)
- FY21 Triangle Tax District – Durham Operating Fund Budget Ordinance (O 2020 0018)
- FY21 Triangle Tax District – Durham Capital Fund Budget Ordinance (O 2020 0019)
- FY21 Durham-Orange Special Tax District Fund Budget Ordinance – Durham County (O 2020 0020)
• FY21 Triangle Tax District – Orange Operating Fund Budget Ordinance (O 2020 0021)
• FY21 Triangle Tax District – Orange Capital Fund Budget Ordinance (O 2020 0022)
• FY21 Durham-Orange Special Tax District Fund Budget Ordinance – Orange County (O 2020 0023)
• FY21 Triangle Tax District - Wake Operating Fund Budget Ordinance (O 2020 0024)
• FY21 Triangle Tax District - Wake Capital Fund Budget Ordinance (O 2020 0025)
• FY21 Wake Special Tax District Fund Budget Ordinance (O 2020 0026)

Fox, Jordan, Szlosberg-Landis left.

D. Renewal of Triangle Region Model Service Bureau Contract with ITRE
Katharine Eggleston explained that GoTriangle, in partnership with NCDOT and the two MPOs, has contracted with ITRE for a number of years to administer, develop, oversee and monitor of the Triangle Regional Model. She stated that the level of funding is very similar to what GoTriangle has provided in prior years. She added that this is an alternating year that typically includes the addition of a household travel survey; however, it has been deferred due to disruption to travel patterns caused by COVID-19.

Action: On motion by Schewel and second by Jones the Board authorized the president and CEO to sign a contract with the NCSU Institute for Transportation Research and Education (ITRE) to provide continued model development services of the Triangle Regional Model for FY21 for an amount not to exceed $213,828. Upon roll call, the motion was carried unanimously.

E. Recommended Service Changes for October 2020
Jennifer Green’s presentation is attached and hereby made a part of these minutes. She requested Board approval of the recommended service changes for October, which will allow staff time to make operational changes in preparation for the changes. She added that flexibility on the date is important in order to respond to conditions related to COVID-19.

Green reviewed the timeline, public outreach efforts, comments received on the proposed changes and modifications to the proposed changes in response to comments received and the COVID-19 pandemic. She highlighted that additional frequency on Route 305 would be delayed due to funding availability for Wake Transit and Route 311 has been removed from the recommendations for change to allow for better coordination with Route 305.
Recommended service changes include:

- Route 300 - Operate between Cary to Raleigh only and replace the Wilmington and Salisbury streets stops serving the State Government area with stops on Morgan Street at Salisbury Street to improve on time performance. (Service to eliminated stops on Wilmington and Salisbury streets is provided by Route 301 and GoRaleigh routes.)
- Route 310 - Extend service through Morrisville to replace peak service between the Regional Transit Center (RTC) and Cary Depot on Route 300.
- Route 305 - Extend service to the Town of Holly Springs (downtown and Ting Park Park-and-Ride). Add stops in Apex at Lake Pine Plaza Park-and-Ride, Compare Foods Park-and-Ride on Hughes Street and Cambridge Village. Serve the State Government area from bus stops on Morgan Street at Salisbury Street in Raleigh to improve on time performance. (Service to eliminated stops on Wilmington and Salisbury streets is provided by Route 301 and GoRaleigh routes.)
- Route 800 and 800S - Realign to serve the Streets at Southpoint from a new bus stop on Renaissance Parkway. This service realignment is anticipated to begin July 13th as a detour; GoTriangle Board of Trustees’ approval is required to make the detour permanent.

**Action:** On motion by Reckhow and second by Allen the Board approved the recommended service changes as outlined above, effective October 11, 2020, or an alternate date if dictated by other circumstances related to the COVID-19 pandemic. Upon roll call, the motion was carried unanimously.

**F. Employee Health & Ancillary Insurance Brokerage Services**

Christy Winstead requested Board approval of a three-year contract with Gallagher Benefit Services for employee insurance brokerage consulting services. She stated that Gallagher was chosen from responses to a RFP and is a full-service firm whose electronic capabilities will support GoTriangle’s reporting, analytics, marketing and communication of benefits to employees and wellness initiatives.

Branch stressed that minority owned businesses be considered for contracts such as this, and not just those related to large construction projects.

Lattuca noted that his work plan includes a focus on reaching out to connect with DBE business associations in the region and increase the awareness of DBEs to opportunities with GoTriangle.

**Action:** On motion by Branch and second by Marcoplos the Board authorized the president and CEO to execute a contract with Gallagher Benefit Services, Inc. for
employee insurance benefits brokerage and consulting services for three years beginning FY21, with a maximum dollar amount of $87,807 per year based upon 235 full time employees at a rate of $31.14 per employee per month enrolled in the GoTriangle Medical Plan. Upon roll call, the motion was carried unanimously.

G. **Purchase of GoDurham Bus Stop Amenities**

Richard Major reported that the initial solicitation for the purchase and delivery of bus stop equipment shelters and benches in May yielded no bids. After a second request, two bids were received from responsive and responsible parties that GoTriangle has used in the past. He stated that the low bid, from Brasco International, was $255,925, 40% below the independent cost estimate, which was based on recent cost proposals for bus shelter fabrication and delivery.

Reckhow asked about replacing the existing trash bins or at least purchasing new liners in black. Major stated that staff has discussed this extensively and is working to purchase additional trash receptacles.

Jacobs asked if the low price affords the opportunity to purchase more. Major stated that staff is discussing the possibility of building up some inventory and take advantage of discounted prices.

**Action:** On motion by Allen and second by Schewel the Board authorized the president and CEO to execute a contract with bus shelter manufacturer Brasco International for the purchase and delivery of bus stop equipment to be installed at GoDurham bus stops for an amount not to exceed $255,925. Upon roll call, the motion was carried unanimously.

H. **FY21 Work Plan – President and CEO**

President and CEO Chuck Lattuca discussed in detail his proposed work plan, which is attached and hereby made a part of these minutes.

**Action:** On motion by Branch and second by Reckhow the Board approved the president and CEO’s work plan as presented. Upon roll call, the motion was carried unanimously.

VII. **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 highlighted the following items:

- Thanked Board members for meeting individually with him, would like to do next round after Labor Day.
- Sent a letter, at the request of APTA in support of the INVEST in America Act, which provides increased funding for transit projects and programs.
- Visited Chapel Hill Transit and plan to visit all GoTriangle partners’ operations and invite them to our facility; hope to build cooperation, understanding and opportunities to work together.
- Meeting with stakeholders and reviewing commuter rail issues.

1. COVID-19 Update

   Eric Bergstraesser reported on efforts and activities:

   - Face covering policy has been mandated on GoTriangle buses. Began distributing face coverings at the Regional Transit Center. Will be installing dispensers for them on all vehicles.
   - Barriers have been ordered and are beginning to be delivered. Installations have begun. All Paratransit vehicles have the barriers installed. Face shields have been made available to all operators.
   - Service will ramp up on Monday to almost full service. Passenger load will be monitored to add tripper service as needed.
   - Ridership is up slightly to about 1200-1250 passengers per day.

2. Capital Projects Status Report

   Katharine Eggleston’s update on the commuter rail project is attached and hereby made a part of these minutes. She stated this would become a regular presentation on the Board’s agenda.

   Allen asked who would be the primary contact with Norfolk Southern upon Scott Saylor’s retirement. Eggleston replied that Donald Arant, VP of Engineering, has become engaged over the past few months. She added that a modeling group has been recommended that would include not only NS and NCRR representatives, but also participation by GoTriangle, GoTriangle consultants and the NCDOT rail division and perhaps CSX and Amtrak. The group would work on the study moving forward and have access to reviewing all materials that are generated.

   Lattuca responded that he hoped for more open communication going forward and that he is developing a direct relationship with certain NS folks.

   Schewel asked whether public engagement would be sufficient in an online/digital format only. Eggleston stated that the team is planning for the
potential for in-person engagement, but not in the ways that have been done in the past.

B. General Counsel’s Report
General Counsel Curran noted the resolution of an on-going issue with the Streets at Southpoint regarding the on-site bus stop with a new stop on Renaissance Parkway. She stated that she is working with Lattuca to introduce him in the community through mostly virtual meetings. The legal department has issued a RFP to assist with the agreements for the commuter rail project. The RUS Bus grant has been signed by FTA.

C. Chair’s Report
Chair Parker congratulated Jennifer Robinson on having been elected president of the NC League of Municipalities. He also reported that the City of Durham and Durham County have jointly appointed Stelfanie Williams, VP for Durham Affairs at Duke University, to replace Ellen Reckhow. Parker then stated that he would be assuming GoTriangle’s spot on the DCHC MPO Board effective July.

D. Board Member Reports
1. CAMPO Executive Board Representative
Will Allen III reported that CAMPO approved the FY21 wake transit plan and endorsed a resolution to encourage NCDOT to continue supporting the Triangle TDM program. The group also heard about a delay in the Blue Ridge Road grade separation project related to agreements with the railroads.

2. DCHC MPO Board Representative
Ellen Reckhow stated that DCHC also discussed the possible defunding of the TDM initiatives across the state and authorized a strong communication to the State regarding the impacts.

3. Regional Transportation Alliance (RTA) Representative
Will Allen III reported that the annual transportation breakfast is scheduled for July 17th, which will feature the results of the FAST network study, to develop a Freeway And Street-based Transit (FAST) network to link our region.

VIII. Closed Sessions
Action: On motion by Jones and second by Jacobs the Board entered into closed session at 2:19 p.m. for the purposes and pursuant to the General Statutes listed below. Upon roll call, the motion was carried unanimously.

A. Litigation Settlement
Research Triangle Regional Public Transportation Authority v. Patterson’s Mill, LLC
NCGS §143-318.11.(a)(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.

B. Personnel
NCGS §143-318.11.(a)(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee.

The Board returned to open session at 2:35 p.m. Robinson left after the closed session A. Hutchinson and Marcoplos left after closed session B.

Action: On motion by Allen and second by Reckhow the Board voted to award the Clerk to the Board a 4% merit increase and approved her FY21 work plan. Upon roll call, the motion was carried unanimously.

IX. Adjournment
Action: On motion by Allen and second by Reckhow the meeting was adjourned at 2:37 p.m.

________________________
Michael Parker, Chair

Attest:

________________________
Michelle C. Dawson, CMC
Clerk to the Board
This page intentionally left blank.
This page intentionally left blank.
This page intentionally left blank.
MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Director of Real Estate and Facilities
DATE: July 22, 2020
SUBJECT: Durham Bus Stop Right of Way Acquisition

Strategic Objective or Initiative Supported
2.4 Ensure an attractive and accessible transit environment

Action Requested
GoTriangle staff requests that the Board authorize it to acquire right of way needed for GoDurham bus stop improvements on behalf of the City of Durham in order to make improvements at the following existing bus stop locations:

<table>
<thead>
<tr>
<th>Major Street</th>
<th>Minor Street</th>
<th>Parcel ID Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hillsborough Road</td>
<td>Lawndale Ave (Food Lion)</td>
<td>0812-16-94-5080</td>
</tr>
<tr>
<td>Main St</td>
<td>Gregson St (WB)</td>
<td>0821-07-68-9953, 0821-07-78-0951</td>
</tr>
<tr>
<td>Pettigrew St</td>
<td>Mangum St (EB)</td>
<td>0821-12-86-9707</td>
</tr>
<tr>
<td>Rigsbee Ave</td>
<td>Seminary St</td>
<td>0821-08-98-9767</td>
</tr>
<tr>
<td>Roxboro Rd</td>
<td>Liberty St</td>
<td>0831-09-06-3705</td>
</tr>
<tr>
<td>Liberty St</td>
<td>Queen St</td>
<td>0831-09-06-5538</td>
</tr>
<tr>
<td>E Main St</td>
<td>Blacknall St</td>
<td>0831-14-33-9919</td>
</tr>
<tr>
<td>Holloway St</td>
<td>Hoover Rd (WB)</td>
<td>0841-09-15-8506</td>
</tr>
<tr>
<td>Holloway St</td>
<td>Hoover Rd (EB)</td>
<td>0841-09-15-7239</td>
</tr>
<tr>
<td>Foushee St</td>
<td>Avondale Dr (EB)</td>
<td>0832-14-34-7900</td>
</tr>
<tr>
<td>Roxboro Rd</td>
<td>Davidson Ave (NB)</td>
<td>0832-10-25-8833</td>
</tr>
<tr>
<td>Roxboro Rd</td>
<td>Old Oxford Road (Oxford Commons)</td>
<td>0833-17-11-6977</td>
</tr>
<tr>
<td>University Drive</td>
<td>Hill St (Forest Hills Shopping Center)</td>
<td>0821-15-63-7415</td>
</tr>
<tr>
<td>University Drive</td>
<td>Hill St</td>
<td>0821-15-63-5605</td>
</tr>
<tr>
<td>Fayetteville St</td>
<td>Cook Rd (Hillside HS)</td>
<td>0820-20-82-3902</td>
</tr>
<tr>
<td>Alston Ave</td>
<td>Durham Freeway (NB)</td>
<td>0831-21-02-4060</td>
</tr>
<tr>
<td>Chapel Hill Rd</td>
<td>Colonial Apts (NB)</td>
<td>0810-08-88-3088</td>
</tr>
<tr>
<td>Chapel Hill Rd</td>
<td>Colonial Apts (SB)</td>
<td>0810-12-78-4260</td>
</tr>
<tr>
<td>University Drive</td>
<td>Dikon Rd</td>
<td>0810-11-77-1014</td>
</tr>
<tr>
<td>University Drive</td>
<td>Academy Rd (EB)</td>
<td>0810-11-66-6986</td>
</tr>
</tbody>
</table>
Background and Purpose
Following Board approval, GoTriangle’s real estate team will receive the approved right of way plans from GoTriangle’s design engineer. Depending on site conditions, GoTriangle will typically need to acquire between 50 and 500 square feet of right-of-way per bus stop. A GoTriangle agent will meet with affected property owners to explain the impacts of the improvements. Before the initiation of negotiations, the property interest to be acquired will be appraised, unless the owner is donating the property and releases GoTriangle from the appraisal obligation, or GoTriangle determines that an appraisal is unnecessary because the valuation is uncomplicated and the fair market value is estimated at $10,000 or less, based on a review of available data. If an appraisal is required, the appraisal and an appraisal review will be conducted consistent with 49 CFR Part 24 (the Uniform Act).

After a determination of just compensation, GoTriangle’s agent will begin negotiations with the property owner:
- A minimum of 3 attempts to settle with each property owner will be made
- GoTriangle’s agent will keep a detailed negotiation diary and all other information regarding the attempted settlement
- Once a signed Offer to Purchase is secured, the agent will deliver the original documents to GoTriangle to review and process payment
- GoTriangle will complete the requisite filings in order to secure the property interest on behalf of the City of Durham
- In the event a property owner refuses to settle or negotiations reach an impasse, GoTriangle will consider amending its plans or identify a different location. At this time, GoTriangle is not requesting authorization from the Board to condemn property for bus stop improvements.

Financial Impact
The Durham County FY21 transit work plan, approved by the GoTriangle Board of Trustees at its June 2020 meeting, assigns $2,500,000 for design, real estate acquisition, equipment purchase, and construction for up to 50 GoDurham bus stops. GoTriangle’s initial estimate for right of way acquisition is $5,000 per bus stop location.

Attachments
- None

Staff Contacts
- Gary Tober, 919.485.7577, gtober@gotriangle.org
- Katharine Eggleston, 919.485.7564, keggleston@gotriangle.org
MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Transit Partnerships
DATE: July 8, 2020
SUBJECT: GoDurham ACCESS Management and Operations Contract

Strategic Objective or Initiative Supported
1.3 Incorporate innovations to improve mobility and environmental stewardship
2.1 Promote a culture of safety
2.2 Deliver reliable service
2.3 Deliver a customer-friendly experience through our people and systems

Action Requested
Staff requests that the Committee recommend that the Board authorize the President/CEO to execute a contract with National Express Transit for the management and operation of the GoDurham ACCESS on demand transit service. The contract shall be for three (3) years with two (2) one-year options. The contract for year one shall not exceed $4,457,343.

Background and Purpose
GoTriangle entered into an agreement with First Transit, Inc. in 2015 for the management and operation of the GoDurham ACCESS demand response service. This agreement expires on August 31, 2020. After receiving stakeholder input, including the City of Durham, Durham County, community groups/organizations, and current customers, GoTriangle issued an RFP on May 4, 2020 for the management and operation of the GoDurham ACCESS on demand service, scheduled to begin September 1, 2020.

An evaluation and selection committee comprised of representatives from GoTriangle, the City of Durham, and Durham County evaluated proposals from five firms, and interviewed a short list of 3 firms, with a focus on selecting a vendor that:

1. Will provide customer-centric service that exceeds the needs of the residents of Durham City/County;
2. Maintains and exceeds all safety and security standards;
3. Provides unique service delivery options that improve operational efficiency, reducing travel time, and offers more options for customers; and
4. Incorporate new technologies to improve the customer experience and improve operational efficiency.

The committee unanimously selected National Express Transit of Lisle, Illinois as the successful proposer.

Financial Impact
The fees for year one shall not exceed $4,457,343 and is charged by a combination of a fixed (annual) fee and a variable rate (per revenue hour) fee. The year one fees are included in the City of Durham’s adopted FY 2021 budget, and consist of federal, state, county, and local funds.

Attachments
- None

Staff Contact
- Brian Fahey, Transit Administrator, (919) 485-7501, bfahey@gotriangle.org
MEMORANDUM

TO:        GoTriangle Board of Trustees
FROM:      Clerk to the Board of Trustees
DATE:      July 21, 2020
SUBJECT:   Appointment of Nominating Committee

Strategic Objective or Initiative Supported

Action Requested
Approve appointments to the Nominating Committee.

Background and Purpose
Article III, Section 2. of GoTriangle’s by-laws states that officers of the Board shall be elected annually at a September meeting of the Board and that the Board shall name at a July meeting of the Board three members, one voting member from each of the counties within the Authority's jurisdiction, to serve as a nominating committee for officers of the Board.

Chair Michael Parker has asked Jennifer Robinson (Wake), Wendy Jacobs (Durham) and Mark Marcoplos (Orange) to serve on the Nominating Committee for this year. All three have agreed. Elections will be scheduled for the September Board meeting.

Financial Impact
None.

Attachments
- None

Staff Contact
- Michelle Dawson, 919-485-7438, mdawson@gotriangle.org
<table>
<thead>
<tr>
<th>Contract #</th>
<th>Contractor (or subject if no contractor listed)</th>
<th>Contract Amount</th>
<th>Subject</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>20-033</td>
<td>FEMA</td>
<td>$0.00</td>
<td>COVID-19 Related Expense Application</td>
<td>Application for Federal Emergency Management Agency (FEMA) Public Assistance grant to provide for payment of certain COVID-19 related expenses during the pandemic emergency. State-Applicant Disaster Assistance Agreement (SAA) serves as the grant agreement document.</td>
</tr>
<tr>
<td>20-022</td>
<td>Lanier Construction</td>
<td>$74,351.23</td>
<td>Clenvie Station Amenity Improvements</td>
<td>Contract for Glenview Station Amenity Improvements Contract Unit Price is $74,351.23 Term: 6/15/2020 – 8/15/2020</td>
</tr>
<tr>
<td>17-049</td>
<td>Zendesk</td>
<td>$49,404</td>
<td>Support Professional and Talk Annual Service Agreement</td>
<td>This Contract provides for Zendesk Support and Talk. Term: 6/29/2020 – 6/28/2021; Net 30 annual service agreement in the amount of $49,404.00</td>
</tr>
<tr>
<td>19-028</td>
<td>InComm, City of Durham. City of Raleigh. Town of Cary</td>
<td>$0.00</td>
<td>Production, Retail Distribution, (Re)Loading of Electronic Fare Media Mobile Ticketing ILA and Addendum</td>
<td>ILA for the purchase of software and hardware. Addendum 1 provides for Interactive Communications International, Inc. (“InComm”) to provide products and services associated with the production, retail distribution, loading and reloading of electronic fare media, which shall be implemented at GoTriangle’s option, subject to final approval by InComm, over time as set forth herein and in Exhibit A “Statement of Work” (SOW)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Date Executed: 6/11/20</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Date Executed: 6/12/20</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Date Executed: 6/18/20</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Date Executed: 6/29/20</td>
</tr>
</tbody>
</table>
HR Board Report - July 2020

NEW Hires

- Getachew Zerfu, Bus Operator I
- Lemar Black, Bus Operator I
- Kevin Ackerman, Bus Operator I
- Dorothy Foreman, Bus Operator I
- Audrey Gillison, Bus Operator I
- Chauncey Davis, Paratransit Operator I

PROMOTIONS

- Cynthia Hawkins, Bus Operator II to Bus Operator III
- Charisse Copening, Dispatcher/Operator to Transit Service Supervisor
- Larry Mangum, Bus Operator II to Transit Service Supervisor
- Felecia Martin, Bus Operator III to Transit Service Supervisor
- Terrence Miller Miller, Bus Operator II to Transit Service Supervisor

ANNIVERSARIES

- 20 Years: Alton Holeman (July) Greg Langley (July)
- 10 Years: Tim Morgan (June) Cheryl Bass (June) Jennifer Green (July)

RECRUITING

- Bus Operator I
Forward Together: Plaza Re-Opening

Roles & Responsibilities

- Project Lead | Employee Outreach
  Carolyn M. Lyons, Chief Talent Officer
- Pandemic Safety Plan
  Eric Bergstraesser, COO
- Telework Solutions
  Katharine Eggleston, CDO
- Technology + Productivity
  Saundra Freeman, CFO
- Facilities Preparedness
  Shelley Curran, GC and VP, Strategic Partnerships

Purpose
To share progress on steps taken to ensure employee health and safety for “when we do re-open”. There is NO SCHEDULED Re-Opening Date at this time.
**Suite 101**

- Ensure occupants do not queue, employees to use doors for building entry
- Unobstructed flow, minimal entry/exit points
- Additional sanitizing stations on floor

**In Progress**

**Progress Updates**
- Senior Team completed Organizational Readiness Assessment to determine gaps
- Roles & Responsibilities Assigned
- Pandemic safety, sanitization and disinfection plans are in place
- Plaza Building being configured to allow for social distancing
- Policies, FAQs and pre-work screening protocols for the Plaza in development

**Our New "at Work" Normal**

**Next Steps**
- Return to the Office + Work From Home = Social Distancing
- Leverage Technology & Internal Resources to Ensure Continued Productivity
- Update Relevant Policies and Safety Plans
- Develop Employee Communications
- Offer Continuous Learning

**Please direct any comments to clyons@gotriangle.org. Thank you.**
MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Capital Development
DATE: July 9, 2020
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
- Katharine Eggleston, 919-485-7564, 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

<table>
<thead>
<tr>
<th>Projects Under Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GoDurham Bus Stop Improvements</strong> <em>(18DCI_CD4)</em></td>
</tr>
<tr>
<td><strong>Description</strong> – This project includes site selection, design, and construction of passenger amenities at 22 bus stops in the GoDurham system.</td>
</tr>
<tr>
<td><strong>Status</strong> – Site selection and design are complete. Construction is divided into five packages. Construction of the first package of eight stops, second package of five stops, and third package of six stops is complete. <a href="#">The Notice to Proceed for the Glenview Station Walmart in Northern Durham was issued to Lanier Construction Company, a DBE firm, on June 22, and construction began on June 29.</a> Right-of-way acquisition activities for the remaining stops are underway by the City of Durham.</td>
</tr>
<tr>
<td><strong>Upcoming Activities</strong> – The Glenview Station project is schedule to be complete in August. Right-of-way acquisition and preparation for construction procurement for the remaining stops are scheduled to be completed in the coming months.</td>
</tr>
<tr>
<td><strong>Park-and-Ride Improvements in Wake County (Short-Term)</strong> <em>(TC002-K)</em></td>
</tr>
<tr>
<td><strong>Description</strong> – 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 construction; this project includes relocating the existing park-and-ride at the Hilltop Shopping Center in Fuquay-Varina to Wake Tech’s campus. This will allow FRX passengers to access Wake Tech directly. This project is budgeted in the Wake Transit Plan for FY20.</td>
</tr>
<tr>
<td><strong>Status</strong> – GoTriangle’s work on the shelter installation at the Wake Tech Fuquay-Varina campus is complete. This park-and-ride is scheduled to enter service in September.</td>
</tr>
<tr>
<td><strong>Upcoming Activities</strong> – GoTriangle will continue coordination with NCDOT on the adjacent roadway project, and will begin communicating with riders about the upcoming change to the park-and-ride location planned to occur with August service changes.</td>
</tr>
<tr>
<td><strong>Southpoint Transit Center</strong> <em>(18GOT_CD2)</em></td>
</tr>
<tr>
<td><strong>Description and Status</strong> – On a typical weekday, nearly 375 riders board the bus at the existing transfer point and park-and-ride at Southpoint, which is served by GoTriangle routes 800 and 800S and GoDurham routes 5 and 12. The Durham County Transit Plan includes funding for increased passenger amenities at this location. As of November 30, Southpoint had begun constructing a bus stop on Renaissance Parkway for two buses, which is not adequate for the service at this location. As of early July, Southpoint’s construction is still underway and the City of Durham has begun work to convert the westbound lane of Renaissance Parkway to a bus-only lane to provide for safe and adequate bus operations and avoid the additional cost of modifying the bus bay under construction by Southpoint.</td>
</tr>
<tr>
<td><strong>Upcoming Activities</strong> – Southpoint is proceeding with construction and City of Durham is proceeding with implementation of the bus-only lane conversion. GoTriangle is preparing for service to begin at the new stop in late June or early August.</td>
</tr>
<tr>
<td><strong>Schedule Risks</strong> – The delivery schedule for this project will be determined by City of Durham and Southpoint’s construction. The primary risks to completion in the Spring are continued lack of progress by Southpoint’s contractor and potential construction delay related to COVID-19.</td>
</tr>
</tbody>
</table>
### Projects in Design

<table>
<thead>
<tr>
<th><strong>Patterson Place Improvements</strong> <em>(18GOT_CD4)</em></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description</strong> – 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.</td>
</tr>
<tr>
<td><strong>Status</strong> – Design is underway. GoTriangle staff met with the property owner in late November to discuss the design of the passenger waiting amenities and associated property needs, and the consultant has developed additional drawings necessary for further coordination with the property owner. Staff continues to reach out to the property owner to coordinate the design, and is awaiting a response.</td>
</tr>
<tr>
<td><strong>Upcoming Activities</strong> – Design completion and plan approval is on hold pending further coordination with the property owner.</td>
</tr>
<tr>
<td><strong>Schedule Risks</strong> – Engagement with the property owner to agree on a design for the passenger waiting amenities may take longer than anticipated and could affect the delivery schedule. GoTriangle staff is taking a proactive and accommodating approach to coordinate with the affected owner. Coordination with the property owner may be delayed due to COVID-19.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Hillsborough Park-and-Ride</strong> <em>(18GOT_CD8)</em></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description</strong> – 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.</td>
</tr>
<tr>
<td><strong>Status</strong> – The design is currently advancing through the plan approval process with Orange County. Staff and outside counsel have identified the need for additional real estate agreements related to use of property 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.</td>
</tr>
<tr>
<td><strong>Upcoming Activities</strong> – 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.</td>
</tr>
<tr>
<td><strong>Schedule Risks</strong> – 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. Coordination with Orange County and NCDOT has been delayed due to COVID-19.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>GoTriangle Bus Stop Improvements in Orange County</strong> <em>(18GOT_CD12)</em></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description</strong> – This project includes site selection, design, and construction of passenger amenities at up to 10 bus stops in the GoTriangle system within Orange County.</td>
</tr>
<tr>
<td><strong>Status</strong> – Designs for four stops is complete and have been turned over to Orange County for permitting and construction; NCDOT requested changes during the permitting process and GoTriangle has resubmitted the plans to NCDOT for approval. Coordination with Orange County and Town of Chapel Hill to identify location and scope of improvements for additional stops is underway. Chapel Hill Transit and NCDOT have agreed to the location and scope of four additional stops. Staff continues to coordinate with UNC Chapel Hill on the location and scope of a fifth stop improvement on campus.</td>
</tr>
<tr>
<td><strong>Upcoming Activities</strong> – GoTriangle will initiate design of additional stop improvements pending completion of scoping.</td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td><strong>GoTriangle Bus Stop Improvements in Wake County</strong> <em>(TC002-L/M/Y)</em></td>
</tr>
<tr>
<td><strong>Description</strong> – The Wake Transit Plan includes funding for improvements at existing and new GoTriangle bus stops throughout Wake County.</td>
</tr>
<tr>
<td><strong>Status</strong> – A task order for design of 23 stops was issued in early May, and design is underway.</td>
</tr>
<tr>
<td><strong>Upcoming Activities</strong> – Design completion is expected in mid-2020.</td>
</tr>
<tr>
<td><strong>GoTriangle Bus Stop Improvements in Durham County</strong> <em>(18GOT_CD7)</em></td>
</tr>
<tr>
<td><strong>Description</strong> – This project includes site selection, design, and construction of passenger amenities at up to 10 bus stops in the GoTriangle system within Durham County.</td>
</tr>
<tr>
<td><strong>Status</strong> – Removal and replacement of the two existing bus shelters along the eastbound side of NC 54 opposite the Boxyard project is complete. Planning activities for additional GoTriangle bus stop improvements in Durham County are underway.</td>
</tr>
<tr>
<td><strong>Upcoming Activities</strong> – GoTriangle will continue to coordinate with RTP regarding the westbound stop.</td>
</tr>
<tr>
<td><strong>GoDurham Bus Stop Improvements</strong> <em>(20GOT_CD2)</em></td>
</tr>
<tr>
<td><strong>Description</strong> – This project includes site selection, design, and construction of passenger amenities at 50 bus stops in the GoDurham system.</td>
</tr>
<tr>
<td><strong>Status</strong> – The City of Durham has approved construction drawings for 35 stops, with an additional 14 stops under review. GoTriangle has initiated amenities purchases for shelters, benches, and trash receptacles.</td>
</tr>
<tr>
<td><strong>Upcoming Activities</strong> – Preparation for construction procurement for the first group of 16 stops is underway, and GoTriangle is mobilizing real estate acquisition resources to prepare for the subsequent packages of stops.</td>
</tr>
<tr>
<td><strong>Raleigh Union Station Bus Facility</strong> <em>(TC002-A)</em></td>
</tr>
<tr>
<td><strong>Description</strong> – 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 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).</td>
</tr>
<tr>
<td><strong>Status</strong> – The BUILD grant agreement was executed by GoTriangle and USDOT on June 1. Pre-development activities have been ongoing with the developer, and a design kickoff meeting was held on May 18th for the transit facility. Coordination with City of Raleigh, SHPO, NCDOT and other stakeholders is ongoing to confirm third-party requirements affecting the project definition.</td>
</tr>
<tr>
<td><strong>Upcoming Activities</strong> – Due diligence activities and negotiations will continue with the development partner. The 30% design phase of the transit facility is scheduled to continue for several months.</td>
</tr>
<tr>
<td><strong>Schedule Risks</strong> – 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. As such, a detailed schedule with realistic durations for each task will be developed and actively managed going forward.</td>
</tr>
<tr>
<td><strong>Cost Risks</strong> – Engagement with a development partner 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.</td>
</tr>
<tr>
<td>Projects in the Planning Phase</td>
</tr>
<tr>
<td>-------------------------------</td>
</tr>
<tr>
<td><strong>Park-and-Ride Improvements in Wake County (Short-Term) (TC002-K)</strong></td>
</tr>
<tr>
<td><strong>Description</strong> – 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.</td>
</tr>
<tr>
<td><strong>Status</strong> – GoTriangle engaged with the Town of Wake Forest on March 5 to discuss the proposed stop location and the number of street parking spaces available for a short term solution for the park and ride.</td>
</tr>
<tr>
<td><strong>Upcoming Activities</strong> – In coordination with GoRaleigh and Wake County, GoTriangle is evaluating an additional proposed option on Capital Blvd. The Town of Wake Forest is coordinating an agreement for use of the Suntrust lot until June 30, 2021.</td>
</tr>
</tbody>
</table>

| **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 approved the conceptual plan for implementation. GoTriangle is coordinating with NCDOT staff to initiate sign designs. Preliminary cost estimates, sign designs, and plans prepared by NCDOT have been submitted and are undergoing internal GoTriangle review. |
| **Upcoming Activities** – GoTriangle will coordinate with NCDOT to finalize a reimbursement agreement for the work. |
| **Schedule Risks** – Ongoing coordination with NCDOT has been slowed due to the impacts 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 operational requirements is complete. The consulting team is identifying and screening initial alternative sites that meet those criteria in coordination with GoTriangle. Three virtual workshops with stakeholder groups have been conducted to date. |
| **Upcoming Activities** – Staff and the consulting team will finalize site evaluation criteria, finalize identification of alternative sites and improvements, and complete virtual workshops with stakeholders. Remaining tasks include evaluation of alternative sites, selection of a preferred site and development of conceptual site layouts for the preferred site. |
| **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 is finalizing parcel search using these criteria.

Upcoming Activities — Remaining tasks for the existing GoTriangle park and ride lots include identification and screening of alternatives for potential park and ride lot expansion, relocation, and or new opportunities. Remaining tasks for the two new park and ride lots in Northern Wake and West Raleigh, include evaluation of alternative sites, selection of a preferred site, and development of a conceptual design for the preferred site.

Schedule Risks — The primary risk to continued progress is potential postponement of community/riders engagement related to COVID-19.

**Bus Operations and Maintenance Facilities**

<table>
<thead>
<tr>
<th>Projects in Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Lane Street Building Renovations</strong></td>
</tr>
<tr>
<td>Description — GoTriangle’s building at 324 W. Lane Street is being used for storage and fabrication of bus passenger amenities. This project will add electrical service and remove a defunct office space within the building to increase its usefulness for on-site fabrication activities.</td>
</tr>
<tr>
<td>Status — This project is complete.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Projects in the Design Phase</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Paratransit Office Space Upfit (TC002-J)</strong></td>
</tr>
<tr>
<td>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.</td>
</tr>
<tr>
<td>Status — Schematic design has been completed and approved and a cost estimate is being developed for the project before entering into design development.</td>
</tr>
<tr>
<td>Upcoming Activities — GoTriangle will review the cost estimate to verify project scope and proceed to design development phase.</td>
</tr>
<tr>
<td>Schedule Risks — Primary schedule risk to completion on time is due to the potential for redesign due to budget over-runs that may result from unforeseen needs for building systems upgrades within the existing Plaza building. COVID-19 could increase permit review times.</td>
</tr>
</tbody>
</table>
# Rail Transit Infrastructure Development

**Greater Triangle Commuter Rail Study (19GOT_CO2/20GOT_CD1/TC004-A)**

**Description** – This study is evaluating feasibility of a potential commuter rail service between Mebane and Selma within the existing North Carolina Railroad Company corridor. A first phase, which is substantially complete, evaluated operational requirements, infrastructure needs, capital and operating cost estimates, and ridership modeling. The additional work, scheduled to begin next month will refine the project definition; engage community members, municipalities, and institutional stakeholders; and better understand critical project success factors. This further study 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** – GoTriangle staff, consultants, and project partners have finalized documentation of the initial phase of study. As of April 6, all parties to the Memorandum of Understanding in Support of Continued Development of the GTCR Project, including Johnston county, have 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.

**Upcoming Activities** – Priority early activities in the second phase of work are as follows:

- Coordination with North Carolina Railroad Company, Norfolk Southern, CSX, and NCDOT Rail Division to initiate rail network modeling by Norfolk Southern.
- Engagement with “resource partners” including local governments, institutions, and other regional partners to develop coordination plans for this phase of work.
- Preparation for an initial round of community engagement, which may be performed mostly/all online depending on the duration of distancing requirements and norms related to COVID-19.
- Development of a detailed schedule and project execution plan for this phase of work.

**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) and identification and resolution of competing/conflicting stakeholder goals. These are key priorities with the next steps defined in the MOU.

**Cost Risks** – To date, it appears that primary risks to setting a budget within the range of $1.4B to $1.8B identified during this phase of study for the Durham-Garnett 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.