



GoTriangle
Board of Trustees
November 15, 2023
12:00 pm-2:30 pm Eastern Time

The GoTriangle Board of Trustees has resumed in-person meetings. The public is encouraged to use the remote option.

Microsoft Teams meeting | Join on your computer or mobile app

Click here to join the meeting

*Or call in (audio only) +1 252-210-4099
Phone Conference ID: # 630 947 572#*

I. Call to Order and Adoption of Agenda

(1 minute Brenda Howerton)

ACTION REQUESTED: Adopt agenda with any changes requested.

II. Recognition

III. Public Comment

(Brenda Howerton)

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 at mdawson@gotriangle.org.

IV. Consent Agenda

(1 minute Brenda Howerton)

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. Regular Session Minutes | October 25, 2023

FY2024 Q2 Transit Plan Amendments

ACTION REQUESTED: Approve the FY2024 Q2 Wake, Durham and Orange County Transit Plan amendments and budget ordinance amendments.

1. Wake County Transit

- O 2023 0025 Wake Operating Fund Budget Amendment
- O 2023 0026 Wake Capital Fund Budget Amendment
- Wake Budget Change Impact

2. Durham County Transit

- O 2023 0027 Durham Operating Fund Budget Amendment
- O 2023 0028 Durham Capital Fund Budget Amendment
- Durham Budget Change Impact

3. Orange County Transit

- O 2023 0029 Orange Operating Fund Budget Amendment
- O 2023 0030 Orange Capital Fund Budget Amendment
- Orange Budget Change Impact

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 Brenda Howerton)

ACTION REQUESTED: Discuss and take action on any items removed from the consent agenda.

B. Operations & Finance Committee Report

(5 minutes Michael Parker)

1. Interlocal Agreement for Regional On-Board Origin and Destination Survey

(10 minutes Paul Black)

Presentation

ACTION REQUESTED: Authorize the President/CEO to execute the agreement.

Interlocal Agreement draft

Durham work plan item

Orange work plan item

C. Planning & Legislative Committee Report

(5 minutes Vivian Jones)

D. New Business

VI. Other Business

A. President & CEO's Report

(5 minutes Charles Lattuca)

Contracts

New Hires & Promotions

1. **Operations Update**
(5 minutes Vinson Hines)
2. **Capital Projects Status Report**
(5 minutes Katharine Eggleston)

B. **General Counsel's Report**
(5 minutes Byron Smith)

C. **Chair's Report**
(5 minutes Brenda Howerton)

D. **Board Member Reports**

1. **CAMPO Executive Board Representative**
(5 minutes Sig Hutchinson)
2. **Regional Transportation Alliance (RTA) Rep.**
(5 minutes Sig Hutchinson)
3. **DCHC MPO Board Representative**
(5 minutes Michael Parker)

VII. **Adjournment**
(Brenda Howerton)



BOARD OF TRUSTEES MEETING MINUTES

4600 Emperor Boulevard
Suite 100
Durham, NC 27703

Wednesday, October 25, 2023

12:00 p.m.

GoTriangle Board Room

Board members present | Mary-Ann Baldwin, Corey Branch [arr. p.m.], Patrick Hannah, Brenda Howerton, Vivian Jones, Elaine O'Neal, Michael Parker, Sally Greene [arr. p.m.],

Board members attending remotely | Jennifer Robinson [left 1:29 p.m.], Valerie Jordan [left 12:55 p.m.]

Board members absent | Michael Fox, Sig Hutchinson [excused]

Chair Brenda Howerton officially called the meeting to order at 12:02 p.m. A quorum was present.

I. Adoption of Agenda

Action: The agenda was adopted by consensus.

II. Public Comment

Chair Howerton recognized Heather Brutz. Brutz stated she rides the CRX and is concerned about the proposed elimination of stops in downtown and the Eubanks park-and-ride lot.

III. Consent Agenda

Action: A motion was made by Jones and seconded by Baldwin to approve the consent agenda. Upon vote the motion was carried unanimously.

The following consent agenda items were approved:

- September 27, 2023 | Regular Session Minutes.
- September 27, 2023 | Closed Session A Minutes.
- September 27, 2023 | Closed Session B Minutes.
- *Interlocal agreement with CAMPO for Wake Transit program baseline policy development.
- Authorized the President/CEO to award and execute a contract with Browe Construction Company for construction, installation of amenities, and other improvements at seven Durham bus stop locations in the amount of \$758,535, with an additional 10% project contingency to cover the cost of changes related to unforeseen conditions, for a total contract budget of \$834,388.
- Authorized negotiation and execution of a contract for the sale of approximately 1.57 acres generally located at 228 and 232 N. Harrison Avenue in Cary to the Town of Cary.
- *2024 board meeting calendar.

*These documents are attached and hereby made a part of these minutes.

IV. Presentations

A. Regional Rapid Bus Study

Paul Black's presentation is attached and hereby made a part of these minutes.

Black explained with GoTriangle's shift to a longer-term, incremental approach to regional rail, a plan is needed for what the mid- and long-term regional service will be. This study will evaluate improving regional routes and ensuring locals systems and BRTs stay well connected in ways that are complementary to other efforts. GoTriangle provides core service between local providers and regional activity centers and offers peak and local service where no local provider exists or supplements core service as needed, such as route 301 between Cary and Raleigh before GoCary existed.

The existing longer term plans [metropolitan and comprehensive transportation plans] are not specific regarding service type nor provider. Plans such as the county transit and bus plans, GoTriangle's own short range transit plan, the Transportation Improvement Plan and the State Transportation Improvement Plan are short range and have set budgets and funding sources. The recently initiated FAST 2 study will focus on infrastructure and highway infrastructure and its relationship to providing good service to transit. A gap exists between these short and long range plans and connection across boundaries.

Black said that the GoTriangle Strategic Plan is a different plan, with a high-level vision and short time horizon that builds consensus about where the organization is going not a transportation plan. This study will determine which corridors are a good fit for GoTriangle, recommend mid- and long-term service types for each corridor, prioritize corridor investments and inform other regional plans.

V. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. Operations & Finance Committee Report

Michael Parker reported that three items on the consent agenda were recommended by the committee. He said there were several reports with no action required: an update on the Short Range Transit Plan, a new board member orientation, a review of draft scope for the RFP for the financial review and the Bret Martin letter. He stated that the General Counsel would provide an update on that.

C. Planning & Legislative Committee Report

Vivian Jones reported that the Planning & Legislative Committee also received a presentation on the Short Range Transit Plan and also the Triangle Mobility Hub.

D. New Business

1. 2024 Health, Dental, Vision, & Ancillary Benefits Package

Christy Winstead presented the 2024 health benefits package, recommending renewal policies with current providers. She reported that the package represents an \$84,000 decrease in premiums for the next plan year and includes the option of a high deductible health plan with an HAS in addition to the PPO plan currently in place.

Action: A motion was made by Baldwin and seconded by Branch to approve the 2024 Health Benefits Package, awarding renewal policies based on quoted premiums to current providers: BCBS of NC with the addition of a HSA employer-contributing plan, no change for employee-only premiums and 2.5% decrease for dependent coverage; Delta Dental with the addition of adult orthodontia benefit, no change for employee-only premiums and 5% increase for dependent coverage; VSP Vision, no changes; and Hartford, no changes. Upon vote the motion was carried unanimously. Details on the medical and dental renew are attached and hereby made a part of these minutes.

2. **Title VI Program Update and Service & Fare Equity**

Jamila Ormond, director of Equal Opportunity Diversity and inclusion, presented information about GoTriangle's Title VI Program Plan update for FY2021 – 2023 and the service and equity policy. She state that both are required by FTA to be updated every three years and approved by the board.

Title VI Program Plan Regulations

- Document commitment to Title VI with periodic review and updates.
- Notify the public and beneficiaries of services their rights under Title VI.
- Resolve any areas of deficiency to ensure compliance with nondiscrimination requirements.
- Develop complaint procedures and investigate any claims of discrimination.
- Collect and maintain ridership demographics and service profile maps and charts.
- Develop service standards and policies, including:
 - Public Participation Plan outlining GoTriangle's engagement with the public to ensure the public has sufficient access to information.
 - Language Assistance Plan that identifies steps for providing language assistance to persons with limited English proficiency or limited language skills.
 - Service and Fare Equity Analysis Policy to evaluate fare changes and major service changes for discriminatory impacts [required for recipients of federal funds operating 50 or more fixed route vehicles in peak service to a population of 200,000 or greater]. This policy must be approved by the board every three years.

Parker commented that the equity analysis GoTriangle performs seems to be more an equality analysis and encouraged staff over the next cycle make this a true equity analysis, considering the impact to various income or racial groups.

Action: A motion was made by Parker and seconded by Baldwin to approve the updated Title VI Program and Policies and approve the Service and Fare Equity Analysis Policy. Upon vote the motion was carried unanimously.

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 reported on the following items:

- RUS Bus groundbreaking yesterday
- Scheduled meeting on November 1 with Wake County and CAMPO staff regarding the vehicle rental tax issue
- Will provide an overview of GoTriangle's system on November 6 to the Wake County Board of Commissioners Committee on Growth and Sustainability, along with GoRaleigh and CAMPO
- Holding a job fair today for operators
- Noted service awards: Operations - Joe Hutchinson and Tilly Reames, 30 years; Finance - Mitchell Lodge, 20 years; Mechanic – Rico Glover, 15 years
- GoTriangle staff and several board members met with RDU staff and board members to discuss how to deliver better transit service to the airport and how to provide incentives for airport employees to carpool or vanpool. Conversation continues about longer range plans for more service to the airport. Chris Lukasina and Doug Plachcinski from CAMPO and DCHC MPO, respectively, also participated.
- Staff is preparing a presentation for the board on GoTriangle's paratransit operations.
- Sandra Freeman presented September contracts approved by the President/CEO. She stated that the next report would include all executed contracts.
- Freeman also noted that the RPF for the financial analysis has gone out and responses are due the first week of November.

1. Operations Update

The monthly report is attached and hereby made a part of these minutes.

Vinson Hines shared the following statistics from September:

- Average weekday ridership: 6,549, up 6.5% from 2022 and down 0.5% from 2019.
- Average Saturday ridership: 3,733, up 92.9% from 2019 and up 34.3% from 2022.
- Average Sunday ridership: 2,242, up 95% from 2019 and up 17.2% from 2022.
- Average paratransit weekday boardings: 149, up 6.4% from 2019 and up 15.5% from 2022.
- Average paratransit Saturday boardings: 47, up 27% from 2019 and up 4.4% from 2022.
- Average paratransit Sunday boardings: 26, up 62.5% from 2019 and up 36.8% from 2022.
- Average paratransit trip length: 21 miles
- Applications: 65 for bus operator received month-to-date.

- Operators: 59, including 7 trainees.
- Another job fair is scheduled for November 8.
- Jimmy Price reported that police responded to 1 incident in September and EMS, 0.

Price also reported on the recent parts room fire. He praised employee response and stated that mechanics were back at work the same day.

2. Capital Projects Status Report

No report.

Eric Curry reported on the RUS Bus groundbreaking event.

B. General Counsel's Report

General Counsel Byron Smith reported on his office's investigation of a letter from Bret Martin. He stated that following staff interviews and a review of hundreds of pages of documents including federal regulations and the federal grant toolkit, no evidence to substantiate his allegations of fraud or misrepresentation was found. Smith noted the FTA issued GoTriangle a closeout letter with no further action following the triennial review.

C. Chair's Report

Howerton stated her pleasure to serve as board chair.

D. Board Member Reports

1. CAMPO Executive Board Representative

Vivian Jones offered the CAMPO report. She stated that a contract for the northwest Harnett County transit feasibility study and the Wake Transit baseline revenue assessment funding agreement with GoTriangle were approved.

2. Regional Transportation Alliance (RTA) Representative

No report.

3. DCHC MPO Board Representative

No report.

VII. Adjournment

Action: Chair Howerton adjourned the meeting at 1:42 p.m.

Prepared by:

Michelle C. Dawson, CMC
Clerk to the Board of Trustees

AGENDA ACTION ITEM

Submitted by: Steven Schlossberg, Finance & Administrative Services

Meeting date: November 2, 2023

SUBJECT: Wake Transit FY 2024 Q2 Wake Transit Work Plan/Budget Amendment

Strategic Objective or Initiative Supported

Implement the Wake Transit Plan with Transit Planning Advisory Committee

Staff Recommendation

Recommend board approval of the FY2024 Q2 Wake Transit Work Plan amendments.

Item Summary

Five (5) major amendments and One (1) minor amendment have been submitted for approval:

Operating Amendments

1. **Contract Safety & Security Services** (Major Amendment): *City of Raleigh* is requesting funds to provide additional safety and security personnel at GoRaleigh transfer stations. Personnel would also be available to assist with non-destination riders on buses and non-transit related use of bus shelters and amenities.
2. **1.0 FTE: Director of Safety & Security** (Major Amendment): *City of Raleigh* is requesting funds to obtain a Director level Safety/Security position to provide oversight of the GoRaleigh transit services.

Capital Amendments

3. **Participation in NCDOT/RTA FAST Study** (Major Amendment): *Wake County* and *GoTriangle* are requesting funds to participate in the NCDOT/ Regional Transportation Alliance (RTA) Freeway And Street-based Transit (FAST) Study.
4. **New Downtown Cary Multimodal Transit Facility** (Major Amendment): *Town of Cary* currently has a project budget of \$17,508,861 for feasibility study, design and land acquisition. The Town received appraisals for 21 parcels that make up the project area for the Downtown Multimodal Center. The approved appraisal amount with 30% contingency totals \$27,390,480.00. In addition to the purchase of the property, the Uniform Act requires relocation assistance and moving expense reimbursement. The cost depends on whether it is a residential or commercial property. This is currently estimated at \$3,280,000, for a total estimate of \$30,670,480.00 for land acquisition, although this may increase if condemnation is filed on any of the properties. The Town is also increasing the estimate for master planning and design work to \$6,329,520. This increase brings the total project estimate to \$37,508,861. The Town of Cary is contributing \$10,000,000 to the project and requesting a Wake Transit amendment of \$10,000,000 to cover the additional budget needs.
5. **Raleigh Union Station Bus Facility/RUS Bus** (Major Amendment): *GoTriangle* is requesting advance funding to support Phase II construction of the RUS Bus project that is scheduled to begin in fall 2023. Phase II construction of the private overbuild is delayed due to financial market challenges. Proceeding with the publicly funded component of the project is critical due to the sunset date

of the project's federal Better Utilizing Investments to Leverage Development (BUILD) grant funds in September 2025. There are elements of the private overbuild to the construction of the transit project that will need to start at the same time as the transit facility construction begins. Funds will be reimbursed upon the developer's receipt of financing and commencement of the Overbuild.

6. **Extension of Planning Horizon for Wake Transit Vision Plan & Community Funding Area Program Management Plan Update** (Minor Amendment): CAMPO initially requested an increase in funds in FY2024 but have since shifted the additional \$130,000 requested to be programmed in FY2025. The increase in funds would be allocated to the total future year programmed amount from \$300,000 to \$430,000. CAMPO has adjusted the FY2024 amendment request to update the adopted project scope with zero financial impact in the current fiscal year. This amendment request also includes incorporating the scope and costs of updating the Community Funding Area Program Management Plan.

At the time of the GoTriangle Operations and Finance Committee receiving this item, TPAC will have already reviewed and recommended the listed amendments to both the CAMPO Executive Board and the GoTriangle Board of Trustees. The CAMPO Executive Board will be presented the FY 2024 Q2 Wake Transit Amendments during November 15th Executive Board Meeting.

Financial Impact

The proposed amendments will increase the FY2024 Wake Transit Work Plan by \$21,471,360.

Attachments

- Detailed Project Amendment Request



2023 0025

**GoTRIANGLE FY2024 BUDGET ORDINANCE AMENDMENT
TRIANGLE TAX DISTRICT – WAKE OPERATING FUND**

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, 2023, and ending June 30, 2024:

	Original	Revised
Article 43 ½ Cent Local Option Sales Tax	\$ 26,519,260	\$ 26,855,620
Vehicle Rental Tax	275,704	275,704
\$7 Vehicle Registration Tax	6,850,000	6,850,000
\$3 Vehicle Registration Tax (Transfer from Wake Tax District)	2,925,000	2,925,000
Other/Miscellaneous	<u>1,088,574</u>	<u>1,088,574</u>
Total	\$ 37,658,538	\$ 37,994,898

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District - Wake Operating Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Tax District Administration - GoTriangle	\$ 635,733	\$ 635,733
Transit Plan Administration		
GoTriangle	2,745,107	2,745,107
Capital Area Metropolitan Planning Organization (CAMPO)	824,909	824,909
City of Raleigh	1,885,167	1,960,167
Town of Cary	884,348	884,348
Community Funding Areas		
Town of Wake Forest	415,457	415,457
Town of Apex	440,607	440,607
Town of Morrisville	375,012	375,012
Reserve	837,785	837,785
Bus Operations		
GoTriangle	4,052,469	4,052,469
City of Raleigh	20,742,251	21,003,611
Town of Cary	2,557,187	2,557,187
Wake County	1,125,361	1,125,361
Town of Wendell	4,752	4,752
Town of Zebulon	6,397	6,397
Reserve	<u>125,996</u>	<u>125,996</u>
Total	\$ 37,658,538	\$ 37,994,898

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, 2023, 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 also shall be furnished to representatives of the Agencies under Section 2. The Budget Ordinance shall be entered into the Board minutes.

ATTEST:

ADOPTED THIS THE 15TH DAY OF NOVEMBER 2023.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

2023 0026

GO TRIANGLE FY2024 BUDGET ORDINANCE AMENDMENT
TRIANGLE TAX DISTRICT - WAKE CAPITAL FUND

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, 2023, and ending June 30, 2024:

	Original	Revised
Article 43 ½ Cent Local Option Sales Tax	\$ 98,480,740	\$ 98,144,380
Community Funding Area Fund Balance	661,935	661,935
Allocation from Wake Capital Fund Balance	<u>14,232,843</u>	<u>35,704,203</u>
Total	\$ 113,375,518	\$ 134,510,518

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District - Wake Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Capital Planning		
Capital Area Metropolitan Planning Organization [CAMPO]	\$ 250,000	\$ 250,000
Wake County		135,000
Community Funding Area		
Town of Apex	429,275	429,275
Town of Knightdate	232,660	232,660
Bus Infrastructure		
GoTriangle	2,875,375	13,875,375
City of Raleigh	21,169,859	21,169,859
Town of Cary	26,471,404	36,471,404
Reserve	1,124,864	1,124,864
Vehicle Acquisition		
City of Raleigh		
	1,456,096	1,456,096
GoTriangle	2,113,500	2,113,500
Bus Rapid Transit		
GoRaleigh	<u>57,252,485</u>	<u>57,252,485</u>
Total	\$ 113,375,518	\$ 134,510,518

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. Small Starts Funding from the FTA in support of the southern Corridor Bus Rapid Transit 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 also shall be furnished to representatives of the Agencies under Section 2. The Budget Ordinance shall be entered into the Board minutes.

ATTEST:

ADOPTED THIS THE 15TH DAY OF NOVEMBER 2023.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

FY24 Budget Change Impact - Wake Transit Plan

	<u>Revenue</u>	<u>Expenditures</u>	<u>Reserve/Cash Impact</u>	<u>Fund Affected</u>	<u>Comments</u>
FY24 Approved Budget	\$ 455,191,074	\$ 469,423,920	\$ (14,232,846)		
City of Raleigh (Raleigh - Operating)		75,000	(75,000)	43	Increase in Raleigh <i>Transit Plan Administration</i> for a new Raleigh project for a Director of Safety & Security : 1.0 new FTE
City of Raleigh (Raleigh - Operating)		261,360	(261,360)	43	Increase in Raleigh <i>Bus Operations</i> for a new Raleigh project to provide Security Contractors in the Downtown Raleigh area
Wake County (Wake County - Capital)		135,000	(135,000)	43	<i>New Wake County Project for RTA FAST Study</i> - The funds are needed to participate in the NCDOT Freeway And Street-based Transit Study
GoTriangle (GoTriangle - Capital)		11,000,000	(11,000,000)	43	<i>Raleigh Union Station Bus Facility</i> - The funds are needed to support Phase II construction, Funds will be reimbursed to the Wake Transit Plan by FY28
Town of Cary (Cary - Capital)		10,000,000	(10,000,000)	43	<i>Downtown Cary Multimodal</i> - The funds are needed for the increased cost of purchasing land for the project
Amended FY24 Budget (Nov 2023)	\$ 455,191,074	\$ 490,895,280	\$ (35,704,206)		
Changes from Amendments	\$ -	\$ 21,471,360	\$ (21,471,360)		

* - Reserve/Cash impact to be funded by Allocation from Fund Balance

AGENDA ACTION ITEM

Connecting all points of the Triangle

Submitted by: Steven Schlossberg, Finance & Administrative Services

Meeting date: November 2, 2023

SUBJECT: Q2 Durham County FY24 Transit Work Program and Budget Amendment

Strategic Objective or Initiative Supported

Implement the Durham Transit Plan with Staff Working Group

Staff Recommendation

Recommend board approval of the FY2024 Q2 Durham Transit Work Program amendments.

Item Summary

Two (2) amendments

1. *Durham County: FAST 2 Study* – Durham County is requesting funds as project lead on behalf of the County, City of Durham and GoTriangle to support the NCDOT Freeway, Arterial, Street & Tactical (FAST) Transit Priority Infrastructure Study [Fast 2 Study]. This study will be a coordinated effort among regional partners. It is the follow up initiative to the original FAST Study conducted in 2020-2021. One of the primary objectives of this study is to make our freeways and regional boulevards "transit ready."
2. *GoTriangle: Mobile Ticketing Technology* – GoTriangle is requesting funds for hardware to enable Open Payment technology for fare collection. Funds will also be used to upgrade the hardware to incorporate technology advancements that have occurred over the past few years while fares have been suspended.

The Durham Staff Working Group voted unanimously to recommend approval of these items at their October 18, 2023 meeting. Staff anticipates they will be considered for approval by the Durham BOCC at their November 13, 2023 meeting.

Financial Impact

The proposed amendments will increase the FY2024 Durham Transit Work Program by \$139,550.

Attachments

- Detailed Project Amendment Request

2023 0027

**GO TRIANGLE FY2024 BUDGET ORDINANCE AMENDMENT
TRIANGLE TAX DISTRICT - DURHAM OPERATING FUND**

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, 2023, and ending June 30, 2024:

	Original	Revised
Article 43 ½ Cent Sales Tax	\$ 11,126,910	\$ 11,080,909
Vehicle Rental Tax	87,171	87,171
\$7 County Vehicle Registration Tax	1,763,141	1,763,141
\$3 Vehicle Registr. Tax Transfer from Durham Special Tax District	<u>755,611</u>	<u>755,611</u>
Total	\$ 13,732,833	\$ 13,686,832

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District Durham Operating Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Tax District Administration - GoTriangle	\$ 490,967	\$ 490,967
Transit Plan Administration		
DCHC MPO	39,806	39,806
Durham County Access	392,578	392,578
GoDurham	143,772	143,772
GoTriangle	1,776,200	1,776,200
Transit Operations		
Durham County Access	280,203	280,203
GoDurham	8,025,648	8,025,648
GoTriangle	<u>2,583,659</u>	<u>2,537,658</u>
Total	\$ 13,732,833	\$ 13,686,832

Section 3. The FY23 Durham Transit Work Program reflects ongoing projects that remain vital to providing service to current transit customers and new projects that address immediate needs during a transition year to a new Transit Plan with updated priorities. 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. DCHC MPO, GoTriangle and Durham County will consider amendments to the FY23 Durham Transit Work Program as priorities are identified in the new Transit Plan.

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.

ATTEST:

ADOPTED THIS THE 15TH DAY OF NOVEMBER 2023.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

2023 0028

**GO TRIANGLE FY2024 BUDGET ORDINANCE AMENDMENT
TRIANGLE TAX DISTRICT – DURHAM CAPITAL FUND**

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, 2023, and ending June 30, 2024:

	Original	Revised
Article 43 ½ Cent Local Option Sales Tax	\$ <u>28,873,091</u>	\$ <u>28,919,091</u>
Total	\$ <u>28,873,091</u>	\$ <u>28,919,091</u>

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District – Durham Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Capital Planning		
Durham County		\$ 110,000
DCHC MPO	\$ 1,081,600	1,081,600
GoDurham	100,000	100,000
Transit Infrastructure		
GoDurham	7,338,121	7,338,121
GoTriangle	4,896,300	4,971,850
Vehicle Purchase		
GoTriangle	369,096	369,096
Allocation to Durham Capital Fund Balance	<u>15,087,974</u>	<u>14,948,424</u>
Total	\$ <u>28,873,091</u>	\$ <u>28,919,091</u>

Section 3. Triangle Tax District – Durham Capital Funds are appropriated pursuant to section 13.2 of Chapter 159 of the North Carolina General Statutes; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project unless subsequently approved for reallocation by the GoTriangle Board of Trustees.

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.

ATTEST:

ADOPTED THIS THE 15TH DAY OF NOVEMBER 2023.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

FY24 Budget Change Impact - Durham Transit Work Program

	<u>Revenue</u>	<u>Expenditures</u>	<u>Reserve/Cash Impact</u>	<u>Fund Affected</u>	<u>Comments</u>
FY24 Approved Budget	\$ 78,227,663	\$ 63,139,689	\$ 15,087,974		
GoTriangle (Transit Operations)		(24,000)	24,000	41	Decrease in Youth GoPass -Project funds allocated to Mobile Ticket Validators - Durham share
GoTriangle (Transit Operations)		(22,000)	22,000	41	Decrease in Fare Collection - Project funds allocated to Mobile Ticket Validators - Durham share
					Increase in Mobile Ticket Validators - Durham share - Funds allocated from Youth GoPass and Fare Collection to upgrade the hardware incorporate techonology advancements that have occurred over the past few years as fares were suspended
GoTriangle (Transit Infrastructure)		75,500	(75,500)	41	
Durham County Access (Capital Planning)		110,000	(110,000)	41	New Project - This study will be a coordinated effort among regional partners. Primary objectives of this study is to make our freeways and regional boulevards "transit ready".
Amended FY24 Budget (Nov 2023)	\$ 78,227,663	\$ 63,279,189	\$ 14,948,474		
Changes from Amendments		\$ 139,500	\$ (139,500)		

AGENDA ACTION ITEM

Submitted by: Steven Schlossberg, Finance & Administrative Services

Meeting date: November 2, 2023

SUBJECT: Q2 Orange County FY24 Transit Work Program and Budget Amendment

Strategic Objective or Initiative Supported

Implement the Orange Transit Plan with Staff Working Group

Staff Recommendation

Recommend board approval of the FY2024 Q2 Orange Transit Work Program amendments.

Item Summary

Two (2) amendments

1. Orange County: FAST 2 Study - Orange County is requesting a reallocation of funds as project lead on behalf of the County, Chapel Hill Transit and GoTriangle to support the NCDOT Freeway, Arterial, Street & Tactical (FAST) Transit Priority Infrastructure Study [FAST 2 Study]. This study will be a coordinated effort among regional partners. It is the follow up initiative to the original FAST Study conducted in 2020-2021. One of the primary objectives of this study is to make our freeways and regional boulevards "transit ready."
2. GoTriangle: Mobile Ticketing Technology – GoTriangle is requesting a reallocation of previously adopted project funds for hardware to enable Open Payment technology for fare collection. Funds will also be used to upgrade the hardware to incorporate technology advancements that have occurred over the past few years while fares have been suspended.

The Orange Staff Working Group voted unanimously to recommend approval of these items at their September 20, 2023 meeting. Staff anticipates they will be considered for approval by the Orange BOCC at their November 14, 2023 meeting.

Financial Impact

The proposed amendments will have zero financial impact due to the reallocation of previously adopted funds to the Orange County Transit Plan.

Attachments

- Detailed Project Amendment Request

2023 0029

**GO TRIANGLE FY2024 BUDGET ORDINANCE AMENDMENT
TRIANGLE TAX DISTRICT – ORANGE OPERATING FUND**

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, 2023, and ending June 30, 2024:

	Original	Revised
Article 43 ½ Cent Sales Tax	\$ 4,921,744	\$ 4,795,744
Vehicle Rental Tax	42,572	42,572
\$7 County Vehicle Registration Tax	831,178	831,178
\$3 Vehicle Registr Transfer from Orange Special Tax District	<u>358,222</u>	<u>358,222</u>
Total	\$ 6,153,716	\$ 6,027,716

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District Orange Operating Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Tax District Administration – GoTriangle	\$ 321,253	\$ 321,253
Transit Administration		
DCHC MPO	39,806	39,806
GoTriangle	528,339	528,339
Orange County Public Transportation	61,100	61,100
Transit Operations		
Chapel Hill Transit	2,847,385	2,797,385
GoTriangle	1,154,730	1,128,730
Orange County Public Transit	<u>1,201,103</u>	<u>1,151,103</u>
Total	\$ 6,153,716	\$ 6,027,716

Section 3. The FY24 Orange Transit Work Program reflects ongoing projects that remain vital to providing service to current transit customers and new projects that address immediate needs during a transition year to a new Transit Plan with updated priorities. 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. DCHC MPO, GoTriangle and Orange County will consider amendments to the FY24 Orange Transit Work Program as priorities are identified in the new Transit Plan.

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.

ATTEST:

ADOPTED THIS THE 15TH DAY OF NOVEMBER 2023.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

2023 0030

**GO TRIANGLE FY2024 BUDGET ORDINANCE AMENDMENT
TRIANGLE TAX DISTRICT – ORANGE CAPITAL FUND**

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, 2023, and ending June 30, 2024:

	Original	Revised
Article 43 ½ Cent Local Option Sales Tax	\$ 4,578,256	\$ 4,704,256
Allocation from Orange Capital Fund Balance	469,904	469,904
Reallocation of Reserves	0	0
Prior Year Origin Destination Survey Reserve	0	-5,000
FAST 2 Study	0	5,000
FAST 2 Study (Allocation: Orange County Public Transportation)	0	5,000
Total	\$ 5,048,160	\$ 5,179,160

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District – Orange Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
BRT		
Chapel Hill Transit – NS-BRT	\$ 4,000,000	\$ 4,000,000
Capital Planning		
Orange Public Transportation		105,000
Transit Infrastructure		
GoTriangle	550,000	576,000
Town of Hillsboro	286,000	286,000
Vehicle Purchase		
GoTriangle	212,160	212,160
Total	\$ 5,048,160	\$ 5,179,160

Section 3. Triangle Tax District – Orange Capital Funds are appropriated pursuant to section 13.2 of Chapter 159 of the North Carolina General Statutes; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project unless subsequently approved for reallocation by the GoTriangle Board of Trustees.

Section 4. Capital funds included under the Origin Destination Survey adopted FY2021 Orange Transit Work Plan and reauthorized as part of Ordinance 2023 0007 have been transferred to the FAST 2 Study project (27OPTAD06). Funds have been appropriated to the Orange County Public Transportation to fund the FY2024 quarter 2 amendment.

Section 5. 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.

ATTEST:

ADOPTED THIS THE 15TH DAY OF NOVEMBER 2023.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

FY24 Budget Change Impact - Orange Transit Work Program

	<u>Revenue</u>	<u>Expenditures</u>	<u>Reserve/Cash Impact</u>	<u>Fund Affected</u>	<u>Comments</u>
FY24 Approved Budget	\$ 15,458,143	\$ 15,928,047	\$ (469,904)		
Chapel Hill Transit (Transit Operations)		(50,000)	50,000	42	Decrease in HS Route - Weekend service - Funds allocated to Fast 2 Study
GoTriangle (Transit Operations)		(12,000)	12,000	42	Decrease in Youth GoPass - Funds allocated to Mobile Ticket Validators - Orange share (includes Route 420)
GoTriangle (Transit Operations)		(14,000)	14,000	42	Decrease in Fare Collection - Funds allocated to Mobile Ticket Validators - Orange share (includes Route 420)
Orange Public Transportation (Transit Operations)		(50,000)	50,000	42	Decrease in Continuation of Transit Services - Funds allocated to Fast 2 Study
GoTriangle (Capital Planning)		(5,000)	5,000	42	Decrease in Origin Destination Survey - Funds allocated to Fast 2 Study
GoTriangle (Transit Infrastructure)		26,000	(26,000)	42	Increase in Mobile Ticket Validators - Orange share (includes Route 420) - Funds allocated from Youth GoPass and Fare Collection to upgrade the hardware incorporate technology advancements that have occurred over the past few years as fares were suspended
Orange Public Transportation (Capital Planning)		105,000	(105,000)	42	New Project - This study will be a coordinated effort among regional partners. Primary objectives of this study is to make our freeways and regional boulevards "transit ready".
Amended FY24 Budget (Nov 2023)	\$ 15,458,143	\$ 15,928,047	\$ (469,904)		
Changes from Amendments	\$ -	\$ -	\$ -		

* - Reserve/Cash impact to be funded by Allocation from Fund Balance

AGENDA ACTION ITEM

Submitted by: Paul Black, AICP, Capital Development-Planning

Meeting date: November 15, 2023

SUBJECT: Local Agreement for On Board Origin-Destination Survey

Strategic Objective or Initiative Supported

3.2 Strengthen community and institutional partnerships

Staff Recommendation

Authorize the President/CEO to execute the agreement.

Item Summary

In 2019 the three respective county transit plans in the regions authorized and approved funding in 2020 for a regional on-board origin-destination study of riders to be used for assessment of existing services and planning future improvements. The COVID-19 pandemic put the project on hold until ridership returned to pre-pandemic levels. The survey will include all transit providers in the region except Duke Transit who initially participated but recently declined further participation.

This is a travel behavior survey about where and how riders use transit, not about plans or customer opinions of transit service. It is a companion to the Regional Household Survey which asks how and how far people travel and the purposes of trips they make—to work, to shop, to recreation, etc. This on-board survey asks similar questions with a specific focus on transit users. Data and survey outcomes are used to update the Triangle Regional Model to create more accurate forecasting of transit use. This is a federal requirement from both a planning and air quality maintenance standpoint. Outcomes will also inform corridor planning, route optimization and service decisions and support service development planning, Title VI equity and fare equity analyses. These are increasingly important federal reporting metrics to track and communicate.

The project is regionally funded with costs allocated based on transit ridership. To streamline billing and payment, GoTriangle will pass through transit plan funding from the Durham and Orange County Transit Plans to the City of Raleigh. The City of Raleigh (GoRaleigh) is managing the overall project and will handle the Wake County portion. The City of Raleigh will send GoTriangle bills during the course of the project to be charged to the Durham and Orange funding set aside for this purpose in their workplans as items 21GOTCO1 (Durham) and 21GOT_CO1 (Orange). Both were included in the FY 2024 budget adopted on June 28, 2023 by the GoTriangle Board.

Financial Impact

Funding for this project is authorized through the two respective county workplans and are pass-through funds. There is no financial impact to GoTriangle other than staff time to administer the project.

The respective Work Plan budgeted amount of \$750,000 for Durham and Orange counties exceeds the actual amount in the agreement, which is \$575,100. A breakdown follows.

Durham Transit Work Plan	\$500,000 pass-thru budgeted; actual \$335,100
Orange Transit Work Plan	\$250,000 pass-thru budgeted; actual \$240,000
Wake Transit Work Plan	No impact – separately, Raleigh, Cary, and Wake Transit also set aside funds; actual in the agreement is \$423,400.
GoTriangle Funds	No impact

Attachments

- Triangle Regional Transit Survey Funding Agreement
- Durham Work Plan item 21GOTCO1
- Orange Work Plan item 21GOT_CO1





Regional Onboard Origin + Destination Survey

GoTriangle Board of Trustees
11/15/2023

What it is:

- A funding agreement for a regional transit-on-board origin-destination survey.
- The survey will record transit travel behavior and produce data available for analysis about transit travel markets.
- Used for planning and federal requirements



NOT an opinion survey

This is a BEHAVIORAL survey. Some example questions:

- Where did you begin your trip?
- Where are you going?
- Did you connect from another bus before this one that you are on currently?
- How are you going to get from where you are exiting this bus to your final destination?



History

- The regional partners agreed to this survey in 2019 for FY 2020 and **it was already approved and funded** in both the Durham and Orange Transit Plans.
- Wake Transit contributed early in the process and the remainder of Wake is funded by GoRaleigh 5307 \$.
- Proportional cost share is based on system ridership and requested oversampling, not population.
- The project was delayed due to the COVID-19 pandemic and is now in the stage we need to pay the contractor.

Breaking It Down

	Funded in Transit Plan	Other Funding	Project Budget	Percent of Budget	2019 NTD Ridership*	Percent Ridership ¹
Wake	\$ 75,000	\$ 348,400	\$ 423,400	42.40%	6,033,472	31%
Durham	\$ 500,000		\$ 335,100	33.56%	6,765,036	35%
Orange	\$ 245,000		\$ 240,000	24.04%	6,713,186	34%

Unlike other regional efforts based on population, this breakout is based on transit ridership.

¹Note the Durham Ridership does not include Duke Transit, estimated around 4 million trips.

*Wake includes GoRaleigh + GoCary + Wolfline
 Orange includes CHT + OCPT
 GoTriangle, Duke Transit, PART ridership is not included

Work Breakouts

Final Sampling Targets by Agency		
Wake County		
GoRaleigh	1,627	3 oversampled routes
GoCary/GoApex	198	
Wolfline	1,548	1 oversampled route
GoTriangle (Wake)	587	allocated 50% of GoTriangle sampling goal
Durham County		
GoDurham	2,483	<u>10 oversampled routes</u>
GoTriangle (Durham)	293	allocated 25% of GoTriangle sampling goal
Orange County		
Chapel Hill Transit	1,181	
OCTS	27	
PART	12	
GoTriangle (Orange)	293	allocated 25% of GoTriangle sampling goal

GoTriangle's Role

- The City of Raleigh is the overall project manager overseeing the consultant and also handles the Wake partners funding.
- GoTriangle was chosen manage the Orange and Durham County funding to streamline billing and accounting.



Before you today

The agreement between Raleigh and GoTriangle to allow the streamlined billing and accounting from Durham and Orange Transit Plans to the City of Raleigh on behalf of the project.



Recommended Action

- Recommend the Board approve the funding agreement.



NORTH CAROLINA

**Triangle Region Transit Survey; FUNDING
AGREEMENT**

CITY OF RALEIGH

AND

RESEARCH TRIANGLE REGIONAL PUBLIC TRANSPORTATION AUTHORITY DBA GOTRIANGLE

DATE:

Total Funds for the Triangle Region Transit Survey

\$998,500

[City of RALEIGH Participation] \$423,400

[GOTRIANGLE Participation] \$575,100

THIS AGREEMENT, is made and entered into on the last date executed below by and between the City of Raleigh and Research Triangle Regional Public Transportation DBA GoTriangle.

These organizations are collectively referred to herein as the "Parties."

WITNESSETH:

WHEREAS, the Parties have agreed to partner financially to fund and develop the Triangle Region Transit Survey (the "Survey");

WHEREAS, the Parties have agreed that City of Raleigh shall solicit and employ a professional consultant(s) (the "Consultant") to perform the Survey; and,

WHEREAS, the Parties will jointly participate in setting the work program, priorities and a performance evaluation of the consultant in completing the Survey and have agreed to share in the cost of employing said consultant.

NOW, THEREFORE, in consideration of the foregoing recitals, mutual agreements set forth below, and other good and valuable consideration, the Parties agree as follows:

1. City of Raleigh shall solicit and engage a professional consultant(s) who, in cooperation with the Parties, will research, draft, develop, and complete the Survey. Parties will have the opportunity to provide final input prior to completion of the Survey.

2. The total cost for the Survey elements associated with this agreement will not exceed \$998,500. The term of this **AGREEMENT** shall commence upon full execution by all Parties and will end February 28, 2026.

- a. The City of Raleigh shall pay the Wake County Budgeted Cost for the Survey. Such sums shall not, however, exceed a total of FOUR HUNDRED TWENTY-THREE THOUSAND AND FOUR HUNDRED DOLLARS (\$423,400).

Triangle Region Transit Survey
City of Raleigh and GoTriangle
August 2023 – FY 24 & FY 25

- b. GoTriangle shall pay the Durham and Orange County Budgeted Cost for the Survey. Such sums shall not, however, exceed a total of FIVE HUNDRED SEVENTY-FIVE THOUSAND AND ONE HUNDRED DOLLARS (\$575,100).

3. All funding required to be provided to City of Raleigh per this Agreement shall be directed to Raleigh, as the Parties acknowledge that the City of Raleigh is lead planning agency, and therefore fiscal agent, for the Survey.

4. The Parties agree that no Party shall have financial or other liability to any other Party under this **AGREEMENT**, other than payment of their respective shares of the costs of the Survey.

5. The scope of services to be included in the Survey, including its development and completion, shall be mutually agreed upon in writing by the Parties.

6. Upon its completion, the Survey shall be distributed to the Parties in both hard copy and electronic versions, or as otherwise agreed to by the Parties.

7. In the solicitation and engagement of a consultant, and in the performance of work on the Survey, it is agreed as follows:

A. City of Raleigh shall ensure that a qualified firm is obtained through an equitable selection process, and that prescribed work is properly accomplished in a timely manner and at a just and reasonable cost.

B. When procuring professional services, City of Raleigh shall adhere to Title 2 Code of Federal Regulations Part 200; Title 23 of the Code of Federal Regulations, Part 172; Title 40 United States Code, Chapter 11, Section 1101-1104 and Federal Transit Administration's Policies and Procedures for Major Professional or Specialized Services Contracts, and all other applicable laws and regulations.

8. City of Raleigh is solely responsible for the administration of all agreements, contracts, and work orders entered into or issued for this project. GoTriangle shall not be held liable by City of Raleigh for any expenses or obligations incurred for the project except those specifically eligible for reimbursement as approved under the terms of this **AGREEMENT**.

9. Reimbursement to City of Raleigh shall be subject to the policies and procedures contained in Federal-Aid Policy Guide Part 140, Subpart G, and Federal-Aid Policy Guide Part 172, which is being incorporated into this **AGREEMENT** by reference. Said reimbursement shall be made as follows:

A. City of Raleigh shall pay when due all consultant's invoices until completion of the Survey. City of Raleigh shall provide GoTriangle reimbursement billings/invoices, apportioned according to its respective funding percentage. Such billings/invoices shall itemize eligible project costs and be sent to the address below. Proper supporting documentation shall accompany each invoice. Billing will occur quarterly for the duration of the project until February 28, 2026.

Billing Address:

4600 Emperor Blvd. Suite 100, Durham, NC 27703

B. GoTriangle shall pay City of Raleigh (according to its respective funding commitment) within 30 days following receipt of the reimbursement billings under A, above. In the event GoTriangle finds any part of an invoice not to be acceptable, it shall identify to City of Raleigh the part or parts which are not acceptable and shall pay the part or parts of the invoice which are acceptable.

C. City of Raleigh agrees that it shall bear all costs of any item for which it is unable to substantiate actual reimbursable costs or any costs that have been deemed ineligible due to actions of City of Raleigh.

10. In the performance of all services and undertakings arising under this Agreement, City of Raleigh, its officers, employees, contractors, consultants, and agents, shall strictly adhere to the “Final Guidance - Uniform Administrative Requirements, Cost Principles, and Audit Requirements”, commonly known as the “Supercircular”, codified as Part 200 of Title 2, C.F.R., published by the U.S. Office of Management and Budget (OMB), and made effective as to all federal grants and agreements dated on or after December 26, 2014 (the Audit Requirements of the Supercircular being effective for all grant and agreement awards for fiscal years beginning on or after December 26, 2014). The above referenced procedures and requirements shall, without limitation, apply to selection of and securing professional services, administrative and reporting requirements, invoicing and reimbursement standards (2 CFR 200 Subpart C and D), cost principles (2 CFR 200 Subpart E and Appendix VII); and the requirement for performance of an independent, “Single Audit” (2 CFR 200 Subpart F).

Particular attention is called to the provisions of 2 C.F.R Part 1201, noting OMB-approved exceptions to Supercircular requirements applicable to FTA and DOT grant-funded projects and agreements relating thereto.

With respect to third parties, both public and private, performing duties or services contemplated under the above referenced grants and agreements, City of Raleigh will take all reasonable steps to ensure that such contracting parties adhere to the administrative and reporting requirements, invoicing and reimbursement standards, cost principles, audit requirements, and other standards and requirements of applicable State and Federal laws, including without limitation the incorporation of these provisions into the terms of all contracts and agreements with such third parties.

11. Failure on the part of any Party to comply with the provisions of this **AGREEMENT** will be grounds for termination.

12. City of Raleigh and its agents shall maintain all books, documents, papers, accounting records, and such other evidence as may be appropriate to substantiate costs incurred under this **AGREEMENT**. Further, City of Raleigh shall make such materials available at its office and shall require its agent to make such materials available at its office at all reasonable times during the contract period, and for three (3) years from the date of payment of the final voucher by the Federal Transit Administration under this **AGREEMENT**, for inspection and audit by the parties herein, the Federal Transit Administration, or any authorized representatives of the Federal Government.

13. City of Raleigh is prohibited from contracting with or making sub-awards under transactions covered by this **AGREEMENT** to entities, with respect to which professional certifications, designations, licenses, or other legal pre-conditions to perform work on the Survey have been revoked, allowed to lapse, or are otherwise not in effect (“suspended or disbarred entities”). Covered transactions include procurement contracts for goods or services equal to or in excess of \$25,000 and all non-procurement transactions (e.g., subawards to subrecipients).

Contractors receiving individual awards for \$25,000 or more, and all sub-recipients, must certify that the contracting entity and its principals are not suspended or debarred entities. City of Raleigh may rely upon the certification unless it knows that the certification is erroneous. City of Raleigh agrees that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.

14. All Parties hereby respectively confirm that the individuals executing the **AGREEMENT** are authorized to execute this **AGREEMENT** and to bind the respective entities to the terms contained herein.

15. This **AGREEMENT** shall be interpreted under the laws of the State of North Carolina, resolving any ambiguities and questions of the validity of specific provisions so as to give maximum effect to the values and purposes sought to be set forth herein.

16. By Executive Order 24, issued by Governor Perdue, and NCGS § 133-32, it is unlawful for any vendor or contractor (i.e., architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor).

17. E – Verify. The parties herein have complied with E-Verify, the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law and as in accordance with N.C.G.S. §64-25 et seq. In addition, City of Raleigh agrees that it shall require the Consultant and any subcontractor employed by Consultant to comply with the requirements of E-Verify and N.C.G.S. §64-25 et seq.

18. All matters relating to this **AGREEMENT** shall be governed by the laws of the State of North Carolina, without regard to its choice of law provisions, and venue for any action relating to this Contract shall be Wake County Civil Superior Court or the United States District Court for the Eastern District of North Carolina, Western Division.

19. This **AGREEMENT** represents the entire and integrated agreement of the Parties and supersedes all prior negotiations, representations, or agreements. This **AGREEMENT** may be amended only by written agreement of the parties executed by their authorized representatives.

20. Companies Boycotting Israel Divestment Act Certification: The Parties herein certify that it has not been designated by the North Carolina State Treasurer as a company engaged in the boycott of Israel pursuant to N.C.G.S. 147-86.81.

21. Iran Divestment Act Certification: All parties, any permitted subcontractors, shall comply with Article 2, Chapter 64, of the North Carolina General Statutes. The Parties hereby certify that they, and all permitted subcontractors, if any, are not on the Iran Final Divestment List created by the North Carolina State Treasurer pursuant to N.C.G.S.147-86.58.

22. Nothing in this **AGREEMENT** shall be construed to mandate purchase of insurance by GoTriangle or Raleigh pursuant to N.C.G.S. 160A-485 or to in any way waive GoTriangle's or the City of Raleigh's defense of governmental immunity from any cause of action alleged or brought against any Party for any reason if otherwise available as a matter of law. No officer, agent or employee of GoTriangle or the City of Raleigh shall be subject to any personal liability by reason of the execution of this **AGREEMENT** or any other documents related to the transactions contemplated hereby. Such officers, agents, or employees shall be deemed to execute this **AGREEMENT** in their official capacities only, and not in their individual capacities. This section shall not relieve any such officer, agent or employee from the performance of any official duty provided by law.

23. To the extent permitted by North Carolina law, the Parties for themselves, their agents, officials, directors, officers, members, representatives, employees, and contractors agree not to discriminate in any manner or in any form based on actual or perceived age, mental or physical disability, sex, religion, creed, race, color, sexual orientation, gender identity or expression, familial or marital status, economic status, veteran status or national origin in connection with this Agreement or its performance. The Parties

agree to conform with the provisions and intent of Raleigh City Code §4-1004 in all matters related to this Agreement.

This provision is incorporated into the Agreement for the benefit of the City of Raleigh and its residents and may be enforced by an action for specific performance, injunctive relief, or any other remedy available at law or equity. This section shall be binding on the successors and assigns of all parties with reference to the subject matter of the Agreement.

24. **Electronic Version of Agreement.** GoTriangle and the City of Raleigh may convert a signed original of the **AGREEMENT** to an electronic record pursuant to a North Carolina Department of Natural and Cultural Resources approved procedure and process for converting paper records to electronic records for record retention purposes. Such electronic record of the **AGREEMENT** shall be deemed for all purposes to be an original signed Agreement.

25. There are no third-party beneficiaries to **AGREEMENT**.

26. **Electronic Signatures.** All Parties acknowledge and agree that the electronic signature application DocuSign may be used to execute this **AGREEMENT** and any associated documents. By selecting "I Agree," "I Accept," or other similar item, button, or icon via use of a keypad, mouse, or other device, as part of the DocuSign application, the Parties consent to be legally bound by the terms and conditions of this **AGREEMENT** and that such act constitutes their signature as if actually signed by them in writing. The Parties also agree that no certification authority or other third-party verification is necessary to validate their electronic signature and that the lack of such certification or third-party verification will not in any way affect the enforceability of their electronic signature. The Parties acknowledge and agree that delivery of a copy of this **AGREEMENT** or any other document contemplated hereby, through the DocuSign application, will have the same effect as physical delivery of the paper document bearing an original written signature.

27. Payment of compensation specified in this agreement, its continuation, or any renewal thereof, is dependent upon and subject to the allocation or appropriation of funds to the Parties for the purpose set forth in this agreement.

(Remainder of this page left intentionally blank)

CITY OF RALEIGH

By: Marshall Adams-David
Marshall Adams-David, City Manager

9/22/23
Date

ATTEST

By: Deborah A. DaLosa
Assistant City Clerk (or designee)

9/23/23
Date



GoTriangle

By: _____
Date

ATTEST By: _____
Date

This instrument has been preaudited in the manner required by Local Government Budget and Fiscal Control Act.

Deputy Finance Officer Date

Unique Project ID#		Triangle Tax District Durham Transit Work Plan Project Request Form Capital	FY START DATE	7/1/2020
21GOTC01			FY 2021	
Unique Request ID: [FY Project Start year]	21			
[Three letter Agency]	GOT			
[Project Type]	CO			
[Unique Number]	001			

Project Business Case

Project Name	Requesting Agency	Project Contact	TTD Estimated Cost	
Origin Destination Survey	GoTriangle	Jay Heikes	Current Year	\$ 500,000
Estimated Start Date	Estimated Completion	Notes		
July 1, 2020	June 30, 2021	(Add notes as appropriate)		
Project Description	Enter below a summary of the project that may later be used for the Transit Work Plan.			
Tablet Based Transit-On-Board Origin-Destination Survey to record transit travel behavior and produce data available for analysis about transit travel markets. This information is an essential input into both the Triangle Regional Model and FTA's Simplified Trips on Project Software. All projects in CIG rely on this data. All projects that receive state funding also rely on this data. This last transit-on-board survey was conducted in 2014 in Orange and Durham and in 2015 for Wake. The FY21 Wake County Transit Plan has funding to conduct surveys for all Wake County Transit agencies in Fall of 2020. 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 were 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.				

Project Profile

Where is this project located, who will this project serve and what are the key benefits? (Ex. Improve Transit efficiency, levels of service, etc.)

Project Location?	Who will this Project serve?	What are the key benefits?
Durham County	All existing and future transit riders	1. Up-to-date Data necessary for Service and Capital Planning 2. Enable data-driven decisions on future transit plan investments

Project Monitoring Details

Quantitative and Qualitative Outcomes	**Please list up to 3 Quantitative metrics and 1 Qualitative			
			Qualitative	Improve data quality for decision making

List any other relevant information not addressed.

Finance Estimates

Estimated Project Revenues:

If there are other revenues besides Transit Tax Revenue to support this request, please enter the anticipated revenue amounts next to the appropriate funding source for each fiscal year shown below.

Revenue							
Tax Revenue	FY19 (Actuals)	FY20 (Budget)	FY21	FY22	FY23	FY24	Total
Durham County Tax Revenue	-	-	500,000	-	-	-	500,000
Other Revenue							
Federal							-
State							-
Other:							-
Subtotal Other	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	500,000	-	-	-	500,000

Transit Capital Development: Estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

Cost Break Down of Project Request							
CAPITAL COSTS	FY19 (Actuals)	FY20 (Budget)	FY21	FY22	FY23	FY24	Total
Feasibility or Other Studies			\$ 500,000				\$ 500,000
Land - Right of Way							\$ -
Design & Engineering							\$ -
Construction - Implementation							\$ -
Equipment							\$ -
Other (Describe)							\$ -
TOTAL CAPITAL COSTS	-	-	500,000	-	-	-	500,000

Assumptions for Costs and Revenues Above:

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

estimate based on actual cost to complete this survey work in 2014, inclusion of Duke Transit, and cost escalation / CPI

Unique Project ID#		Triangle Tax District Orange Transit Work Plan Project Request Form Capital	FY START DATE	7/1/2020
21GOT_CO1			FY 2021	
Unique Request ID: [FY Project Start year]	21			
[Three letter Agency]	GOT			
[Project Type]	CO			
[Unique Number]	001			

Project Business Case

Project Name	Requesting Agency	Project Contact	TTD Estimated Cost	
Origin Destination Survey	GoTriangle	Jay Heikes	Current Year	\$ 250,000
Estimated Start Date	Estimated Completion	Notes		
July 1, 2020	June 30, 2021	(Add notes as appropriate)		
Project Description	Enter below a summary of the project that may later be used for the Transit Work Plan.			
<p>Tablet Based Transit-On-Board Origin-Destination Survey to record transit travel behavior and produce data available for analysis about transit travel markets. This information is an essential input into both the Triangle Regional Model and FTA's Simplified Trips on Project Software. All projects in CIG rely on this data. All projects that receive state funding also rely on this data. This last transit-on-board survey was conducted in 2014 in Orange and Durham and in 2015 for Wake. The FY21 Wake County Transit Plan has funding to conduct surveys for all Wake County Transit agencies in Fall of 2020. 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 were 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.</p>				

Project Profile

Where is this project located, who will this project serve and what are the key benefits? (Ex. Improve Transit efficiency, levels of service, etc.)

Project Location?	Who will this Project serve?	What are the key benefits?
Orange County	All existing and future transit riders	1. Up-to-date Data necessary for Service and Capital Planning 2. Enable data-driven decisions on future transit plan investments

Project Monitoring Details

Quantitative and Qualitative Outcomes **Please list up to 3 Quantitative metrics and 1 Qualitative

			Qualitative	
--	--	--	-------------	--

List any other relevant information not addressed.

Finance Estimates

Estimated Project Revenues:

If there are other revenues besides Transit Tax Revenue to support this request, please enter the anticipated revenue amounts next to the appropriate funding source for each fiscal year shown below.

Revenue							
Tax Revenue	FY19 (Actuals)	FY20 (Budget)	FY21	FY22	FY23	FY24	Total
Orange County Tax Revenue	-	-	250,000	-	-	-	250,000
Other Revenue							
Federal							-
State							-
Other:							-
Subtotal Other	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	250,000	-	-	-	250,000

Transit Capital Development: Estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

Cost Break Down of Project Request

CAPITAL COSTS	FY19 (Actuals)	FY20 (Budget)	FY21	FY22	FY23	FY24	Total
Feasibility or Other Studies			\$ 250,000				\$ 250,000
Land - Right of Way							\$ -
Design & Engineering							\$ -
Construction - Implementation							\$ -
Equipment							\$ -
Other (Describe)							\$ -
TOTAL CAPITAL COSTS	-	-	250,000	-	-	-	250,000

Assumptions for Costs and Revenues Above:

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

estimate based on actual cost to complete this survey work in 2014, inclusion of Duke Transit, and cost escalation / CPI



October 2023

CEO's Monthly Executed Contracts

The CEO shall have the power and authority without Board approval but within budgetary and other limitations established by the Authority, to enter into and execute contracts for and on behalf of the Authority for construction, alterations, supplies, equipment, repairs, maintenance, and services; and for the purchase, sale, or lease of any property. The CEO shall report monthly to the Board the actions taken pursuant to this authority.

GoTriangle Purchasing Threshold Matrix/Approval Levels

Construction/Repair Projects					Professional And Non-Professional Services (Incl. Oper. Leases & IT)				Purchase and Lease/Purchase Apparatus, Supplies, Materials and Equipment			
<u>Cost Threshold</u>	<\$10,000	\$10,000 - <\$50,000	\$50,000 - <\$500,000	\$500,000 and above	<\$10,000	\$10,000 - <\$50,000	\$50,000 - <\$250,000	\$250,000 and above	<\$10,000	\$10,000 - <\$90,000	\$90,000 - <\$250,000	\$250,000 and above
<u>BID AND SOLICITATION PROVISIONS:</u>												
<u>Bid/Proposal Type</u>	N/A	Informal Bid	Formal Bid	Formal Bid	N/A	Informal Quotes/RFP	Formal RFP	Formal RFP	N/A	Informal Bid	Formal Bid	Formal Bid
<u>Number of Bids Required</u>	One or more	Attempt To Get 3 or more bids	Attempt To Get 3 or more bids	3 required on 1st ad; if 2nd ad-no specific requirement	One or more	Attempt To Get 3 or more quotes	Attempt To Get 3. or more proposals	Attempt To Get 3. or more proposals	One or more	Attempt To Get 3 or more bids	Attempt To Get 3 or more bids	Attempt To Get 3 or more bids
<u>Advertisement on Website</u>	No	\$30K and over	\$30K and over	Required 7-full days prior to bid opening	No *** (see NOTES below)	\$30K and over, 14- days prior to due date	14-days prior to due date	14-days prior to due date	No	Yes	Required 7-full days prior to bid opening	Required 7-full days prior to bid opening
<u>CONTRACT HANDLING AND APPROVAL PROVISIONS:</u>												
<u>Contract and Routing Required?</u>	>\$3,500 PO Required	Yes	Yes	Yes	>\$3,500 PO Required	Yes	Yes	Yes	>\$3,500 PO Required	Usually PO	Usually PO	Usually PO
<u>Approval By</u>	Dept / Manager	Dept / Director CEO	Dept / Director CEO	Board	Dept / Manager	Dept / Director CEO	Dept / Director CEO	Board	Dept / Manager	Dept / Director CEO	Dept / Director CEO	Board
<u>Executed By</u>	Dept / Manager	CEO	CEO	CEO	Dept / Manager	CEO	CEO	CEO	Dept / Manager	CEO	CEO	CEO

FUNDING SOURCES

All Federal Funding Procurements Shall Go Through the Procurement Department Regardless Of Dollar Amount

NOTES:

MWBE/DBE GOOD FAITH EFFORTS ARE REQUIRED FOR ALL OF THE ABOVE.

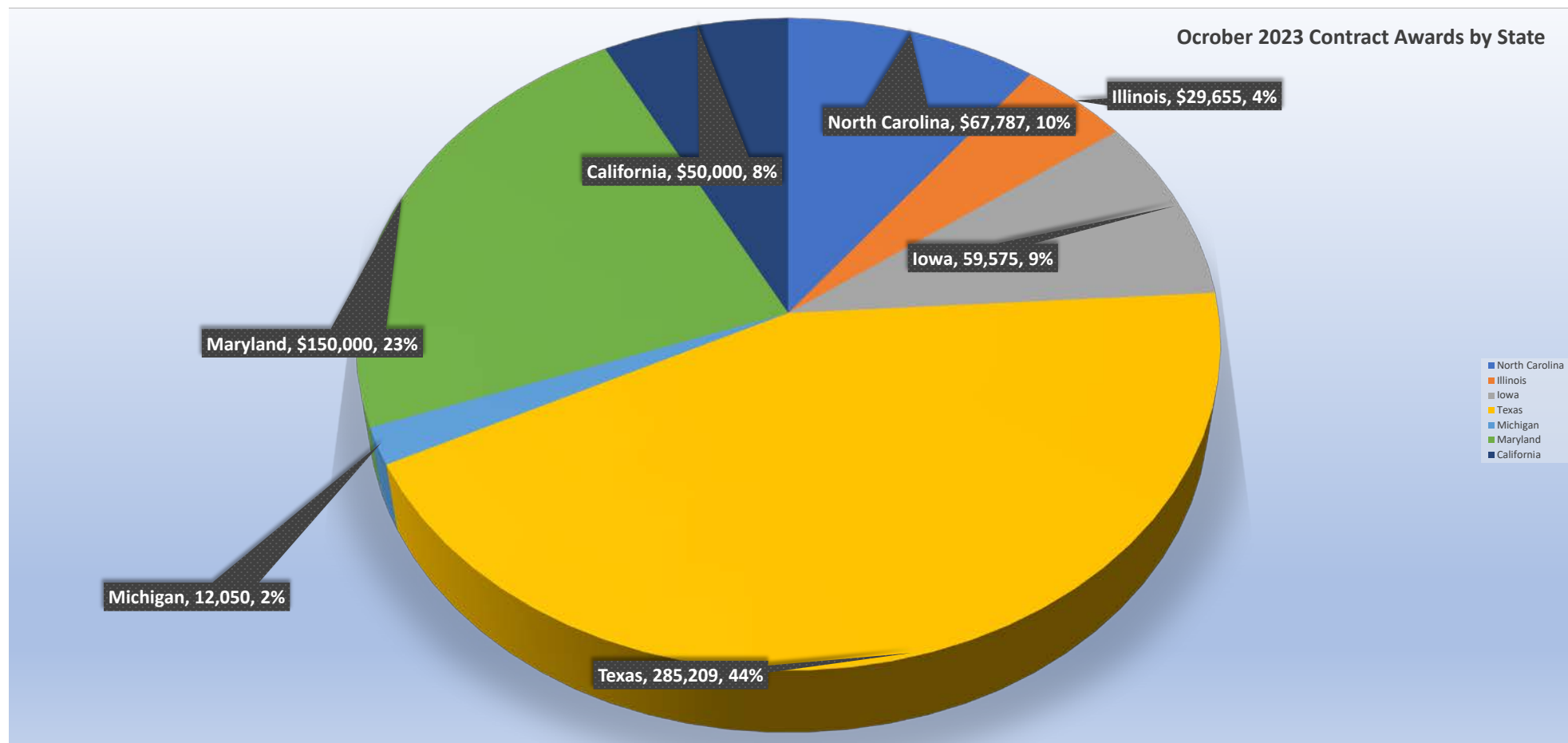
*** ALL PROFESSIONAL DESIGN SERVICES (architectural, engineering, design, surveying, & construction management at risk) ARE REQUIRED TO BE ANNOUNCED (ADVERTISED AT ANY DOLLAR LEVEL) – Non- Professional Services do not need to be advertised at this dollar amount. (However, for projects where the professional service fee is less than \$50,000, GoTriangle can exempt itself in writing with approval by the CEO for locally funded projects. Submit requests to Procurement Department.)

Gasoline, Diesel Fuel, Alcohol Fuel Motor Oil or Fuel Oil	No \$ Limits	Attempt To Get 3 or more quotes	Approval CFO
GS 143-129 Gas, Fuel and Oil- Purchases of Gasoline, Diesel Fuel, Alcohol Fuel, Motor Oil, Fuel Oil or Natural Gas are not subject to the formal bidding requirements. These purchases are subject to the informal procedures of GS 143-131. Informal threshold is \$30,000-\$90,000			

October 2023-Monthly Executed Contracts Report (<250K)



Contract #	Contractor (or subject if no contract listed)	Location	Contract Amount	Subject	DBE/MWBE/HUB Business FTA DBE Goal 13.57%	COMMENTS	CEO Executed Date
20-089	Adobe Sign	29322 Network Place Chicago, IL 60673-1293	\$11,005	Software	N/A	SAAS	10/2/2023
07-010	Trapeze	5265 Rockwell Drive NE Cedar Rapids, IA 52402	\$44,600	Software	N/A	SAAS	10/2/2023
1307	Trapeze	5265 Rockwell Drive NE Cedar Rapids, IA 52402	\$14,975	Software	N/A	SAAS	10/2/2023
1309	Wake County Finance Department	PO Box 550 Raleigh, NC 27602-0550	\$12,082	Technical	N/A	Radio Service	10/3/2023
1923	Remix Technologies	Dept CH 18046 Palatine, IL 60055-8046	\$18,650	Software	N/A	SAAS	10/4/2023
1313	Evans Electric	6204 Watsonia Drive Zebulon, NC 27597	\$5,100	Repair	N/A	Professional Services	10/6/2023
1322	Highland Construction	5718 Airport Freeway Haltom City, TX 76117	\$275,000	Repair	N/A	Emergency	10/11/2023
1321	Progressive Business Solutions	508 South New Hope Road Raleigh, NC 27610	\$12,622	Brochures	DBE/MWBE/HUB	Professional Services	10/17/2023
1328	East Coast Service Group Logistics, LLC	5240 Pine Hall Wynd Raleigh, NC 27604	\$20,000	Restoration	DBE/MWBE/HUB	Professional Services	10/18/2023
1330	Brasco International, Inc	32400 Industrial Drive Madison Heights, MI 48071	\$12,050	Bus Parts	N/A	Maintenance Services	10/20/2023
1333	Epicor	PO Box 204768 Dallas, TX 75320-4768	\$10,209	Software	N/A	SAAS	10/20/2023
16-035	PFM Financial Advisors, LLC	PO Box 65117 Baltimore, MD 21264	\$150,000	Financial	N/A	Professional Services	10/26/2023
1337	Gillig	PO Box 45569 San Francisco, CA 94145-0569	\$50,000	Bus Parts	N/A	Maintenance Services	10/26/2023
1338	Dillon Supply Company	PO Box 896595 Charlotte, NC 28289	\$17,983	Bus Parts	N/A	Maintenance Services	10/26/2023
Total			\$654,276				



All Executed Contracts

October 2023

Contractor	Executed Date	Contract No	Amount	Department
Adobe Sign	10/2/2023	20-089	\$11,005.00	Admin
Annual Renewal				
Department	Admin			
City of Raleigh	10/3/2023	22-012	\$0.00	Admin
Amendment 1- 5310 Grant				
Department	Admin			
			\$11,005.00	
Trapeze	10/2/2023	07-010	\$44,600.00	Bus Operations
Amendment No. 9- Trapeze/TripSpark-CAD/AVL Export File				
Department	Bus Operations			
Everbridge	10/26/2023	1339	\$7,693.00	Bus Operations
Mass Alert Notification System Renewal				
Department	Bus Operations			
Trapeze	10/2/2023	1306	\$9,702.00	Bus Operations
Hosting Fees (Streets, OPS, PLAN, APC Gateway, EAM) Coverage period 11/1/2023 -10/31/2024				
Department	Bus Operations			
Trapeze	10/2/2023	1307	\$14,975.00	Bus Operations
FX w/Blockbuster Hosting Number of Workstations : 1 Up to 50 Peak Vehicles Coverage period 11/1/2023 -10/31/2024				
Department	Bus Operations			

Contractor		Executed Date	Contract No	Amount	Department
Wake County Finance Department		10/3/2023	1309	\$12,082.39	Bus Operations
Quarter 2 Radio Network system					
Department	Bus Operations				
				\$89,052.39	
Brasco International, Inc		10/20/2023	1330	\$12,050.00	CapDev
Shelter					
Department	CapDev				
Whitley Contracting, Inc		10/11/2023	21-094	\$4,500.00	CapDev
Change Order					
Department	CapDev				
DRMP		10/18/2023	1331	\$9,970.00	CapDev
BOMF Survey					
Department	CapDev			\$26,520.00	
East Coast Service Group Logistics		10/20/2023	1334	\$5,500.00	Facilities
BOMF Fire Restoration					
Department	Facilities				
Evans Electric		10/6/2023	1313	\$5,100.00	Facilities
LED Light Replacement					
Department	Facilities				
East Coast Service Group Logistics, LLC		10/18/2023	1328	\$20,000.00	Facilities
EMERGENCY REPAIR AND RESTORATION SERVICES WALL DEMOLITION (BOMF)					
Department	Facilities				

Contractor	Executed Date	Contract No	Amount	Department
Highland Construction	10/11/2023	1322	\$275,000.00	Facilities
EMERGENCY REPAIR AND RESTORATION SERVICES (BOMF)				
Department	Facilities			
			\$305,600.00	
PFM Financial Advisors, LLC	10/26/2023	16-035	\$150,000.00	Finance
Amendment Three-Financial Consulting Services				
Department	Finance			
Epicor	10/20/2023	1333	\$10,208.78	Finance
Maintenance Renewal				
Department	Finance			
			\$160,208.78	
SHI International	10/23/2023	1335	\$3,584.48	IT
License				
Department	IT			
			\$3,584.48	
City of Raleigh	10/3/2023	21-020	\$0.00	Legal
Amendment 1 to FY21 General Capital Funding Agreement for Bus Acquisition				
Department	Legal			
Town of Morrisville	10/2/2023	20-058	\$0.00	Legal
Amendment 1 to FY21 Special Capital Funding Agreement for Bus Infrastructure Community Funding Area Program				
Department	Legal			

Contractor	Executed Date	Contract No	Amount	Department
Town of Cary and CAMPO	10/2/2023	23-033	\$0.00	Legal
General Operating Funding Agreement for Bus Operations				
Department	Legal			
Town of Morrisville and CAMPO	10/2/2023	23-041	\$0.00	Legal
General Operating Funding Agreement for Bus Operations				
Community Funding Area Program				
Department	Legal			
City of Raleigh	10/4/2023	21-019	\$0.00	Legal
Amendment 1 to FY21 General Capital Funding Agreement for Bus Infrastructure				
Department	Legal			
CAMPO	10/20/2023	23-048	\$0.00	Legal
General Capital Funding Agreement for Bus Infrastructure				
Department	Legal			
Town of Wendell and CAMPO	10/20/2023	23-036	\$0.00	Legal
General Operating Agreement for Bus Operations				
Department	Legal			
City of Raleigh	10/4/2023	20-053	\$0.00	Legal
Amendment 3 to FY21 Special Capital Funding Agreement for Bus Rapid Transit				
Department	Legal			
			\$0.00	
Gillig	10/26/2023	1337	\$50,000.00	Maintenance
Blanket Purchase Order for Bus Parts				
Department	Maintenance			

Contractor		Executed Date	Contract No	Amount	Department
Dillon Supply Company		10/26/2023	1338	\$17,983.00	Maintenance
Shelving from Fire					
Department	Maintenance				
Petroleum Traders Corporation		10/3/2023	1300	\$25,251.08	Maintenance
Fuel					
Department	Maintenance				
Petroleum Traders Corporation		10/12/2023	1302	\$23,518.77	Maintenance
Fuel					
Department	Maintenance				
Petroleum Traders Corporation		10/13/2023	1310	\$21,291.82	Maintenance
Fuel					
Department	Maintenance				
Petroleum Traders Corporation		10/19/2023	1311	\$23,015.16	Maintenance
Fuel					
Department	Maintenance				
Petroleum Traders Corporation		10/25/2023	1323	\$20,924.73	Maintenance
Fuel					
Department	Maintenance				
Petroleum Traders Corporation		10/26/2023	1324	\$24,081.94	Maintenance
Fuel					
Department	Maintenance				
Cummins Atlantic Inc		10/16/2023	1325	\$1,651.65	Maintenance
Insite Pro					
Department	Maintenance				
Petroleum Traders Corporation		10/4/2023	1301	\$23,795.05	Maintenance
Fuel					
Department	Maintenance				

Contractor		Executed Date	Contract No	Amount	Department
				\$231,513.20	
Progressive Business Solutions		10/17/2023	1321	\$12,621.97	Marketing
Printing Services					
Department	Marketing				
Progressive Business Solutions		10/16/2023	1327	\$5,214.43	Marketing
Brochures					
Department	Marketing				
				\$17,836.40	
Kimley-Horn & Associates		10/10/2023	22-003	\$0.00	TOD
Amendment One- Durham Bus Stop Optimization Study-Contract Extension					
Department	TOD				
Remix		10/4/2023	19-023	\$18,650.00	TOD
Amendment 1 to the Renewal Remix Software License Agreement					
Department	TOD				
				\$18,650.00	
39				\$863,970.25	



Connecting all points of the Triangle

HUMAN RESOURCES BOARD REPORT – NOVEMBER 2023

NEW HIRES

Christopher Peebles, Transit Operator
Earl Clarke, Transit Operator
David Sanders, Transit Operator
Shamir Daye, Transit Operator
Naomi Walker, Transit Operator
Priscilla Miller, Transit Operator
Virginia Dineen, Paratransit Operator

SERVICE AWARDS

10 Years, Eulinda Gooden, Regional Transit Resources Liaison

PROMOTIONS:

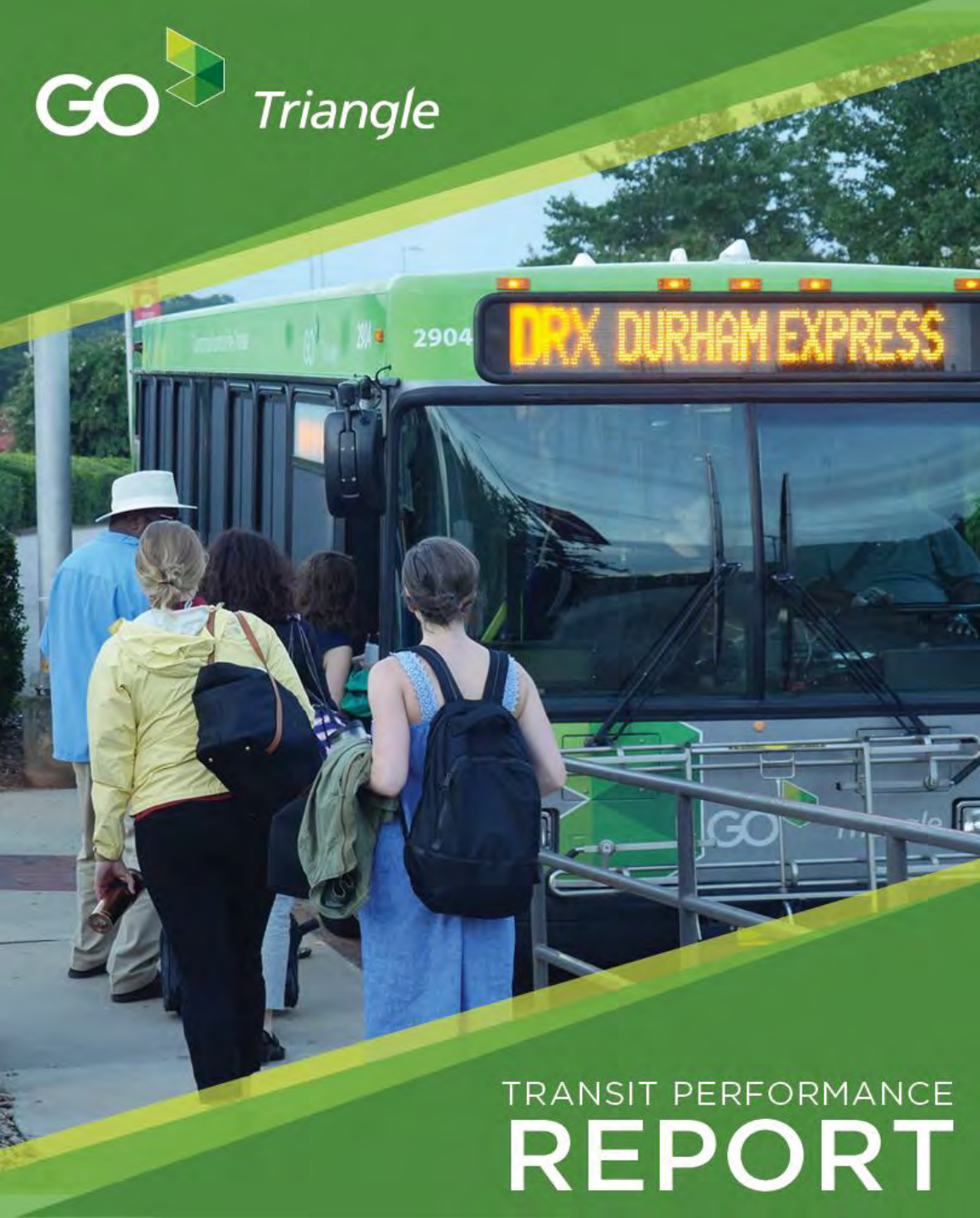
Eulinda Gooden, Regional Transit Resources Liaison

RECRUITING

Diesel Mechanic
Paratransit Operator
Part Time Transit Operator
Safety & Compliance Coordinator (Internal)
Service Attendant
Transit Operator
Transit Service Development Manager (Internal)



October
2023



TRANSIT PERFORMANCE
REPORT



Fixed Route

Consists of vehicles operating
along a defined route on a
consistent schedule

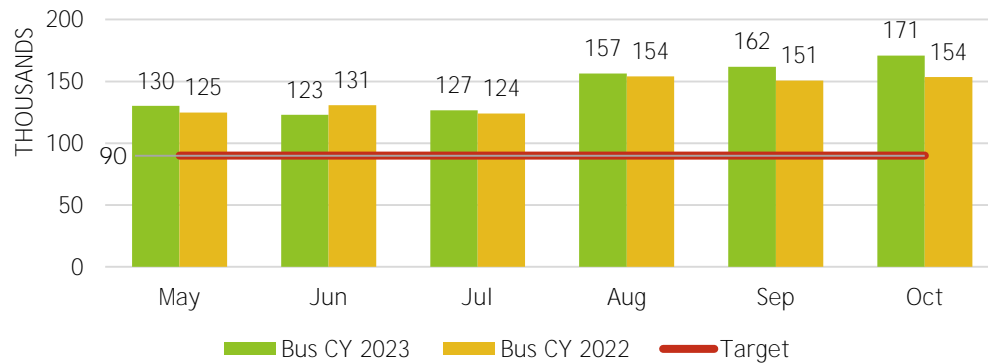
Fixed Route Year-to-Year Summary

	YTD 2024	YTD 2023	Oct 2023	Oct 2022
Passenger Boardings	615,930	582,230	170,902	153,510
Passengers/Revenue Hour	16.5	17.0	17.6	18.5
On-Time Performance	79.1%	84.3%	74.0%	81.0%
Total Mechanical Failures	103	65	28	17
Mean Distance Between Failures	66,405	158,942	89,216	87,320
Bus Total Miles	929,673	744,381	267,649	174,639
Collisions per 100,000 Revenue Miles	0.71	0.62	0.00	0.00
Verified Complaints per 100,000 Passengers	2.6	2.5	1.8	3.9

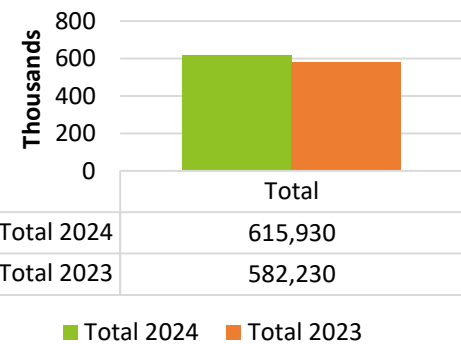
Passenger Boardings

- ▶ Defined as the number of times passengers board public transportation vehicles
- ▶ All years shown are the fiscal year of the latest month

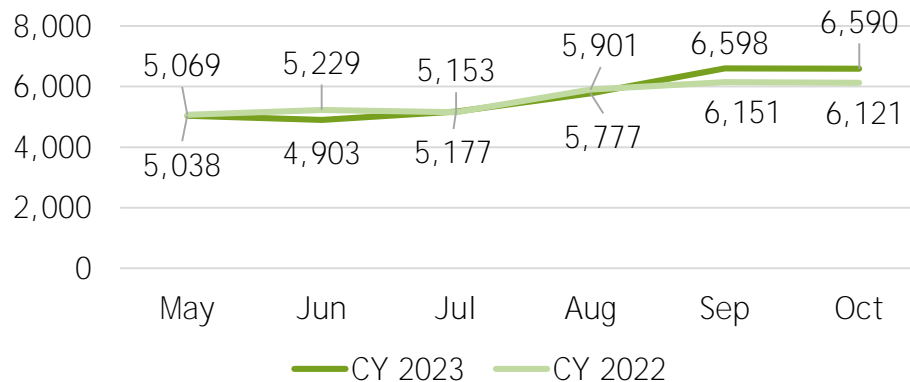
Monthly Passenger Boardings



Total

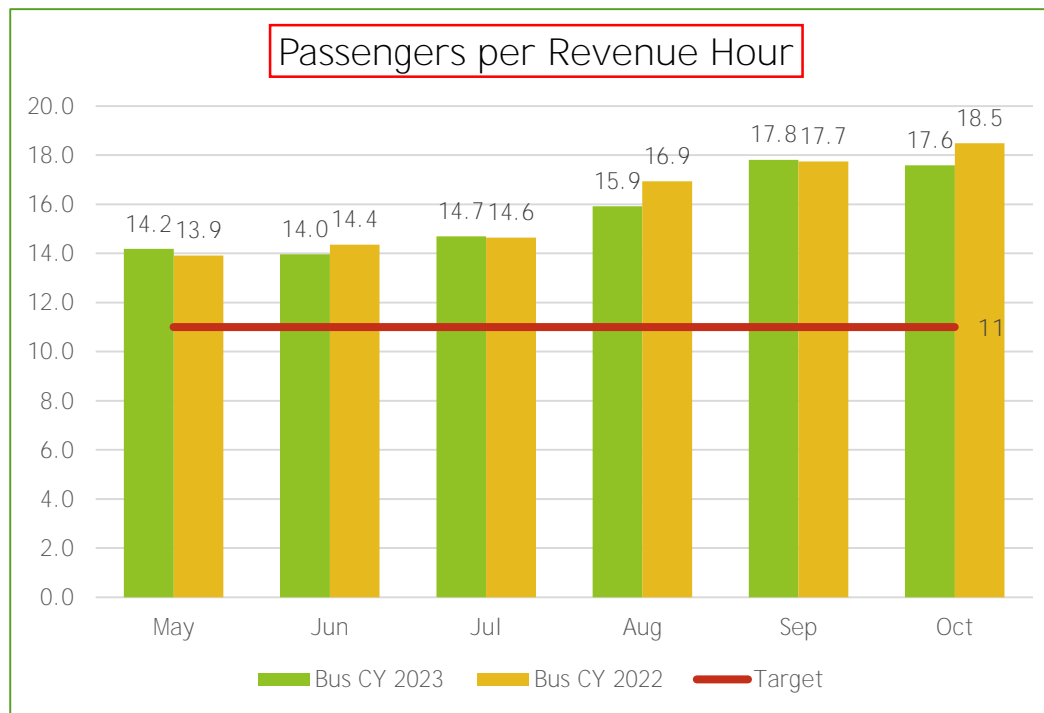


Average Weekday Passenger Trips



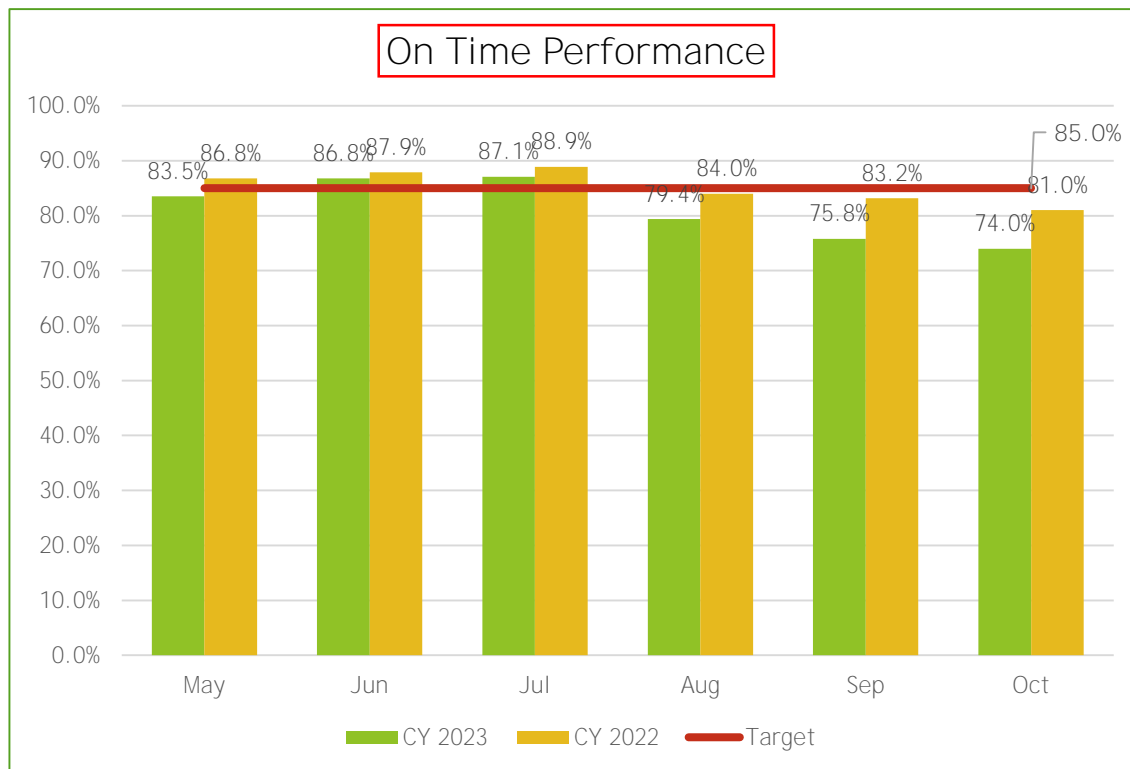
Passengers per Revenue Hour

Measures total fixed route bus ridership, divided by total fixed route bus revenue service hours



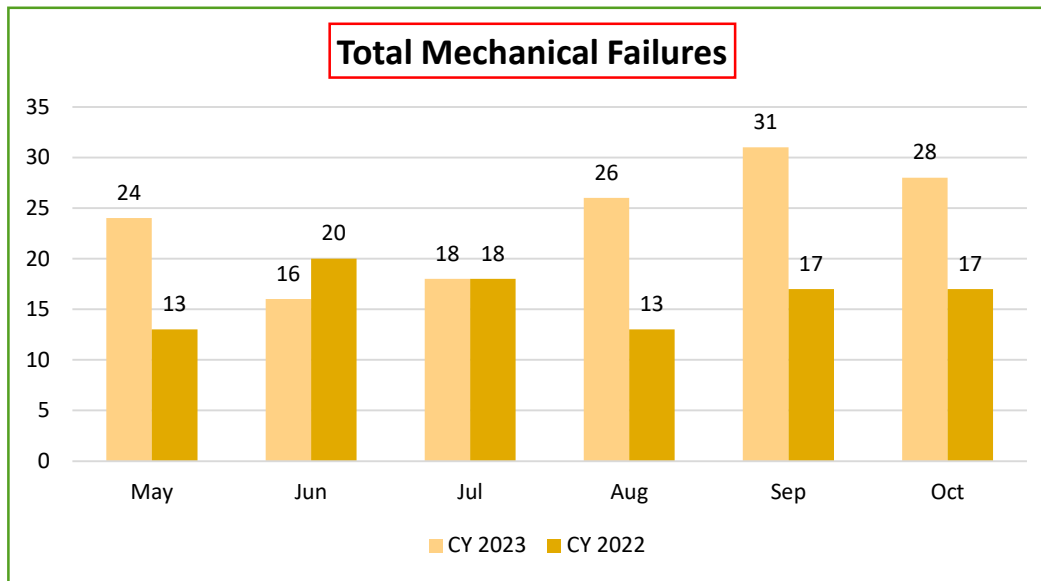
On-Time Performance

Measures on-time performance of fixed route bus service. On-time is defined as bus arrival at the stop between one minute early and five minutes late.



Mechanical Failures

Measures the total number of mechanical failures, major and other, of the bus fleet.

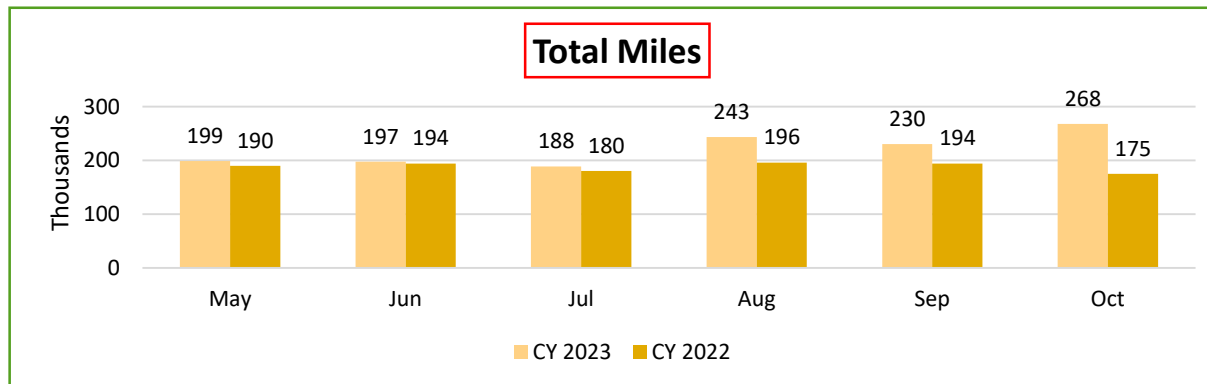
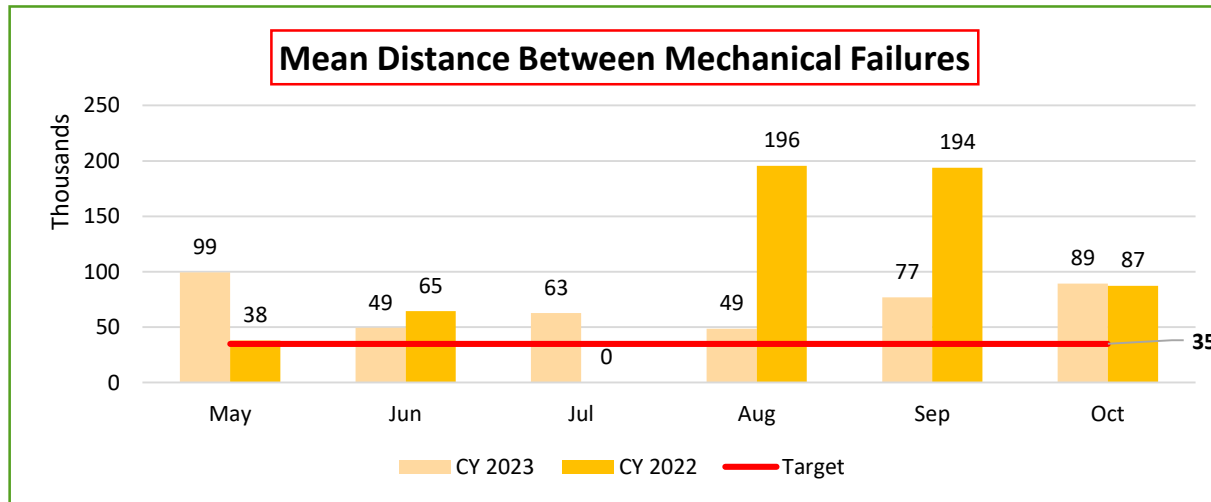


CY 2023						
	May	Jun	Jul	Aug	Sep	Oct
Major	2	4	3	5	3	3
Other	22	12	15	21	28	25
Total	24	16	18	26	31	28

CY 2022						
	May	Jun	Jul	Aug	Sep	Oct
Major	5	3	0	1	1	1
Other	8	17	18	12	16	16
Total	13	20	18	13	17	17

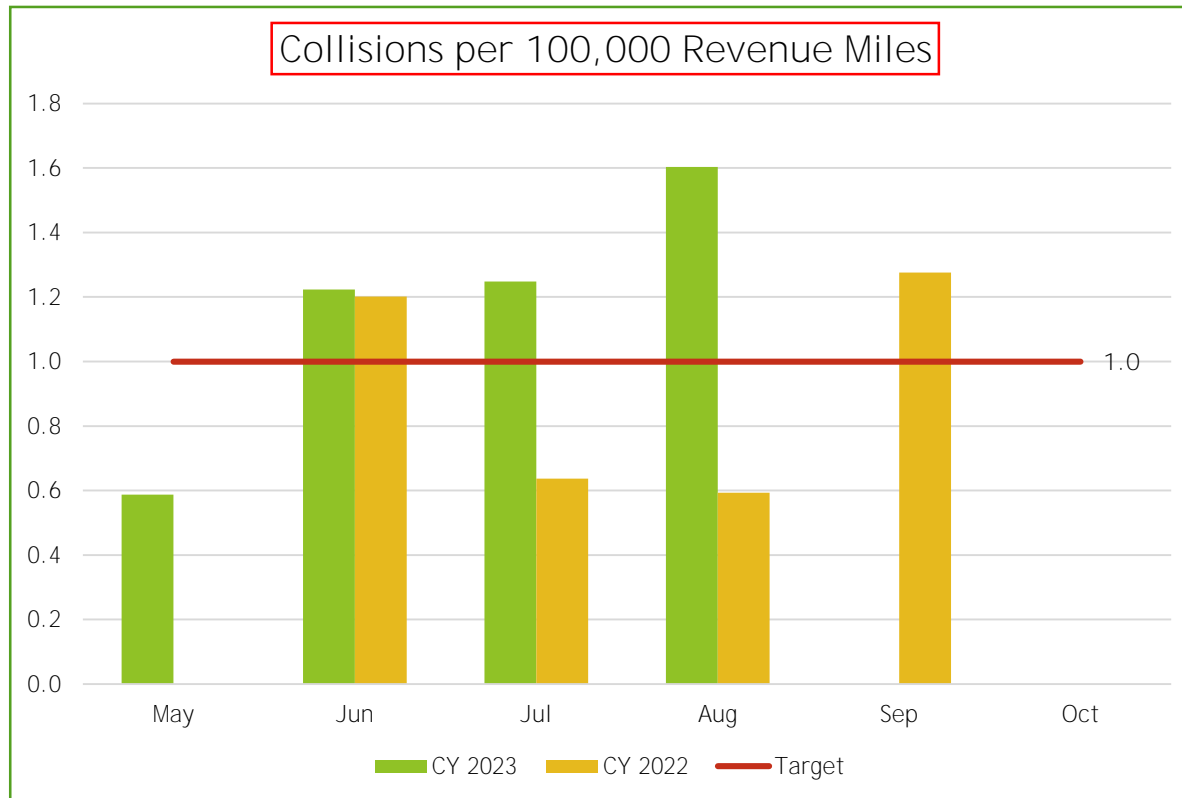
Mean Distance Between Failures

Measures the miles between major mechanical failures on the fixed route fleet (Note: Higher Bus Mean Distance Between Failures is better.)



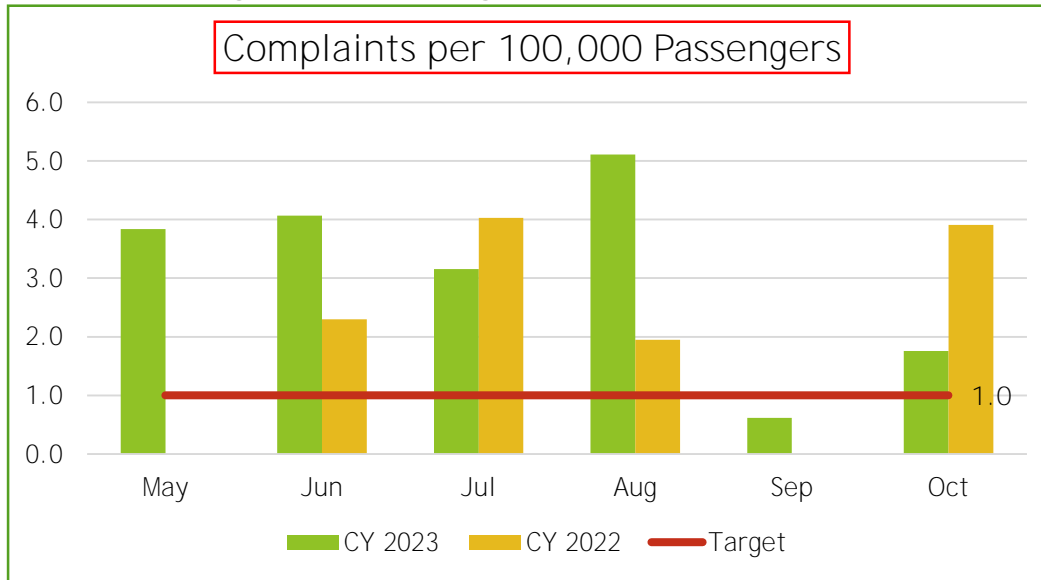
Collisions per 100,000 Revenue Miles

Measures the number of preventable collisions involving bus service per 100,000 miles.



Customer Satisfaction

Measures verified customer complaints about bus service per 100,000 bus passenger boardings.





Paratransit

ADA service where passengers request trips and vehicles respond to the request.

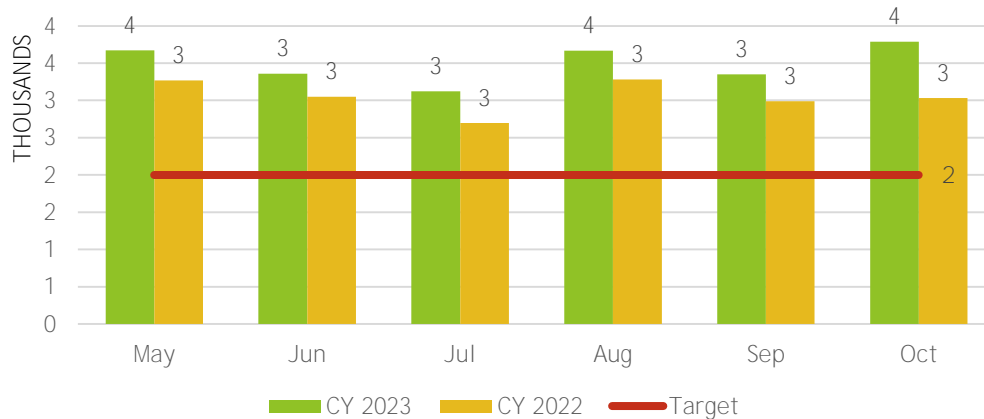
Paratransit Year-to-Year Summary

	Oct 2023	Oct 2022	YTD 2024	YTD 2023
Passenger Boardings	3,789	3,034	13,927	12,004
Passengers/Revenue Hour	1.9	1.8	1.8	1.8
On-Time Performance	88.0%	85.8%	90.7%	88.8%
Total Mechanical Failures	1	0	3	0
Mean Distance Between Failures	No failures	No failures	No failures	No failures
ACCESS Total Miles	60,393	62,255	231,893	227,148
Collisions per 10,000 Revenue Miles	0.0	0.0	0.3	0.00
Verified Complaints per 1000 Passengers	0.3	0.3	0.4	0.25

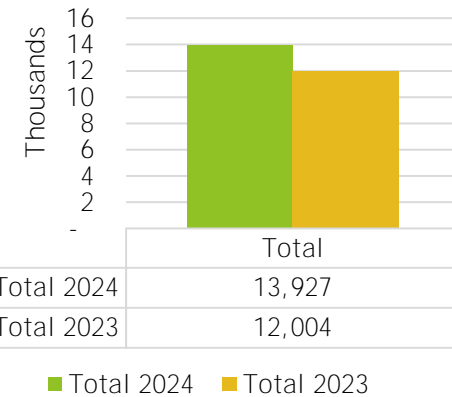
Passenger Boardings

Defined as the number of times passengers board public transportation vehicles

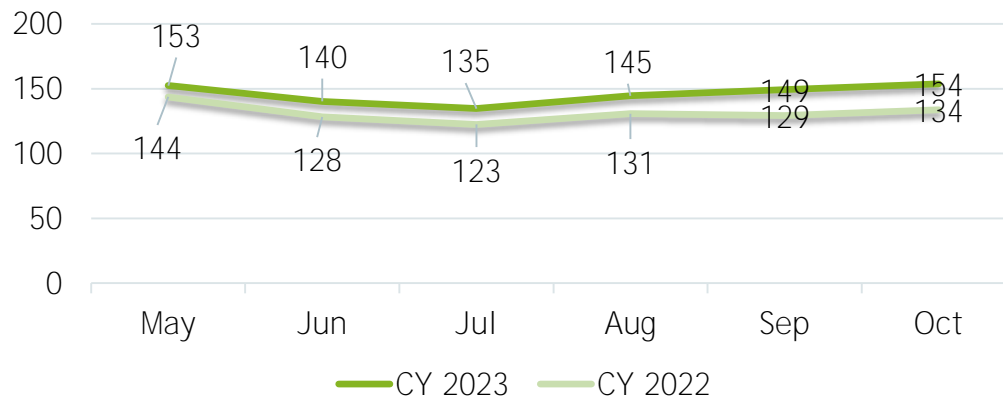
Monthly Passenger Boardings



Total

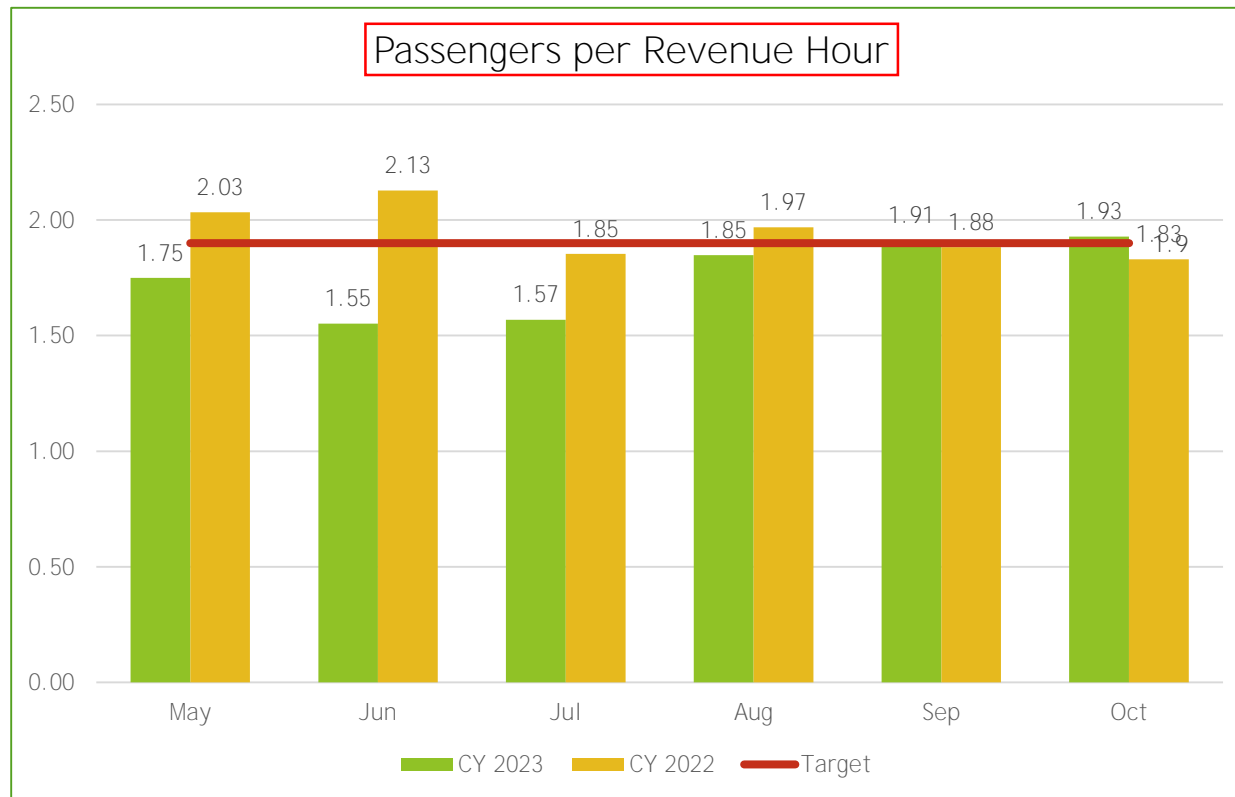


Average Weekday Passenger Trips



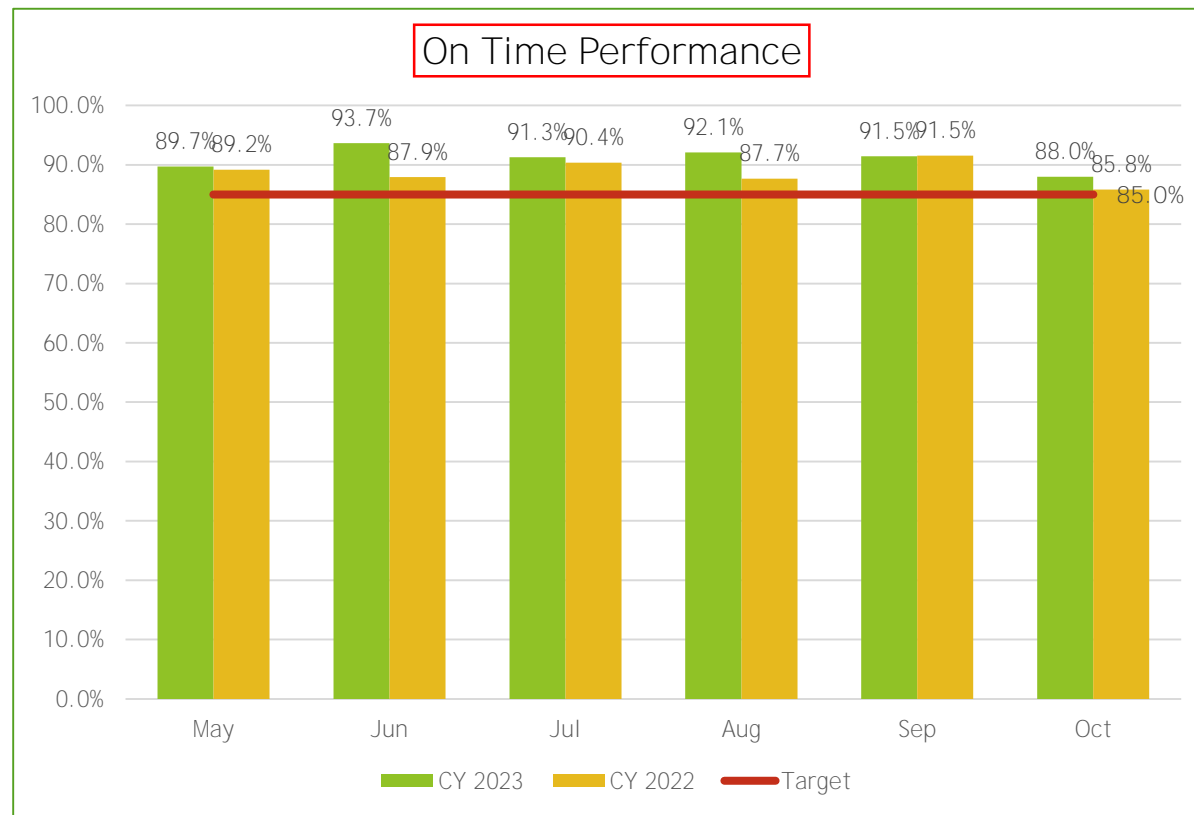
Passengers per Revenue Hour

Measures total ridership, divided by total service hours.



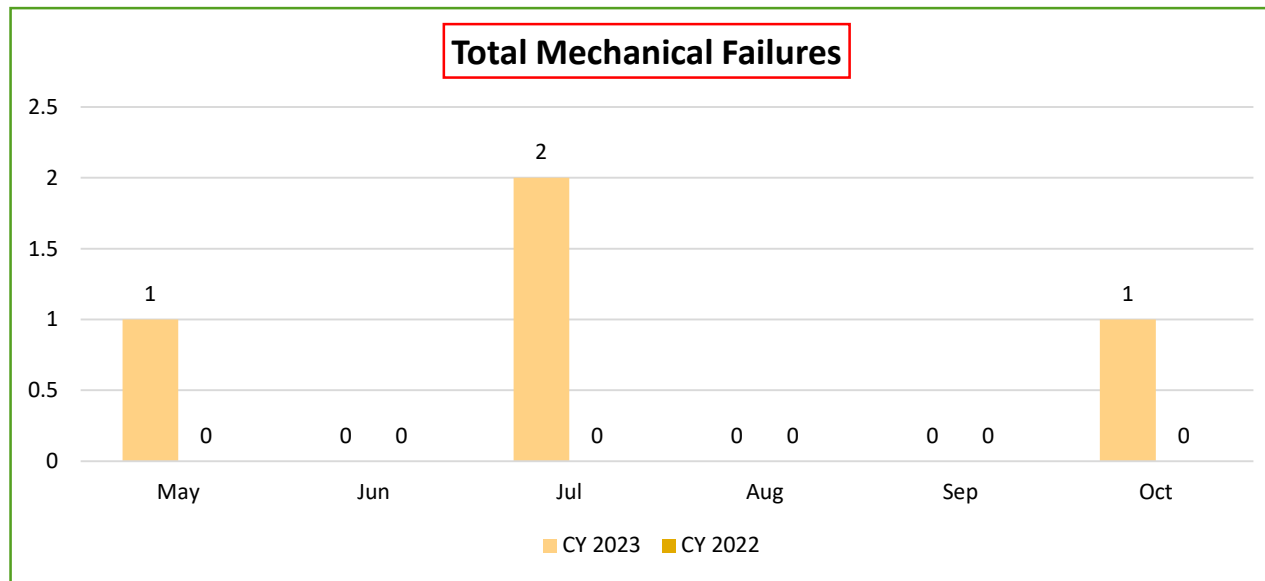
On-Time Performance

Define as being picked up between 15 minutes before and 15 minutes after requested pickup time.



Mechanical Failures

Measures the total number of mechanical failures, major and other, of the paratransit fleet.

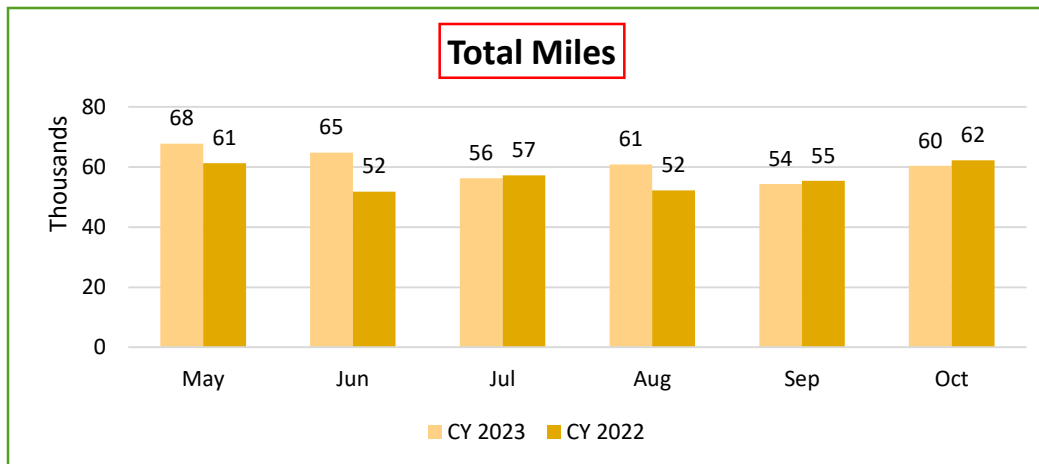
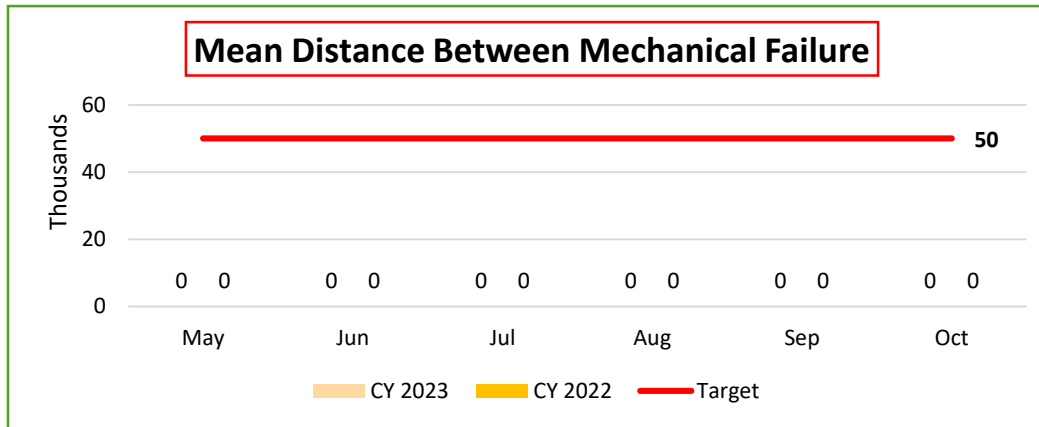


CY 2023						
	May	Jun	Jul	Aug	Sep	Oct
Major	0	0	0	0	0	0
Other	1	0	2	0	0	1
Total	1	0	2	0	0	1

CY 2022						
	May	Jun	Jul	Aug	Sep	Oct
Major	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

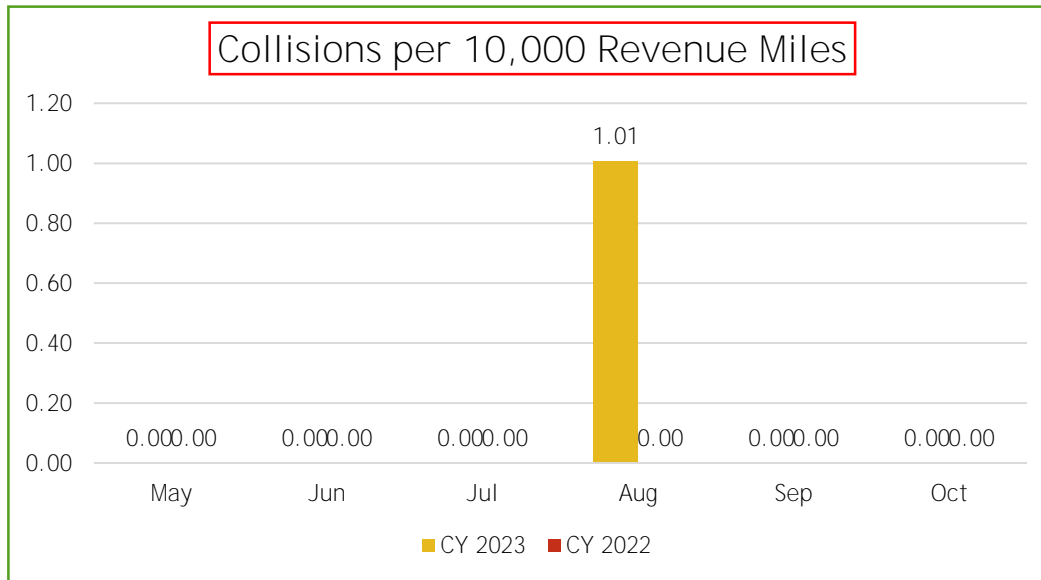
Mean Distance Between Failures

Measures the miles between major mechanical failures on the Paratransit fleet. (Note: Higher Mean Distance Between Failures is better.)



Collisions per 10,000 Revenue Miles

Measures the number of preventable collisions involving paratransit service per 10,000 miles.



Customer Satisfaction

Measures verified customer complaints about paratransit service per 1,000 passenger boardings.

