

Go Triangle Board of Trustees

Meeting Minutes

February 24, 2016

Archie K. Davis Conference Center, Research Triangle Park Foundation
12 Davis Drive, Research Triangle Park, NC

Board Members Present:

Will Allen III

Mary-Ann Baldwin

William V. "Bill" Bell

Fred Day IV (arr. 10:16 am)

Ed Harrison

Vivian Jones

Bernadette Pelissier

Ellen Reckhow (arr. 10:12 am)

Jennifer Robinson (arr. 10:48 am)

Board Members Absent:

Jim Crawford Jr. (excused)

Fred Foster Jr. (excused)

Jeff Sheehan

Staff Absent:

Laurie Barrett

Tellis Chandler

Dave Charters

Michelle Dawson

Katharine Eggleston

Saundra Freeman

Jeff Mann

Patrick McDonough

Natalie Murdock

Greg Northcutt

Karen Porter

Juanita Shearer-Swink

John Tallmadge

Mindy Taylor

Chair William V. "Bill" Bell officially called the meeting to order at 10:08 a.m.

I. Adoption of Agenda

Action: On motion by Allen and second by Baldwin the agenda was adopted. The motion was carried unanimously.

II. Durham-Orange Light Rail Transit Project Update

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

A. Accomplishments

Patrick McDonough reviewed the progress to date on the Durham-Orange Light Rail Transit project, such as the expansion of bus service to include later Saturday and Sunday service, additional headways and new routes, improvements to on-time performance and the FTA's signing of the FEIS/ROD.

Reckhow and Day arrived.

B. Next Steps – New Starts Submittal

Katharine Eggleston reminded the Board that the FTA approved the DOLRT project to enter the Project Development phase of the New Starts Capital Investment Grants Process in February 2014. With the environmental review process concluded and the submission of project justification and the financial plan, Go Triangle is preparing to enter the New Starts Engineering Phase. A Project Management Oversight Consultant (PMOC) will do a management capacity review and review the project's cost and schedule before FTA locks in their share of the project.

Pelissier asked who is responsible for overseeing the coordination of the various consultant groups. Eggleston responded that a project director has been hired.

III. Authorization to Negotiate an Agreement for GEC Services for the DOLRT Project

Dave Charters reviewed the process for the General Engineering Consultant (GEC) Services contract. He stated that two project teams responded to the Request for Qualifications (RFQ) and the subsequent Request for Proposals (RFP). The selection and evaluation committee interviewed both consultant teams and has ranked the submittals: 1) HDR Engineering Inc. of the Carolinas (HDR) and 2) WSP/Parsons Brinckerhoff, Inc (WSP/PB). Charters requested that the Board authorize the General Manager to negotiate an agreement with the firms in ranked order of preference, for GEC Services for the DOLRT project.

Baldwin asked the percentage of DBEs on the two teams. Charters responded that both teams committed to meeting the 14% goal established for the project at a minimum. He stated that actual percentages will not be known until after the negotiations.

Bell asked if anything stood out between the two firms. Charters replied that the HDR team had a number of advantages: a firm specializing in systems known as an expert compared to WSP/PB using in-house staff and the special sub consultant for the rail operations and maintenance facility (ROMF).

Action: On motion by Baldwin and second by Reckhow the Board authorized the General Manager to negotiate an agreement with the most qualified and experienced firm for General Engineering Consultant (GEC) Services for the DOLRT Project in ranked order of preference as recommended above. The motion was carried unanimously.

IV. Financial Model Presentation

General Manager Jeff Mann noted that the financial plan continues to assume 25% State funding for the project. He stated that the immediate goal is to have the cap on LRT funding at \$500,000 removed in the General Assembly's short session, which is

essential to the project moving forward. He added that the formal request to enter the engineering phase is being postponed in order to first get feedback from FTA on how they would view the financial model with the cap in place.

Mindy Taylor's presentation is attached and hereby made a part of these minutes.

Robinson arrived.

V. Lunch

The Board recessed from 11:35 am – 12:04 pm for lunch.

VI. Change & Culture Presentation

Sandra Freeman's presentation is attached and hereby made a part of these minutes.

VII. Strategic Plan Presentation

The presentation is attached and hereby made a part of these minutes. The following objectives were suggested by staff to meet the strategic goals:

Improve Mobility in the Region

- 1.1 Increase number of customers served with sustainable transportation services
- 1.2 Pursue service improvements and expansion opportunities
- 1.3 Incorporate innovations to improve mobility and environmental stewardship
- 1.4 Promote a positive image of transit for the region's citizens
- 1.5 Maintain cost-effectiveness

Assure High Quality Customer Service

- 2.1 Promote a culture of safety
- 2.2 Deliver reliable service
- 2.3 Deliver a customer-friendly experience through our people and systems
- 2.4 Ensure an attractive and accessible transit environment
- 2.5 Actively engage the communities we serve (employees, citizens, customers, etc.)

Promote Sound Growth Patterns

- 3.1 Encourage/promote transit-oriented development
- 3.2 Strengthen community and institutional partnerships
- 3.3 Pursue joint development opportunities
- 3.4 Encourage/promote location of affordable housing, job opportunities and public facilities accessible by transit

Structural gaps to success were identified by staff:

- Legislative issues related to funding and policy are not adequately addressed (actively seeking the financial resources).

Identified Solution: Hire a Manager of Intergovernmental and Community Affairs, reporting directly to the General Manager. Position also to coordinate all interactions with elected officials at all levels and with key stakeholders.

- General Manager is externally focused by necessity, leaving less than adequate time to address internal matters (providing skills, staffing, systems and technologies).
- A variety of planning functions compounded by resource constraints.
- Unclear roles and responsibilities across departments and positions.

Recommended Solutions: Create a position to work with GM focusing on internal functions. Hire a consultant to assist with re-aligning the organization chart to our objectives. Implement a process for evaluating each current position and new position request for how it fits with related positions already in the organization.

- No Board committee home for communication issues (proactively communicating).
- Staff are not always clear about management expectations for what, when and how information should be communicated, and to whom.

Recommended Solutions: Staff to provide monthly updates on external and internal communications strategy at the Planning & Legislative Committee. Affirm that Board Chair acts as communications liaison; clarify roles & responsibilities through Planning & Legislative Committee. Hire a Director overseeing communications, marketing, and public involvement.

Other issues noted:

- The challenge of integrating multiple key initiatives while continuing existing operations.
- GoTriangle owns and leases a variety of properties (from the legacy project, our two facilities, park-and-rides, etc.) without a consistent set of priorities for their maintenance or ultimate disposition.

Melissa Mills, Durham resident, asked about communication and how public feedback is used.

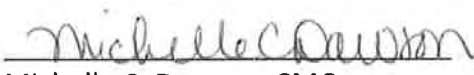
VII. Adjournment

Action: Chair Bell On motion by and second by the meeting was adjourned the meeting at 1:36 p.m.



William V. "Bill" Bell, Chair

Attest:



Michelle C. Dawson, CMC
Clerk to the Board