

Triangle Transit Board of Trustees

Meeting Minutes

March 25, 2015

Board Room, The Plaza, 4600 Emperor Blvd., Suite 100
Durham, NC

Board Members Present:

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|------------------------|----------------------------------|
| Will Allen III | Ed Grannis Jr. (left 3:05 pm) |
| Mary-Ann Baldwin | Ed Harrison |
| William V. "Bill" Bell | Vivian Jones |
| Jim Crawford Jr. | Bernadette Pelissier |
| Fred Day IV | Ellen Reckhow |
| Fred Foster Jr. | Jennifer Robinson (left 2:40 pm) |

Board Members Absent:

Jeff Sheehan (excused)

Chair William V. "Bill" Bell officially called the meeting to order at 1:05 p.m.

I. Adoption of Agenda

Action: On motion by Reckhow and second by Pelissier the agenda was adopted, adding (1) an authorization to replace the existing ticket building at the Regional Transit Center and (2) an additional budget ordinance amendment for Raleigh Union Station. The motion was carried unanimously.

II. Recess to Present New GoTransit/GoTriangle Brands

Action: Chair Bell called a recess at 1:06 p.m. for viewing GoTransit buses with new logos from Raleigh, Durham and GoTriangle. The meeting was reconvened at 1:21 p.m.

III. Recognition

A. Introduction of New Hires

General Manager King announced the hiring of Aden Tsen, finance intern; Dennis Shipman, bus operator and Stan Hutchins, regional data technician.

C. Announcement of Promotions

General Manager King also announced the following promotions: Jean Theodore, bus operator I to bus operator II; Dawitt Noza, bus operator II to bus operator III; and Linwood Holiday, part-time customer information associate to full-time.

IV. Public Comment

Chair Bell recognized Brooks Godfrey, Garner resident, who commented about making transfers from GoRaleigh to GoTriangle routes and weather alerts. General Manager King stated he had not heard of this problem before, but transfers are being printed this week to resolve that problem. He said there was more coordination among agencies during this year's weather events than in the past.

V. Consent Agenda

Action: On motion by Pelissier and second by Baldwin the consent agenda was approved. The motion was carried unanimously.

The following consent agenda items were approved:

- January 28, 2015 – Regular Session Minutes; and
- February 25, 2015 – Retreat Minutes.

VI. Presentations

A. Transit Technology Study Update

General Manager King introduced Eric Lamb, City of Raleigh Transportation Planning Office Manager, and Tim Bender. Their presentation is attached and hereby made a part of these minutes.

VII. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. General Manager Search Committee Report

Committee Chair Fred Day reported that the Committee met with the consultant today to begin reviewing candidates. He said the application deadline is today and the Committee meets again on Monday and start the screening process which runs through the month of April. He said the Committee anticipates a recommendation for the Board in early May.

C. Operations & Finance Committee Report

Committee Chair Will Allen III reported that GoTriangle has received a \$100,000 technical grant from NCDOT for a bus stop management system. He said we are waiting for a response from FTA on our request to retain certain properties purchased for the legacy rail project.

i. Programming of FY15 Orange County Bus & Rail Investment Funds

Allen stated that GoTriangle annually provides estimates to Durham County, the City of Durham, the Town of Chapel Hill and Orange County of revenues available in the next fiscal year for the bus and rail investment plans in their counties. He said Orange County went through a planning process and was late providing their plans for use of their funds for FY15. He said the Committee unanimously recommends Board approval of the programming for FY15 funds for bus services in Orange County.

Action: On motion by Pelissier and second by Reckhow the Board approved programming of FY15 funds for bus services in Orange County. The motion was carried unanimously.

Allen added that all conference requests had been approved by the Chair and himself.

D. New Business

i. Contract for Creative Design and Website Implementation for Regional Branding Efforts

Lauren Parker stated that an advanced technology grant from NCDOT was received to assist with the costs of integrating the websites for GoRaleigh, GoCary, GoDurham and GoTriangle under the GoTransit umbrella. She said because GoTriangle's website was updated last year, a sole source procurement is proposed with the vendor, Webonise, to introduce the new brand and improve some of the technology in the Website.

Action: On motion by Baldwin and second by Day the Board approved a contract with Webonise for Website, mobile site and mobile app design and implementation services for \$110,000 (+/- 10%) and authorized the General Manger to execute the contract consistent with those terms. The motion was carried unanimously.

ii. Replace Existing Ticket Building at Regional Transit Center

Richard Major's memorandum is attached and hereby made a part of these minutes. He said the ticket building installed on this property as part of the Regional Transit Center in 2009 is rapidly deteriorating and the building's manufacturer went bankrupt. He said a team of employees has determined that the building should be replaced. He said the footprint would remain the same. Three bids solicited through the property management firm, Cassidy Turley, were received:

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|-----------------------------------|-----------|
| Vanguard Modular Building Systems | \$ 71,932 |
| ACTON | 101,455 |
| Modular Genius | 146,042 |

Major said the total project cost for building fabrication, delivery and installation that includes wiring, utility hookups, signage, moving/relocation, setup and a temporary facility is \$218,560 plus \$31,440 in contingency for a total project budget of \$250,000.

Bell noted the vast discrepancy in bids. Major responded that Vanguard has a great reputation in the modular industry and feels certain this is a good value. Day asked how long the project would take. Major said 6-8 weeks to fabricate and deliver the building and another 1½-2 weeks for installation. Reckhow asked the square footage. Major responded approximately 880, with dimensions of 15.5 feet by 60 feet. Reckhow asked if this size would accommodate our needs for the foreseeable future. Major responded yes.

General Counsel Ross stated that because the useful life of the building is roughly 15 years and the location of the building is leased, we are looking to extend the lease with LC Industries, who have verbally agreed. Foster asked about purchasing the property. General Manager King responded that they are not interested in selling. Reckhow asked about the warranties and track record of Vanguard. Major noted the Statement of Qualifications for Vanguard

included with the memorandum and said there would be an extended warranty on the roof with a vapor barrier installed underneath to prevent deterioration of the sub flooring.

Action: On motion by Baldwin and second by Reckhow the Board approved the purchase of a new ticket building from Vanguard Modular Building Systems and installation for a price not to exceed \$250,000. The motion was carried unanimously.

iii. FY 15 Budget Ordinance Amendments

Harriet Lyons presented an additional budget amendment to those included in the agenda, which is attached and hereby made a part of these minutes. The amendments are for the replacement of the ticket building, an increase to the General Counsel department budget and the Raleigh Union Station project.

General Counsel Ross stated that outside counsel was used in several Pro Se lawsuits filed by former employees. She said our insurance has a \$25,000 deductible per case. She said only one case remains and GoTriangle has prevailed in all the other cases. She said two unexpected trips, one to Sound Transit in Seattle and the Raleigh Chamber InterCity trip, increased travel expenses.

Mary-Ann Baldwin requested recusal from voting on the budget amendment for Raleigh Union Station.

Action: On motion by Reckhow and second by Baldwin the Board unanimously adopted the following budget ordinance amendments:

- FY 2015 Budget Ordinance Amendment (2015 0016);
- FY 2015 Regional Bus Capital Project Fund Ordinance Amendment (2015 0017); and
- FY 2015 Major Transit Investment Fund Ordinance Amendment (2015 0018).

Action: On motion by Reckhow and second by Allen the Board voted to recuse Mary-Ann Baldwin from voting on the next budget amendment. The motion was carried unanimously.

Action: On motion by Allen and second by Reckhow the Board unanimously adopted the following budget ordinance amendment:

- FY 2015 Major Transit Investment Fund Ordinance Amendment (2015 0019).

VIII. Other Business

A. General Manager's Report

General Manager David King highlighted the following items from his written report:

- The GoTriangle family of services brand was unveiled at a ceremony in Raleigh this morning.
- We received a letter from Scott Saylor, President of NCRRT, agreeing in principle to the Pettigrew Street alignment. He said this is hugely important to the Durham-Orange project.
- The work on the Wake County transit plan is going well. The project scope has been amended and all the partners will be asked to increase their contributions to the project.

i. Durham-Orange Light Rail Transit Project Update

Dave Charters presented the D-O LRT project update. The presentation is attached and hereby made a part of these minutes.

Robinson left

ii. Legislative Update

Damien Graham reported that an imminent domain bill passed the State House and is not sitting in the Senate rules committee. He mentioned other bills introduced that could have implications for GoTriangle. On a Federal level, he talked about reauthorization.

B. General Counsel's Report

General Counsel Deborah Ross noted the following items:

- We will be preparing a letter to the FRA on safety issues, hoping there will be no additional jurisdiction exercised.
- Staff is working on the real estate asset management plan.
- We have settled a worker's compensation case.
- The sale of the Towerview property to the Town of Cary could move forward in May.
- Karen Porter traveled with other staff to Sound Transit in Seattle.

C. Chair's Report

Chair William V. "Bill" Bell extended the Board's congratulations to Jennifer Robinson on the recent article in the NCLM magazine. He praised staff for the positive feedback he has received about public meetings held in Durham for the D-O LRT project.

D. Board Member Reports

i. CAMPO TAC Representative

Vivian Jones reported that the TAC received several updates.

ii. DCHC TAC Representative

Bernadette Pelissier stated there were no items related to GoTriangle to report.

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

Will Allen said the RTA breakfast this year focused on air services.

iv. **APTA Legislative Conference Reports**

Fred Foster, Ed Harrison and Bernadette Pelissier reported on the recent APTA Legislative Conference. Their written reports are attached and hereby made a part of these minutes.

Ed Grannis reported that this would be his last meeting, having been replaced on the NCBOT. Board members stated their appreciation to Grannis.

IX. Adjournment

Action: Chair Bell adjourned the meeting at 3:10 p.m.



William V. "Bill" Bell, Chair

Attest:



Michelle C. Dawson, CMC

Clerk to the Board