

GoTriangle Board of Trustees

Meeting Minutes

May 24, 2017

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

Board Members Present:

Will Allen III

Mary-Ann Baldwin

Ed Harrison

Sig Hutchinson (left 12:50 pm)

Wendy W. Jacobs (arr. 12:15 pm)

Vivian Jones

Ellen Reckhow

Jennifer Robinson

Board Members Absent:

William V. "Bill" Bell (excused)

Barry Jacobs (excused)

Chair Jennifer Robinson officially called the meeting to order at 12:07 p.m.

I. Adoption of Agenda

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

II. Recognition

A. Anniversary Awards

Board Chair Jeff Mann presented service awards for twenty-five years of service to Laurie Barrett and Juanita Shearer-Swink; for fifteen years of service to Audra Foree, Dennis Howard, Abraham Gebremariam, Christy Winstead, Joaquin De La Cruz, Carolyn Williams, Robin Leonard, Frances Walker and Brian Fahey (not present); for ten years of service to Samuel Whitney, Larry Villines, Charlotte Mayes, Patricia Hill, Darrick Harris, Lawrence Moreland, Juan Alencastro, Vinson Hines Jr., Demetria Turner Morgan, and Emma Lawrence (not present); and for five years of service to Sharita Seibles, Mary Simpson, Ronald Nolan, Isaiah Ewing, Nate Williams, Phyllis Badgett, Angelo Barksdale, Dennis Gorham, Harriet Lyons, Roger Fowler, Miguel Benitez Jr., Christel Jones, Cynthia Hawkins, Eric Young, Latoya Young. Five year recipients not present were Gwendolyn Vick, Richard Simpson, Frank Doria, Dawit Noza, Adrienne Coles, and Arthur Colson.

B. Introduction of New Hires

General Manager Mann announced the hiring of Marcia Hargrove, Paratransit Operator; Deviin Brown, Karen Islam, Sheryl Randolph and Denice Evans, Bus Operators; Matthew Clark, Government Affairs Manager; and Brian Andrews, Bus Operations Manager.

C. Announcement of Promotions

General Manager Mann announced the following promotions: Katharine Eggleston, Project Engineer to Project Development Manager; Jackie Stewart, Operator/Dispatcher 1 to Paratransit Supervisor; and Don Maxwell, Mechanic II to Mechanic III.

III. Public Comment

Chair Robinson recognized Ken Pugh. His comments requesting that GoTriangle investigate alternatives for rapid transit, specifically autonomous cars are attached and hereby made a part of these minutes.

Reckhow asked if the communities doing studies of autonomous vehicles are similar to the D-O LRT project. Pugh responded that Jacksonville is transforming its monorail to a guideway and driving through real traffic. Reckhow asked if the cars would be owned by the transit system. Pugh said yes.

Baldwin asked about the feasibility for Wake County. Mann said autonomous vehicles are not anticipated in the Wake Transit Plan; however, there are opportunities to evaluate.

Jones asked how autonomous vehicles would be 50% faster. Pugh responded that fewer passengers in the vehicles (4) means fewer stops.

Allen asked the process to have this this studied. Mann stated that staff could provide an overview of the technology and the Board could consider a request to the TPAC for study.

IV. Public Hearing

There were no comments.

V. Consent Agenda

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

The following consent agenda items were approved:

- April 26, 2017 – Budget Work Session Minutes;
- April 26, 2017 – Regular Session Minutes; and
- April 28, 2017 – Special Session Minutes.

VI. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. Operations & Finance Committee Report

Committee Chair Ed Harrison recognized Danny Rogers to explain the contracts being recommended by the Committee.

1. Professional Services Contract – GEC Phase 3

Danny Rogers stated that most of the contingency in the D-O LRT project schedule has been used up going through the update of the Durham and Orange Transit Plans. He stated that FTA has firm deadlines for certain activities and shared a final design schedule flowchart, which is attached and hereby made a part of these minutes. He emphasized that if the deadline for the FFGA is missed, it delays the award by a year which means significant inflation costs that would have to be absorbed with local funds. Rogers added that there has been no response from FTA regarding our application to enter into engineering; however, the project must move forward and these contracts cannot wait to receive that answer. He explained that the contracts include a termination for convenience clause, making GoTriangle only liable to the consultant to the point of termination. He added that the \$75 million GEC contract is for 36 months, or about \$2 million per month, although the level of spending would not be that great in the beginning. He recommended that the Board approve the contracts.

Reckhow asked how quickly after giving notice would work on the project stop. Rogers stated immediately.

Reckhow asked if the contract would accommodate some of the optional studies that have been discussed such as moving the Gateway Station or adding a downtown Durham stop just north of DPAC. Rogers said this contract will take design from 30% to 100%. Some of those additional studies may require change orders; however, the majority would be covered by this contract. He added that some of that work has been moving forward under the prior contracts.

Action: On motion by Allen and second by Reckhow the Board authorized the General Manager to execute Phase 3 of an incrementally funded Contract with HDR Engineering Inc. (HDR) for General Engineering Consultant (GEC) Services for the Engineering (Detailed Final Design) Phase of the Durham-Orange (D-O) Light Rail Transit (LRT) Project, for a term of up to an additional thirty-six (36) months in an amount not to exceed \$75,000,000. Authorization is subject to input from the Federal Transit Administration (FTA) regarding the status of GoTriangle's application for the D-O LRT Project to enter the Engineering (Final Design) Phase. The motion was carried unanimously.

2. Professional Services Contract – PMC Phase B

Rogers stated the amount of the PMC contract is not to exceed \$27 million, over 36 months, or about \$750,000 per month. Baldwin asked if the same termination clause applies. Rogers stated yes.

Action: On motion by Reckhow and second by Harrison the Board authorized the General Manager to execute Phase B of an incrementally funded Contract with HNTB North Carolina, PC (HNTB) for Program Management Consultant (PMC) Services for the Engineering (Final Design), Construction, Testing and Start-up Phases of the Durham-Orange (D-O) Light Rail Transit (LRT) Project, for a term of up to an additional thirty-six (36) months in an amount not to exceed \$27,000,000. Authorization is subject to input from the Federal Transit Administration (FTA) regarding the status of GoTriangle's application for the D-O LRT Project to enter the Engineering (Final Design) Phase. The motion was carried unanimously.

B. Planning & Legislative Committee Report

Committee Chair Will Allen III stated that the Committee had considerable discussion about the guidelines for the Transit Citizen Advisory Committee, but no recommendation was made.

1. Wake Transit Master Participation Agreement

Allen explained that this document binds everyone together in Wake County who participates in the Wake Transit Plan. He said the agreement has a 25 year term and includes all 12 of the Wake County municipalities in addition to Wake County, NCSU, CAMPO and GoTriangle.

Action: On motion by Baldwin and second by Hutchinson the Board authorized the General Manager to enter into the Wake Master Participation Agreement. The motion was carried unanimously.

VII. Other Business

A. Leasing Project Office Space for the D-O LRT Project

Danny Rogers stated that like the contracts just approved, approval for office space for the project also is important. He said there is no space left in this building and additional hires are necessary for the project. Additionally, project staff would be co-locating with the consultants, allowing constant communication and proximity to project stakeholders. Rogers added that the chosen location is convenient to transit and allows employees to use transit.

Gary Tober's presentation is attached and hereby made a part of these minutes. The selected office space is for a 5-year lease of 11,910 square feet with Legacy Tower, LLC at 411 Chapel Hill Street, Durham.

Hutchinson left.

Reckhow asked if the lease would be signed after receiving approval to enter engineering. Tober responded no, there is urgency to get the space now. Mann responded that it is a risk, but it could be as long as 90 days before an answer is received from FTA and in that time the office space could become unavailable. He added also with the space there is not the ability to hire staff to move the project forward, risking a delay in the schedule.

Jones commented that there is the ability to lease to another party.

W. Jacobs stated that knowing the space can be sublet makes her less concerned. She noted a recent story that a big renovation of the property is planned. She added this this is an ideal location right on the line.

Robinson asked if there is a risk that the original broker will ask for a commission. General Counsel Blake commented that the agreement with the broker was terminated a year ago. Tober added that there was only a 90-day carryover, which would have ended November, 2016.

Action: A motion was made by Allen and seconded by W. Jacobs to authorize the General Manager to enter into a five (5) year lease for office space with Legacy Tower LLC for 11,910 rentable square feet located on the 10th floor of the Legacy Tower at 411 W. Chapel Hill Street, Durham.

Reckhow asked about the parking being provided across the street by GoTriangle to the building owner. Tober responded that GoTriangle's lease rate reflects a lower amount due to the parking spaces. Reckhow then commented that she hopes our consultants will consider goPasses and use transit as well as our employees.

Action: Upon vote, the motion was carried unanimously.

B. Update on Durham-Chapel Hill TOD Work

Patrick McDonough introduced Scott Polikov, Gateway Planning Group and GB Arrington of GB Place Making, the consultants working with us on TOD on the D-O LRT project. They gave a presentation on D-O LRT Station Neighborhoods, which is attached and hereby made a part of these minutes.

C. General Manager's Report

General Manager Jeff Mann presented the proposal for increasing bus operator pay, which is due to a shortage of drivers and the need to hire an additional ten for the

first year of the Wake Transit plan. He stated that Finance and Bus Operations worked together on this recommendation, effective July 1:

- Starting rate would remain at \$13/hour. Operators with five or more years of experience would start at \$13.50/hour. Operators with ten or more years of experience would start at \$14/hour.
- Upon completion of training the rate would increase by \$2/hour.
- Current operators making less than \$15/hour would be raised to that amount.

Mann stated that the budget impact is about \$500,000 annually, but he added that this is necessary to remain competitive. He then highlighted these items:

- GoTriangle is considering a joint application with GoRaleigh, GoDurham, Chapel Hill Transit and GoCary for FTA's No and Low Emission grant in order to test electric buses on certain routes. He said a consultant will write the application, which is due at the end of June.
- The feasibility study continues on the RUSBus project in Raleigh. Baldwin requested a copy of the RFP for real estate advisory services.
- The project implementation director position for the Wake Transit Plan has been posted. This position will be comparable to Danny Rogers' position for the D-O LRT project and will be funded through Wake County proceeds.

A list of contracts recently approved by the General Manager is attached and hereby made a part of these minutes.

1. Bus Operations Report

Tellis Chandler reported that operators continue to be hired, with four currently being trained. There still is a need for 20 positions, but he stated that with the change in pay rate he feels the hirings can be made for the August 6th service changes. He pointed out that the number of verified complaints reached all time low for April at .7 and paratransit service reached six months complaint free. He added that workman's compensation also is trending down.

2. Durham-Orange Light Rail Transit Program Update

Danny Rogers reported that staff has been working to get the contracts approved today ready for approval as well as project design refinements based on comments received during the update to the county transit plans.

3. Communications Update

Mike Charbonneau's presentation is attached and hereby made a part of these minutes.

D. General Counsel's Report

General Counsel Shelley Blake referenced her report in the agenda package and noted the following items:

- The RFP for a consultant to assist with the non-profit has been posted.
- A number of agreements related to the Wake Transit Plan will be coming before the Board next month for approval.

E. Chair's Report

No report.

F. Board Member Reports

1. CAMPO Executive Board Representative

Will Allen reported that CAMPO approved the Wake Transit Master Participation Agreement and held a public hearing on the FY18 Wake Transit Work Plan, which will be voted on next month and takes effect July 1. Public comments received at the hearing included Karen Rindge from WakeUp Wake County asking about electric buses, bus shelters and affordable housing. Additionally Joe Milazzo submitted a letter addressed to GoTriangle and the Wake County Board of County Commissioners with four recommendations: create a dashboard for the Wake County Transit Plan, purchase alternative fuel vehicles, implement pilot sections of "RED" transit lanes, and accelerate bus stop and station improvements.

2. DCHC MPO Board Representative

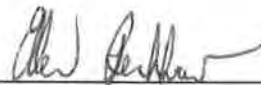
Ed Harrison stated that the Board received a presentation on the proposed modifications and deletions for the SPOT 5.0 process.

3. Regional Transportation Alliance (RTA) Representative

No additional report.

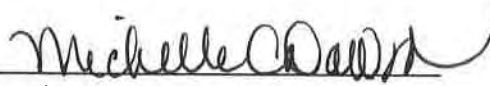
VIII. Adjournment

Action: Chair Robinson the meeting was adjourned the meeting at 2:14 p.m.



Ellen Reckhow, Vice Chair

Attest:



Michelle C. Dawson, CMC
Clerk to the Board