

GoTriangle
Board of Trustees
November 15, 2017 12:00 pm-2:30 pm

I. Call to Order and Adoption of Agenda

ACTION REQUESTED: Adopt agenda with any changes requested.

(1 minute Ellen Reckhow)

II. Recognition

A. Introduction of New Hires

(1 minute Jeff Mann)

B. Announcement of Promotions

(1 minute Jeff Mann)

III. Public Comment

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.

(5 minutes Ellen Reckhow)

IV. Consent Agenda

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.

(1 minute Ellen Reckhow)

A. Approval of Minutes: October 30, 2017

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

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

consent agenda.

(1 minute Ellen Reckhow)

B. Operations & Finance Committee Report

(10 minutes Ed Harrison)

1. Construction Management Consultant (CMC) Contract

ACTION REQUESTED: Authorize the GM to execute Phase 1 of an incrementally funded Contract for Construction Management Consultant (CMC) Services with Gannett Fleming/WSP Joint Venture (GF/WSP) 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 thirty-two (32) months in an amount not to exceed \$6 million.

VI. Other Business

A. HR&A Contract Amendment

ACTION REQUESTED: Authorize the GM to approve Task Order 2 with HR&A.

(10 minutes Patrick McDonough)

Proposed D-O LRT Joint Devt Task Order 1

B. Design Change Approval Request - Blackwell Mangum Station Addition

(10 minutes Danny Rogers)

C. Design Change Approval Request - Gateway Station Location

(10 minutes Danny Rogers)

Memo from Gateway Planning - Station Area Recommendations

D. Short Range Transit Plan Updates

(15 minutes Mary Kate Morookian, Jenny Green, Jon Dodson)

Presentation

E. General Manager's Report

(5 minutes Jeff Mann)

Contracts

1. Bus Operations Report

(5 minutes Vinson Hines)

2. D-O LRT Update

(15 minutes Danny Rogers)

3. Wake Transit & MIS Updates

(10 minutes John Tallmadge, Darcy Downs)

4. Communications Update
(10 minutes Mike Charbonneau)

- F. General Counsel's Report
(5 minutes Shelley Blake)

- G. Chair's Report
(5 minutes Ellen Reckhow)

- H. Board Member Reports

1. CAMPO Executive Board Representative
(5 minutes Will Allen III)
2. DCHC MPO Board Representative
(5 minutes Ed Harrison)
3. Regional Transportation Alliance (RTA) Representative
(5 minutes Will Allen III)

VII. Adjournment *(Ellen Reckhow)*

GoTriangle Board of Trustees

Meeting Minutes

October 30, 2017

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

Board Members Present:

Will Allen III
Mary-Ann Baldwin
William V. "Bill" Bell
Ed Harrison
Sig Hutchinson
Barry Jacobs
Wendy Jacobs

Vivian Jones
Valerie Jordan
Andrew Perkins Jr.
Ellen Reckhow
Jennifer Robinson, Chair
Nina Szlosberg-Landis

Chair Jennifer Robinson officially called the meeting to order at 12:24 p.m.

I. Adoption of Agenda

Action: On motion by Reckhow and second by Hutchinson the agenda was adopted. The motion was carried unanimously.

II. Recognition

A. Oath of Office

Wake Forest Mayor and Board member Vivian Jones administered the oath of office to Andrew Perkins Jr., representative of the North Carolina Board of Transportation.

B. Introduction of New Hires

General Manager Mann announced the hiring of Bus Operators: Bright Anyali, Harold Chancy, Steven Eubanks, Andrew Fogle, Darilyn Leach, Jerry Oden and Aleyanna Williams; Keith Ferguson, Transportation Engineer; Tejuana Nichols, Paratransit Operator/Dispatcher; and Elizabeth Raskopf, Marketing Intern.

C. Announcement of Promotions

General Manager Mann announced the following promotions: Todd Fonville, Operator I to Dispatcher/Supervisor; Roger Fowler, Bus Operator II to Bus Operator III; Brett Hawkins, Office Assistant to Accounts Payable Accounting Technician; Patricia Hill, Paratransit Operator/Dispatcher to Paratransit Dispatcher/Supervisor; and Clidon Wyatt, Mechanic I to Mechanic II.

III. Public Comment

Chair Robinson recognized John Kent, who spoke on behalf of the New Hope Creek Corridor Advisory Committee in opposition to the relocation of the Patterson Place station.

Chair Robinson also recognized Mike Waldroup, who spoke in support of the relocation.

IV. Consent Agenda

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

The following consent agenda items were approved:

- September 27, 2017 – Regular Session Minutes;
- Authorize the Interlocal to execute a contract amendment with T. J. F. Golf, Inc., for the continuation of Technical and Professional Services for the UNC Finley Golf Course Mitigation Project, increasing the not to exceed amount to \$132,900 and extending the term to June 30, 2020;
- Approve a contract amendment with TripSpark (Trapeze) for upgrading the paratransit scheduling software modules for an in-vehicle tablet system for FY18, with a maximum dollar amount of \$184,000, and authorize the Interlocal to execute the contract;
- Award a contract to Vehicle Inspection Systems Inc. for the VIS Polish, a fully automated rim polishing machine and wet dust collector for FY18, with a maximum dollar amount of \$114,848, and authorize the General Manager to execute the contract;
- Approve a budget ordinance amendment correcting the name to Triangle Tax District – Durham-Orange Fund (2017 0008 Revised);
- Adopt a resolution (2017 0006) and budget ordinance amendment (2017 0012) for the Triangle Tax District – Durham-Orange Fund, authorizing the Interlocal to acquire the properties identified for the ROMF;
- Authorize the Interlocal to execute an Interlocal Agreement for Cost Sharing for the CRT Study portion of the MIS;
- Approve two-car train operations for the D-O LRT Project; and
- Approve the Operating and Protocols Guidelines for Transit Citizen Advisory Committee and the application for the GoTriangle Transit Citizen Advisory Committee.

Budget Ordinances 2017 0008 Revised and 2017 0012, Resolution 2017 0006, the Cost Sharing Memorandum of Agreement (MOA) for the Commuter Rail Portion of the Major Investment Study, and the application for the GoTriangle Transit Citizen Advisory Committee are attached and hereby made a part of these minutes.

V. General Business Agenda**A. Items Removed from Consent Agenda**

None.

B. Operations & Finance Committee Report**1. 2018 Medical/Ancillary Benefits Package**

Committee Chair Ed Harrison presented a recommendation to approve the 2018 benefits package.

Szlosberg-Landis asked if there is an employee group that brings these issues to management or works with management regarding health care. Mann stated that there is an employee group at bus operations, but there is no formal process regarding health care matters. Szlosberg-Landis then asked if input has been received from employees about their needs and desires around health care and other issues. Sandra Freeman stated that throughout the year staff solicits input from employees and their suggestions are considered. Hutchinson reiterated the Board's priority for workplace wellness and employee well-being.

Action: On motion by Allen and second by Reckhow the Board approved the 2018 Medical/Ancillary Benefits Package, with an increase of 7.1 % in medical premiums, 3% in vision care and no rate change to other customary benefits. The motion was carried unanimously.

C. Personnel Committee Report

Committee Chair Ellen Reckhow reported that the Committee received a presentation by the General Manager on the organizational structure assessment. Findings of the report were discussed and the Manager stated that senior staff would be meeting to discuss the recommendations and develop an implementation plan. Reckhow stated that the Committee also briefly discussed the 360 evaluation process, the 457(b) plan and held a closed session on a confidential matter.

D. Planning & Legislative Committee Report

Committee Chair Will Allen III reported that the only action item was related to the Transit Citizen Advisory Committee (TCAC), and was approved on the consent agenda.

E. Design Change Patterson Place Station

Patrick McDonough's presentation is attached and hereby made a part of these minutes. Lisa Miller from Durham City/County Planning Department also was present to answer questions.

Action: On motion by Bell and second by Baldwin the Board approved the modification of the location of the Patterson Place D-O LRT Station and the related D-O LRT Project track alignment. The motion was carried unanimously.

F. Design Change MLK Jr Parkway Station

Patrick McDonough presented the second proposed station change.

Action: On motion by Reckhow and second by Allen the Board approved the modification of the location of the Martin Luther King Jr. (MLK Jr.) Parkway Station and the related D-O LRT Project track alignment. The motion was carried unanimously.

G. 2018 Meeting Calendar

Michelle Dawson presented a proposed 2018 meeting calendar. She asked for dates for work sessions the second week of April and late October.

Action: On motion by Baldwin and second by Hutchinson the Board adopted the 2018 meeting calendar. The motion was carried unanimously. The calendar is attached and hereby made a part of these minutes.

VI. Other Business

A. General Manager's Report

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

General Manager Jeff Mann highlighted the following items:

- Public meetings are being held in Wake County regarding implementation of the Wake County transit plan. Surveys also are available online. Over 1,100 have been completed already.
- The D-O LRT project design process is in full swing, with almost 200 consultants involved.
- Staff continues to monitor the Federal funding process. A letter to the House and Senate Appropriations urges support for Capital Investment Grant (CIG) program funding at the current level of \$2.3 billion, as authorized by the FAST Act.
- An implementation strategy is being developed for the organizational structure assessment.
- A meeting was held with the Wake County Board of County Commissioners and some citizens regarding the Transit Citizen Advisory Committee (TCAC).

Szlosberg-Landis suggested tracking the jobs and economic development being generated by the D-O LRT project to provide support for the project.

1. Bus Operations Report

Vinson Hines' report is attached and hereby made a part of these minutes.

2. Communications Update

Mike Charbonneau's presentation is attached and hereby made a part of these minutes. He also shared a video created on a recent trip of Portland's system.

3. Durham-Orange Light Rail Transit Program Update

Katharine Eggleston stated that the General Engineering Consultant (GEC) and the Program Management Consultant (HDR) are up and running and a third major consultant team, the Construction Management Consultant (CMC), will be added soon. The CMC will help oversee the design and prepare to go into construction. Eggleston added that additional staff are being added to manage the consultants. She introduced a recent hire, Keith Ferguson, an engineer with 10 years' private sector experience in geotechnical and field engineering.

Bell asked for a breakdown of the minority and local firms on the project.

Eggleston added that coordination with local partners is being formalized and strengthened, with regular meetings continuing with some and being established with others. She said there was excellent attendance at the public meetings in September. A communications and public involvement plan is being developed for the engineering phase, with regular quarterly meetings to begin in January. She noted an issue related to the location of the ROMF and an upcoming neighborhood meeting in November.

Reckhow suggested a fact sheet about the ROMF that answers the questions raised during the EIS process. Bell agreed and noted that potentially there would be three new city council members in Durham with no background on the project.

Geoff Green talked about the upcoming neighborhood meeting and Meghan Makoid stated that a "we heard" sheet is being created that will summarize the impacts disclosed in the EIS and the comments received through the public comment process. This document will show GoTriangle's responses to the comments received. Eggleston added that a traffic impact analysis on the site will be provided.

Harrison suggested comparing the ROMF activity with the existing land use if developed.

B. Jacobs suggested using more accessible language when possible. W. Jacobs reiterated the importance of addressing all the major concerns: noise, vibration, lighting, storm water runoff, chemicals used on the site, aesthetics and traffic impacts.

W. Jacobs then asked for an overall timeline for the D-O LRT project noting the big milestones.

B. General Counsel's Report

General Counsel Shelley Blake noted a change to the TCAC Operating and Protocols Guidelines, which was approved earlier on the consent agenda. She requested that the Board approve the amended document.

Action: On motion by Hutchinson and second by Baldwin the Board amended the TCAC previously approved on the consent agenda. The motion was carried unanimously. The amended Operating and Protocols Guidelines for the Transit Citizen Advisory Committee are attached and hereby made a part of these minutes.

1. Appointment to GoTransit Partners Board of Directors

General Counsel Blake presented four additional names for the GoTransit Partners Board of Directors: Tallman Trask III, Duke; Benjamin Durant, NCCU; Gordon Merklein, UNC; and Jeff Bandini, NC State.

Action: On motion by Baldwin and second by B. Jacobs the Board appointed the members listed above to the GoTransit Partners Board of Directors. The motion was carried unanimously.

C. Chair's Report

No report.

D. Board Member Reports

1. CAMPO Executive Board Representative

Will Allen III reported that the Board held a public hearing on the FY18-27 TIP, which was approved along with an amendment to the FY16-25 TIP. The group also received an update on the proposed Federal rescission legislation, which could mean the loss of some or all of unobligated LAPP funds. Allen also stated that updates were given on the Wake Transit Plan Implementation, the Cost Share Agreement for Commuter Rail Study and the 2045 MTP.

2. DCHC MPO Board Representative

Ed Harrison reported that the most notable item involved the two D-O LRT project design changes.

3. Regional Transportation Alliance (RTA) Representative

Will Allen III reported that the quarterly Tri-MAP meeting included an update on the D-O LRT project as well as the East Coast Greenway. He stated the greenway is 2,855 miles, of which 900 are complete. North Carolina has 180 miles, with 72 in the Triangle.

There was a request for a future presentation to the Board.

Szlosberg-Landis noted the NCRRC sponsored Progress in Motion event in January and encouraged Board members to attend.

VII. Adjournment

Action: Chair Robinson the meeting was adjourned the meeting at 2:36 p.m.

Ellen Reckhow, Vice Chair

Attest:

Michelle C. Dawson, CMC
Clerk to the Board

GoTriangle Board of Trustees
Operations & Finance Committee Meeting Minutes
October 30, 2017

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

Committee Members Present:

William V. "Bill" Bell (arr. 11:40 am)	Barry Jacobs
Ed Harrison, Committee Chair	Ellen Reckhow
Sig Hutchinson	

Committee Chair Ed Harrison called the meeting to order at 10:37 am.

I. Adoption of Agenda

Action: On motion by Reckhow and second by B. Jacobs the agenda was adopted. The motion was carried unanimously.

II. Approval of Minutes

Action: On motion by Reckhow and second by Hutchinson the Committee approved the minutes of the September 27, 2017, meeting. The motion was carried unanimously.

III. 2018 Medical and Ancillary Benefits Package

Janet Carter's presentation is attached and hereby made a part of these minutes.

Committee members offered suggestions on options for improving overall wellness and insurance rates based on their experiences.

Action: On motion by Reckhow and second by Hutchinson the Committee voted to recommend that the Board approve the 2018 medical and ancillary benefits package. The motion was carried unanimously.

IV. Construction Management Consultant

Dave Charters presented.

Dave Charters explained that five teams responded to the Request for Qualifications (RFQ) for the Construction Management Consultant (CMC) contract, which were narrowed to two by the evaluation committee. The two short-listed firms gave presentations and were interviewed. The committee recommends the Gannett Fleming/WSP Joint Venture team. A list of the sub consultants included on the team is attached and hereby made a part of these minutes. Charters added that the team has committed to a 16% DBE ratio. He added that the cost is still being negotiated, with a range of \$4-6 million.

Reckhow asked about termination and that the Board be given a copy of the draft contract to review. The draft contract was provided and is attached and hereby made a part of these minutes.

Action: On motion by Reckhow and second by Hutchinson the Committee voted to recommend that the Board authorize the GM to execute Phase 1 of an incrementally funded Contract for Construction Management Consultant (CMC) Services with Gannett Fleming/WSP Joint Venture (GF/WSP) 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 thirty-two (32) months in an amount not to exceed \$TBD. The motion was carried unanimously.

V. FY17 Financial Results

A. GoTriangle

Harriet Lyons presented the GoTriangle FY17 annual financial results, which are attached and hereby made a part of these minutes.

B. Durham-Orange

Sharita Seibles presented the Durham-Orange FY17 annual financial results, which are attached and hereby made a part of these minutes.

Reckhow asked if the Boards of County Commissioners would receive this information. Freeman responded that GoTriangle has committed to do so.

B. Jacobs asked that this document along with a one sentence explanation of how the data compares to projected, be sent to each of the county commissioners.

C. Wake County Transit

Sandra Freeman presented the Wake County Transit FY17 annual financial results, which are attached and hereby made a part of these minutes.

VI. GoTransit Regional Information Center FY 2017 Annual Performance Report

Juan Alencastro presented the FY17 annual performance report for the GoTransit Regional Information Center.

Bell arrived.

VII. Annual Bus Service Performance Report

Matthew Frazier's presentation is attached and hereby made a part of these minutes.

VIII. Adjournment

Action: On motion by Hutchinson second by Reckhow the meeting was adjourned at 12:12 pm.

Ed Harrison, Committee Chair

Attest:

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

Draft



Connecting all points of the Triangle

MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Capital Development
DATE: November 13, 2017
SUBJECT: **Professional Services Contract:
Construction Management Consultant Services (CMC) Phase 1**

Action Requested

Staff requests that the Board of Trustees authorize the General Manager to execute Phase 1 of an incrementally funded Contract for Construction Management Consultant (CMC) Services with Gannett Fleming/WSP Joint Venture (GF/WSP) 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 thirty six (32) months in an amount not to exceed \$6 million.

Background and Purpose

On February 25, 2014, the FTA authorized the D-O LRT Project to enter the Project Development Phase of the FTA New Starts Program. On February 11, 2016, the FTA signed a combined Final Environmental Impact Statement/Record of Decision (FEIS/ROD) for the D-O LRT Project, thereby establishing the project alignment, technology and end points.

The Scope for Phase 1 will include work items included in the pre-construction phase that have been determined necessary to assist with the further development of the Durham-Orange Light Rail Transit (D-O LRT) Project, during the period in which the General Engineering Consultant (GEC) advances the design to 100 percent and the Advertise/Bid/Award phase. These activities include services related to constructability, contract packaging, and cost estimating.

The Term for Phase 1, is up to thirty two (32) months in an amount not to exceed \$6 million.

Staff is requesting that the Board of Trustees authorize the General Manager to execute Phase 1 of an incrementally funded Contract for CMC Services with GF/WSP for the Engineering (Final Design), Construction, Testing and Start-up Phases of the D-O LRT Project, for a term of up to thirty six (32) months in an amount not to exceed \$6 million.

Timely execution of the Phase 1 contract for CMC services is necessary to ensure cost estimating for the 50% design is completed prior to FTA reviews that are necessary to advance the project to an Full Funding Grant Agreement. The 50% cost estimates are needed by this Spring of 2018.



Following is a summary of the Key Provisions included in Phase 1 Scope of the CMC Contract.

- A. This is a cost plus fixed fee Contract in which GoTriangle will execute in Phases that will be incrementally funded.
- B. The Contract Term which will commence on the Effective Date for Phase 1, will continue in effect for a term of up to thirty two (32) months, from the issuance of the Notice to Proceed for the Phase 1 Scope of Services.
- C. In addition to the Phase 1 Scope (attached) the Contract for CMC Services specifically incorporates the FTA Master Agreement, Federal Contracting Requirements, the Project Schedule, the RFQ and GF/WSP response to the RFQ, and other documentation. The Contract also includes provisions for suspension, termination for GoTriangle's convenience, and termination for cause.
- D. GF/WSP is the prime consultant with which GoTriangle will execute the Contract for the Phase 1 CMC Services for the D-O LRT Project. The Phase 1 effort will be performed by the GF/WSP CMC Team including the Subcontractors which are listed in the accompanying document: GF/WSP Project Team Members.
- E. GoTriangle established a Disadvantaged Business Enterprise (DBE) participation goal of fourteen percent (15%) for the D-O LRT Project. GF/WSP has committed to meet or exceed that goal.

Financial Impact

Funding for this Contract is available in the approved FY17 and FY18 Budgets. The funding source is the Western Triangle Tax District.

Attachments

- GF/WSP Project Team Members
- Draft Scope of Services for Phase 1 of the CMC Contract

Staff Contacts

- Danny Rogers, 919-485-7579, drogers@gotriangle.org
- Dave Charters, 919-485-7558, dcharters@gotriangle.org
- Sandra Freeman, 919-485-7415, sfreeman@gotriangle.org



MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Capital Development
DATE: November 7, 2017
SUBJECT: HR&A Contract Amendment

Strategic Objective or Initiative Supported

This item relates to Goal 3.1 - Encourage/Promote Transit Oriented Development.

Action Requested

Staff requests that the Board authorize the General Manager to approve Task Order 2 with HR&A under the current contract.

Background and Purpose

Recently GoTriangle signed a contract with HR&A to support Joint Development activities at the Raleigh Union Station Bus Facility site. During the kickoff meeting with HR&A, staff identified that the Joint Development program for the D-O LRT project was moving forward quickly and that engaging HR&A on similar activities for these properties would help keep that work on schedule.

The staff also anticipates that HR&A will be able to help make strategic recommendations on how affordable housing could be integrated into any of the D-O LRT Joint Development sites that contain residential, and could advise on how to forge partnerships with local governments to advance positive affordable housing outcomes at these station sites.

Financial Impact

TBD- Shelley is awaiting feedback from HR&A

Attachments

- Proposed scope of work for HR&A

Staff Contacts

- Shelley Blake, (919)485-7561, sblake@gotriangle.org
- Patrick McDonough, (919) 485-7455, pmcdonough@gotriangle.org

Proposed D-O LRT Joint Development Task Order 1

Patrick McDonough
Manager of Planning and TOD
November 3, 2017

1. HR&A will take the four finalist sites identified in our JD Team Site Selection process and perform work similar or identical to Task 1.2 in the RUS BUS Task order 1. This work will include:
 - a. Conducting a high-level market review of each site that can inform future pro formas. This market analysis will start with identifying a “highest and best use” approach for development concepts for each site in the form of scale, mix, type, and pricing of feasible development. Based on their national experience, HR&A will then make conceptual level recommendations on the inclusion of Affordable Housing units at any site that has the potential for residential development, identifying the tradeoffs from the highest and best use case, which would leave us (ideally) with final concepts that have commercial viability while also embracing the social goals of the community. HR&A does not need to identify precise amounts of subsidy needed to deliver units at this point in the analysis; they may offer general insights that identify opportunities and challenges to bringing forth affordable housing as part of an overall development program at each site. If possible at this stage in the analysis, HR&A may suggest if any sites could be good candidates for 4% or 9% LIHTC tax credits.
 - b. At two of the sites, HR&A will conduct an “A/B” analysis where the “A” analysis presumes only GoTriangle property is part of the project, and in the “B” analysis, GoTriangle land and other land would be part of the project. The A/B sites are:
 - i. The GoTriangle “Triangle” parcel in downtown Durham (A) and the adjacent former Durham Police HQ (B). We presume that it could be possible to develop the “Triangle” parcel at much greater density if parking could be accommodated on the Police HQ site as part of the redevelopment of that land. We welcome HR&A’s insights on this possibility.
 - ii. The GoTriangle Alston Avenue station parcels (A) and the Fayette Place site (B) south of NC 147. We presume that it could be possible to develop some but not all of Fayette Place as part of a JD project at Alston Avenue. We welcome HR&A’s insights on this possibility.
 - c. At the other two sites, HR&S will conduct a more conventional analysis looking at land that will be owned by GoTriangle in the future at Gateway Station and Shannon Rd Station. Geoff Green will provide mapping data to HR&A for their use.
2. Based on the work in the task described above, HR&A would then hold a visioning session with the staff of GoTriangle and local government partners with jurisdiction surrounding the sites to incorporate additional input, and importantly- take questions and answers- to refine parameters for all four sites before the development of final pro formas.
3. GoTriangle will be setting up a conference call with FTA in the next 4 weeks to discuss our process on JD. Ideally, HR&A would be on the phone for that conference call to inform their work.
4. After items 1-3 are complete, HR&A would then create final draft pro formas for each site. These pro formas would account for any relaxation in the fair revenue criteria under FTA regulations that support the inclusion of affordable housing or other community benefits like a health center, etc.

Timing:

- Share this scope with HR&A on Nov 3 or Nov 6th.
- HR&A provides feedback and assesses if Nov 15th launch date is feasible
- HR&A completes item 1 by Dec 15th.
- HR&A completes item 2 by January 15th
- HR&A completes item 3 by February 28th (this date may need to change per consultation with our municipal partners, but let's use it for now)

MEMORANDUM

TO: GoTriangle Planning & Legislative Committee
FROM: Capital Development: D-O LRT Project Team
DATE: November 1, 2017
SUBJECT: **D-O LRT Project Request for Design Change Approval: Addition of a Blackwell/Mangum Street Station in Downtown Durham**

Strategic Objective or Initiative Supported

This item supports Strategic Objective 1.1: Increase number of customers served with Sustainable Transportation Services.

Action Requested

Staff requests that the Committee recommend that the Board adopt the addition of a D-O LRT station between Blackwell and Mangum Streets along Pettigrew Street in downtown Durham.

Background and Purpose

At the July 26, 2017, meeting, the Board of Trustees approved the Design Change Approval Policy (Policy) for the D-O LRT Project. The Policy established three Categories of changes:

- Category 1 includes changes which would require approval by each signatory board of the Transit Plans: the Durham Board of County Commissioners, the Orange Board of County Commissioners, the DCHC-MPO Policy Board, and the GoTriangle Board of Trustees.
- Category 2, includes changes which would require approval by the GoTriangle Board of Trustees. For changes in this category, GoTriangle staff will provide the Durham and Orange Boards of County Commissioners and the DCHC-MPO Policy Board with the opportunity to review and provide input on the change prior to bringing the change to the GoTriangle Board of Trustees for final approval.
- Category 3, generally includes all other proposed design changes and establishes that the D-O LRT Project Director has approval authority for design changes within this Category. However, the D-O LRT Project Director and/or Executive Oversight Team may choose to recommend that design changes in Category 3 should be elevated to the GoTriangle Board of Trustees for approval.

This design change, which falls within Category 1 as it would add a station to the Project, requires approval by the Durham Board of County Commissioners, Orange Board of County Commissioners, DCHC-MPO Policy Board, and GoTriangle Board of Trustees.

In their comments on the Draft Environmental Impact Statement (DEIS), both the City of Durham and the Durham County Board of Commissioners requested that GoTriangle carefully evaluate the feasibility of a City Center Station between Blackwell and Mangum Streets along Pettigrew Street during the project's Engineering Phase. In response to these comments, in the Combined FEIS/ROD, GoTriangle committed to continuing its work with Durham to evaluate the feasibility of a City Center Station during the Engineering Phase. With a reduction in platform length made possible by a move to two-car platforms, GoTriangle determined that a station platform could feasibly fit between Blackwell and Mangum Streets. As a result of reducing the platform length, the area between Blackwell and Mangum streets could accommodate a station platform without resulting in a potential impact on the Bull Durham building.

The purpose of the proposed Blackwell/Mangum Street Station is to offer more direct access to the city center of downtown Durham and event-based destinations in and around the American Tobacco campus, including the Durham Performing Arts Center and Durham Bulls Athletic Park.

If the four boards approve this refinement, GoTriangle staff will submit an environmental re-evaluation to the FTA to compare the environmental effects of the proposed refinement to the effects previously disclosed in the Draft Environmental Impact Statement (DEIS) and determine if the commitments outlined in the Amended Record of Decision mitigate the effects. FTA will then determine if additional environmental documentation is needed (e.g., NCCU Supplemental Environmental Assessment) or if the existing environmental documentation is sufficient.

Financial Impact

The cost estimate for the proposed change is approximately \$2.5 million Year of Expenditure (YOE) more than the baseline design.

As part of FTA-required cost management practices, changes to the base cost estimate (both savings and increases) associated with changes in the project design are tracked throughout Engineering and considered together. Although the overall project budget is set at entry into Engineering at \$2.476 billion, it is typical to shift expenditures between FTA cost categories to meet the needs of the project. In other words, savings in one area can cover additional expenditures in another area. This allows the agency and the project team to use the final design process to better align spending with goals and values.

Attachments

- Map showing the proposed location for the Blackwell/Mangum Street Station.

Staff Contact

- Danny Rogers, 919-485-7579, drogers@gotriangle.org



MEMORANDUM

TO: GoTriangle Planning & Legislative Committee
FROM: Capital Development: D-O LRT Project Team
DATE: November 1, 2017
SUBJECT: **D-O LRT Project Request for Design Change Approval:
Modification of the location of the Gateway Station**

Strategic Objective or Initiative Supported

This item supports Strategic Objective 1.1: Increase number of customers served with Sustainable Transportation Services.

Action Requested

Staff requests that the Committee recommend that the Board approve the proposed change to the Gateway D-O LRT Station location.

Background and Purpose

At the July 26, 2017, meeting, the Board of Trustees approved the Design Change Approval Policy (Policy) for the D-O LRT Project. The Policy established three Categories of changes:

- Category 1 includes changes which would require approval by each signatory board of the Transit Plans: the Durham Board of County Commissioners, the Orange Board of County Commissioners, the DCHC-MPO Policy Board, and the GoTriangle Board of Trustees.
- Category 2, includes changes which would require approval by the GoTriangle Board of Trustees. For changes in this category, GoTriangle staff will provide the Durham and Orange Boards of County Commissioners and the DCHC-MPO Policy Board with the opportunity to review and provide input on the change prior to bringing the change to the GoTriangle Board of Trustees for final approval.
- Category 3, generally includes all other proposed design changes and establishes that the D-O LRT Project Director has approval authority for design changes within this Category. However, the D-O LRT Project Director and/or Executive Oversight Team may choose to recommend that design changes in Category 3 should be elevated to the GoTriangle Board of Trustees for approval.

Request to Modify the Location of the Gateway D-O LRT Station.

In the baseline scope of the D-O LRT Project as defined in the Record of Decision (ROD) and Amended ROD issued by the Federal Transit Administration (FTA) in February 2016 and December 2016, respectively, the Gateway LRT Station is located just west of I-40 near the intersection of Old Chapel Hill Road and Pope Road. The proposed change would shift the station approximately 600 feet, away from I-40 and closer to the Orange County Line.

This design change, which falls within Category 2 due to the additional right-of-way required, requires approval by the GoTriangle Board of Trustees. As part of the Board review and approval process, GoTriangle staff will provide the Durham and Orange Boards of County Commissioners and the DCHC-MPO Policy Board with the opportunity to review and provide input on this change prior to bringing the change to the GoTriangle Board of Trustees for final approval at the December Board Meeting.

Following are some of the key issues related to this proposed change.

Why is staff recommending this change?

- As part of GoTriangle's Transit-Oriented Development (TOD) grant, GoTriangle held meetings with stakeholders to better understand the optimal development potential in the area around the transit stations.
- It was determined that the existing Gateway Station location did not maximize the potential economic development opportunities for both Durham and Orange Counties. Quantitative analysis of the development potential is included in the attached memo from the TOD Consultant team.
- As a result of this process, it was recommended to shift the station and the light rail alignment to improve the overall opportunities for Durham and Orange counties.

What are the benefits of changing the station location and alignment?

- The new location would increase potential economic development benefits.
- The new site layout is more conducive to urban redevelopment.

The proposed changes to the alignment and station location would result in the need to fully acquire eight parcels in addition to the seven parcels planned to be acquired in the preliminary design. Also, the proposed changes will require the partial acquisition of eight parcels, an increase of two parcels over the preliminary design. The acquisition and relocation process as well as the relocation of any displaced uses will be conducted in accordance with the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

The proposed changes to the alignment and station location would require additional consultation with the State Historic Preservation Office and the FTA regarding potential effects to the Ruth-Sizemore Store, a resource that is eligible for listing on the National Register of Historic Places. The Store is located at the corner of Old Chapel Hill Road and N. White Oak Drive. The prior design resulted in a finding of No Adverse Effect; this determination would need to be reconfirmed.



If the Board approves this refinement, GoTriangle staff will submit an environmental re-evaluation to the FTA to compare the environmental effects of the proposed refinement to the effects previously disclosed in the Draft Environmental Impact Statement (DEIS) and determine if the commitments outlined in the Amended Record of Decision mitigate the effects. FTA will then determine if additional environmental documentation is needed (e.g., NCCU Supplemental Environmental Assessment) or if the existing environmental documentation is sufficient.

Financial Impact

The cost estimate for the proposed change is approximately \$8 million more than the baseline design. This is primarily due to a longer track alignment, additional required site and roadway construction, and additional real estate acquisition.

As part of FTA-required cost management practices, changes to the base cost estimate (both savings and increases) associated with changes in the project design are tracked throughout Engineering (final design) and considered together. Although the overall project budget is set at entry into Engineering at \$2.476 billion, it is typical to shift expenditures between FTA cost categories to meet the needs of the project. In other words, savings in one area can cover for additional expenditures in another area. This allows the agency and the project team to use the final design process to better align spending with goals and values.

Attachments

- Map showing the existing and proposed locations for the Gateway Station.
- Memo from the TOD Consultant describing station location recommendations and quantitative analysis of the development potential at the Gateway Station.

Staff Contact

- Danny Rogers, 919-485-7579, drogers@gotriangle.org





MEMORANDUM

To: GoTriangle
From: Brad Lonberger, GB Arrington, Scott Polikov, Tony Sease
Re: Station Area Recommendations Update
Date: 4/10/17

Preferred alternatives for station areas have been reviewed and concepts for various stations have been examined resulting in these recommendations for specific stations as follow-up to recommendations provided on January 25, 2017.

Alston Avenue – Assuming that the location is preferred to have tracks crossing the intersection of Grant and Pettigrew, the current location of the station being closer to the intersection is preferred. This allows a pedestrian plaza to be located at the intersection and, given the alignment, does not impose any additional loss of developable area than is already imposed by the track alignment.

Leigh Village – Considering the revised street network plan, currently being refined as part of the concept, the station for Leigh Village does not need to move. However, the location of the road network and parking is being moved and this recommended change is based on preservation of existing stream beds and reducing the need for multiple crossings of the natural flows.

Ninth Street – A desirable outcome in shifting the Ninth Street Station platform location to the east is to place the eastern access to the platform closer to Broad Street. A western access to the platform could still be located on Ninth Street/Erwin Road, but a new platform access would be located to the east improving pedestrian access to the Broad Street at-grade crossing of the NCRR, and placing it closer to the Broad Street/Swift Avenue bridge over Highway 147. This shift would effectively expand the pedestrian shed to the east without impacting the western portion.

Gateway – The development concept has been evaluated for the development impact assuming either station location. Assuming that the ideal location for detention/drainage and parking are maintained the development impact would be significant within the 1 block range of the station location. If the station remains the same, some updates will be required for the concept plan. It is clear from these numbers that the ability to move the station further north, into the site, will support greater development potential within a closer range of the station.

As a third option, we considered the potential for keeping the alignment of the current plans and moving the station further north. We do not see how a station can be integrated into this third option without being restricted by design protocol that was given to us by GoTriangle. Further evaluation is needed by GoTriangle and engineers in order to determine if this option is viable.

For the stations/alignment conditions for the first two considerations, the following lists correspond to the concept plans and the potential development based on station location.



Existing station within 400' of Station (Square Feet):

No development (drainage/parking only)

Proposed station within 400' of Station (Square Feet):

- 224,000 SF Urban Hotel
- 376,000 SF General Office
- 84,000 SF Ground Floor Retail
- 308,000 SF High Density Rental Multi-Family





Existing station within ¼ Mile of Station (Square Feet):

- 1,201,000 SF General Office
- 84,000 SF Ground Floor Retail
- 308,000 SF High Density Rental Multi-Family
- 144,000 SF Affordable Multi-Family
- 90,000 SF Medium Density Rental Multi-Family
- 20,000 SF Live/Work – Multi-Family
- 40 Units Attached Single Family
- 224,000 SF Urban Hotel

Proposed station within ¼ Mile of Station (Square Feet):

- 1,677,000 SF General Office
- 329,100 SF Ground Floor Retail
- 308,700 SF High Density Rental Multi-Family
- 260,000 SF Affordable Multi-Family
- 955,100 SF Medium Density Rental Multi-Family
- 20,000 SF Live/Work – Multi-Family
- 60 Units Attached Single Family
- 224,000 SF Urban Hotel
- 150,000 SF Medical Office
- 112,000 SF Laboratory Office
- 180,000 SF Medium Density Hotel

MEMORANDUM

TO: GoTriangle Planning & Legislative Committee
FROM: Regional Services Development
DATE: November 3, 2017
SUBJECT: Durham, Orange and Wake County Short Range Transit Plan Updates

Strategic Objective or Initiative Supported

This item relates to the goals, *Improve Mobility in the Region, Assure High Quality Customer Service and Promote Sound Growth Patterns.*

Action Requested

No action required.

Background and Purpose:

In conjunction with Nelson\Nygaard, a unified GoTriangle Short Range Transit Plan is being developed which will provide a roadmap for transit investments over the next 10 years in Durham, Orange, and Wake Counties. While each county's planning effort is being conducted through a separate process, the result will be a single GoTriangle Short Range Transit Plan.

The GoTriangle service recommendations are being developed in collaboration and coordination with the local services operating within each of the respective counties, including Chapel Hill Transit, GoDurham, GoCary, GoRaleigh, Orange Public Transportation, and WakeTRACS. Each local transit agency will also develop their own short range plans; and, as GoTriangle is the contracted planning body for GoDurham, GoDurham's Short Range Transit Plan is also being developed by GoTriangle staff. The goal of completing the plans within a similar timeline is so that regional service decisions can be made that would optimize travel/connections with local services.

In order to make informed decisions about future transit investments, efforts are being undertaken, including public outreach, an in-depth analysis of the current transit systems, identifying strengths and weaknesses of the existing network, travel pattern analyses, market analyses, and various population, employment, and socio-economic patterns that help predict future growth and market demands.

Durham County

Throughout the Short Range Planning process, there will be a total of three public outreach periods. The first round of outreach ended October 20, 2017, for both regional and local efforts within Durham County, and focused on gathering general feedback from the public and community stakeholders, through surveys and public presentations, regarding the existing transit service within Durham County.

The second round of outreach for GoDurham focusing on gathering public input on proposed service recommendations begins November 27th and ends January 5th. GoTriangle's proposed service recommendations will be presented to the public for feedback in spring 2018 along with the recommendations for Orange and Wake counties. A final GoDurham Short Range Transit Plan is expected in February 2018, and a final GoTriangle plan is expected in summer 2018, to align with the other county's planning efforts' schedules.

Orange County

The first round of public outreach on GoTriangle services in Orange County began September 25th and ends November 30th, and is intended to gather general public feedback on the current system. In keeping in step with the other county regional efforts, the second round of outreach is scheduled to begin in spring 2018, which would incorporate an opportunity for the public to report on the then available proposed service recommendations from Nelson/Nygaard. A final GoTriangle Short Range Plan is expected in summer 2018, which will be shared with the public.

Wake County

The first round of public outreach on GoTriangle services in Wake County began on October 25th and will conclude on November 30th. The purpose of this outreach is to educate the public about the services included in the adopted Wake Transit Plan and to get feedback on the priorities for bus services in the next 2-3 years. Specific recommendations for GoTriangle services in all three counties will be presented to the public in the spring 2018. A final GoTriangle Short Range Plan is expected in summer 2018.

Attachments

- Durham and Orange County Transit Plan PowerPoint

Staff Contact(s)

- Mary Kate Morookian, 919-485-7549, mmorookian@gotriangle.org
- Jennifer Green, 919-485-7529, jgreen@gotriangle.org
- Jon Dodson, 919-485-7592, jdodson@gotriangle.org





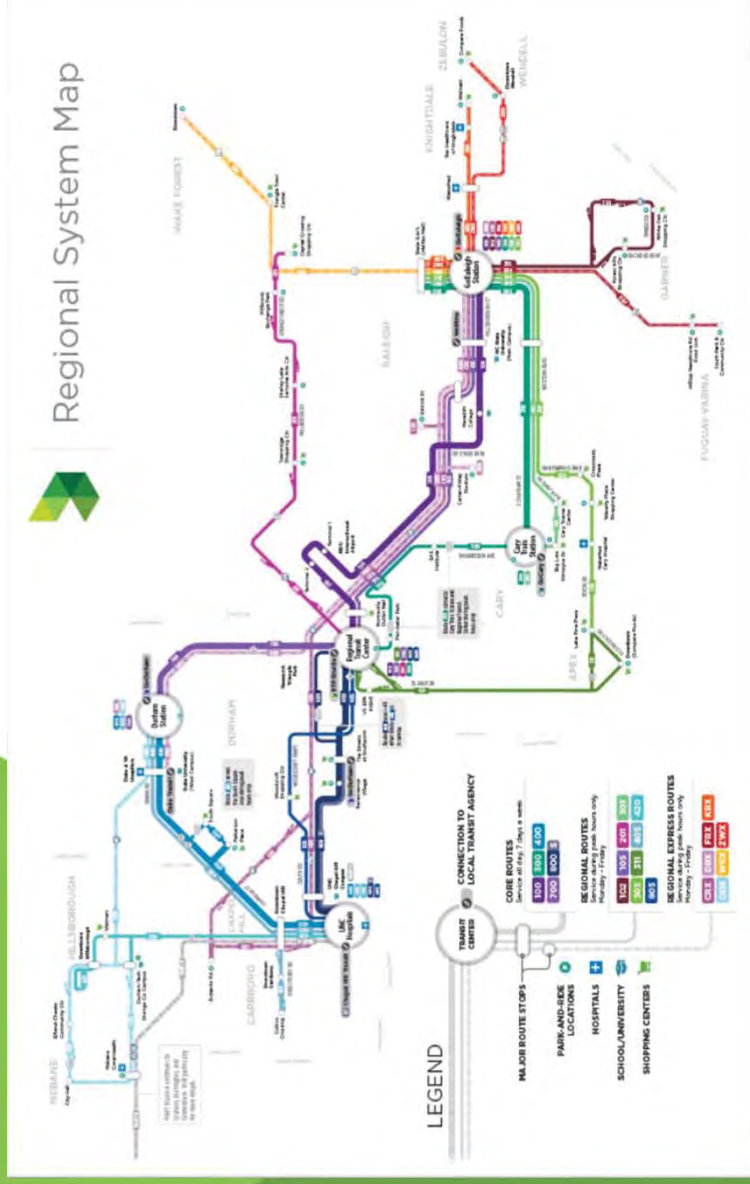
Short Range Transit Plan Update
November 15, 2017
Transit Service Planning Team

What is a Short Range Transit Plan?

- Analysis of existing service
- Market assessment
- Identify needs
- Roadmap for addressing issues
- Defines transit routes for next 5-10 years



What are the goals?



- Simplify confusing routes
- Improve connections
- Identify service redundancies
- Improve reliability



What are the steps?

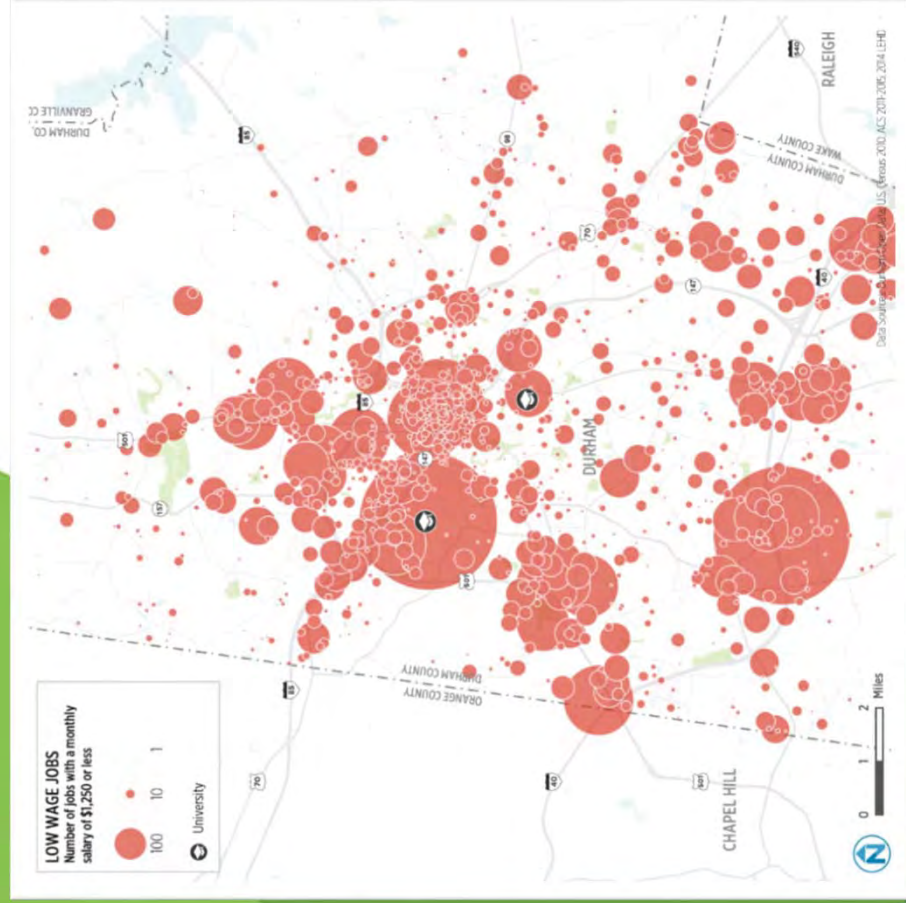
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1. Analyze existing service
 2. Conduct market analysis
 3. Public outreach 
 4. Develop service options/scenarios
 5. Evaluate service options/scenarios
 6. Develop recommendations

Existing Service

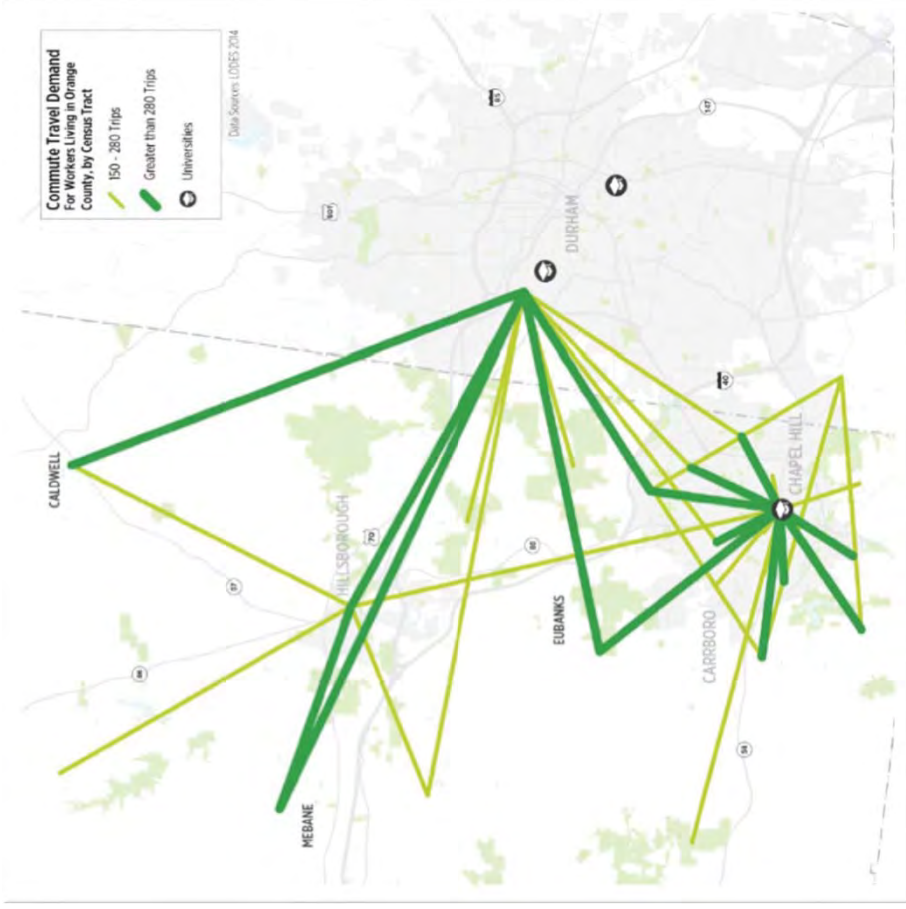
- Ridership in D&O is consistent with service type
- Park and Ride generates highest ridership
- Walk-up passengers in Durham
- Some confusing route patterns and variations
- Latent demand for service
- Overlap with local service providers

Market Analysis

Durham County



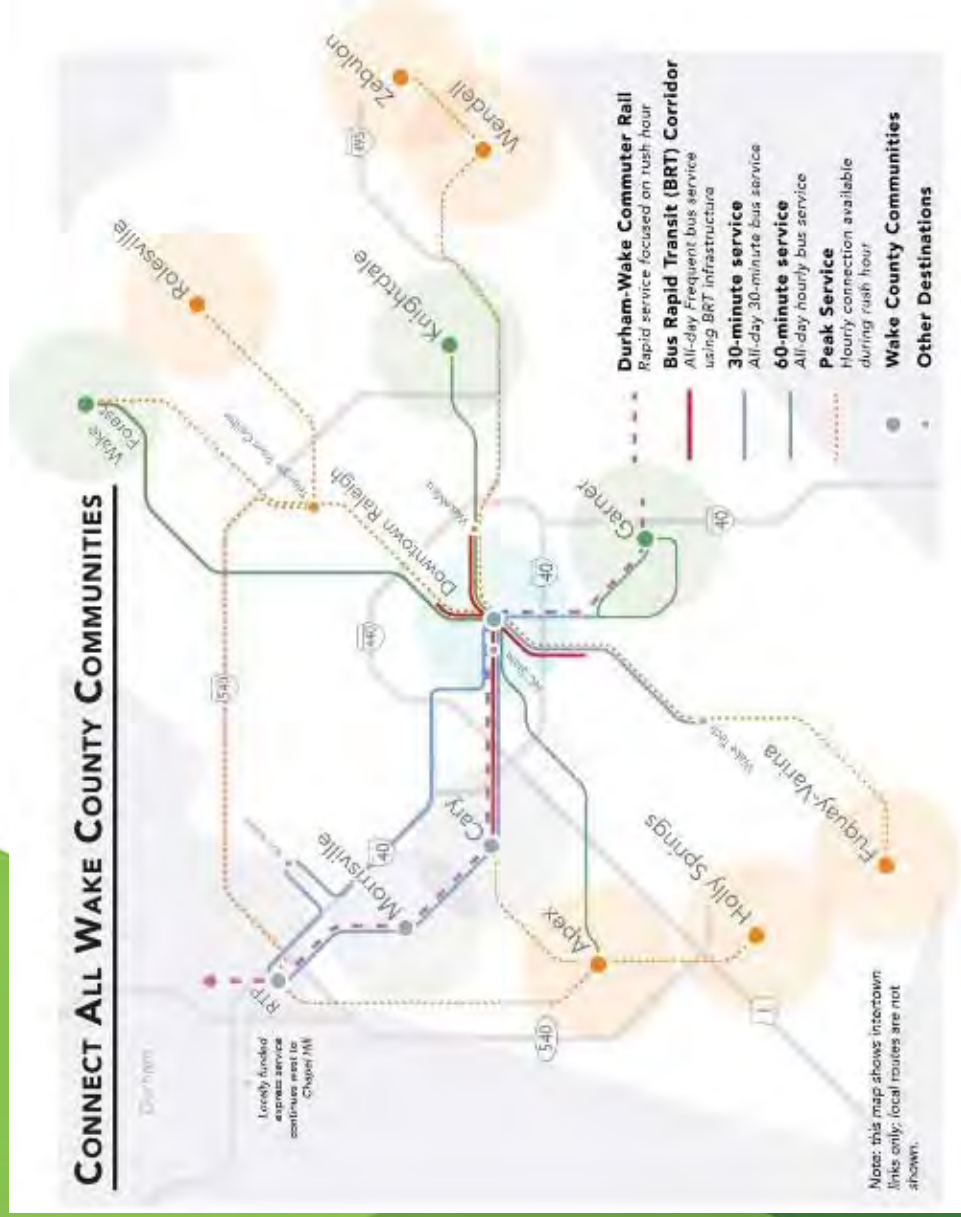
Orange County





Wake Transit Plan

- 30 and 60 minute service during peak hours
- Commuter services



Public Outreach

Present to Stakeholders

- City and County Community
- Committees & Advisory Boards

Attend Community Events

- Centerfest
- Phoenixfest
- Transportation Fair
- NC Pride
- Fallfest

Passenger Outreach

- Public Meetings
- Platform Bus Outreach
- Online Surveys
- Webpage Updates
- Social Media Blasts

Public Outreach

Durham
<ul style="list-style-type: none">• 1st Phase: Sep 16th- Oct 20th• 2nd Phase: Nov 27th- Jan 5th• Draft GoTriangle plan Spring 2018• Final GoDurham plan: Feb 2018• Final GoTriangle plan Spring 2018

Orange
<ul style="list-style-type: none">• 1st Phase: Sep 25th – Nov 30th• Draft GoTriangle plan Spring 2018• 2nd Phase: Spring 2018• Final GoTriangle plan Spring 2018

Wake
<ul style="list-style-type: none">• 1st Phase: Oct 25th – Nov 30th• Draft GoTriangle plan Spring 2018• Final GoTriangle plan Spring 2018



Next Steps

- ~~1. Analyze existing service~~
- ~~2. Conduct market analysis~~
3. Public outreach
4. Develop service options/scenarios
5. Evaluate service options/scenarios
6. Develop recommendations

EXECUTED CONTRACTS LOG - OCTOBER 2017

Contract #	Contractor (or subject if no contractor listed)	Contract Amount	Subject	Comments	JM Signed	GC Signed
13-006	Robert Scholars Route	\$91.30/hour	Transportation Services Agreement Amendment	Provides transportation to and from UNC and Duke for the Robertson Scholars and the public and is paid by the Robertson Scholars Leadership Program for the service. Amendment extends the term of the service through June 30, 2018 and increase the Service fee to \$91.30/hour.	9/29/2017	10/6/2017
17-070	Seamless Service Paratransit Program	-		Agreement between GoTriangle and City of Raleigh. Term of agreement: from effective date through June 30, 2020. Amendment adds an additional \$12,500 to the contract. Total compensation shall not exceed \$25,000 without written authority from GoT. Term of agreement is extended and shall end on May 1, 2018.	9/29/2017	10/6/2017
17-051	Amendment # 1	\$12,500.00	Dianne Pledger Consultant		10/6/2017	10/6/2017
17-060	NC State University GoPass Program	-		Provides for NCSU and GoT GoPass program. Term of agreement: 8/15/2017 through 8/14/2018.	10/6/2017	10/6/2017
17-068	Campbell University GoPass	-		Provides for Campbell University GoPass agreement. Term of agreement: 9/13/2017 through 5/31/2020.	10/6/2017	10/6/2017
17-072	Durham Technical Community College GoPass Program	-		Provides for Durham Tech and GoTriangle to enter into an agreement for a GoPass program that allows Durham Tech students and employees to ride fare free on transit. Durham Tech pays GoT 80% of the full fare local Day Pass price for corresponding agencies.	10/16/2017	10/12/2017
17-073	Interpretation Services/CTS LanguageLink	\$500.00		A billable rate contract not to exceed \$500 annually. Term of agreement is month-to-month and either party can terminate with a 30-day notice.	10/24/2017	10/25/2017
16-044	Town of Cary GoPass	-	To provide original signatures to City of Raleigh which misplaced originals.	GoPass Agreement for employees of the Town of Cary is by and between Town of Cary, GoTriangle and City of Raleigh. Both GoT and Cary have signed but Raleigh "misplaced" agreement and the original signatures of GoT (which it insists upon - no copies). Hence request for 3 new original signatures.	10/30/2017	10/30/2017

GoTriangle Board of Trustees
November 15, 2017
Attachment - Operations Report

October 2017 Performance Dashboard			
Usage	Oct-17	Oct-16	Change
Passenger Trips	157,666	153,349	3%
Revenue Hours	12,950	12,149	7%
Deadhead Hours	1,595	2,379	-33%
Passengers per Revenue Hour	12.2	12.6	-3%
Avg. Ridership (Weekday)	6,620	6,716	-2%
Avg. Ridership (Saturday)	1,469	1,578	-7%
Avg. Ridership (Sunday)	1,173	883	33%
Customer Satisfaction			
Verified Complaints per 100K Passengers	1.9	5.9	-68%
Commendations	7	N/A	N/A
On-Time Performance	83%	79%	5%
Safety			
Accidents per 100K Miles	0.93	1.58	-42%
Maintenance			
Major Mechanical Failures	6	14	-57%
Fleet Availability	80%	N/A	N/A
PM's Completed On Time	98%	96%	2%
Miles per Major Mechanical Failure	48,521	17,893	171%

MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Shelley Blake, General Counsel
DATE: November 15, 2017
SUBJECT: October-November 2017 Board Report

Contracts, Compliance and Counsel

Board: The legal team has reviewed the contracts reported to the Board at this meeting.

Capital Development: We continue to provide support for the D-O LRT project. There are a lot of agreements that will be needed for property acquisition, utility relocations, etc. Meetings have started to determine which documents are needed and who the contact person is for each agency.

Human Resources: Legal continues to provide advice on HR matters.

Documents prepared and/or reviewed by Legal Department:

Finalized Cost Share Agreement for Durham and Wake Counties for the CRT study portion of the MIS

Wake County Transit – working with partners to finalize the remaining Wake County Transit Special Agreements. Monitoring receipt and status of signed Agreements received from the municipalities

Finalized the Cary Special Agreement for the Wake County Transit Plan

Finalized Guidelines and application for the Citizens Advisory Council

Sales contract for Hillsborough property (park and ride)

NC DOT GoPass

NC Clean Energy Technology Center (NCSU) alternative fuels case study proposal

Vanpool insurance requirements research

Drafted CMC Contract (negotiations in progress)

Drafted and executed Right of Entry Agreement with Duke University to conduct surveys and inspections for appraisals of Duke property (with the exception of the property along Erwin Road).

Drafted, negotiated, and executed contract with Hartsook Companies for pre-campaign services related to GoTransit Partners (nonprofit)

Negotiated release of confidential information with OWASA.

Meeting with GoTriangle, UNC, NCCU, NCDOT, and State Property Office held at GoT office to determine process and schedule to achieve donation of easements and encroachments for D-O LRT Project.

Legislative: We are continuing to schedule legislative meetings in order to meet with our Senate and House representation in NC and Transportation leadership. Please see me for more details.

Meetings/Conferences Attended by General Counsel end of September-November 14, 2017

Kickoff meeting with HR&A

2017 ULI Triangle York Awards

Chapel Hill Chamber State of the Community report

Lunch meeting with legislative staff

Chapel Hill festival – volunteered for GoTriangle

House Select committee – tour of Raleigh Union Station

GoTriangle Senior Staff retreat

Meetings with NC Legislators

Trip to DC to meet with Congressional delegation

Chapel Hill Chamber Non-profit roundtable

Wake County Manager sendoff

Meeting with Chapel Hill Chamber government affairs

TerraVitta event in Carrboro

Meeting with Wake County Commissioners on the TCAC

I-40 Regional Partnership Mtg

State property meeting

Meeting with Ratio to discuss bike share

NCFC partnership meeting

CEO coffee – Triangle Family services

ULI: Emerging Trends event

Chapel Hill Chamber CEO Summit