

AGENDA

Triangle Transit Board of Trustees

Wednesday, February 24, 2010

1:00 p.m. - 5:00 p.m.

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

Web Site: www.TriangleTransit.org



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Time	Agenda Topic	Presenter(s)
1:00 p.m.	I. Adoption of Agenda	Jeff Merritt
1:05 p.m.	II. Recognition	
	A. Introduction of New Hires	David King
	B. Announcement of Promotions	David King
	III. Public Hearings	
	A. None	
1:10 p.m.	IV. 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.	
1:20 p.m.	V. 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.	
	A. Approval of Minutes	Michelle Dawson
	1. January 27, 2010 - Work Session	pg. 3
	2. January 27, 2010 - Regular Session	pg. 5
1:25 p.m.	VI. Presentations	
	A. On-Board Customer Satisfaction Survey Results	Emily Yasukochi
	Hugh Clark, PhD, CJI Research Corporation	

Triangle Transit Board Meeting Calendar

Group	Monthly Meeting	Next Meeting
Board of Trustees	4 th Wednesday, 1:00 p.m.	March 24, 2010
Operations & Finance Committee	1 st Thursday, 10:00 a.m.	March 4, 2010
Personnel Committee	as scheduled	May 11, 2010, 1 p.m.
Planning & Legislative Committee	1 st Tuesday, 11:30 a.m.	March 2, 2010

- 1:55 p.m. **VII. 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 Consent Agenda Jeff Merritt
 - B. Operations & Finance Report - none Mary-Ann Baldwin
 - C. Personnel Report [page 9, C27](#) Ellen Reckhow
 - D. Planning & Legislative Report - none Sig Hutchinson
- 2:00 p.m. **VIII. Other Business**
- A. Program Management Consultant (PMC) Contract Award [page 11](#) Greg Northcutt
 - B. General Manager's Report [page 24](#) David King
 - C. General Counsel's Report [page 26](#) Wib Gulley
 - D. Chair's Report Jeff Merritt
 - E. Board Member Reports
 - 1. CAMPO TAC Representative Jeff Merritt
 - 2. DCHC TAC Representative Alice Gordon
 - 3. Regional Transportation Alliance (RTA) Jeff Merritt
 - F. New Business Jeff Merritt
- IX. Closed Sessions
- A. None
- 3:00 p.m. X. Adjournment Jeff Merritt

Triangle Transit Board of Trustees
Work Session Meeting Minutes
January 27, 2010

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

Board Members Present:

Mary-Ann Baldwin (arr. 10:57 a.m.)
Bill Bell
Joe Freddoso
Alice Gordon
Ed Harrison
Sig Hutchinson

Jeff Merritt
Ellen Reckhow
Julie Robison
Nina Szlosberg-Landis
Chuck Watts (arr. 10:13 a.m.)

Staff Present:

Michelle Dawson
Saundra Freeman
Damien Graham
Wib Gulley
Vinson Hines
David King

Patrick McDonough
Greg Northcutt
Jonathan Parker
Brad Schulz
Juanita Shearer-Swink
John Tallmadge

Chair Jeff Merritt called the meeting to order at 10:09 a.m.

I. Adoption of Agenda

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

II. Update on Checklist

David King provided an update on the action plan/checklist for transit's future, which is attached and hereby made a part of these minutes.

Reckhow pointed out that the expanded bus network is an important message for the public, which will be the value added a lot sooner than rail and this message should be front and center.

Szlosberg-Landis noted the current enhancements occurring on popular Triangle Transit routes to show, when adequately funded, the kinds of amenities and service that could be provided.

III. County Components of Regional Transit Plan

Jonathan Parker's presentation is attached and hereby made a part of these minutes, which included information on the status of the three county plans, express rail and the Land Use and Community Infrastructure Development (LUCID) collaboration efforts.

Baldwin arrived.

The Board discussed the information provided. Patrick McDonough explained that sections were divided at the next closest station rather than exactly at county lines for cost purposes.

Bell stated that the public wants a regional system and Federal funds will distributed based on regional collaboration.

Chair Merritt called for a lunch break from 11:50 a.m. until 12:00 p.m.

IV. Message and Communication Plan

Sig Hutchinson & Nina Szlosberg-Landis offered a presentation based on APTA’s “3 Es and a Q (economy, environment, energy and quality of life). The presentation is attached and hereby made a part of these minutes.

V. County, State and Federal Role

A. State

David King recognized Gene Conti, NC Secretary of Transportation, who promised that NCDOT would be a strong partner with Triangle Transit. He said that NCRR and its new chair John Atkins wants to be a partner. Conti alluded to an announcement of Federal funding for high speed rail in North Carolina to occur.

B. County

David King introduced Tim Maloney, Deputy Director of Wake County Community Services, whose presentation is attached and hereby made a part of these minutes. He discussed Wake County’s efforts related to the preparation of the county transit plan.

C. Federal

Susan Howard, NCDOT Federal Programs Coordinator, shared a presentation which is attached and hereby made a part of this meeting.

VI. Adjournment

Action: On motion by Freddoso the meeting was adjourned at 1:22 p.m. The motion was carried unanimously.

Jeff Merritt, Chair

Attest:

Michelle C. Dawson, CMC
Clerk to the Board

Triangle Transit Board of Trustees
Meeting Minutes
January 27, 2010 - DRAFT
Board Room, The Plaza, 4600 Emperor Blvd., Suite 100
Durham, NC

Board Members Present:

Mary-Ann Baldwin
Bill Bell
Joe Freddoso
Alice Gordon
Ed Harrison
Sig Hutchinson

Jeff Merritt
Ellen Reckhow
Julie Robison
Nina Szlosberg-Landis
Chuck Watts

Staff Present:

Michelle Dawson
Saundra Freeman
Damien Graham
Wib Gulley
Vinson Hines
David King

Patrick McDonough
Greg Northcutt
Jonathan Parker
Brad Schulz
Juanita Shearer-Swink
John Tallmadge

Chair Jeff Merritt called the meeting to order at 1:30 p.m.

I. Adoption of Agenda

Action: On motion by Hutchison and second by Robison the agenda was adopted. The motion was carried unanimously.

II. Recognition

A. Introduction of New Hires

General Manager David King announced the hiring of Frederick Ferrell, part time Customer Service Representative.

B. Announcement of Promotions

King also noted the following promotions: Jim Gleason from Bus Operator to Vanpool Manager, Christal McCullough from Dispatch/Supervisor to Interim Operations Supervisor and John Trotman from Bus Operator to Interim Dispatch/Supervisor.

III. Public Hearings

None.

IV. Public Comment

Chair Merritt recognized Graham Olive, Jr., who stated his hope that services could run every 30 minutes. He also stated his support for a light rail system. John Tallmadge responded that Triangle Transit is trying to coordinate service in the Durham and Chapel Hill corridor with DATA and Chapel Hill Transit for service every 30 minutes. Olive then said he would like to see Saturday operations extended to midnight as well as Sunday service.

V. Consent Agenda

Reckhow requested that the Contract for Individualized Marketing Services be pulled from the consent agenda.

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

The following consent agenda item was approved:

- December 16, 2009 – Regular Session Minutes.

VI. Presentations

None.

VII. General Business Agenda

A. Items Removed from Consent Agenda

Reckhow asked for a description of the work on the employer-based project. John Tallmadge responded that a separate Request for Proposals has been issued for that project, which is anticipated for award in February.

Action: On motion by Reckhow and second by Hutchinson the Board authorized the General Manager to execute a contract with UrbanTrans Consultants to manage and implement neighborhood-based individualized marketing programs (\$115,000). The motion was carried unanimously.

B. Operations & Finance Committee Report

None.

C. Personnel Committee Report

None.

D. Planning & Legislative Committee Report

None.

VIII. Other Business

A. General Manager's Report

The General Manager's written report is attached and hereby made a part of these minutes. King highlighted several items:

- Much time has been spent with the Durham city manager and DATA staff looking at how Triangle Transit might help the city manage and operate its transit system. A Memorandum of Understanding is being drafted for further discussion.
- King discussed a memorandum, which is attached and hereby made a part of these minutes, regarding an inquiry from WTVD about some vans purchased off State contract. He explained that the State contract for the Ford E350 van series does not include an electronic stabilization device, recently made available and to be mandated in 2012 models. King said that since 1991 Triangle Transit has had only one roll over. He added that Triangle Transit has received no guidance that this device is required, but Triangle Transit vans do have a mechanical stabilization device.
- King will participate in an emerging issues forum panel on regional transit.

Baldwin asked how the anticipated high speed rail funding would help Triangle Transit. King responded that we would know more after the award tomorrow based on the amount and how it is allocated. He said it should include some grade separations and the purchase of right-of-way from north of Raleigh. King added that the hope is this would be the first installment in continued funding.

Baldwin then asked about the regional elected officials' roundtable. King responded that revenue projections were discussed as well as the action plan checklist.

Gordon asked about transit coordination in the 15-501 corridor. King replied that Chapel Hill Transit, DATA, Triangle Transit and Duke Transit are looking at this corridor and how they might better coordinate and allocate their resources. He said that any changes could come during the bi-annual service changes in August.

B. General Counsel's Report

General Counsel Wib Gulley stated that work is almost complete at the demolition site in Durham. He said staff is working with Durham groups with plans for an urban garden. Gulley also announced that the use agreement with NCRRT has been extended for another year.

C. Chair's Report

Jeff Merritt reported that the regional elected officials' roundtable was attended well and included lots of discussion. He also encouraged Board members to attend the Reality Check One Year Update on February 24. Merritt also asked Board members to look for opportunities to have conversations with people about the regional transit vision plan and correct misinformation.

Reckhow suggested that the PowerPoint Nina and Sig shared at the work session be given to the two Friends of Transit groups as well as other key partners. Baldwin said that there are a lot of new faces participating in events that need to be reached.

D. Board Member Reports

1. CAMPO TAC Representative

Jeff Merritt reported that Joe Bryan and Vivian Jones were reelected as chair and vice chair, respectively. He said there was significant discussion about the rescission of funds and its impact to projects in Wake County.

2. DCHC TAC Representative

Alice Gordon stated that the DCHC TAC also discussed the Federal rescission of funds and TIP amendments.

3. Regional Transportation Alliance (RTA) Representative

Jeff Merritt stated that he and King would be participating in a rail corridor tour sponsored with RTA. He also said that there would be a poll conducted by RTA. King explained that this is a follow-up to last year's poll on attitudes about funding. He said there would likely be a third poll in 2011.

E. New Business

None.

IX. Closed Sessions

None.

X. Adjournment

Action: On motion by Gordon the meeting was adjourned at 2:24 p.m. The motion was carried unanimously.

Jeff Merritt, Chair

Attest:

Michelle C. Dawson, CMC
Clerk to the Board

DRAFT

**Triangle Transit Board of Trustees
Personnel Committee Meeting Minutes
February 2, 2010**

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

Committee Members Present:

Sig Hutchinson
Jeff Merritt

Ellen Reckhow, Committee Chair

Committee Members Absent:

Mary-Ann Baldwin (excused)

Others Present:

Janet Carter
Michelle Dawson
Saundra Freeman
Sylvester Goodwin
Damien Graham

Wib Gulley
David King
Brad Schulz
Christy Whittington

Committee Chair Ellen Reckhow called the meeting to order at 1:09 p.m.

I. Adoption of Agenda

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

II. Approval of Minutes

Action: On motion by Merritt and second by Hutchinson the minutes of the September 23, 2009, regular and closed sessions meetings were approved. The motion was carried unanimously.

III. 4th Quarter 2009 EEO Report

Sylvester Goodwin reviewed the 4th quarter EEO report, highlighting that turnover is up 2.7% to 4.7% from the 3rd quarter, the first increase since 1st quarter of 2008, which was at 6.4%.

Merritt asked if there are any trends related to involuntary turnover. Janet Carter responded most are preventable accidents.

IV. Human Resources – A Wellness Perspective

Christy Whittington gave a presentation on Triangle Transit's wellness program, which is attached and hereby made a part of these minutes.

Reckhow asked if an annual physical for employees is free. Whittington responded that they have to pay the \$20 co-pay up front, but are reimbursed that amount. Reckhow asked if an annual physical could be made mandatory. Whittington responded yes. Reckhow stated that she was particularly concerned about this related to bus operators due to safety risks related to their health. Whittington said that there is a Federal mandate for regular physicals in

order to maintain a CDL. She added that operators are encouraged to see their primary care doctor as well.

IV. Closed Sessions

Action: On motion by Merritt and second by Hutchinson the Committee adjourned into closed session at 1:52 p.m. for the purposes of and pursuant to the Statutes listed below. The motion was carried unanimously.

A. General Counsel Contract Renewal

Pursuant to NCGS §143-318.11 (a) (5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the amount of compensation and other material terms of an employment contract or proposed employment contract.

B. General Counsel Performance Evaluation

Pursuant to NCGS §143-318.11 (a) (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

V. Adjournment

Action: Chair Reckhow adjourned the meeting at 4:37 p.m.

Ellen Reckhow, Chair

Attest:

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

Program Management Consultant (PMC) Procurement

Greg Northcutt
Director, Capital Development

*Board of Trustees Meeting
February 24, 2010*

Overview

- ▶ Background
- ▶ Procurement Process
- ▶ Technical Evaluation Phase
- ▶ Cost Proposal Phase
 - ▶ Long Term Scope of Services
 - ▶ Short Term Scope of Services
 - ▶ Independent Cost Estimate (ICE)
- ▶ Contract Cost and Funding
- ▶ Requested Board Actions

Background

- ▶ MPOs' 2035 LRTPs formed the basis for future regional transportation initiatives
 - ▶ Durham - Orange - Wake Counties
 - ▶ Corridors and Termini = TBD
- ▶ Triangle Transit began the process by working with stakeholders and planners
 - ▶ Provided technical and financial modeling support as requested by each county
 - ▶ Additional support needed by a consultant team to continue to facilitate project development

Procurement Objective

- ▶ Select an experienced and qualified, multi-disciplinary consultant firm that will function as a *Program Manager* providing expertise, studies, and services...needed for each county's proposed project(s).
- ▶ Triangle Transit (TTA) to award a three-year contract based on Cost Plus Fixed Fee (CPFF) with two 2-year options for such services

Reason for Procurement

- ▶ Support the ongoing planning process in order to provide accurate and timely information as required for local referenda
- ▶ Provide an advance look at issues that are critical to the ultimate project delivery schedules, e.g. investigate potential fatal flaws
- ▶ Avoid a delay in the procurement process by having the Program Management Consultant (PMC) team on board before passage of local referenda

Procurement Details

- ▶ **Qualifications-Based Procurement** (Brooks Act)
 - ▶ Architectural and Engineering evaluation process
 - ▶ Rank order firms based on qualifications only
- ▶ Evaluators from TTA, CAMPO, DCHC, NCDOT
- ▶ **Weighted Evaluation Criteria**
 - ▶ Technical and professional qualifications/experience
 - ▶ Key Personnel and their commitment to the project
 - ▶ Project understanding and approach
 - ▶ Capability to perform the services on schedule
 - ▶ Quality of organization/management
 - ▶ References from previous clients
 - ▶ Participation of DBE firms

Technical Evaluations

- ▶ Preliminary evaluation of nine interested firms narrowed the field to six:
 - ▶ AECOM USA, Inc
 - ▶ HDR Engineering, Inc.
 - ▶ PB Americas, Inc.
 - ▶ PBS&J Constructors, Inc.
 - ▶ STV/Ralph Whitehead, Inc.
 - ▶ URS Corporation

Technical Evaluations

- ▶ Four firms submitted proposals:
 - ▶ AECOM USA, Inc
 - ▶ HDR Engineering, Inc.
 - ▶ PB Americas, Inc.
 - ▶ PBS&J Constructors, Inc.
 - ▶ STV/Ralph Whitehead, Inc.
 - ▶ URS Corporation

Technical Evaluations

▶ Three firms were selected for interviews:

- ▶ AECOM USA, Inc
- ▶ HDR Engineering, Inc.
- ▶ PB Americas, Inc.
- ▶ PBS&J Constructors, Inc.
- ▶ STV/Ralph Whitehead, Inc.
- ▶ URS Corporation

Technical Evaluations - Rank Order

▶ General Manager confirmed staff's recommendation for the rankings:

- ▶ AECOM USA, Inc
- ▶ HDR Engineering, Inc. #2
- ▶ PB Americas, Inc. #3
- ▶ PBS&J Constructors, Inc.
- ▶ STV/Ralph Whitehead, Inc.
- ▶ URS Corporation #1

" No protests by any firm"

Summary of URS Technical Selection

- ▶ Extensive technical capability and capacity
- ▶ Experienced Program Manager & key personnel
- ▶ Excellent organizational structure
- ▶ Clear project understanding
- ▶ All references were highly satisfied with URS' prior performance.
- ▶ Commitment to meet the TTA annual DBE goal of 8.8% in their technical submittal

Disadvantaged Business Enterprise (DBE)

▶ Percent of Work dedicated to DBE's

▶ Bree	0.7 %	Durham
▶ CH Engineering	3.1 %	Raleigh
▶ En Review	0.4 %	Ohio
▶ Neighboring Concepts	2.1 %	Charlotte
▶ Planning Communities	2.3 %	Raleigh
▶ Wetherill	1.6 %	Raleigh

Total DBE Contract Commitment	10.0 %
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Cost Proposal Phase

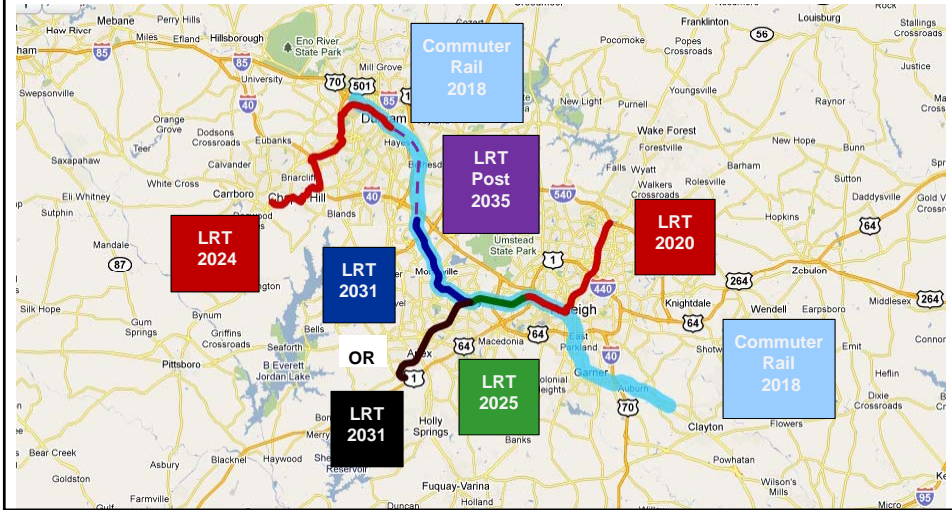
- ▶ Negotiate with the #1 ranked firm = URS
- ▶ If no agreement, negotiations can be extended to the next firm, *i.e.* HDR
- ▶ Task Orders will establish the work to be undertaken
- ▶ The Board must determine the availability of funds for FY11 and beyond as part of the budget process
- ▶ Funding will drive the extent of services that can be accomplished until passage of referenda.

Cost Proposal Phase

- ▶ Independent Cost Estimates (ICE) were developed by TTA prior to receipt of cost proposals
- ▶ Initial URS Cost Proposal received Jan 27
- ▶ Negotiations went through multiple iterations
- ▶ Staff considers the final proposal fair and reasonable
- ▶ Key challenge:

To "make the case" for successful referenda and entry into the Federal Transit Administration's "New Starts" Program

Corridors Under Consideration



Long Term Scope of Services

- ▶ Multiple projects - three counties
- ▶ Concept development through Alternatives Analysis (AA)
 - ▶ Locally Preferred Alternative (LPA)
- ▶ Complete Preliminary Engineering (PE)
- ▶ Complete all Environmental Requirements
- ▶ Facilitate the procurement of General Engineering Consultant(s) (GEC)

Short Term Scope of Services

- ▶ Multiple projects - three counties
- ▶ Concept development through Alternatives Analysis (AA)
 - ▶ Locally Preferred Alternative (LPA)
- ▶ Complete Preliminary Engineering (PE)
- ▶ Complete all Environmental Requirements
- ▶ Facilitate the procurement of General Engineering Consultant(s) (GEC)

Detailed Short Term Tasks

- ▶ Alternatives Analyses on 3 projects
 - ▶ Transition Document - Past vs Vision
 - ▶ Project Management Plans for each project
 - ▶ Initial Engineering
 - ▶ Ridership modeling
 - ▶ FRA/FTA/Railroad coordination
 - ▶ Cost validation and financial forecasts
 - ▶ Transit Oriented Development & strategic support
 - ▶ Environmental Scoping
 - ▶ Public and Stakeholder outreach
 - ▶ New Start Report submittals
 - ▶ Technical support for referenda

Independent Cost Estimate (ICE)

- ▶ Long Term Scope for 3 years and 6 months
 - ▶ TTA Estimate: \$32.8 million
 - ▶ URS Estimate: \$37.4 million

- ▶ Short Term Scope for 1 year and 8 months
 - ▶ TTA Estimate: \$7.4 million
 - ▶ URS Actual: \$7.7 million

Independent Cost Estimate (ICE)

- ▶ Direct Labor Rates *
 - ▶ TTA est: \$43.26 avg Range: \$27.04 - \$131.96
 - ▶ URS est: \$49.59 avg Range: \$17.51 - \$110

- ▶ Overhead Rates **
 - ▶ TTA est: 158% Previous experience
 - ▶ NCDOT est: 162% Average Rate
 - ▶ URS est: 132% avg Range: 123% - 195%

* Used TTA and URS direct labor totals divided by URS hours

** 80% of the work will be accomplished by firms with overhead rates less than 162%

Independent Cost Estimate (ICE)

▶ Overall Contract Fixed Fee

- ▶ Proposed = 10% Normal Practice
- ▶ NCDOT = 9% Typical
- ▶ Negotiated * = 8% Reduced cost by \$135,320

▶ Management Fee

- ▶ Proposed = 3%
- ▶ Negotiated = 0% Reduced cost by \$151,148

* Subject to negotiation in later phases

Funding is Limited

▶ Current Funding Source

- ▶ Major Transit Investment Fund (MTIF) is sufficient to fund short term scope of services
- ▶ Use MTIF funds until a referendum is passed

▶ Period of Performance: Mar 1, 2010 to Oct 31, 2011

▶ Expected cash flow for PMC cost proposal: (Short term scope of services)

- ▶ FY10 \$1,838,282 Covered by FY10 budget
- ▶ FY11 \$5,192,154 Budget request
- ▶ FY12 \$ 650,033 Does not include contingency

Total Cost

- ▶ Negotiated cost: \$7,680,469
- ▶ Contingency (FY12): \$250,000 (3.25%)
- ▶ Final Contract Amount: \$7,930,469
- ▶ The cost of the subsequent Preliminary Engineering (PE) Phase will be determined once the referenda are successfully passed.

Requested Board Actions

- ▶ Request the Board authorize the General Manager to execute a contract with the URS Corporation at a not to exceed value of \$7,930,469, subject to legal counsel resolution of contract clause exceptions offered by URS, and...
- ▶ Request the Board authorize unspent contract balances to carry over to the next fiscal year, subject to the annual budgeting process, and...
- ▶ Request the Board authorize the General Manager to approve change orders up to the total value of contingency funds, as required.

Program Management Consultant Team, URS

17 Firms included on the team, 9 from the local area (underline = Triangle Region)

* = M/W/DBE

URS Corporation, North Carolina	<u>Morrisville, NC</u>	Program Management, Multi-discipline
Basil Baumann Prost & Associates Inc.	Annapolis, MD	Economic Development
*Bree and Associates, Inc.	<u>Durham, NC</u>	Public Involvement
Cambridge Systematics, Inc.	Cambridge, MA	Financial Funding, Modeling/New Starts
Carolina Land Acquisitions, Inc.	<u>Zebulon, NC</u>	Right of Way Acquisition
*CH Engineering, PLLC	<u>Raleigh, NC</u>	Utility Design, Mapping, Surveying
*EnReview	Morrow, OH	Environmental (NEPA) Documentation
InfraConsult, LLC	Scottsdale, AZ	Referendum Support
Martin/Alexiou Bryson, PLLC	<u>Raleigh, NC</u>	Planning, AA, Transportation/Traffic
Mulkey Engineers & Consultants	<u>Cary, NC</u>	Floodplains, Site/Civil
*Neighboring Concepts	Charlotte, NC	Environmental Urban Design, Landscape
*Planning Communities, LLC	<u>Raleigh, NC</u>	Planning, Public Involvement
Russell Corrosion Consultants, Inc.	Columbia, MD	Corrosion Control
Shook Kelley, Inc.	Charlotte, NC	Strategic Guidance, TOD Strategies
Springboard Eydo	<u>Cary, NC</u>	Diversity Outreach, Limited English Proficiency
STV/Ralph Whitehead and Associates	Charlotte, NC	Multi-discipline
*Wetherill Engineering, Inc.	<u>Raleigh, NC</u>	Utilities Coordination, Stormwater

Additional Information

URS has 51,000 employees (254 in Morrisville). STV has 1655 employees (82 in Charlotte). The team was ranked number 1 based on their extensive *Technical Capability*; Program Manager and *Key Personnel* applicable experience; and excellent *Organizational Structure*. Their proposal reflected a clear *Project Understanding* and all *References* were highly satisfied with their prior performance. URS has committed to an 8.8% *DBE participation* with the DBE firms performing significant roles in the project.

MEMORANDUM

TO: Triangle Transit Board of Trustees
FROM: David King, General Manager
DATE: February 9, 2010
SUBJECT: General Manager's Report

Our efforts continue to focus on regional transit planning. The emerging consensus that a referendum date in the fall of 2011 is appropriate sharpens that focus. The federal high speed rail funding announcement also added a sense of realism and excitement to the mix. We are also pleased to be close to executing a contract with our program management consulting team.

- Staff continues to work on coordination of transit services in the 15/501 corridor in partnership with DATA, Chapel Hill Transit and Duke University Transit. Implementation of a new service design can, hopefully, occur in August of this year.
- Staff continues to review and refine the draft Memorandum of Agreement with the City of Durham on DATA management and coordination. Wib is coordinating the agreement review.
- Participated in a successful forum on "Transit in the Triangle" conducted by the Emerging Issues Institute. Board member Szlosberg also presented.
- Participated in a field trip to take a firsthand look at the NCRRT corridor with Chairman Merritt, Rick Weddle of RTF and Joe Milazzo, as a guest of Scott Saylor, President of the NCRRT.
- Participated in a Wake County Commissioners strategic planning retreat at the request of County Manager David Cooke. Briefed the Commissioners on regional planning efforts.
- Participated in an internal meeting on how costs should be assessed for bus services that extend beyond our three core counties (i.e. Clayton, Pittsboro).
- Participated in Board's Personnel Committee meeting.
- Briefed Senator Josh Stein of Wake County on the status of regional transit planning.
- Participated in the dedication of our new Knightdale Express Service with Mayor Russell Killen and CAT Board Chairman Springer.
- Met with Pam Wall and Roger Perry to discuss Roger's upcoming presentation on transit as part of the Reality Check one-year update on February 24.
- Attended a meeting of the Reality Check Action Committee chaired by Smedes York.
- Met with Harvey Schmitt of the Raleigh Chamber and with the Raleigh Chamber's leadership committee.
- Participated in briefing for new Board members Watts and Harrison.
- Was interviewed by WTVD-ABC 11 on safety features on our vanpools.
- Recognized the good work of our call center personnel and its leader Brian Fahey for the tremendous call volume they handled during the recent snow.
- Participated in a meeting of Durham and Orange County managers to discuss their two county plans and to prepare for a briefing of their elected officials.

- Participated in a work session briefing on regional transit plans and high speed rail for the Cary Town Council.
- Hosted a meeting of Wake County's municipal managers to discuss Wake County's transit plan and the most anticipated questions from their elected officials.
- Will participate in a Regional Transportation Alliance leadership team meeting.
- Will attend an RTA "Tri-MAP" meeting.
- The first of two RFP's for our proposed "real time" bus stop information system was issued by the City of Durham.
- Demolition of the Graybar Building in Durham is complete. Landscaping and clean-up work are proceeding.

MEMORANDUM

TO: Triangle Transit Board of Trustees
FROM: Wib Gulley, General Counsel
DATE: February 10, 2010
SUBJECT: Monthly Report by the Office of General Counsel

Contracts

1. **Bus:** I worked with representatives of Carolina Solar to begin developing a proposal for rooftop solar installation at our bus operations facility (BOMF). I drafted a memorandum for consideration in our talks with Durham on consolidating our transit services, reviewed the draft RFP for transit management firm procurement and met with Durham officials on the same. I also worked with Karen to revise and finalize a multi-year agreement for our express bus service with Wake Forest.
2. **Capital Development:** I joined meetings with Greg, Sandra and several staff to discuss overhead rates, scope, cost and other fiscal issues for PMC contract. I also discussed the legal contract issues raised by URS with several sister agencies and began negotiations with URS counsel. Also, I joined Greg and Juanita in a debriefing meeting with PBS&J.
3. **Commuter Resources:** I have worked with John Tallmadge and other staff to discuss and develop proposed policies for bus service expansion and cost sharing. Karen and I are working with Brian and Jenny on four contract documents relevant to our trip planner enhancements. I also worked with Stephen and Audra on procurement issues that arose for our individual marketing work.
4. **Communications:** I worked with Brad to review and resolve two questions about our clipping service contract. I also worked with David, Brad and other staff to respond to media questions about our vanpool vehicles, sat in on the ABC-TV interview, and assisted in our response to several rail transit questions from media.

Real Property

1. **Property Management:** I worked with Terry to evaluate park and ride lot options in north Raleigh. I also worked with Ruthann and Karen to respond to tenant arrearage issues and development of a lease proposal for a prospective tenant.
2. **Demolition:** I continue to work with Rick and Greg on the progress of the demolition work in downtown Durham and with Juanita on the post demolition uses of the site.

Other Matters

1. I continue to work with David and other staff on refining information relevant to development of the regional transit investment plan and to each county's component. I also participated in meetings with Orange and Wake local officials on the transit plan, worked with David and Damien on overall strategic planning and next steps, and attended the announcement of \$545 M in federal high speed rail funding for NC.
2. I drafted an orientation memo for meetings with our two new Board members, prepared evaluation materials and met with the Personnel Committee, and worked with other staff to respond to several Board inquiries.
3. I attended the Durham Chamber of Commerce annual luncheon, and Damien and I will be attending the APTA Legislative Conference in Washington, DC and making a series of congressional visits in mid March.