

**RALEIGH TRANSIT AUTHORITY
DECEMBER 10, 2015
MINUTES**

The Raleigh Transit Authority met on December 10, 2015 at 12:00 p.m in Room 112 of the GoRaleigh Maintenance Facility, 4104 Poole Road, with the following present:

Craig Ralph, presiding
Yvonne Bailey
Sherita McCullers
Tony Pecoraro
Debra Rezeli
Michael Stevenson
Billy Warden

Staff present: David Eatman, Mike Kennon, Jim Cromer

The meeting was called to order by Mr. Ralph. It was reported Chairman Horne was ill and would not be attending. The following items were discussed with actions taken as shown:

AGENDA – APPROVED AS AMENDED

Mr. Ralph indicated the Sir Walter Raleigh Award item would be moved to the beginning of the meeting. Without objection, the agenda was approved as amended.

SIR WALTER RALEIGH AWARD – BROWNLEIGH SHELTER – RECEIVED

Mr. Eatman reported GoRaleigh received the Sir Walter Raleigh Award for the Brownleigh Shelter. The shelter serves clients of Healing Place, a rehab facility that brings in new people daily and the impact for the number of people served by the shelter is great. The award was accepted by Mr. Ralph.

PASSENGER AMENITIES BID AWARD – WHITLEY CONTRACTING BID APPROVED

Mr. Eatman reported GoRaleigh received bids from 3 different contractors for the GoRaleigh Bus Amenity Project – Set 2. The project adds site amenities to 15 existing bus stop locations located throughout the City of Raleigh. Works consists of clearing, grading, concrete pads and

sidewalks, installing amenities, traffic control and other related items. Whitley Contracting submitted the lowest bid at \$153,176. Members received a map of the 15 sites, the letter of recommendation and the bid tabulation. Mr. Eatman noted the bid tabulation showed 13.47% DBE which is a typo. Whitley Contracting does a portion of their flatwork and considered that as DBE participation; therefore, they will have 100% DBE participation. The bids submitted were reviewed in detail. Mr. Eatman noted Whitley Contracting had done work for GoRaleigh previously and were very good to work with. Mr. Pecoraro questioned who provided the design with Mr. Eatman responding the design work was developed by Randy Kemp. Mr. Ralph questioned the timeframe with Mr. Eatman responding this must go through contract execution and wanted to get this to the City Council in January. If the low bid is approved at this meeting it will go to Council on January 5. The contractor has 120 days to finish after that is completed. The contract will probably be executed around February 1 with construction following in February, March and April. The market for this size of project is challenging right now and staff was happy to have received 3 bids that also came in around the engineer's estimate as well. Mr. Stevenson questioned the wide range of bids with Mr. Eatman explaining Whitley is familiar with this project and did a wonderful job in the past for us as well. This is really a bid for flatwork since we provide the shelters.

Mr. Pecoraro moved that the bid submitted by Whitley Contracting in the amount of \$153,176 be approved. His motion was seconded by Ms. McCullers, unanimously passed. Mr. Ralph ruled the motion adopted.

Mr. Eatman indicated there are 22 sites under design currently and staff is making sure all new sites match up with the new proposed Wake Transit Plan service area and our existing service area.

GORALEIGH STATION RENOVATION BID AWARD – AMERICAN SOUTH CONTRACTING BID APPROVED

Project Manager Gil Johnson reported GoRaleigh received bids from 4 different contractors for the Transit Station Renovation Project on December 3, 2015. The project will provide a full renovation and expansion to the Downtown Raleigh Transit Transfer Facility. New restrooms, crew quarters and information booth will be constructed and the facility will provide enhanced passenger waiting areas and advanced technologies for customer convenience. Mr. Johnson reported American South Contracting submitted the lowest bid at \$9,560,000 and noted the proposed award contains the addition of five alternates with final proposed bid award of \$9,671,000. American South submitted the lowest base bid and remained the lowest bidder with the added options. Members received bid tabulations that were reviewed in detail. Bids were also submitted by Resolute, Harrod & Associates and Riley Contracting.

The schedule for construction was reviewed by Mr. Johnson including the Authority's recommendation going to Council for award on January 5, 2016, construction beginning February 1, 2016 and construction completion November 1, 2016.

The five alternates were reviewed by Mr. Johnson as follows:

- Increased depth of paving so we can go from 20 year to 30 year life (10" concrete will go to 11 ½" – this was very good alternate to take
- Martin Street bus zone installation
- Demolition of area where restrooms and overhead walkways are next to courtyard
- Include bathroom tile in the drivers bathroom – staff felt that of value
- Special coating on exposed steel

Mr. Johnson noted he had checked on difficult projects done by American South in Downtown Asheville and this project was completed on time and on budget. All American South's references checked out very well. American South proposes to relocate the same team that worked on the Asheville project to Raleigh. The company is located in Sanford and they do not have any other projects in Raleigh now and are anxious to get a footprint here. Minority participation is 10.99% and staff feels that can be increased by the agenda deadline. Ms. Torres, the City's MWBE representative, has reviewed their good faith efforts and they have met those requirements. They are still looking for opportunities to increase the minority participation between now and the following Thursday.

Mr. Johnson indicated staff is about to move into the more difficult part of the project –going out to the public with this item. Mr. Johnson and staff will be attending the Downtown Raleigh Alliance meeting following this meeting to make a presentation and request help from them in our efforts to go out in the community. There will also be face-to-face work with the surrounding businesses.

Mr. Pecoraro asked the location of the other bidding companies with Mr. Johnson indicating Resolute is from Chapel Hill, Harrod is in Raleigh and Riley is in Cary. Mr. Pecoraro questioned the original cost estimate with Mr. Johnson responding \$8 million. Mr. Pecoraro questioned how this information would be disseminated with Mr. Eatman noting nothing can be done until this is approved by the City Council but a press release would be done at that time.

In response to questioning, Mr. Johnson explained a lot of what is being done is vertical and involves paving, lighting, data and utilities. Staff will continue to look for opportunities for refinement and improvement and it will very helpful to have the general contractor on board to provide insight on how to make things move more smoothly. American South felt the

compressed schedule is no problem and indicated if it were on a different site, it probably could be done in 6 months.

Ms. McCullers questioned the phases of work with Mr. Johnson reviewing the various phases. In response to questioning from Mr. Pecoraro, Mr. Johnson explained there was extensive review and a questionnaire including references, experience, team, resumes and information about their financial status. There are also insurance and bonding requirements and Risk Management asked for additional coverage that you don't usually see in contracts but American South has included this. He stressed there has been very thorough vetting of the contractors and all do good work and we could not go wrong with any of them.

In response to questioning by Ms. Bailey relating to any disruptions to bus service, Mr. Johnson noted all companies have good experience and there will be a combined effort with staff and the contractor to assure the service to customers continues. The contractor will be brought on as a team member also. Staff will have meetings with other departments to put things together and there will be a lot of requirements in this package the contractor will be required to follow. Mr. Johnson indicated he has worked on Downtown projects since 1985 and this one is difficult but they all have some level of difficulty. GoRaleigh staff will be available on site as well. Mr. Johnson indicated he wished this could be totally painless but there are problems.

Mr. Pecoraro asked if it would be cheaper for the City to buy materials with Mr. Kennon responding that really gets messy. It was also indicated that any cost savings come back to the City. Mr. Ralph asked if there would be a progress thermometer on site so customers could know how far along the project is with Mr. Johnson noting there would be signs indicating days to completion.

Ms. Bailey moved that the bid submitted by American South Contracting in the amount of \$9,671,000 be approved. Her motion was seconded by Ms. McCullers, unanimously passed. Mr. Ralph ruled the motion adopted.

FIRST NIGHT PARK & RIDE – UPDATE RECEIVED

Mr. Eatman reported there are now 2 secured sites for Park & Ride lots for First Night at Centennial Campus and the Wake County Office Park on Cary Drive. This will be marketed in coordination with the First Night representatives and the City of Raleigh Special Events office. The Raleigh Police Department will be on site throughout the event at both locations.

The update was received as information.

WAKE COUNTY TRANSIT INVESTMENT STRATEGY – UPDATE RECEIVED

Mr. Eatman indicated PDF copies of the plan were sent to authority members. He noted the event presenting the plan was held and felt it was a great event. Jim Cromer, his staff and Matthew Franklin in maintenance provided a shiny bus noting GoRaleigh had the best looking bus at the event. He indicated there is a lot at stake with this plan and hoped it gets approved so we can move forward.

The report was received as information.

25L AND 54L SERVICE CHANGE – REPORT RECEIVED

Mr. Eatman reported the changes are ready to move forward for implementation in January, 2016.

The report was received as information.

STAFF REPORTS – RECEIVED

Members received in their agenda packets the following staff reports:

1. Statement of Income (October 2015)
2. Variance Analysis (October 2015)
3. Go PASS Ridership Summary (October 2015)
4. Go PASS Ridership by Agency (October 2015)
5. Accessible Raleigh Transportation Summary (October 2015)
6. Operating Statistics (October 2015)
7. Route Statistics (October 2015)
8. Ridership Percentage by Time Period (October 2015)
9. Evaluation by Route (November 2015)
10. Advertising Update (November 2015)

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Brenda Hunt

