



**Date:** October 1, 2018

**To:** Thomas J. Bonfield, City Manager  
**Through:** Keith Chadwell, Deputy City Manager  
**From:** Terry L. Bellamy, Director of Transportation  
**Subject:** Interlocal Agreement with NCDOT, City of Durham, and Durham County for the Durham Coordinated Systems Community Connectivity Plan

### **Executive Summary**

The North Carolina Department of Transportation (NCDOT), City of Durham, and Durham County are jointly developing a Community Connectivity Plan (CCP) for their coordinated public transit systems. Throughout the history of helping systems develop five-year plans, NCDOT, Public Transit Division (PTD) has used several approaches and has relied on VHB Engineering assistance to help complete the plans. These plans have involved varying levels of effort, depending upon PTD and local system priorities. Each public transit program that receives federal Section 5311 funding has generally been required to have a plan in place. The proposed Interlocal Agreement will allow for the City of Durham and Durham County to receive federal and state funds to develop a CCP. The City of Durham and Durham County have agreed to participate in the costs of the development of a CCP.

### **Recommendation**

The Department of Transportation recommends that City Council authorize the City Manager to execute the Interlocal Agreement between NCDOT, the City of Durham and Durham County for the development of the Community Connectivity Plan.

### **Background**

The NCDOT, Public Transportation Division (PTD) provides grants management, planning, support, and oversight duties for sub-recipients of federal Section 5311 rural transit funds in the state. An important component of this role is providing planning assistance for local sub-recipients, including guidance and funding to help complete five-year plans for the transit programs.

PTD has recently updated the methodology used for the development of the five-year plan and changed the name to CCP. The CCP process makes greater use of a number of existing datasets as compared to prior methodologies. The PTD has also implemented a requirement for systems to develop a "Success Plan", the purpose which is to create actionable and measurable plans aimed at leading agencies to higher levels of success. Once created, these Success Plans are to be updated annually, with a more significant update process scheduled every three years. Success Plans will also be updated as part of the CCP process.

VHB Engineering NC, P.C. has been asked to lead the effort for the development of a CCP for Durham Coordinated Systems including GoDurham ACCESS and Durham County Access transit system. This proposed scope of work has been developed using the new PTD template for the development of the CCP for Durham Coordinated Systems, GoDurham ACCESS and Durham County Access transit

## **Issues and Analysis**

An issue that will be important to address within the five-year plan is growing ridership for the coordinated system, compounded by declining grants. Durham County Access is likely to lose much of its 5311 funding used for Administration support, coupled with the completion of the JARC grant, and rise in medical trips, Durham County ACCESS will need to seek other revenue streams to meet the demand. Currently, Durham County ACCESS receives an annual allocation of approximately \$200,000.00 from the Durham sales tax, with additional funding provided through the State's Rural Operating Assistance Program (ROAP) and the MPO Administered 5310 Elderly and Disabled Grant.

Options to address these needs could include the review of the updated success plan, and identification of new revenue streams to replace any decline in existing resources, as well as other service delivery models that are more cost-effective.

While the process of working through the organizational options and their funding repercussions is beyond the scope of the CCP, it will be important for regional stakeholders to begin this process during the period covered by this CCP, so that the region is prepared to implement the most favorable option for regional mobility once the urbanized area boundary changes (typically two years or so after the Census).

## **Alternatives**

1. Resolve that the City Manager be authorized to execute the attached Interlocal Agreement with NCDOT, the City of Durham and Durham County.
2. Do not authorize the City Manager to execute the attached Interlocal Agreement with NCDOT, the City of Durham and Durham County.

## **Financial Impact**

The estimated cost of the project is \$82,150.00. The federal government is contributing \$39,630.00, with NCDOT and Durham County each contributing \$4,954.00. The City of Durham is contributing \$32,612.00 via funding available within the Department of Transportation Transit operating budget.

## **Equal Business Opportunity Summary**

The Equal Business Opportunity Program (EBOP) is not applicable to this agreement.

## **Attachments**

1. Public Transportation Agreement – CCP between NCDOT, the City of Durham, and Durham County.
2. Appendix A – Durham Coordinated Systems CCP – Scope of Work