



MEETING MINUTES

Piedmont Authority for Regional Transportation Board of Trustees

March 8, 2023

Board Members Present:

Abuzuaiter, Marikay – Greensboro Urban Area MPO
Besse, Dan – Forsyth County
Butler, Jim – Burlington City Council
Carter, Steve – Alamance County
Frye, Darrell – Randolph County
Hightower, Sharon – Greensboro City Council
Horn, Mike – Winston-Salem TAC
Morris, Rick – Stokes County
Mundy, Kevin – Winston Salem City Council
Perkins, Andrew – NCDOT Board of Transportation
Richardson, Mark - Rockingham County
Wolfe, Martha – High Point TAC

Others Present:

Scott Rhine – CEO/General Manager, PART; Tom Terrell, Fox Rothschild, LLP; Connie Conklin, PART;
Mark Kirstner, PART; Chris Robbins, PART; Tammy Turner, PART;
Guests - 4

I. Call to Order – Roll Call of Attendance and Ethics Statement

A. Ethics Statement

Marikay Abuzuaiter requested any PART Board members with conflicts of interest to identify those conflicts and refrain from any participation in the matter involved.

There were no identified conflicts from PART Board members.

Mr. Andrew Perkins attended the board meeting by phone/audio. Marikay Abuzuaiter requested PART Board members to accept Andrew Perkins attendance by phone/audio.

Motion to accept Andrew Perkins attendance by phone/audio: Mark Richardson

Second: Darrell Frye

Discussion: None

Vote Unanimous 11 - Yes

II. Public Speakers signed/registered for public comment

There were no public speakers.

III. Consideration of Meeting Minutes

The February 15, 2023 PART Board of Trustee meeting minutes were accepted without revisions.

Motion to accept the February 15, 2023 meeting minutes: Steve Carter

Second: Sharon Hightower

Discussion: None

Vote: Unanimous 12 -Yes

IV. Report from PART Board Committee – PART Finance Committee

Darrell Frye presented the PART Finance Committee comments:

- General Fund – Revenues are 62% and expenditures are 46% of the annual budget. All expenditures are below budget. Increases in rental vehicle tax and interest rates attributed to increased PART revenue. \$2.2 million net gain added to Fund balance.
- Grants Fund – no activity
- Commuter Resource – Revenues are 60% of annual budget. Net gain of \$2,000 in revenue attributed to increased vanpool leases.

V. Consideration of Consent Agenda

A. Approval of FY 2023-2024 NCDOT Grant Submissions

1. TDM/Rideshare Program

Scott Rhine presented PART is submitting a grant application for federal and state funding for public transportation with NCDOT for FY 2024.

2. ConCPT Grant Program

Scott Rhine presented PART was denied federal funds for FY 2023-2024 for continuation of Route 10 services to Randolph County. PART is submitting a grant requesting \$200,000 in ConCPT state grant funds to support Route 10 services to Randolph County.

B. Approval to extend Mobile Faring Agreement

1. Scott Rhine presented the current contract with Delerrok for TouchPass Mobile Faring (UMO) began June 13, 2018 for a minimum of 5 years. Staff is requesting approval to extend the Delerrok contract for an additional 5 years as contained within the original contract for service.

Motion to approve the FY 2023-2024 NCDOT Grant submissions and extend the Mobile Faring Agreement with Delerrok: Mark Richardson

Second: Steve Carter

Discussion: None

Vote: Unanimous 12 – Yes

VI. Consideration of PART Board Business Items

A. New Business

1. Approval of Quarterly Treasurer’s Report

Connie Conklin, CPA/CFO PART Director of Finance and Administration, presented the 2nd Quarter Treasurer’s Report.

PART General Fund - Revenues are 62% and expenditures are 46% of the annual budget. Increased rental vehicle tax and interest rates, operating grants and SMAP attributed to increased PART revenue. Lower fuel costs make up the majority of expense underrun. \$2.2 million net gain added to Fund balance.

PART Grants Fund – No activity. Scott Rhine commented a used 2019 van was purchased from a dealer for \$43,000 in 3rd Quarter with 46,000 miles.

PART Commuter Resources Fund – Revenues are 60% and expenditures are 45% of the annual budget. Net gain of \$2,000 in revenue attributed to increased vanpool leases.

Motion to approve the 2nd Quarter Treasurer’s Report: Darrell Frye

Second: Steve Carter

Discussion: None

Vote: Unanimous 12-Yes

2. Approval to Amend License Agreement for Encroachment – Rail Corridor

Scott Rhine presented PART and NCDOT are co-owners of a railroad corridor in Winston-Salem. In 2017, PART approved an encroachment agreement with Black Horse LLC, owner of tract of land adjoining the railroad corridor. Black Horse LLC has a buyer, Keene Development Group, of the property. Keene Development has requested to amend the encroachment agreement from Black Horse LLC to Keene Development Group.

PART Board member discussion concluded this is a good opportunity for PART to work with Winston-Salem on the agreement because of future railroad transit opportunities.

Motion to accept Amending the Encroachment Agreement executed with Black Horse LLC to new owner Keene Development: Steve Carter

Second: Dan Besse

Vote: Unanimous 12 -Yes

3. Consideration to Transfer Vehicle Titles to Elon University

Scott Rhine presented background knowledge of the 2003 Congressional Earmark Funds to develop the Bio Bus program with Elon University from the late Congressman Howard Coble. In 2006, PART agreed to receive federal funding to purchase 10 vehicles titled to PART for use by Elon University to support the Bio Bus program. In 2011, a resolution was approved to expand the roles and responsibilities of utilizing FTA funds. Per the agreement, all 10 vehicles have met their useful life. Elon University is now requesting the transfer of the titles of all 10 vehicles from PART to Elon University. Elon University does not want to purchase the vehicles from PART; however, upon transfer of the titles, they want to sell the vehicles to purchase replacement vehicles. PART is requesting approval to work with FTA and Elon University to transfer the titles.

PART Board member discussion included PART had only the administrative piece with the reporting of the maintenance records for Triennial Review. The maintenance of the vehicles has been done by Elon University since 2006. PART cannot sell the vehicles to Elon University because FTA funds received. FTA must approve the transfer of titles to Elon University.

Motion to approve Title Transfer of 10 Vehicles from the PART inventory to Elon University:

Mark Richardson

Second: Kevin Mundy

Vote: Unanimous 12 -Yes

4. Consideration to Award Contract for recommended vendor under RFP-05-EXP-2022

Scott Rhine presented PART Express started operations in 2002 with the first contractor, American Charters. In 2012 and again in 2017, National Express Transit Corporation was awarded the contract. PART Express contract renews July 1, 2023.

PART conducted a Request for Proposal (RFP) for the management, operations and maintenance service of PART Express. 6 firms submitted RFP's: RATP Dev, Keolis, Transdev, First Transit, ProKel Mobility, and National Express. The financial records for all 6 were reviewed by Connie Conklin, CPA/CFO PART Director of Finance and Administration.

The review panel consisted of 5 PART employees and Richard Jones. All 6 firms participated in onsite interviews. Evaluators were used to score the 6 firms. Four firms were short listed. PART requested and received a Best and Final Offer (BAFO) from the 4 firms.

National Express Transit Corporation (NETS) provided the highest score and best pricing with a fixed rate for the first 3 years with an option for PART to extend the contract period with negotiated rates for years 4-7. The contract will go into effect July 1, 2023.

PART Board member discussion included a 7 year contract was chosen for Express Service because the average is 5 years and 10 years is too long; therefore, 7 years falls in the middle. PART explained a competitive comparison was completed during the evaluation process as start-up cost was evaluated between the current incumbent and the remaining 5 firms.

Discussions continued with the incumbent offering a salary increase. New operators and designated support staff will start at \$19.00 per hour for the first 3 years of the contract. Tenured operators are above this rate. The CBA is aware of the salary increase in the agreement which the CBA rate is currently \$18.00 per hour. When the current agreement expires, it will depend on the CBA if the salary increases. PART's budget will be impacted with the salary increase. The salary increase will be supported by local funding, federal funding and future expansions being considered. Fares will not increase as a result of salary increases.

The incumbent assumes all risks, and PART has no risks in the contract. 3 of the firms that submitted RFPs were present in the gallery. PART expressed transparency throughout the study and in the selection of the incumbent for the contract. PART Board members commended the members of the review panel on their professionalism and thorough review of the process.

Motion to approve the Contract between PART and National Express Transit Corporation for Management/Operations/Maintenance Service of PART Express: Mark Richardson

Second: Darrell Frye

Vote: Unanimous 12 - Yes

B. Old Business

No Old Business to discuss.

VII. Departmental Staff Reports

Scott Rhine provided updated information items for Departmental Staff reports and the CEO/General Manager updates that are included in the agenda packet.

VIII. Chairperson Report

Marikay Abuzuaiter wished a Happy Birthday to Sharon Hightower and Mike Horn!

IX. Adjourn

Scott Rhine reminded Board Members of a joint Operations/Planning committee meeting following the Board meeting.

Motion to Adjourn: Dan Besse

Vote: Unanimous 12 -Yes