Meeting Agenda

Piedmont Authority for Regional Transportation
Board of Trustees

October 14, 2020
8:30 AM

107 Arrow Road
Greensboro, NC 27409

NOTICE: This meeting is being held via Video/Teleconference with adjustments being made to protect our communities during the Covid-19 pandemic.

Teleconference dial in number: 1 (312) 757-3121
Access Code: 182-188-669

Video access link - https://global.gotomeeting.com/join/182188669

Meeting ID: 182-188-669
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**Friendly Reminder**
The November PART Board of Trustees meeting will be on November 12, 2020 8:30am
Meeting Date: October 14, 2020

Action Requested:
Call to Order – Roll Call of Teleconferencing

Summary of Information:

A. Consideration of Resolution for Teleconference and Electronic meeting for October 14, 2020

PART Board action is requested to adopt the resolution on page 2 for our business activities today, and our ability to restrict public meetings to prevent the spread of COVID-19.

Board Vote:  Motion by:               Second by:               

Vote:  For  Against  

Attachments  yes  no  
WHEREAS, the President of the United States has declared a national State of Emergency in response to a worldwide pandemic caused by a virus known as COVID-19; and

WHEREAS, the Governor of the State of North Carolina has declared a statewide State of Emergency and invoked powers enumerated in N.C. Gen. Stat. Chapter 166, Article 1A (the North Carolina Emergency Management Act) in response to COVID-19; and

WHEREAS, on March 13, 2020, the Guilford County Board of Commissioners, pursuant to N.C. Gen. Stat. §166A-19.2, declared a State of Emergency in Guilford County as a result of COVID-19; and on March 24, 2020, Guilford County and the cities of High Point and Greensboro amended the declaration to order all citizens not performing certain essential tasks to stay at home and self-isolate; and

WHEREAS, the Guilford County declaration applies to all meetings conducted within Guilford County, including the regularly scheduled meeting of the PART Board of Trustees; and

WHEREAS, PART has statutory, contractual, and fiduciary duties that must be regularly conducted by its Board of Trustees despite threats imposed by COVID-19; and

WHEREAS, N.C. Gen. Stat. §160A-639 (General Powers of the Authority) grants the Authority certain broad powers; and

WHEREAS, N.C. Gen. Stat. §160A-639(22) provides that the governing board shall have the power “to do all things necessary or convenient to carry out its purpose and to exercise the powers granted to the Authority;” and

WHEREAS, Board of Trustees has determined that the only healthy, safe, and logical manner in which to conduct PART’s business at this time is by electronic means enabling remote participation by board members and staff; and

WHEREAS, the Board of Trustees has also determined that it can implement certain safeguards to protect and facilitate the public’s right to participate electronically to observe all public discussions and decisions.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Trustees hereby invokes the broad powers granted in N.C. Gen. Stat. §160A-639(22) to take all necessary steps to conduct public business safely during officially declared states of emergency related to COVID-19, including meeting by electronic means.

2. The October 14, 2020 Board of Trustees meeting shall be conducted electronically in a manner determined by the Executive Director to enable maximum remote participation by the board, staff, and public.

3. This Resolution applies only to the October 14, 2020 meeting but may, upon proper amendment, be extended by electronic vote of the Board of Trustees to apply to future meetings if states of emergency on local
or state levels require its extension. Its execution may be accomplished by electronic signature, each on separate pages, as necessary, to verify its adoption.

4. The Executive Director shall duly notify the public through all print and broadcast media outlets on the PART media list and by prominent notice on the PART website that the October 14th meeting will be conducted by electronic means. Notice shall include explicit instructions to facilitate and protect the right of public participation.

5. The Executive Director shall also provide board members and the public with instructions for receiving technical support to ensure and protect each person’s ability to participate remotely by electronic means.

6. A copy of this Resolution shall be sent by electronic means to each member of the Board of Trustees, PART staff, all persons who regularly attend PART meetings, and the media.

7. The Board of Trustees may adopt this Resolution by electronic vote through email, fax, or text messaging without motion or second.

Adopted by electronic vote this the 14th day of October 2020.

____________________________________  ___________________________________
Dan Besse, Chairman                   Terry Anderson, PART Administrative Assistant
Board of Trustees                      Clerk to the Board

Approved as to form and content:

____________________________________
Thomas E. Terrell, Jr.
PART Board General Counsel
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**Public Speakers that have registered via Contactus@partnc.org**

**Summary of Information:**

PART has communicated to the general public via our social media, Facebook, TransLoc, website, and electronic mail resources to make the general public aware of our monthly Board meeting. At this time, we will provide the opportunity for public comments.

**Board Vote:**

- **Motion by:** ________________________
- **Second by:** ________________________

- **Vote:** For ________________ Against ________________
The PART Board Operations / Planning Committee met on September 9, 2020. Members present included committee chair Neil Grimes, Dan Besse, Marikay Abuzuaiter, Sharon Hightower, Carolyn Coleman.

Topics of discussion included PART Express ridership and service reviews, PART Vanpool vehicle fleet, TDM program and delay in NCDOT grant funding program, November 3, 2020 Fare Free services and PART property disposition updates.

Committee chair Grimes and other members of the Operations/Planning committee will provide updates to the PART Board of Trustees at the meeting.
Meeting Date: October 14, 2020

Action Requested:
Consideration of Consent Agenda

Summary of Information:

November 3, 2020 is election day for our Country. With the intent to encourage citizen participation with elections a Fare Free day on PART Express is proposed. This item was introduced to the operations/planning committee on September 9th and is presented to the PART Board for approval.

A resolution is included on page 7 for PART Board consideration.

Board Vote: Motion by: ________________________        Second by: __________________________

Vote: For ________________ Against _______________
RESOLUTION OF THE PART BOARD OF TRUSTEES
RECOGNIZING NATIONAL ELECTION DAY &
DESIGNATING NOVEMBER 3\textsuperscript{RD} FARE FREE ON PART EXPRESS

\textbf{WHEREAS}, the Piedmont Authority for Regional Transportation (PART) is a Regional Transportation Authority created under Article 27 and N.C.G.S. 160A; and

\textbf{WHEREAS}, the PART Board of Trustees recognize our PART Express public transit service is provided to the citizens of our territorial jurisdiction to enhance their quality of life; and

\textbf{WHEREAS}, the first Tuesday after the first Monday in November is legally established as Election Day in the United States; and

\textbf{WHEREAS}, PART’s Territorial jurisdiction of 10 member counties, and the 4 largest Cities of the Triad include over 1.1 million registered voters; and

\textbf{WHEREAS}, in recognition of Election Day and our goal of eliminating transportation barriers that might prevent our citizens from casting their votes for local, state, and federal offices a PART Express Fare Free day is being provided.

\textbf{NOW THEREFORE, BE IT RESOLVED} that the PART Board of Trustee's hereby authorize PART Express riders Free service when traveling on Tuesday, November 3, 2020 in recognition of Election Day.

******************************************************************************

A motion was made by \underline{______________} and seconded by \underline{______________} for adoption of the above resolution, and upon being put to a vote was duly adopted on this the 14th day of October, 2020.

******************************************************************************

I, Dan Besse, PART Chairperson do hereby certify that the above is a true and correct copy of an excerpt for the minutes of a meeting of the Piedmont Authority for Regional Transportation duly held on the 14\textsuperscript{th} day of October, 2020.

Approved: \underline{__________________________}  Witnessed: \underline{__________________________}

Dan Besse  
PART Board Chairperson

Thomas E. Terrell, Jr.  
PART Board Legal Counsel

Certified: \underline{__________________________}  SEAL:

Terry Anderson  
Administrative Assistant  
Clerk to the Board
### Consideration of Meeting Minutes

**Summary of Information:**

The September 9, 2020 meeting minutes are enclosed for PART Board review and approval.

**Board Vote:**

Motion by: _________________  
Second by: _________________  
Vote: For _________________ Against _________________
Board Members Present:
Abuzuaier, Marikay – City of Greensboro TAC
Austin, Kevin – Yadkin County
Besse, Dan – City of Winston Salem
Butler, Jim – City of Burlington
Coleman, Carolyn – Guilford County
El-Amin, Fleming – Forsyth County
Frye, Darrell – Randolph County
Fox, Mike – NCDOT Board of Transportation
Grimes, Neal – City of High Point TAC
Hightower, Sharon – City of Greensboro
Holms, Michael – City of High Point
Horn, Mike – Winston Salem/Forsyth TAC
Mengert, Paul – PTAA
Morris, Rick – Stokes County
Perkins, Andrew – NCDOT Board of Transportation
Richardson, Mark – Rockingham County
Truell, Don – Davidson County
Williams, Lenny – Burlington-Graham TAC

Others Present:
Terry Anderson, PART; Connie Conklin, PART; Sabrina Glenn, PART; Mark Kirstner, PART; Toneq’ McCullough, City of Winston Salem; PART; David Morris, PART; Scott Rhine, PART; Tom Terrell Jr., Fox Rothschild; Tammy Turner. PART.

Chair Dan Besse explained the virtual meeting conducted under the authority that the General Assembly has provided under Statutes §160A-639 and §160A-639(22) with regards to the current state of emergency due to COVID-19.

I) Call to Order: Roll Call of Teleconferencing.
A roll call was taken, and a quorum established with 18 members of the PART Board in attendance.


Motion to adopt the Resolution for Teleconference and Electronic meeting for September 9, 2020: Neal Grimes
Second: Sharon Hightower
Discussion: None
Vote: 18-Yes / 0 – No
Mike Fox and Michael Holmes left the PART Board meeting and Leonard (Lenny) Williams entered the meeting.

II) Overview of Meeting Process and Procedures
Scott Rhine encouraged everyone to keep their audio on mute to allow agenda items to be explained; then will open for discussion giving everyone an opportunity to speak.

III) Public Speakers registered via contactus@partnc.org
Chair Dan Besse asked if anyone had contacted PART to register as a speaker from the floor. Mr. Rhine indicated that no one had. Mr. Besse then asked if anyone who called in wanted to speak. There were none.

IV) Consideration of Meeting Minutes
There were no corrections or additions for the August 12, 2020 PART Board of Trustees meeting minutes.

Motion to accept the August 12, 2020 meeting minutes: Darrell Frye
Second: Jim Butler
Discussion: None
Vote: 18-Yes / 0-No

V) Consideration of Board Business Items
A. New Business
1) Acceptance of FY2020 4th Quarter Treasurers Report
   General Fund revenues are at 101.7% of budget for FY2020. Revenues exceeded the budget largely due to Cares Act funding that offset the shortfall in local revenues generated by Rental Vehicle Taxes. Expenditures finished the year at 79.8% of budget stemming from lower fuel costs, fewer maintenance/repair costs, freight study delay, and the early completion of the Mitigation 40 project. The net effect of Revenues exceeding Expenditures including transfers at June 30, 2020 is at $2,180,655 contribution to fund balance.

   Grants Fund revenues and expenditures reflect the purchase of 6 LTV’s, 4 Buses, and 16 Vans, and 2 Shelters. The Grants Fund budget is in balance at June 30, 2020.

   Commuter Resources Fund revenues are at 79.3% of budget with total expenditures at 62.5%. The shortfall in Revenues are a result of lagging Vanpool leases, and early termination of the Telematics Project. Expenditures for the CR – Original are at 58.5% of budget due to lower fuel price, termination of the Telematics project, and lower insurance premiums. Call Center departmental expenses ended the year at 82.8% due to position vacancy. The net effect of Revenues over Expenditures including transfers at June 30, 2020 is a $72,952 contribution to fund balance.

Motion to accept the FY2020 4th Quarter Treasurers Report: Kevin Austin
Second: Mike Horn
Discussion: None
Vote: 18-Yes / 0-No
Fleming El-Amin arrived in the meeting and voting.

2) FY2020-21 Budget Ordinance Amendment
   a) PART General Fund Budget:
   Mr. Rhine stated Cares Act Funding was not included in the adopted FY21 budget. Adding the Cares Act funds has altered revenues with an increase of 3.6 million which will be applied to operations. State maintenance
assistance funds from NCDOT, has been removed from our existing budget, and we are working with NCDOT to see if we are eligible to receive other Cares Act funds from the State Administrators, adding there are no replacement funds for SMAP dollars. With received notification of funding for our Household Survey related to our interlocal agreement made with the City of Greensboro in June, those funds have been removed from NCDOT. That revenue and expenditures has been removed from our existing budget. Once we know funds are available for a Household Survey we will revisit. There were no questions or comments.

Motion to approve PART General Fund Budget amendment: Carolyn Coleman  
Second: Fleming El-Amin  
Discussion: None  
Vote: 18-Yes / 0-No

2b) PART Grants Fund Budget:  
Mr. Rhine stated; due to COVID19, planned Capital purchases such as replacement vans were removed for the current year budget until our vanpool program can be rebuilt. Additional revenue was added for a grant award from the VW settlement for a charging station with 100% reimbursement and no local match for the upcoming fiscal year. We have established 10 buses and have 6 buses on order; additional changes will be addressed as they arise. All expenses are adjusted for all Capital purchases. There were no questions or comments.

Motion to approve PART Grants Fund Budget amendment: Fleming El-Amin  
Second Darrell Frye  
Discussion: None  
Vote: 18-Yes / 0-No

3) NCDEQ-DAQ – VW Settlement Award  
Mr. Rhine stated; for documented procedural purposes, we are asking the PART Board of Trustees to authorize the Executive Director to sign the agreement to receive funds from the VW settlement for an electric charging station which is required by Department of Environmental Quality, Division of Air Quality (NCDEQ-DAQ) and comply with US Environmental Protection Agency standards.

Motion to authorize the Executive Director to execute NC Department of Environmental Quality of Air Grant Agreement forms: Jim Butler  
Second: MariKay Abuzuaiter  
Discussion: None  
Vote: 18-Yes / 0-No

B) Old business – None

VII. Departmental Staff Reports  
A. Department Staff Reports  
Mr. Rhine added we will bring back to the Board updated Capital plans with discussion from our Operations and Planning Committee as there are adjustments related to COVID19. We have work that will continue with NCDOT for lost state funds and we will let the Board know what we have been able to secure and what funds are not available. Revenues and expenses will be looked at continually. There were no other comments.

Mr. Besse stated the next meeting is virtual on Wednesday, October 14, 2020. Mr. Besse added the Operations and Planning Committee meets today and all are welcome to attend, he thanked the Board for their presence and participation, as well as the PART staff for their thorough job of preparation for the Board meeting.

Adjourned: 9:06am.
Meeting Date: October 14, 2020

Agenda Item No. VII

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Action Requested:

Consideration of PART Board Business Items

Summary of Information:

Attachments yes X no __

A. New Business:

1) Authorization of Heavy-Duty Bus Purchase
The PART Grants Fund budget for FY2020-21 includes the purchase of 10 replacement buses. The budget includes FTA Section 5339 funding and allocated 20% from PART Capital Reserve budget and the PART fund balance in the General Fund. The PART Board adopted the FY2020-21 budget in June and authorized the purchase of six replacement buses at the June meeting. The remaining four buses were held in delay to confirm local funds from the year end budget for FY2019-20. With confirmation of an allocation of local funds to the PART fund balance the Capital purchase is being brought back for PART Board consideration. Scott Rhine will provide additional details to the PART Board at the meeting.

A resolution is included on page 14 for PART Board consideration.

2) Approval to Transfer two Vanpool Fleet vehicles to NCDOT (Beaufort Area Transit)
The PART Vanpool program has been significantly impacted by COVID19 and the loss of vanpool participation from various employees/employers in the Piedmont Triad. PART has had 30 vehicles turned in from participating groups as a result of COVID19. With the excess fleet vehicles PART has reached out to both Urban and Rural providers in North Carolina that may have an interest in having vehicles transferred to their systems. PART has received interest from Beaufort Area Transit in two (2) minivans. Scott Rhine will provide additional details to the PART Board at the meeting.

A resolution is included on page 15 for PART Board consideration.

3) Acceptance of Security Camera Purchase
PART has conducted a solicitation for the purchase and installation of security cameras for the PART Administrative/CTC passenger and maintenance facility “campus”. A total of nine (9) proposals were received and interviews were conducted. An update will be provided to the PART Board on the solicitation process and scores from evaluations. The project is funded with FTA CARES Act funding in the current fiscal year and is 100% funded from the CARES Act grant to adhere to the minimum 1% security enhancements when utilizing FTA grant funds.

A resolution is included on page 17 for PART Board consideration.
B. Old Business

1) Informational Item - PART Express Route Modifications
PART staff has been keeping a close look at ridership and services as we continue to adjust to the COVID19 pandemic. A brief overview will be provided to the PART Board that was introduced to the PART Board operations/planning committee on September 9, 2020. There are 3 route modifications that are being introduced and will go into effect between October 19th and November 2nd. This includes

- Shuttle Route 21 – eliminate stop
- Route 2 – Suspend 5:45am morning tripper due to ridership loss
- Route 4 – Suspend mid-day service due to ridership loss

Board Vote: Motion by: ________________________  Second by: _______________________

Vote: For ________________  Against _______________
RESOLUTION AUTHORIZING
THE PART EXECUTIVE DIRECTOR
TO PURCHASE FOUR HEAVY DUTY REPLACEMENT BUSES

WHEREAS, The Piedmont Authority for Regional Transportation (PART) provides PART Express service, and Business Park shuttle services throughout the Piedmont Triad; and

WHEREAS, the fleet vehicles used in daily service require safe and efficient operation to provide daily service to the customers that utilize PART Express; and

WHEREAS, ten (10) heavy duty bus vehicles have exceeded their useful life and is included in the PART 5-Year Capital Budget for replacement in FY2021; and

WHEREAS, PART conducted a solicitation from qualified manufacturers for heavy duty buses in 2020, and the PART Board approved a five-year contract with New Flyer of America for 35’ and 40’ heavy duty Diesel vehicles to support the replacement and expansion bus needs for PART Express service and participating local transit agencies; and

WHEREAS, PART has secured federal funding for fleet vehicle replacement in the amount of $6.768M in FTA Section 5339 funds and has funding in the PART Grants Budget to meet the local match requirements to make the purchase for four replacement buses.

NOW THEREFORE BE IT RESOLVED, the PART Board of Trustees authorize the PART Executive Director to issue a Purchase Order to New Flyer of America for four (4) 40’ heavy duty diesel replacement buses to support the PART Express fleet.

BE IT FURTHER RESOLVED, the PART Board of Trustees authorize the purchase order being issued to New Flyer of America not to exceed the total project budget of $1,960,000 for four replacement buses.

A motion was made by _____________ and seconded by ________________ for adoption of the above resolution, and upon being put to a vote was duly adopted on this 14th day of October, 2020.

I, Dan Besse, PART Chairperson do hereby certify that the above is a true and correct copy of an excerpt for the minutes of a meeting of the Piedmont Authority for Regional Transportation duly held on the 14th day of October, 2020.

Approved: __________________________  Witnessed: __________________________
            Dan Besse                                Thomas E. Terrell, Jr.
            PART Board Chairperson                    PART Legal Counsel

Attest: ________________  Seal: __________________________
        Terry Anderson                      
        PART Administrative Assistant
        Clerk to the Board

14
RESOLUTION APPROVING
THE PART EXECUTIVE DIRECTOR
TO TRANSFER TWO VANPOOL FLEET VEHICLES

WHEREAS, The Piedmont Authority for Regional Transportation (PART) has managed the RideShare and Vanpool Program (RSVP) of the Piedmont since 2000 to promote rideshare services to various employees and employers throughout the Piedmont Triad; and

WHEREAS, PART maintains a fleet of vanpool vehicles that includes 7 passenger minivans and 15 passenger vans to support the leasing and management of the PART Commuter Resources vanpool program with citizens and business that participate in rideshare services for their daily commutes; and

WHEREAS, the COVID19 pandemic has resulted in the loss of rideshare participation to various employees and employers that are adjusting to COVID19 with new telework measures, social distancing measures and some losses of employment to participants of our vanpool rideshare program since March 2020; and

WHEREAS, PART recognizes a loss of thirty vanpool groups due to COVID19 and realizes the length in time that will be needed for vanpool groups to be re-established and societies acceptance to ridesharing; and

WHEREAS, in order to manage our fleet vehicles and recognize the large influx on unused assets for our Vanpool program, PART provided notification to all Urban and Rural public transit providers in North Carolina on the opportunity for vehicle transfers to those in need of additional fleet vehicles; and

WHEREAS, PART has received interest from a NC Community Transportation provider; Beaufort Area Transit to receive the transfer of two (2) 2019 Dodge Caravans that where originally purchased by PART with Federal Transit Administration (FTA) funds and PART funds as detailed below.

- Vehicle 1924. 2019 Dodge Caravan VIN# 2C4RDDBG5KR553752. Mileage 43,066; and

WHEREAS, the NC Community Transportation Systems work directly with NCDOT on vehicle ownership and assignment of vehicle titles for federally funded assets and the 2019 minivans aforementioned would be transferred to NCDOT and assigned to Beaufort Area Transit to meet their needs in providing public transit services to the customers of Beaufort Area Transit; and

WHEREAS, the FTA funds for the vehicle asset will stay with the vehicles being transferred to NCDOT from the PART agency and the local funds will be paid to PART from Beaufort Area Transit on the agreed upon fair market value for both vehicles totaling $8,142.00; and

WHEREAS, PART will work directly with FTA Region IV, NCDOT and Beaufort Area Transit to provide all the documentation as required under C.5010.1E for the request being made to FTA for a transfer of rolling stock, recipient to recipient with associated details to remove the two aforementioned 2019 Dodge minivans from the PART vanpool fleet and transfer to NCDOT.

NOW THEREFORE BE IT RESOLVED, the PART Board of Trustee’s approve the removal of the two vanpool vehicles aforementioned and authorize the PART Executive Director to work with FTA, NCDOT and Beaufort Area Transit to transfer vehicle ownership from the PART Vanpool fleet to NCDOT.
A motion was made by ________________ and seconded by ________________ for adoption of the above resolution, and upon being put to a vote was duly adopted on this 14th day of October, 2020.

I, Dan Besse, PART Chairperson do hereby certify that the above is a true and correct copy of an excerpt for the minutes of a meeting of the Piedmont Authority for Regional Transportation duly held on the 14th day of October, 2020.

Approved: ________________________________  Witnessed: ________________________________
Dan Besse
PART Board Chairperson

Thomas E. Terrell, Jr.
PART Legal Counsel

Attest: ________________________________  Seal:
Terry Anderson
PART Administrative Assistant
Clerk to the Board
RESOLUTION ACCEPTING
THE PART SECURITY SURVEILLANCE CAMERA
PURCHASE FOR THE ADMIN/PASSENGER/MAINTENANCE BUILDINGS

WHEREAS, The Piedmont Authority for Regional Transportation (PART) provides PART Express service, and Business Park shuttle services throughout the Piedmont Triad; and

WHEREAS, one condition of the Federal Transit Administration (FTA) Section 5307 funding to support public transit services is to utilize a minimum of 1% of allocated funds for security enhancements; and

WHEREAS, PART received $6.8M in Section 5307 CARES Act funding for the public transit services, routine capital and maintenance purchases and security enhancement of our program of services; and

WHEREAS, PART has identified the need to enhance our security surveillance camera systems, expand coverage area and update software and hardware systems for surveillance monitoring at the PART administration building, Coble Transportation Center (CTC) passenger building and maintenance building; and

WHEREAS, PART conducted a Request for Proposal (RFP) solicitation for upgrading and enhancing our security surveillance camera systems; and

WHEREAS, PART received a total of nine (9) proposals from qualified firms with one submission being non-responsive, one submission being well outside our budget and two submissions receiving low scores from initial reviews that led to five (5) firms being invited for interviews by the evaluation committee; and

WHEREAS, the final evaluations were conducted following interviews with the highest point earner for evaluations being made available to TBA at meeting – update provided at a total project cost of $TBA TBA.

NOW THEREFORE BE IT RESOLVED, the PART Board of Trustee’s authorize the PART Executive Director to issue a Purchase Order to TBA for the purchase and installation of security camera surveillance hardware and software for the site and buildings of the PART administrative, passenger and maintenance buildings.

A motion was made by _________________ and seconded by _________________ for adoption of the above resolution, and upon being put to a vote was duly adopted on this 14th day of October, 2020.

I, Dan Besse, PART Chairperson do hereby certify that the above is a true and correct copy of an excerpt for the minutes of a meeting of the Piedmont Authority for Regional Transportation duly held on the 14th day of October, 2020.

Approved: __ __ ___________________________  Witnessed: ___________________________
   Dan Besse                  Thomas E. Terrell, Jr.
   PART Board Chairperson   PART Legal Counsel

Attest: __ __ ___________________________  Seal:
   Terry Anderson
   PART Administrative Assistant
   Clerk to the Board
The Piedmont Authority for Regional Transportation
Board of Trustees

Meeting Date: October 14, 2020

Action Requested:

Department Staff Reports – Informational Items

Summary of Information: Attachments yes X no __

Executive Director Updates:

- PART has the following project delays / on hold requiring NCDOT Cash Floor review
  - TDM/Call Center – Annual RideShare Agreement
    - NCDOT Board approved funding at July 2020 meeting
    - NCDOT Grant agreement delayed
  - Vacant position at PART delayed until funding agreement is confirmed
    - The Vanpool program will be going through a “rebuild” in response to COVID19.
    - Fleet inventory will be adjusted and new business approach to ridesharing services will be ongoing over the next several months.
  - SMAP Funding loss / CARES Act funding for Rural service
    - PART has requested CARES Act funding from NCDOT for the loss of SMAP funding in FY2020-21. The funding request was to support the rural services PART operates.
    - Similar to our request last year with FTA funds for rural operations; PART is not recognized by NCDOT as an eligible grant recipient for rural funds managed by NCDOT.
  - Freight Model – Commercial Truck Travel surveying on hold until further notice

- PART Administrative has been COVID19 free. PART Express has had zero COVID19 reports. PART maintenance has had one employee that reported a COVID19 interaction with a family member. No contraction of the illness was received by the maintenance staff member.
  - Driver barriers are being planned for purchase for fleet vehicles in PART Express
  - Additional HVAC filters are being added to fleet vehicles
  - Additional cleaning is being conducted by local staff and third-party contractors

- PART presently has five vacant positions. Two positions are related to our Call Center staff, and call intake is being adjusted with Davidson County transportation and High Point transit while employee search continues.
  - Model Associate has been interviewed with an employment offer underway, Marketing associate search underway, Call Center staff search underway, TDM outreach coordinator on hold with pending NCDOT grant delayed.

Department staff report is on the following pages.
Time Fly’s When You Are Having Fun

Amidst all the challenges society has faced over the last several months, PART continues to meet our mission of enhancing all forms of transportation by Connecting Communities. On September 30th, we recognized our 18-year anniversary of PART Express. Since then we have seen a lot of changes including modifications in service, the development of a Regional Call Center, new Intermodal Transportation Center, vast technological enhancements, and expansion of our fleet. Through our 18 years of providing PART Express we have had hard working and dedicated staff, driver’s, dispatchers, and maintenance personnel making it all happen. We also recognize we could not have done any of this without the support of our member agencies, PART Board of Trustees, and most importantly our customers. A special thank you to everyone who has worked with us over the last 18 years to make PART Express the success it is today.

PART Express Ridership Update

PART Express continues to see gradual increases in ridership. This is likely due to a variety of factors. With the exception of Route 5 – Amtrak Connector, PART has returned all routes to regular service. In addition, changes in the phased reopening of various work sites have increased commuter travel throughout the Triad. We are pleased to report that the agency saw a 12.4% increase. This is especially positive as some reports indicate that 52% of consumers are wary of increases in ridership through October. However, the holiday season (Nov-Jan) has always seen significant decreases in ridership. One additional positive is that more and more evidence is acknowledging that public transit is not a “super-spreader” of the COVID-19 virus as initially believed. Protective measures on PART Express will stay in place to help combat the spread.

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Where Do WE Go From Here

Every transit agency around the globe is asking themselves the same question. Where do we go from here? How do we adjust to the new normal? What is the new normal? What does ridership look like moving forward? Will things ever be like they were before?

As we attempt to answer these questions there is some consensus in the transit community:

- After September 11th, it took 18 months before the airline industry rebounded. Surveys indicate people are more comfortable flying than using public transportation. Recovery is likely a marathon not a sprint.

- Contactless payment technology is a must for transit. Many agencies are even evaluating the elimination of cash payments on transit vehicles all together. PART was well positioned because of the implementation of our TouchPass system in 2018.

- Cleaning protocols are key! Passengers must feel public transit is safe. Reducing their anxieties about the spread of COVID is one of the most important things to encourage ridership. This ranges from disinfecting high touch areas to fumigation and improving ventilation.

- Think outside the box. Agencies have traditionally been cautious about making sweeping changes to service. With the reductions in ridership, funding challenges, and changes in demand; experts are encouraging agencies

Continued Response to COVID-19

PART continues to operate under the special rules and regulations established in May 2020. These guidelines were created in response to guidance and recommendations provided by the Center for Disease Control, local health departments, our partnering agencies, and the American Public Transportation Association. Our goal is to minimize the spread of COVID-19 and associated risks to our drivers, passengers, and community. In addition to our normal cleaning procedures, we utilize a commercial disinfectant on all vehicles in combination with a disinfecting fogger. Hard surfaces in our passenger facilities are also repeatedly cleaned.

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PART’s continued response and policies include:

- Passengers MUST wear dedicated facial coverings (masks, bandanas, etc.) when riding PART Express.
- Passengers should adhere to social distancing when boarding and riding PART Express
- Passengers can pay fares using TouchPass Smartcard/Mobile App or Cash.
- Passengers using cash should use exact fare and will pay for each trip.
- NO Change Cards and NO transfers will be provided.
- Only one passenger is allowed on the bus at a time during boarding.
- NO personal grooming activities allowed while riding the bus or in PART facilities.
- Passengers must have proper hygiene to board the bus.
- Passengers must wear clothing covering their upper and lower torso and shoes.
- NO eating or drinking while riding the bus.
- Passengers must deboard the bus at the end of the line.
- Passengers cannot exhibit any visible signs or symptoms of the Coronavirus in order to ride the bus. Passengers exhibiting symptoms will be asked to deboard.

Impacts to Regional Vanpool Program

PART’s Regional Vanpool Program provides groups of commuters with 7 and 15 passenger vans to use for their daily commute to and from work. The program has served the Triad for over 20 years. It has historically been one of the highest performing vanpool programs in North Carolina. Unfortunately, due to the COVID-19 pandemic, the program has suffered. Prior to April 2020, the program averaged 47 vans in operation; we are currently operating 17. The reasons for the reductions in participation has ranged from commuters working from home to employers concerns about supporting the program. The publics concerns about ridesharing is still very prevalent in many communities and it is unknown how long they will last. Staff is working with organizations such as the Association for Commuter Transportation and Center for Urban Transportation Research to understand how vanpooling programs across the country are rebuilding in a post-COVID environment. Not knowing the long term impact, PART is addressing the excess fleet by reaching out to other state agencies regarding opportunities to transfer vehicles.

www.PARTNC.org
336.883.7278
contactus@partnc.org
Meeting Date: October 14, 2020

Action Requested:

**Chairperson Report**

Summary of Information:

PART Chair, Besse will provide additional updates and news to the PART Board.

| Board Vote: Motion by: ___________________________ | Second by: ___________________________
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