



CHAPEL HILL TRANSIT
Town of Chapel Hill
6900 Millhouse Road
Chapel Hill, NC 27514-2401

phone (919) 969-4900 fax (919) 968-2840
www.townofchapelhill.org/transit

CHAPEL HILL TRANSIT PUBLIC TRANSIT COMMITTEE

NOTICE OF COMMITTEE MEETING AND AGENDA

JUNE 16, 2015 – 11:00 A.M. to 1:00 P.M.

CHAPEL HILL TRANSIT – FIRST FLOOR CONFERENCE ROOM

	PAGE #
1. Approval of May 19, 2105 Meeting Summary	1
2. Employee Recognition	
3. Consent Items	
A. May Financial Report	3
4. Public Forum on FY2015-16 Program of Projects	4
5. Discussion Items	
A. FY2015-16 Budget Development	5
B. Long Range Financial Sustainability Study Update	6
6. Information Items	
A. North South Corridor Study Update	7
B. CMAQ Update	8
C. Procurement Updates	15
D. Tar Heel Express Update	17
E. May Performance Report	18
7. Departmental Monthly Reports	
A. Operations	19
B. Director	21
8. Future Meeting Items	22
9. Partner Items	
10. Next Meeting – August 25, 2015 (11:00 a.m. – 1:00 p.m.)	
11. Adjourn	

**MEETING SUMMARY OF A REGULAR MEETING OF THE PUBLIC TRANSIT COMMITTEE
1ST FLOOR TRAINING ROOM, CHAPEL HILL TRANSIT**

Tuesday, May 19, 2015 at 11:00 AM

Present: Jim Ward, Chapel Hill Town Council
Damon Seils, Carrboro Alderman
Ed Harrison, Chapel Hill Town Council
Brad Ives, UNC Vice Chancellor for Campus Enterprises
Cheryl Stout, UNC Transportation & Parking
Than Austin, UNC Transportation & Parking
Julie Eckenrode, Assistant to Carrboro Town Manager

Absent: Bethany Chaney, Carrboro Alderman

Staff present: Brian Litchfield, Transit Director, Roger Chapin, Assistant Transit Director, Operations, Rick Shreve, Budget Manager, Mila Vega, Transportation Planner, Matt Fayjak, UNC Vice Chancellor for Finance and Administration, Bergen Watterson, Carrboro Transportation Planner

Guests: Lee Storrow – Chapel Hill Town Council, Eric Hyman, Transportation and Connectivity Advisory Board, Michael Parker, Chapel Hill Planning Commission

1. The Meeting Summary of April 28th, 2015 was received and approved.
2. **Employee Recognition** – Brian recognized recent new hires at CHT – Fixed Route – Cindy Lowe, Kimberly Cates, Pedro Ortiz and Tom Dodson, Maintenance Supervisor – Howard Pratt and Mechanic I – Tommy Hawkins. He also recognized Robert Earhart who qualified to compete in the State Bus Roadeo in Concord, NC in June.
3. **Consent Items**
 - A. April Financial Reports – Brian reviewed these for the Partners.
4. **Discussion Items**
 - A. FY 2015-16 Budget Development – Brian reviewed the item for the Partners. He noted that there may be a lapse in the Surface Transportation (SMAP) funding. The Estes Apartments Bus Stop should be back in operation before UNC starts up again in August.

Brian reviewed the funding available for Bus purchase and leasing and reported on the meeting he had with the Chatham County Commissioners regarding the Pittsboro Route. He said they do have some interest in continuing the service. Information will be going out to the public soon.

Jim Ward encouraged more Partner input into the UNC 5 year plan as it is being developed.

- B. Chapel Hill Transit Public Transit Committee Future Meetings – Brian reviewed. The Partners asked to have the November 17th meeting put on the schedule and if it is not needed, it will be cancelled. The Partners also agreed to move the June meeting date to June 16th.

5. Information Items

- A. Long Range Financial Sustainability Study Update – Nelson Nygaard will be here at the June meeting to provide the Capital funding update.
- B. North South Corridor Study Update – Mila reviewed the item for the Partners. Public meetings will be held soon and updates will be provided to the Partners as new information is available.
- C. Procurement Updates - Brian reviewed the information on the Procurement Manual and the regional bus procurement.
- D. April Performance Report – Mila noted that ridership appears to be decreasing slightly. She will research this and report back to the Partners.

6. Departmental Monthly Report

- A. Operations - Brian reviewed this report for the Partners.
- B. Director – Provided for the Partners.

7. Future Meeting Items

8. Partner Items

9. Next meeting – June 16, 2015

10. Adjourn

The Partners set a next meeting date for June 16, 2015
--

3A. May Financial Report

Staff Resource: Rick Shreve, Budget Manager

The monthly financial reports will be provided to the Partners at the meeting. The Town's Business Management Department has just closed the month of May, and the Town's financial system has been down for maintenance: those factors along with the early occurrence this month of the Partners' meeting require that we provide the information at a later date.

4. FY2015-16 Program of Projects

Staff Resource: Tim Schwarzauer, Grants Coordinator
Brian Litchfield, Director

Background

The Federal Transit Administration (FTA) requires recipients of urbanized area formula funds (5307) to publish a Program of Projects and hold a public forum on the proposed program. The notice for the FY2015-16 Chapel Hill Transit Program of Projects was published on May 31, 2015 and no comments have been received to date.

Proposed Program of Projects

The following is a summary of the anticipated projects that CHT will undertake in FY2015-16 utilizing FTA funding:

- Preventive Maintenance/Capital Funds (5307) – \$1,900,000
- State Maintenance Assistance Program funds – \$2,100,000
- Continuation of the HS Route to the Rogers Road community; Continuation of the Pittsboro Express Route; and Continue evening service on the NS and G routes (Job Access and Reverse Commute) – \$201,958
- Continuation of the Senior Shuttle Service – \$108,000
- Purchase 3 replacement vehicles for the Demand Response Service (Elderly and Disabled) – \$146,335
- Purchase 1 replacement maintenance vehicle – \$45,254
- Purchase Mobile Data Terminals for the Demand Response Service – \$70,448
- Conduct the North South Corridor Alternatives Analysis (AA) study along Martin Luther King Jr. Boulevard (Bus and Bus Livability Program) – \$300,000
- Completion of a 10-year strategic and financial plan (5307) – \$200,000
- Funds will be used to purchase maintenance shop lifts – \$202,400

Public Forum Procedures

- Any participant(s) wishing to speak on the proposed subject should sign up in advance on the appropriate speakers list.
- If necessary, CHT staff will make a brief presentation regarding the subject of the hearing prior to receiving comment.
- Speakers will be asked to state their:
 - Name
 - Address
 - Affiliation (if any)
- Speakers will be asked to limit their remarks to 3 minutes.
- Written comments/emails received to date will be made available to anyone wishing to review them.

5A. FY2014-15 Budget Development

Action: 1. Receive information and provide staff with feedback.

Staff Resource: Rick Shreve, Budget Manager
Brian Litchfield, Director

Presentation

- The Chapel Hill Town Council adopted the FY2015-16 budget on June 8th, which included the Chapel Hill Transit budget as recommended by the Chapel Hill Transit Partners Committee (total of \$20,775,015). Staff will update the Partners on the FY2015-16 budget and discuss the following key areas at the Partners meeting:
 - Pittsboro Express.
 - Chatham County and the Town of Pittsboro will be working with Chatham Transit Network to take over the service, and the CHT Partners will no longer be funding this.
 - Capital
 - The adopted budget includes \$760,000 for bus replacements, and \$40,000 to replace service vehicles.
 - A detailed capital discussion will be conducted by Nelson Nygaard staff at the Partners' meeting.

Recommendation

- Partners discuss the information provided in the presentation and provide staff with feedback.

5B. Long Range Financial Sustainability Plan Update

Staff Resource: Rick Shreve, Budget Manager
Brian Litchfield, Director

Overview

The Partners will be introduced to Thomas Wittmann, our new lead on the financial sustainability study from Nelson Nygaard.

A detailed capital discussion will be conducted by Nelson Nygaard staff at the Partners' meeting.

6A. North-South Corridor Study Update

Staff Resource: Mila Vega, Service Planner

Background

The study progresses on schedule and is expected to be completed by the end of this year. Currently, it is in the Detailed Evaluation of Alternatives phase. Preliminary cost estimates and ridership numbers have been developed by the consultant team and reviewed at the technical committee.

The project team is planning to increase its public outreach efforts. A targeted neighborhood meeting was held for the S. Columbia section of the corridor (in the vicinity of Merritt's store). It included local residents and businesses and involved a walk through the area and discussion of conceptual runningway options. The meeting was well attended and resulted in a good discussion of the project.

The team also plans to present to the Downtown Partnership Board at the August 13, 2015 meeting (rescheduled from June 11th). Additional outreach opportunities will be identified throughout the Summer/Fall period.

The consultant team is also working on a visualization video that will help illustrate how different runningway options could be integrated within the corridor and interact with vehicular, bicycle and pedestrian traffic. The video will be available to view at the August Partners meeting.

Next Steps

Receive and review travel time information, estimated costs and ridership projections.

6B. Congestion Mitigation and Air Quality (CMAQ) Grant Revisions

Staff Resource: Mila Vega, Service Planner

Background

Chapel Hill Transit (CHT) was awarded 2011 CMAQ grant for bus replacement. The original application included replacement of two (2) heavy duty diesel buses with two (2) hybrid electric buses. CHT has an urgent need to replace 42 of its 99 fixed route vehicles. As a result, CHT (and GoDurham) submitted grant modification request to the DCHC MPO for the purchase of three (3) clean diesel buses, in place of two (2) hybrid buses.

On June 10th, 2015 the DCHC MPO Board approved Chapel Hill Transit and GoDurham's requests to use CMAQ funding to purchase three clean diesel buses instead of two hybrid buses. Revision request packet submitted to the MPO Board is attached. Since then, the MPO received further guidance from the North Carolina Department of Transportation's (NCDOT) Systems Planning Group. CHT and GoDurham must revise the CMAQ applications using NCDOT emission standards and resubmit the applications to NCDOT by July 15, 2015. We will provide an update once we hear back from NCDOT staff.

Next Steps

- Revise application and submit to NCDOT by 7/15/15.

Attachment

- Grant packet submitted to DCHC MPO



CHAPEL HILL TRANSIT
Town of Chapel Hill
6900 Millhouse Road
Chapel Hill, NC 27514-2401

phone (919) 969-4900 fax (919) 968-2840
www.townofchapelhill.org/transit

Mayor Mark Kleinschmidt, DCHC MPO Board Chair,
and Members of the DCHC MPO Board
101 City Hall Plaza
Durham, NC 27701

Chapel Hill Transit (CHT) was awarded 2011 CMAQ grant for bus replacement. The original application included replacement of two (2) heavy duty diesel buses with two (2) hybrid electric buses. CHT has an urgent need to replace 42 of its 99 fixed route vehicles. CHT is interested in pursuing the purchase of three (3) clean diesel buses, in place of two (2) hybrid buses. We believe this will help maximize the environmental and fiscal impact of these funds.

CHT staff has prepared emission calculations to show the benefit of replacing three (3) buses instead of two (2). The original grant was developed using the EPA Mobile 6 Emissions Modeling Software. That software is no longer available. After researching different available tools and data sources, CHT staff used the Integrated Bus Information System (IBIS). The tool was developed by the University of West Virginia as part of a TCRP Project (see attached). To develop emissions calculations the staff selected Beeline Transit Bus Cycle sample because of similar service characteristics to CHT system. Model output is attached.

The following benefits will be achieved by the modification of the original grant scope:

Replacing three (3) buses instead of two will result in removing more polluting buses from service. According to the calculations, daily reduction in CO equal 0.38 kg, VOC 0.04 kg and NOX 4.30 kg.

It will allow CHT to maintain its robust transit service. As mentioned above, we need to replace a large portion of our fleet in order to maintain service. The funding for fleet replacement is very limited and by suggesting this scope modification, we are maximizing available federal dollars.

The comparison of cost estimates also supports the purchase of three diesel buses versus two hybrid buses as we can replace three buses for the same price as replacing two:

Cost estimate for the purchase of two (2) hybrid buses: \$1,400,000
Cost estimate for the purchase of three clean diesel buses: \$1,350,000

Thank you for considering this request. Please don't hesitate to contact me if you have any questions.

Sincerely,

Brian Litchfield,
Chapel Hill Transit Director



CMAQ PROJECT APPLICATION

FOR NCDOT USE ONLY	
APP ID	STIP ID

IN ORDER TO BE CONSIDERED A COMPLETE APPLICATION PACKAGE, ALL FIELDS MUST BE APPROPRIATELY COMPLETED & REQUIRED ADDITIONAL INFORMATION AS NOTED MUST BE ATTACHED. INCOMPLETE APPLICATIONS WILL BE RETURNED.

GENERAL PROJECT INFORMATION

1 SELECT CMAQ PROJECT TYPE

- STATEWIDE
 REGIONAL
 SUBREGIONAL

2 SELECT MPO/RPO(S)

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Burlington-Graham MPO | <input type="checkbox"/> Hickory MPO | <input type="checkbox"/> NW Piedmont RPO | <input type="checkbox"/> Unifour RPO |
| <input type="checkbox"/> Cabbarus-Rowan MPO | <input type="checkbox"/> High Point MPO | <input type="checkbox"/> Piedmont Triad RPO | <input type="checkbox"/> Upper Coastal Plain RPO |
| <input type="checkbox"/> Capital Area MPO | <input type="checkbox"/> Kerr-Tar RPO | <input type="checkbox"/> Rocky Mount MPO | <input type="checkbox"/> Winston-Salem MPO |
| <input checked="" type="checkbox"/> Durham-Chappel Hill-Carrboro MPO | <input type="checkbox"/> Lake Norman RPO | <input type="checkbox"/> Rocky River RPO | |
| <input type="checkbox"/> Gaston MPO | <input type="checkbox"/> Land of Sky RPO | <input type="checkbox"/> Southwestern RPO | |
| <input type="checkbox"/> Greensboro MPO | <input type="checkbox"/> Mecklenburg Union MPO | <input type="checkbox"/> Triangle RPO | |

3 PROJECT SPONSOR INFORMATION

Agency : Town of Chapel Hill/Chapel Hill Transit
 Contact Name : Brian Litchfield, Assistant Director
 Address : 6900 Millhouse Road Chapel Hill, NC 27510
 Telephone : 919.969.4908
 Email Address : blitchfield@townofchapelhill.org

4 PROJECT INFORMATION

Title : Chapel Hill Transit Bus Replacement Project
 Description : Replacement of 2 heavy duty fixed buses that are beyond their useful life as defined by Federal Transit Administration Guidelines
 Include project details, proposed improvements, purpose, need, how it will provide service, who are the primary stake holders & where it will operate & serve. Attach a sketch design plan of the proposed project which shows the general location.

PROJECT COSTS & DELIVERY SCHEDULE

5 APPLICABLE PROJECT PHASES, FUNDING & YEARS

- CMAQ projects are awarded by Federal Fiscal Years (FFY). FFY run from October 1st of the prior year through September 30th of the next year. For example, FFY 2016 runs from October 1, 2015 through September 30, 2016.
- Cost estimates should reflect anticipated inflation compounded annually at 5% from the current calendar year.
- Minimum 20% match is required for most projects. See 23 U.S.C. §120 paragraph (c) for listing of safety projects that may be funded at up to 100% Federal share.
- In the case of purchasing alternative fueled vehicles (AFV) for general governmental use, CMAQ funding is limited to the cost difference between standard and AFV vehicles. For example, a 2011 Ford Escape lists for \$27,000 and a 2011 Ford Escape Hybrid lists for \$33,000. The total CMAQ-eligible funding for purchase of this AFV would be: \$33,000 - \$27,000 = \$6,000 (subject to local match).

Check box if this project is not typical 80/20 split

Phases(s)	CMAQ \$	Matching \$	Total \$	FFY 2016	FFY 2017
<input type="checkbox"/> Planning, Engineering & Design				<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Right-of-Way				<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Construction				<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Transit Operation				<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Transit Implementation	\$1,021,508.00	\$378,492.00	\$1,400,000.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Non-transit Implementation				<input type="checkbox"/>	<input type="checkbox"/>
Project Total	\$1,021,508.00	\$378,492.00	\$1,400,000.00		

6 ANTICIPATED PROJECT MILESTONE DATES

- Milestone dates must coordinate with funding schedule in Section 5.
- Planning & environmental document; plans, specifications & estimate package; and right of way certification must be complete prior to let date.

Month/Year

- Planning & Environmental document to be complete:
- Plans, Specifications & Estimate package to be complete:
- Right-of-Way acquisition to begin:
- Anticipated let date (opening of bids):
- Anticipated completion date of project (including project close-out & reimbursement of all eligible expenses):

10/2016
9/2017

7 LIST THE SOURCE(S) OF MATCHING FUNDS:

NCDOT 10% or \$140,000
Town of Chapel Hill 17% or \$238,492

8 TRANSIT START-UP INFORMATION

Operation assistance under CMAQ is intended to help start up viable new transportation services that will benefit air quality and eventually cover their own costs. This funding is limited to three years. Other funding sources should supplement & ultimately replace CMAQ funds for operation assistance. Briefly describe how funding will be secured to continue the program after year three. (ATTACH ADDITIONAL SHEET(S) IF NEEDED)

GENERAL PROJECT INFORMATION**9 SELECT NC NONATTAINMENT/MAINTENANCE COUNTY(IES):**

- | | | | | | | | |
|-----------------------------------|-----------------------------------|------------------------------------|------------------------------------|-----------------------------------|--------------------------------------|--|---------------------------------|
| <input type="checkbox"/> Cabarrus | <input type="checkbox"/> Davidson | <input type="checkbox"/> Edgecombe | <input type="checkbox"/> Gaston | <input type="checkbox"/> Haywood* | <input type="checkbox"/> Lincoln | <input checked="" type="checkbox"/> orange | <input type="checkbox"/> Swain* |
| <input type="checkbox"/> Catawba | <input type="checkbox"/> Davie | <input type="checkbox"/> Forsyth | <input type="checkbox"/> Granville | <input type="checkbox"/> Iredell* | <input type="checkbox"/> Mecklenburg | <input type="checkbox"/> Person | <input type="checkbox"/> Union |
| <input type="checkbox"/> Chatham* | <input type="checkbox"/> Durham | <input type="checkbox"/> Franklin | <input type="checkbox"/> Guilford | <input type="checkbox"/> Johnston | <input type="checkbox"/> Nash | <input type="checkbox"/> Rowan | <input type="checkbox"/> Wake |

*Indicates partial county AQ designation

10 SELECT CMAQ-ELIGIBLE IMPROVEMENT TYPE (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Transportation Control Measures | <input type="checkbox"/> Extreme Low-Temperature Cold Start Programs |
| <input type="checkbox"/> Alternative Fuels | <input type="checkbox"/> Congestion Relief & Traffic Flow Improvements |
| <input checked="" type="checkbox"/> Transit Improvements | <input type="checkbox"/> Bicycle/Pedestrian Facilities & Programs |
| <input type="checkbox"/> Transportation Management Associations | <input type="checkbox"/> Carpooling & Vanpooling |
| <input type="checkbox"/> Freight/Intermodal | <input type="checkbox"/> Diesel Engine Retrofits |
| <input type="checkbox"/> Idle Reduction | <input type="checkbox"/> Training |
| <input type="checkbox"/> Travel Demand Management | <input type="checkbox"/> Public Education & Outreach Activities |
| <input type="checkbox"/> I/M Programs | <input type="checkbox"/> Experimental Pilot Projects |

11 IF TRANSPORTATION CONTROL METHOD, CHECK THE ALLOWABLE TYPE(S):

- Programs/ordinances to facilitate non-automobile travel, provision/utilization of mass transit & general reduction of the need for SOV travel, as part of transportation planning & development efforts of a locality, including programs & ordinances applicable to new shopping centers, special events & other centers of vehicle activity
- SOV travel, as part of transportation planning & development efforts of a locality, including programs & ordinances applicable to new shopping centers, special events & other centers of vehicle activity
 - Programs for improved public transit
 - Restriction of certain roads or lanes to, or construction of such roads or lanes for use by, passenger buses or HOV
 - Employer-based transportation management plans, including incentives
 - Trip-reduction ordinances
 - Traffic flow improvement programs that reduce emissions
 - Fringe & transportation corridor parking facilities serving multiple-occupancy vehicle programs or transit services
 - Multiple-occupancy vehicle programs or transit service
 - Programs to limit/restrict vehicle use in downtown areas/other areas of emission concentration during peak periods
 - Programs for the provision of all forms of high-occupancy, shared-ride services
 - Programs to limit portions of road surfaces/certain sections of metro area to the use of non-motorized vehicles or pedestrian
 - Programs for secure bicycle storage facilities & other facilities, including bicycle lanes in both public & private areas
 - Programs to control extended idling of vehicles
 - Reducing emissions from extreme cold-start conditions
 - Employer-sponsored programs to permit flexible work schedules
 - Public Education & Outreach Activities

12 IF TRANSIT IMPROVEMENT, SPECIFY HOW SERVICE WILL BE IMPROVED:

- New facilities associated with a service increase New vehicles used to expand the transit fleet
 Operating assistance for new service (limit three years) Fare subsidies as part of program to limit exceedances of NAAQS

13 EMISSIONS REDUCTION CRITERIA

QUANTATIVE analysis of air quality impacts is required for most project types. **QUALITATIVE** analysis is only allowable when it is not possible to accurately quantify emissions benefits, such as public education, marketing & other outreach efforts, which can include advertising alternatives to SOV travel, employer outreach & public education campaigns. The qualitative analysis should be based on a reasoned & logical determination that the project/program will decrease emissions & contribute to attainment or maintenance of NAAQS. The primary benefit of these activities enhanced communication & outreach that is expected to influence travel behavior & air quality.

- Indicate the type of analysis completed: **QUANTITATIVE** **QUALITATIVE**

- Describe the method used to estimate the emissions reduction and show calculations:
(ATTACH ADDITIONAL SHEET(S) IF NEEDED)

The table of calculations is attached. The calculation compared the emissions from the current buses with the emissions for the replacement hybrid buses.

Emissions g/day = 2 buses * 119 VMT/bus/day * emission factor for pollutant (g/mile)

For **QUANTATIVE** analyses, list the expected daily emissions **BEFORE** and **AFTER** project implementation:

Pollutant	Daily Emissions Before (kg)	Daily Emission After (kg)	Daily Emissions Reduction (kg)
Carbon Monoxide (CO)	0.38	0.25	0.13
Volatile Organic Compounds (VOC)	0.06	0	0.06
Oxides of Nitrogen (NOx)	1.99	1.05	0.94
Total	2.43	1.3	1.13

14 MISCELLANEOUS

- For construction of trails, has the Department of Interior been contacted? Yes No N/A
 • Is the fare/fee subsidy program part of a broad program to reduce emissions? Yes No N/A
 • Will the ITS project conform to the National ITS architecture? Yes No N/A

15 SUPPORTING INFORMATION CHECK LIST

Check supporting information included as attachment(s) to this application:

- MPO/RPO Support Resolution (Required for SUBREGIONAL proposals)
 Additional project description and/or details
 Map of general project location
 Complete emissions calculations
 Any assumptions used
 Other, please specify:

16 MPO/RPO PRIORITY INFORMATION

This project has been prioritized by the MPO/RPO and received the following ranking among all CMAQ requests (UNRANKED APPLICATIONS WILL NOT BE PROCESSED): 8

17 SUBMIT APPLICATION

- **SAVE APPLICATION AND ALL ATTACHMENTS IN A SINGLE PDF DOCUMENT**
 • **ENTER APPROPRIATE PROPOSAL DETAILS AND UPLOAD PDF APPLICATION IN PARTNER CONNECT BY OCTOBER 31, 2011**

If Used for Replacement Vehicles:					Difference between:			
Old Bus Emissions	Old Diesel (OD)	Old Diesel (OD)	New Diesel (ND)	Hybrid Electric (HE)	3OD minus 2OD	2HE minus 3ND	2HE minus 2OD	3ND minus 3OD (revision request)
Number of Buses	3	2	3	2				
VMT/bus/day	119	119	119	119				
Total Bus VMT/day	357	238	357	357				
Miles/Gallon	4.0	4.0	4.34	4.98				
Gallons of Fuel/yr	32,165	21,444	29,942	26,094				-2,223
CO Emission Factor g/mile	3.21	3.21	2.15	0.04				
VOC Emission Factor g/mile	0.246	0.246	0.14	0.01				
NOX Emission Factor g/mile	19.66	19.66	7.62	7.86				
Bus CO kg/day	1.15	0.76	0.77	0.01	0.38	-0.75	-0.75	-0.38
Bus VOC kg/day	0.09	0.06	0.05	0.00	0.03	-0.05	-0.05	-0.04
Bus NOX kg/day	7.02	4.68	2.72	2.81	2.34	0.09	-1.87	-4.30



Home (/) Search Database (/search/) Life Cycle Costing (/cost/) Logout (/accounts/logout/)

New Fleet (/predict/fleet/) Show Fleets (/predict/)

Fleet Name

Model Year	Engine Technology	Average Annual Miles	Driving Cycle	Quantity	MPG	Group Emissions (g/mi)				
						NOx (Oxides of Nitrogen)	PM (Particulate Matter)	HC (Hydrocarbons)	CO (Carbon Monoxide)	
2000	Ultra-Low Sulfur Diesel (ULSD)	42840	Beeline Transit Bus Cycle	3	4.04	19.66	0.24	0.13	3.21	
2010	Ultra-Low Sulfur Diesel (ULSD)	42840	Beeline Transit Bus Cycle	3	4.34	7.62	0.14	0.69	2.15	
2010	Diesel Electric Hybrid	42840	Beeline Transit Bus Cycle	2	4.98	7.86	0.01	0.02	0.04	

[Help Me Choose \(/predict/cycles\)](#)

A fleet consists of one or more groups of buses which have similar manufacture, features, and usage patterns. Add groups to the fleet until all buses are accounted for.

	Fuel	NOx (Oxides of Nitrogen)	PM (Particulate Matter)	HC (Hydrocarbons)	CO (Carbon Monoxide)	CO2 (Carbon Dioxide)	
Distance Specific Emissions	4.36 MPG	12.2	0.146	0.312	2.02	2210	g/mi
Annual Emissions	78600 gal	4180	50.0	107	692	756000	kg

6C. Procurement Updates

Staff Resource: Buck Marks, Procurement Specialist

Procurement Manual

- **Overview:** The Federal Transit Administration (FTA) conducted a Triennial Review of Chapel Hill Transit on August 25-27, 2014. As part of the review we had a finding in the area of Procurement that required Chapel Hill Transit to develop and implement updated procurement policies and procedures that are consistent with FTA requirements (4220.1F).
- **Update:** In mid-February, Transit hired a Consultant (SG) that specializes in procurement system development and training to assist in developing a comprehensive Procurement Manual. The firm began work in late February.
- Transit submitted the required procurement policy to FTA on May 29, 2015. FTA responded on June 7, 2015 asking for some changes and additions. Transit staff will start working on those requests very soon.
- The FTA policy task is just the first step in creating a comprehensive Procurement Manual. Subsequent tasks will incorporate Town and State procurement requirements for non-federally funded purchases and integrate them with the FTA requirements.
- Transit and the Consultant are planning a Procurement Manual kick-off meeting with BMD and senior Transit managers and division staff for the week of July 15. This workshop will tackle a variety of important issues related to coordination between Transit and BMD. It will involve working sessions with division managers and staff to introduce procurement concepts essential for an effective procurement system. The working sessions will also be used by the Consultant to get information about current practices and as a key ingredient for understanding how the procedural tools can best be designed.
- The project is scheduled to be completed at the end of August.

Regional Bus Procurement

- Chapel Hill Transit continues to take the lead role in development of the Bus Procurement Invitation for Bid (IFB). Transit is developing some tools to track resolved and unresolved issues and completion of IFB sections to keep the parties moving forward.
- Transit sent its latest version of the Bus Procurement IFB to GoDurham and GoTriangle on June 9, 2015. Transit then held the first review meeting with City of Durham Procurement and others on June 11, 2015 to review, edit, and finalize the solicitation documents. The meeting was more an orientation and planning session, so the group

covered a limited number of pages. Transit expects that it will take another three to four longer work sessions to work out all of the issues and obtain consensus.

- While the group was reluctant to set a date for when the IFB will be published, there was a general yet tentative consensus that mid-July is possible.
- GoTriangle, GoDurham and Transit completed the 150-page technical specifications and related pricing sheets on June 3, 2015. That section now needs to be integrated with the rest of the IFB package.
- GoTriangle and Transit completed a draft of the General Contract Provisions portion of the IFB on May 22, 2015. It was sent to the City of Durham Attorney for review. No date has been set for the three parties to finalize the document. Transit has taken on the responsibility that the Provisions are correctly integrated with the rest of the IFB package.

6D. Tar Heel Express Update

Staff Resource: Brian Litchfield, Director

Background

Chapel Hill Transit provides express bus service from Park and Ride locations around Chapel Hill and Carrboro to University of North Carolina at Chapel Hill home football games, home men's basketball games and other special events. Park and Ride locations vary based on the event; however, they generally consist of Friday Center, Southern Village, Jones Ferry and University Place (formerly University Mall). As was discussed last year, due to the reconstruction at University Place and several new tenants, including a theater and restaurants, the Mall does not believe they will have adequate space to accommodate a full Park and Ride operation and the needs of their tenants. The Mall will not serve as a Park and Ride location for the upcoming season.

Next Steps

Chapel Hill Transit staff and University of North Carolina at Chapel Hill staff are meeting to discuss options for the upcoming season. We will provide an update to the Partners at the August meeting.

6E. May Performance Report

Staff Resource: Mila Vega, Service Planner

- The May Performance Report will be provided to the Partners at the June 16, 2015 meeting.

7A. Operations

Staff Resource: Tyffany Neal, Operations Manager - Demand Response

Fourth of July Holiday

- Chapel Hill Transit services will operate a Saturday schedule on Friday, July 3rd, 2015, in observance of the 4th of July (Independence Day) holiday. Chapel Hill Transit will not provide any service on Saturday, July 4th, 2015. CHT services will resume on Sunday, July 5th, 2015 (EZ Rider only).
- Notices will be posted on vehicles, along with a press release and social media messages.

Demand Response – Tyffany Neal

- Demand Response's On-Time Performance (OTP) for the month of May 2015 – 93.12%
- Demand Response's Cancellations for the month of May 2015 – 24.06%
- Demand Response had four (4) Missed Trips in May 2015 – 0.11%
- Demand Response had zero (0) preventable accidents in May 2015. Currently, Demand Response has been preventable accident-free for 180+ days and recently celebrated such accomplishment on June 12th, 2015. Demand Response has not had a preventable accident since December 2014.
- The North Carolina Public Transportation Association's (NCPTA) awarded Demand Response the "Urban Dial-A-Ride Safety Award 2015." This statewide award is presented annually for the transit system with the best overall safety record (in each category). This is the 4th consecutive year Demand Response has won this award!
- Tyffany Neal, Operations Manager – Demand Response, attended a statewide ADA training in Greensboro, NC, on May 20th, 2015.
- Tyffany Neal was recently accepted into the 3rd American public Transportation Association's (APTS's) Early Career Program Class of 2016. This competitive, year-long program provides an opportunity for Transit Managers in the early stages of their career to develop leadership and transit skills.

Fixed Route – Tyffany Neal

- May was National Bike Month and many events were planned in the Chapel Hill/Carrboro communities in support to encourage everyone to use bicycles for work, errands or recreation. There were several events planned throughout the communities including Chapel Hill - Carrboro Bike Swap (held at the Carrboro Farmer's Market) and Go-Chapel Hill Bike Outreach (various locations). Special thanks to Operators Akalema Pherribo, Jackie Brown and Greg Alston for their support and participation for the various events.
- The Triangle's annual Valor Games were held May 19th – 21st, 2015, throughout the Triangle communities. Special thanks to Supervisors Richard Roberts and Shanika Nickerson as well as Operators Jackie Brown and Greg Alston for their support and participation during this year's events.

- Fixed Route welcomed three (3) new trainees to CHT on May 18th, 2015. They are currently still in training and are expected to graduate at the end of the month (June 2015).
- Fixed Route Supervisors Joe McMiller and Melissa Tillman attended a statewide ADA training in Greensboro, NC, on May 20th, 2015. Tyffany Neal, Operations Manager – Demand Response, also attended this training.
- Fixed Route promoted two (2) trainees to full-time positions on May 21st, 2015. They celebrated their promotions with a graduation celebration prior to beginning revenue service.
- Fixed Route Operators Javius Newman, Ricky Hunter and Robert Earhart placed 1st, 2nd and 3rd (respectively) in the bus category of our annual Regional Roadeo. These Operators also competed in the annual NCPTA’s State Roadeo held June 7th, 2015.
- Fixed Route’s On-Time Performance (OTP) for the month of May 2015 – 83%; May 2014 – 86%
- Operations/Safety Meetings were held on May 27, 2015. During these meetings, we discussed the Personnel Ordinance Revisions (Proposed Conflict Resolution Process) and a representative from the Ombuds office presented information to our employees about the Ombuds office.

7B. Director

Staff Resource: Brian Litchfield

- The June Director's Report will be provided at the meeting on June 16, 2015.



CHAPEL HILL TRANSIT
 Town of Chapel Hill
 6900 Millhouse Road
 Chapel Hill, NC 27514-2401

phone (919) 969-4900 fax (919) 968-2840
www.townofchapelhill.org/transit

**CHAPEL HILL TRANSIT PUBLIC TRANSIT COMMITTEE
 FUTURE MEETING ITEMS**

June 16, 2015

July 2015 No Meeting	
Action Items	Informational Items
August 25, 2015 11:00 a.m.	
Action Items	Informational Items
	AA Study Update Financial Sustainability Study Update
September 22, 2015 11:00 a.m.	
Actions Items	Informational Items
	AA Study Update Financial Sustainability Study Update

<u>Key Meetings/Dates</u>
TCC Meeting – June 24, 2015, 9-11AM, Committee Room, Durham City Hall
APTA Transit Board Members & Board Support Seminar - July 18-21, 2015, Denver, CO
TCC Meeting – July 22, 2015, 9-11AM, Committee Room, Durham City Hall
APTA Sustainability & Public Transportation Workshop – August 2-4, 2015, Portland OR
MPO Board – August 12, 2015, 9-11AM, Committee Room, Durham City Hall