



Transportation

To: Durham County Board of County Commissioners
From: Brandi Minor, Staff Working Group Administrator
Subject: FY 2025 Durham Annual Transit Work Program Global Agreements
Date: June 10, 2024

Background and Purpose

The Durham Staff Working Group (“SWG”) develops an annual Work Program in accordance with the requirements set forth in the 2023 Interlocal Agreement (“ILA”) that was adopted by the Durham Board of County Commissioners (“BOCC”), the GoTriangle Board of Trustees, and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (“DCHC MPO”).

The FY 2025 Durham Annual Transit Work Program (“Work Program”) is the annual budget for the Durham Transit Plan and includes the projected revenues, expenditures, as well as a Multi-Year Operating and Multi-Year Capital Improvement Plan. The Work Program was approved by the BOCC on April 8, 2024, and is expected to be approved by the GoTriangle Board of Trustees on June 26, 2024.

To be eligible to receive reimbursement for project expenditures identified in the Work Program, Durham County must enter into Global Operating and Capital Agreements (“Global Agreements”) with GoTriangle, the Administrator of the Triangle Tax District, and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization for projects that have been awarded federal funding. A global agreement is an operating or capital funding agreement that encompasses a discrete logical grouping of capital projects, transit operations or studies.

The operating agreement is an agreement between Durham County (“County”), who has been tasked to provide a discrete project, and the Tax District, which states the details of the service to be provided and detailed expectations on funding, responsibilities, schedule, and performance. This agreement will adhere to any and all standards outlined in the Comprehensive Participation Agreement (“CPA”) that was adopted by the governing bodies in May 2023 and June 2023.

The capital agreements are agreements between agencies to provide funding in support of specified capital improvements. These agreements will include details of the capital improvements to be provided and detailed expectations on Work Program resource funding,

responsibilities, schedule, and performance. These agreements will also adhere to any and all standards outlined in the CPA.

All agreements will require the County to provide reports on deliverables included in the exhibits, updates on the financial status, a description of physical progress, an assessment of risks that may impact delivery of the projects, and a forecast of anticipated deviations from project scope, schedule, and budget baselines.

Fiscal Impact

The Work Program identifies and provides funding for eight (8) Durham County sponsored projects:

1. Durham County Transportation Plan Management
2. Staff Working Group Administrator
3. Durham County ACCESS Service
4. Durham County Employment and Education Access
5. Durham Transit Tracker
6. East Durham Grade Crossing Study
7. DC Access to Transit
8. Fast 2 Study

The FY25 funding appropriations are shown in the table below:

Project Type	Description	Prior Year Balance	FY25 Approriation
Operating	Durham County Transportation Plan Management	\$ -	\$ 247,515
Operating	Staff Working Group Administrator	\$ -	\$ 62,628
Operating	Durham County ACCESS Service	\$ -	\$ 256,800
Operating	Durham County Employment and Education Access	\$ -	\$ 75,751
Operating	Durham Transit Tracker	\$ 90,000	\$ -
Capital	East Durham Grade Crossing Study*	\$ 600,000	\$ -
Capital	DC Access to Transit	\$ 150,000	\$ -
Capital	FAST 2 Study	\$ 110,000	\$ -
	TOTAL	\$ 950,000	\$ 642,694

**The East Durham Grade Crossing Study was awarded federal funding, therefore the DCHC MPO will also serve as a party to the project.*

The global agreements will allow the County to request reimbursement in FY25 of up to \$1,592,694 for the specified operating and capital projects.

Most of the funding is already incorporated in Durham County’s FY24 budget or has been requested in the FY25 budget so a budget amendment is not necessary at this time.

The DC Access to Transit project was programmed to potentially provide funding for a sidewalk extension and bus stop on Mineral Springs Road in coordination with a NCDOT highway project. Since this is subject to NCDOT’s project delivery schedule and subject to NCDOT’s application of its Complete Streets Policy, the timing and funding need is uncertain, so it has not been incorporated into the County budget. If needed, a budget amendment will be proposed in the future.

The reimbursement requests will be prepared in accordance with the Financial Policies & Procedures Manual set forth and approved by the SWG; and will be submitted to GoTriangle on a quarterly basis to request reimbursement of applicable Work Program expenditures. This request will include all requested supporting documentation (invoices, salary/benefit reports, etc.) to support the claim.

Global Agreements for GoTriangle

Per the ILA, the County serves as a party to the agreements for all Work Program projects sponsored by GoTriangle. To be eligible to receive reimbursement for project expenditures identified in the Work Program, GoTriangle must enter into Global Agreements with Durham County and the DCHC MPO, as appropriate when federal funding has been awarded. These agreements will adhere to all standards outlined in the CPA. All agreements will require GoTriangle to provide reports on deliverables included in the exhibits, updates on the financial status, a description of physical progress, an assessment of risks that may impact delivery of the projects, and a forecast of anticipated deviations from project scope, schedule, and budget baselines.

The global agreements will allow GoTriangle to request reimbursement for FY25 expenditures of up to \$10,455,422 for the operating and capital projects identified in the Work Program. GoTriangle may also request reimbursement for any carryover capital projects identified in the Work Program.

Action Requested

The SWG requests the Durham Board of County Commissioners to approve the following agreements:

Durham County projects:

1. Global Operating Funding Agreement for Operations and Maintenance between Durham County and GoTriangle;
2. Global Capital Funding Agreement for Capital Infrastructure between Durham County and GoTriangle;
3. Global Capital Funding Agreement for Capital Infrastructure with Federal Funding between Durham County, GoTriangle, and Durham-Chapel Hill-Carrboro Metropolitan Planning Organization.

GoTriangle projects:

4. Global Operating Funding Agreement for Operations and Maintenance between GoTriangle and Durham County;
5. Global Capital Funding Agreement for Capital Infrastructure between GoTriangle and Durham County;

6. Global Capital Funding Agreement for Capital Infrastructure with Federal Funding between GoTriangle, Durham County, and Durham-Chapel Hill-Carrboro Metropolitan Planning Organization.