



CHAPEL HILL TRANSIT
Town of Chapel Hill
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CHAPEL HILL TRANSIT PUBLIC TRANSIT COMMITTEE

NOTICE OF COMMITTEE MEETING AND AGENDA

JANUARY 27, 2015 – 11:00 A.M. to 1:00 P.M.

CHAPEL HILL TRANSIT – FIRST FLOOR CONFERENCE ROOM

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

Tuesday, November 18, 2014 at 11:00 AM

Present: Jim Ward, Chapel Hill Town Council
Matt Czajkowski, Chapel Hill Town Council
Ed Harrison, Chapel Hill Town Council
Damon Seils, Carrboro Alderman
Bethany Chaney, Carrboro Alderman
Cheryl Stout, UNC Public Safety
Than Austin, UNC Transportation Planner
Julie Eckenrode, Assistant to Carrboro Town Manager

Absent:

Staff present: Brian Litchfield, Transit Director, Roger Chapin, Assistant Transit Director, Operations, Rick Shreve, Budget Manager, Bruce Heflin, Special Projects, Flo Miller, Chapel Hill Deputy Town Manager
Tina Moon, Carrboro Planning Administrator

Guests: Tim Payne and Christina Barone - Nelson Nygaard, Michael Parker

1. The Meeting Summary of October 21, 2014 was received and approved.
2. **Employee Recognition** – Brian recognized Cheona Boyd a new hire Fixed Route supervisor, Mark Rogers a newly promoted Demand Response Supervisor and Tiffany Tapp recently promoted from Demand Response Operator to Administrative Assistant for ADA Certifications in Demand Response.
3. **Consent Items**
 - A. October Financial Reports – Rick reviewed these for the Partners.
4. **Discussion Items**
 - A. Long Range Financial Sustainability Plan Update – Brian introduced the presentation by Nelson Nygaard. Mr. Payne presented the Partner Priorities and draft Financial Model. Nelson Nygaard has taken the financial model out to 2025-26. During the discussion of revenue, the Partners directed CHT staff to continue discussions with TTA staff regarding moving Orange County Bus & Rail Improvement Plan(OCBRIP) money forward for the purchase of buses. The Partners are willing to join the conversation in the future if needed. There was also a question as to whether changes can be made at some point in the Implementation Agreement for the OCBRIP. Staff will ask CHT and TTA legal counsel to review this.

The Financial Model included a 1% increase in Operating costs per year. Matt Czajkowski noted that the 1% would not be enough for new development in the Town and that there should be more collaboration between the Town and CHT regarding transit for each new development.

Mr. Payne also presented the cost differences between outright purchasing of buses and leasing buses. There was a question about implementing fares to help with costs. Staff is preparing an analysis regarding fares and a draft will be provided in January.

Mr. Payne also presented a review of the Peer Review that Nelson Nygaard conducted.

The next steps include a presentation to the Chapel Hill Town Council in January. Other presentations to Carrboro and UNC will be scheduled.

- B. Triennial Review Update – Brian reviewed the results of the review with the Partners.

5. Information Items

- A. North South Corridor Study Update – This report was provided for the Partner’s information.
- B. October Performance Report – This report was provided for the Partner’s information.

6. Departmental Monthly Report

- A. Operations - Provided for the Partners.
- B. Director – Brian reviewed Estes Park repair and bus turn around status. He also noted that he will be meeting with TTA staff to determine when they can return to give an update to the Partners on the rebranding. Brian reported that funding talks for the PX route will begin in January. UNC asked for a firm response on that funding by March.

7. Future Meeting Items

8. Partner Items

9. Next meeting – January 27, 2015

10. Adjourn

| |
|---|
| The Partners set a next meeting date for January 27, 2015 |
|---|

3A. December Financial Report

Staff Resource: Rick Shreve, Budget Manager

December 2014

- Expenses for the month of December were \$1,460,040. Along with the encumbrances, which are heavily weighted towards the beginning of the fiscal year, approximately 45.72% of our budget has been expended or reserved for designated purchase (e.g. purchase orders created for vehicle maintenance inventory supplies encumber those funds, and show them as unavailable for other uses).

Highlights

- This data reflects the mid-point in the fiscal year, and as such, is closely in line with our projections. This aggregation of expenses and encumbrances is consistent with years past, and is perfectly in line with what we would expect at this point in the year.
- We have a number of vacant positions that account for some of our personnel expenses running below budget, but we are in various stages of hiring processes to fill these positions. Other projects and contracted services will result in larger payment towards the end of the year, balancing out the fact that we have thus far spent below budget for the year.
- The attached data exhibits the financial information by division within CHT, and should be a useful tool in monitoring our patterns as the year progresses, and is a high-level representation of the data used by our division heads.
 - It is worth noting that the “Special Events” line is mostly comprised of Tar Heel Express expenses, and the line labeled “Other” is comprised primarily of special grant-funded expense lines that are not permanent fixtures in the division budgets.

Fuel

The worldwide market for fuel has taken an unexpected downward turn this year, counter to what we saw in the futures markets, from major economists, or other financial prognosticators as we were preparing the budget last year. In years past, we have locked in annual contracts for diesel and gasoline, to spare our organization from spikes in the market, which has generally served us well. At present, the world market is experiencing very low prices for these products, and for the first time in years, our average contract expense is higher than available rack prices. Chapel Hill Transit has been utilizing fuel contracts since FY08-09 and prior to the recent downturn around 85% of our fuel deliveries were taken at contract prices lower than the spot market price.

This table illustrates our recent history with fuel pricing:

| | FY12-13 | | FY13-14 | | FY14-15 | | Typical Annual Purchase (gal.) |
|----------|-------------------------------|---------------------------|-----------------------|---------------------------|-------------------------------|---------------------------|--------------------------------|
| | Average Contract Price (gal.) | Average Rack Price (gal.) | Contract Price (gal.) | Average Rack Price (gal.) | Average Contract Price (gal.) | Average Rack Price (gal.) | |
| Diesel | \$ 3.11 | \$ 3.20 | \$ 3.14 | \$ 3.31 | \$ 3.06 | \$ 2.40 | 600,000 |
| Gasoline | \$ 3.16 | \$ 2.99 | \$ 2.91 | \$ 3.17 | \$ 2.89 | \$ 1.98 | 60,000 |

In FY12/13 we developed a strategy for procuring fuel contracts with the Town’s Business Management Department (BMD), Legal, and the Manager’s Office which included establishing the following priorities to guide the strategy and meet the goal of a sustainable fiscal future: stability, savings, legal and due diligence, timing, documentation, past performance and mutual recommendation. We believe that these guidelines are appropriate for the upcoming year. As we have done for the past couple of years, we will continue to monitor fuel prices, and at the appropriate time, Transit staff will work closely with BMD to lock in favorable rates for next year, based on our established priorities (see attached memo).

Attachment

- Memo to Town Manager on Gasoline Contract for FY14-15

MEMORANDUM

TO: Roger L. Stancil, Town Manager

FROM: Brian M Litchfield, Transit Director
Ken Pennoyer, Business Management Director

SUBJECT: FY14-15 Fuel Contract for Transit

DATE: May 21, 2014

PURPOSE

The purpose of this memo is to recommend authorization of a fuel contract(s) for FY 2014-15 for Transit, consistent with the priorities established by Transit, Business Management and Manager's Office and the Council's goal of setting course for a sustainable fiscal future.

BACKGROUND

Purchasing over 660,000 gallons (over 10% of Transit's total budget) of fuel per year, Chapel Hill Transit (CHT) is the largest fuel user within the Town of Chapel Hill and one of the largest in the Triangle. Since FY 2008-09 CHT has effectively purchased eight fuel contracts, to minimize the effect of volatility on the Transit budget and minimize fuel expenses. CHT, Business Management and Manager's Office have worked closely to establish and secure these contracts.

DISCUSSION

In mid-February 2012, staff from CHT, Business Management and Manager's Office met to establish a strategy for achieving fuel contracts. The group established the following priorities to guide the strategy and meet the Council's goal of a sustainable fiscal future:

Stability: the U.S. Energy Information Administration (EIA) expects that the price of crude oil, which averaged around \$108 per barrel in 2013, will average about \$101 and \$105 per barrel in 2014. The EIA expects that uncertainties in the short-term global petroleum supply forecast will impact crude prices and expect the annual average diesel fuel retail price to be around \$3.85 per gallon, for 2014/15 and \$3.45 for gasoline. Some price volatility is expected to continue throughout 2014. Entering into a fuel contract for FY 2014-15 will provide a set price for the budget period, protecting from volatility and price spikes.

Savings: since CHT has saved over \$800,000 using fuel contracts (spot market v. contract). The draft FY 2014-15 budget is projecting an average cost of \$3.11 per gallon for diesel. Entering into a fuel contract for FY 2014-15, below \$3.11 per gallon (guaranteed fixed price - FOB destination) will likely provide savings for the next budget year and some protection against price fluctuations.

Past Performance: CHT has taken over 240 fuel deliveries using fuel contracts since FY 2008-09 and over 90% of the time the contract price has been lower than the spot market price. During this time period, the contract prices have been, on average, almost 10% under the spot market price.

| Chapel Hill Transit Fuel Contract Summary | | | | |
|---|-----------|---------|------------------------|--------------------|
| Year | Fuel Type | Gallons | Contract \$ per Gallon | Avg. Spot Market S |
| FY09 | Diesel | 208,000 | \$1.42 | \$1.54 |
| FY10 | Diesel | 600,000 | \$1.69 | \$2.02 |
| FY11 | Diesel | 600,000 | \$2.45 | \$3.03 |
| FY12 | Diesel | 300,000 | \$2.99 | \$3.15 |
| FY12 | Diesel | 300,000 | \$3.00 | \$3.15 |
| FY12 | Gasoline | 60,000 | \$2.90 | \$2.93 |

Timing: while a number of market forces influence fuel prices, historically January-June have been the best months for entering long-term fuel contracts, as the heating season comes to an end and the demands of spring construction/farming and the summer driving season have not started affecting market prices. CHT staff monitors several market reports, including information provided by the EIA to assist in determining the most reasonable time to enter into fuel contracts. Based on current market trends and continued volatility in the market we believe that locking-in a price for up to half of our annual fuel requirements is a reasonable and prudent. CHT will continue to monitor prices to determine if additional fuel contracts are needed.

The proposed contract will be paid from next year’s budget which has not been approved. A “non-appropriation” clause will be included in the contract to protect the Town from the possibility that Council does not appropriate funding for this contract in the FY14-15 budget.

Documenting Performance: CHT will monitor performance on an ongoing basis and provide updates to the Manager, Business Management and CHT Partners. The primary method of monitoring will be a comparison of spot market prices with the contract price at delivery.

Legal and Due Diligence: CHT competitively procures contracts consistent with Town and State purchasing guidelines. Contract with fuel suppliers are reviewed and approved by Town Legal and Business Management. CHT will purchase from an approved contractor on a State of North Carolina contract for diesel.

RECOMMENDATION

We recommend that the Town Manger authorize CHT staff to execute a fuel purchase contract with an approved vendor for 65,000 gallons of gasoline at or below \$2.90 per gallon (FOB destination) for CHT for FY 2014-15.

4A. EZ Rider Customer Application Update

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

Staff Resource: Tyffany Neal, Operations Manager - Demand Response

Background

Chapel Hill Transit provides origin-to-destination paratransit service (EZ Rider) to eligible individuals who are unable to use the accessible fixed route system due to their disability, in accordance with the Americans with Disabilities Act (ADA) of 1992.

A key focus of ADA was to increase the accessibility of fixed route systems. For individuals with disabilities who are unable to ride fixed routes, the ADA requires that paratransit (EZ Rider) services be provided at a level of service comparable to the fixed route system. Not all persons with disabilities are eligible for ADA complementary paratransit services. This complementary service is only provided for those who are unable to access a fixed route system.

As a requirement of ADA, providers must have an eligibility process that does not place unreasonable administrative burdens on the applicant. This process should be based on evaluation of functional criteria and can include an application, interviews and testing. This process is not based on medical or diagnostic criteria – in other words, it doesn't matter what your diagnosis is, it matters what your functional ability is. This process must also include an application, which must be provided in an accessible format.

A determination of eligibility must be made within 21 calendar days of receipt of a completed application. A Registered Health Care Professional is required to document information on the application regarding the applicant's disability. Eligibility time periods range anywhere from 30 days up to 4 years depending on the applicant's abilities. Paratransit providers are required to recertify customers at reasonable intervals, EZ Rider currently requires recertification at no more than four (4) years.

The current EZ Rider application was developed in 2008 in coordination with Triangle Transit, Durham (DATA Access) and Raleigh (CAT). Customers and medical professionals have expressed concerns with the existing application - several parts of the application do not provide clear instructions to the customer and/or health care professional which can, inadvertently, create delays with the eligibility process.

Staff, in conjunction with the EZ Rider Advisory Committee (EZRAC), has worked diligently over the last 18 months to create a clearer, more concise application that will, hopefully, reduce confusion, reduce the number of application pages required and create clarity of the information necessary for staff to make such determinations of eligibility.

Staff has also reviewed the DRAFT application with several agencies who assist customers with completing EZ Rider applications, including Orange County Department on Aging.

Next Steps

- Staff will review feedback provided by the Partners with the EZRAC.
- Staff will establish public feedback sessions for customers and agencies after March 1, 2015.
- Staff will provide an update to the Partners following the feedback sessions.
- Staff will ensure accessible formats are available once the final application has been approved (Spanish, large print, etc.)

Recommendation

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

Attachment

- Draft EZ Rider ADA Application



EZ RIDER ADA ELIGIBILITY APPLICATION

Chapel Hill Transit (CHT) is committed to providing quality transit services to all of our new and existing customers. We do recognize that our customers are not able to use the conventional fixed-route bus, all or some of the time, due to physical and/or mental impairments.

CHT's Paratransit (EZ Rider) Service provides origin-to-destination transportation to Paratransit certified (eligible) individuals who are unable to use the accessible fixed route system due to their disability in conjunction with the Americans with Disabilities Act (ADA) of 1990. This origin-to-destination service connects individuals who meet the eligibility requirements to wherever they wish to travel within our coverage area. If you have a disability that prevents you from using a lift-equipped CHT bus some or all of the time, you may be eligible for EZ Rider transportation service.

In order to use ADA paratransit service, you must be certified as eligible. Eligibility is determined on a case-by-case basis. According to ADA regulations, eligibility is strictly limited to those who have specific limitations that *prevent* them from using *accessible* public transportation.

EZ Rider is an advanced reservation transportation service which operates service throughout the Towns of Chapel Hill and Carrboro and the University of North Carolina – Chapel Hill communities. Service boundaries are any location within ¾ mile of a CHT fixed bus route. Individuals who reside outside of our service boundary may still be eligible for EZ Rider service under specific circumstances. To verify whether your residential address falls within CHT's service boundary, contact EZ Rider Certification Reviewer at (919) 969.4920.

APPLYING for EZ RIDER TRANSPORTATION

Applying for ADA service with CHT is a three-part process. In order to complete the certification (eligibility) process, Parts A, B & C (indicated below) are required. (Part D - The Release of Information Form is optional).

- 1. Personal Information (Part A):** It is very important that all parts of the application (Parts A, B & C) are completed prior to submission. Be sure to PRINT clearly and legibly (where indicated). Applications that are not complete or are not legible will delay the eligibility process. All documents submitted must be the ORIGINAL documents (with original ink). Copied or faxed documents will not be accepted.
- 2. Health Care Verification (Part B):** In addition to Part A of the application, the Healthcare Professional Verification Form (Part B) must be completed by a licensed clinician that knows your condition(s) best. As a convenience, you are able to select the Registered Health Care Professional you would best prefer to complete Part B of the application. The Registered Health Care Professional can be any currently licensed Physician, Nurse, Licensed Clinical Social Worker (LCSW), Occupational Therapist, etc. of your choosing.
- 3. Medical and Eligibility Release of Information (Part C) - Optional:** In addition to Parts A & B of the application, the applicant has the option of granting CHT permission to contact the Registered Healthcare Professional in the event CHT needs additional information or clarification regarding the documents submitted on the applicant's behalf. This Registered Healthcare Professional must be the licensed professional who has signed off on the application in Part B. This form is only valid for ninety (90) days after the date of the signed Medical Release of Information form.

There are often times eligible individuals will request to have their Determination of Eligibility documentation forwarded to another agency. Individuals are required to provide CHT written permission to have their eligibility information forwarded to other agencies. By completing this form in advance, the eligible customer will have the authorization on file for the entire time the applicant is certified during each eligibility period. This form is only valid during the certification eligibility period.

It is very important that all requested documents are completed prior to submission to CHT's EZ Rider Certifications Office. All *completed* applications submitted to EZ Rider Certifications will be processed within twenty-one (21) calendar days. The application must be thoroughly completed and the applicant may be required to make himself/herself available for a second level assessment should there be a need to do so. (A second level assessment could include a telephone interview with the applicant, medical verification or an in-person interview. The in-person interview may include a functional assessment to evaluate the applicant's ability to use public transportation.)

Failure to submit a completed application will require CHT to send you back the incomplete documents which may, in turn, delay the eligibility process. However, once a completed application for EZ Rider service has been received, CHT will notify the applicant by mail indicating the Determination of Eligibility within twenty-one (21) calendar days. If the Determination of Eligibility exceeds twenty-one (21) calendar days, then the applicant may contact EZ Rider Certifications (919.969.4920) to request use of the transportation service (EZ Rider) until such determination has been made.

The completed application, upon submission, may be subjected to approval for either of the following:

1. Unconditional Eligibility (Full) – The customer may use paratransit services under any circumstances.
2. Conditional Eligibility (Limited) – The customer may use paratransit services only under certain circumstances.

The completed application, upon submission, may be denied. If you are determined ineligible for EZ Rider service (or the conditional nature of such determination), you may request an appeal by filing a written Notice of Appeal (letter) to Chapel Hill Transit (CHT). The appeal will provide an opportunity for the applicant (and/or designee) to be heard and to present information and arguments before the Appeals Committee. Applicants submitting written appeals to CHT's Transit Administrator shall be provided written notification of the decision and reasons for the decision within thirty (30) days of the hearing.

Applicants and persons assisting the applicant(s) are encouraged to review the EZ Rider Rider's Guide before completing the attached forms.

Note: Submitting the application via fax will allow the applicant an opportunity to begin the review process; however, Chapel Hill Transit must receive the original application prior to an official Determination of Eligibility being made. Should we not receive the original document(s) within seven (7) calendar days, Chapel Hill Transit will send the incomplete application back to the applicant via US mail.

Thank you for choosing Chapel Hill Transit's EZ Rider service to serve your transportation needs. Should you have any questions or concerns, please feel free to contact EZ Rider Certifications via telephone at (919) 969.4920.



Please Return Completed Application to:

Chapel Hill Transit – EZ Rider (ADA) Certification Reviewer

6900 Millhouse Road

Chapel Hill, NC 27516

Phone: (919) 969.4920 ~ Fax: (919) 968.2808



PART A – PERSONAL INFORMATION: This section is to be completed by the applicant (or designee). Please be sure to PRINT legibly. Please check ALL that apply.

Name (first, middle, last): _____

Birth Date: ____/____/____

Gender: Female Male

Primary Language (please check): English Spanish Other (specify): _____



Home Address: _____ Apt. #: _____

City: _____ State: _____ Zip: _____

Community Name (Subdivision, Apartment Complex, etc.): _____

Mailing Address (if different from address listed above): _____

_____ Apt. #: _____

City: _____ State: _____ Zip: _____

Home Phone: (____) _____ Work Phone: (____) _____

Cell Phone: (____) _____



In case of emergency, whom should we contact?

Name: _____ Relationship: _____

Daytime Phone: (____) _____ Evening Phone: (____) _____



1. Do you currently use any regular fixed route bus services? Yes (see below) No
 - a. If yes, which routes? _____
 - b. Where is the closest bus stop located near your home? _____
 - c. How long could you wait at a bus stop for the next bus to arrive?
 - Less than 5 minutes
 - 5 minutes
 - More than 5 minutes
 - d. Can you get to this bus stop by yourself? Yes No (see below)
 1. If no, what limits you from getting to this bus stop? _____



PART A (cont'd) – PERSONAL INFORMATION: This section is to be completed by the applicant (or designee). Please be sure to PRINT legibly. Please check ALL that apply.

2. If I had to wait outside at a bus stop, I would have to have: Bench Shelter Nothing
3. If I had to cross a street, I would need to have: Curb Cut(s) Tactile Curb Warning(s)
- Accessible Median Audible Signal(s) Other: _____ (Please be specific.)
- a. I can cross a street with up to _____ lanes of traffic.
- b. I cannot cross any street.
4. If I had to travel across ground, I would need to have: Sidewalk(s) Pavement Nothing
5. If I had to travel up or down steps (stairs), I would have to have: Handrail(s) Nothing; I can travel up or down steps (stairs) without any problems Nothing; I cannot travel up or down steps because: _____

EZ Rider is an origin-to-destination service that connects individuals who meet the eligibility requirements to *wherever* they wish to travel within our coverage area. In order to provide CHT with specific information regarding your abilities/limitations with accessibility to many common locations within our community, please answer the following questions below:

6. When I travel, I travel to the following locations/destinations (please be specific):

| Frequent Locations / Destinations (i.e. hospital, grocery store, mall, etc.) | How often do you travel there? (i.e. once a month, twice a week, etc.) | How do you get there? (i.e. walk, car, bus, etc.) |
|---|---|--|
| | | |
| | | |
| | | |
| | | |
| | | |

7. When I travel, I travel: Alone Alone and/or with an Attendant
- Alone and/or with a Friend (Companion) Only with an Attendant and/or Companion
- a. If you travel with someone who assists you, does this person assist you in:
- Getting on/off the bus Getting to/from frequent locations Getting to/from bus stops
- Other: _____ (Please be specific.)
- b. What mobility aid(s), if any, do you use when you travel (Check ALL that apply)?
- None Wheelchair (Manual/Electric) White Cane Picture/Alphabet Board
- Walker Crutches Scooter Boarding Chair Oxygen
- Transfer Board Cane Other: _____ (Please be specific.)

PART A (cont'd) – PERSONAL INFORMATION: This section is to be completed by the applicant (or designee). Please be sure to PRINT legibly. Please check ALL that apply.

1. If you use a wheelchair:
 - a. Please indicate the year, make and model of the device below:

 - b. Is the device **more than** 30 inches wide and/or 48 inches long? Yes No
 - c. When in use, does the device weigh more than 600 pounds? Yes No



Of the following statements, which best defines the nature of the disability or limitation which prevents you from using fixed route bus service. Be sure to describe your specific needs in the space provided (Please check ALL that apply and be as specific as possible.).

I have a **temporary** (or) **permanent mobility** impairment, which prevents me from getting to and/or getting on a fully accessible vehicle without assistance. Describe the nature of this condition and any environmental obstacles (i.e. inclines, curbs, distances, etc.) which affect your ability to access public transportation:

I have a **temporary** (or) **permanent endurance** problem, which prevents me from moving the distance needed to get to the bus stop. Describe the cause and nature of this condition:

I have a **temporary** (or) **permanent visual** impairment that prevents me from finding my way to and from a fixed route bus stop without assistance. Describe the nature of your condition and your functional level of vision:

I have a **temporary** (or) **permanent cognitive** impairment which prevents me from remembering and understanding information needed to get myself safely to and from the bus stop. Describe the origin and characteristics of your condition:

I have a severe medical condition, which limits my ability to function. Describe and note whether your condition is temporary or permanent, and if it is episodic in nature (i.e. do you have “good” days or times when you can access transportation, and “bad” days when you cannot?)

I am dealing with functional losses due to aging. I feel I am not able to access regular bus service due to the following limitations: _____

My **temporary** (or) **permanent** functional limitations do not fit into any of the above categories. I am unable to use regular bus service because: _____



PART A (cont'd) – PERSONAL INFORMATION: This section is to be completed by the applicant (or designee). Please be sure to PRINT legibly.



I certify that the information contained in this application is true and correct. I understand that knowingly falsifying the information will result in denial of service. I understand all information will be kept confidential, and only the information required to provide the services I request will be disclosed to those who perform the services.

Applicant's Signature: _____ Date: _____

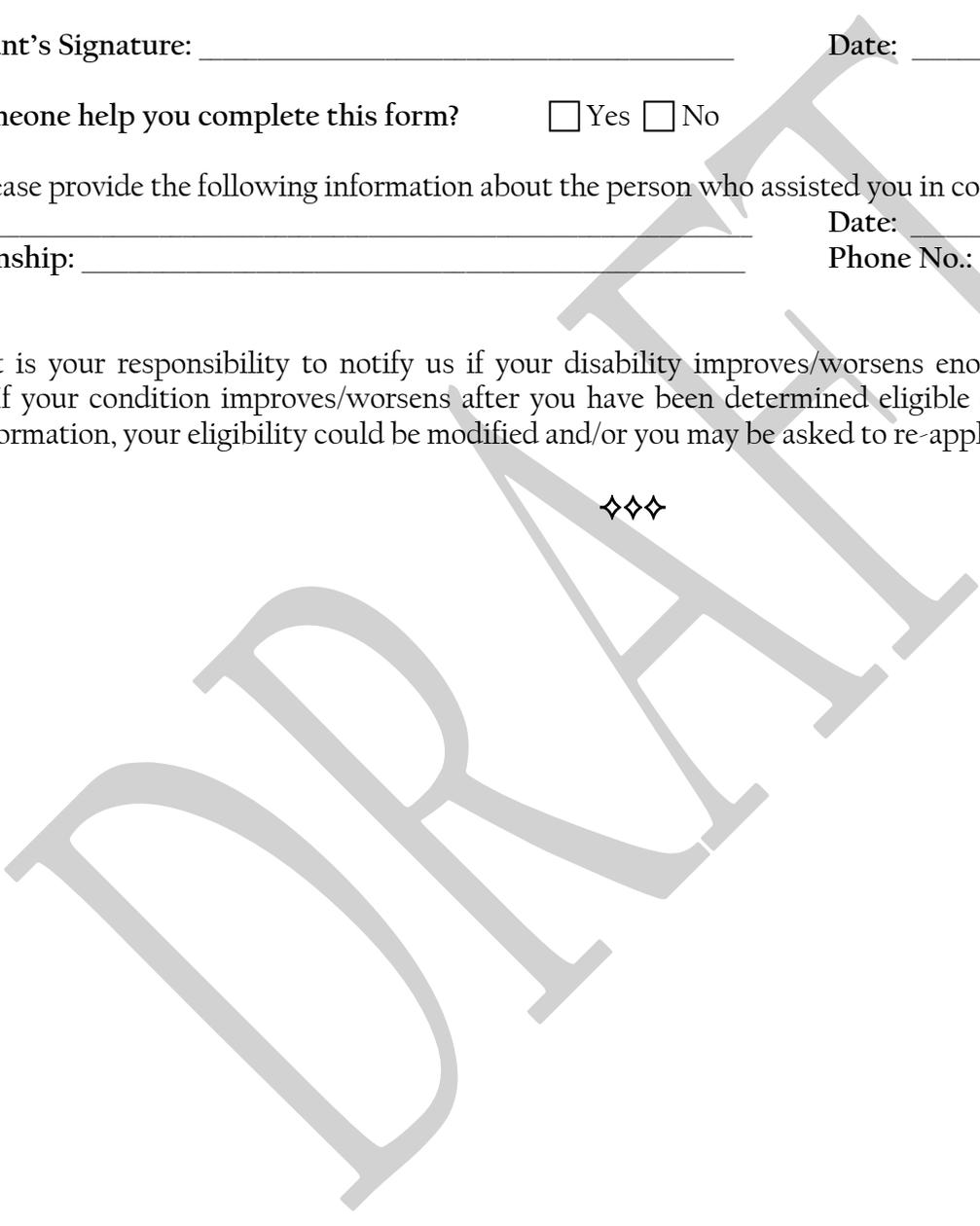
Did someone help you complete this form? Yes No

If so, please provide the following information about the person who assisted you in completing the form:

Name: _____ Date: _____

Relationship: _____ Phone No.: _____

Note: It is your responsibility to notify us if your disability improves/worsens enough to change your eligibility status. If your condition improves/worsens after you have been determined eligible or we discover you submitted false information, your eligibility could be modified and/or you may be asked to re-apply.





PART B – HEALTH CARE VERIFICATION: This section is to be completed by your Registered Health Care Professional. Please be sure to PRINT legibly. Please check ALL that apply.

Applicant Name (first, middle, last): _____ Birth Date: _____ / _____ / _____

You are being asked by the applicant above to provide information regarding his/her ability to use the regular fixed route services provided by the transit systems in the region. For those persons who cannot use the regular fixed route services, the applicant may be eligible to use the paratransit (EZ Rider) services provided. The information you provide will allow us to evaluate the applicant’s request for EZ Rider transportation and determine his/her specific needs. Thank you for your cooperation in this matter.

Note: All regular fixed route buses are currently accessible to persons with disabilities who need lift-equipped vehicles, vehicles with kneeling features, and/or announcements of bus stops. In order to be eligible for paratransit services, the individual must be unable to access these services due to conditions which prevent them from getting to/from a regular fixed route bus stop, transferring between vehicles, and/or conditions which prevent them from being able to get on, ride, or get off a lift-equipped vehicle. Individuals for whom performing these tasks are inconvenient and/or uncomfortable are not eligible for services.

Eligibility for paratransit services is determined on a trip-by-trip basis. It is extremely important that you provide specific information about the individual’s functional limitations so that such determinations can be made. For example, an individual who can easily and safely get to the bus stop nearest their home may not be able to get to a bus stop at their desired destination and thus may be eligible to use the paratransit services based on the destination.

Please complete the following tasks as outlined below:

1. Read PART A of the application in its entirety.
2. Complete PART B of the application using the criteria provided above.
3. Return the completed application to the applicant within seven (7) calendar days of receipt. (Be advised that the applicant is responsible for returning the application to Chapel Hill Transit (CHT). In the event CHT has any questions or concerns regarding the information you provide, CHT may contact you via telephone regarding the applicant’s abilities.)
4. Should you have any questions, please feel free to contact CHT - Certifications at (919) 969.4920. Feel free to leave a message, if necessary, as this is a confidential line.



Registered Health Care Professional (Name – Please PRINT): _____

Registered Health Care Professional (Signature): _____

Agency/Business Name: _____

Agency/Business Address: _____

Agency/Business Phone No.: _____

Professional Affiliation (check the appropriate designation):

- | | | | |
|--|---|--|---|
| <input type="checkbox"/> Licensed Physician | <input type="checkbox"/> Licensed Physical Therapist | <input type="checkbox"/> Licensed Occupational Therapist | <input type="checkbox"/> Speech Pathologist |
| <input type="checkbox"/> Nurse (LPN or RN) | <input type="checkbox"/> Licensed Psychologist | <input type="checkbox"/> Licensed Social Worker | <input type="checkbox"/> Vision Specialist |
| <input type="checkbox"/> Certified Orientation/Mobility Specialist | <input type="checkbox"/> Certified Rehabilitation Counselor | <input type="checkbox"/> Audiologist | |
| <input type="checkbox"/> Other: _____ | | | |



PART B (cont'd) – HEALTH CARE VERIFICATION: This section is to be completed by your Registered Health Care Professional. Please be sure to PRINT legibly. Please check ALL that apply.

Applicant Name (first, middle, last): _____ Birth Date: _____ / _____ / _____

To Be Completed by a Registered Health Care Professional

A. Indicate the condition/disability that causes the applicant’s disability: _____

B. Indicate the nature of the applicant’s disability (check ALL that apply):

- Arthritis (Please be specific.): _____
- Cardiac Illness
- Cognitive Impairment (see below):
 - a. If this individual has functional limitations due to a cognitive impairment, please indicate any of the following issues that are pertinent to this individual:
 - Cannot be left alone to wait for transportation
 - Displays behavior that is unsafe for self or others using public transportation
 - Cannot recognize vehicles that applicant should board
 - Other (Please be specific.): _____
 - None of the Above
- Deaf / Hearing impairment
- Kidney Disease (Dialysis): Yes No
- Mobility impairment (Please be specific.): _____
- Severe Muscle Spasms / Seizures
- Visual Impairment / Sight Disabilities: Totally Blind Legally Blind
- Other (Please be specific.): _____

For any impairment checked above (except for cognitive impairments), please note specific precautions that the applicant must follow:

- a. How far can the applicant ambulate independently (with or without a mobility device) in measurable distances – i.e. feet, blocks, miles, etc.? _____
- b. Does the applicant have any limitations regarding travel during a specific time of the day?
 Yes; Please explain: _____ No
- c. Does the applicant have any limitations regarding travel during certain weather conditions?
 Yes; Please explain: _____ No
- d. Does the applicant have any limitations regarding travel during certain environmental conditions (i.e. needs curb cuts, grassy/hilly areas, etc.)?
 Yes; Please explain: _____ No

What is the severity of this individual’s condition? Mild Moderate Severe Profound

What is the expected duration of this individual’s condition:

- Temporary: Approximate expected duration until (mm/dd/yyyy): _____ / _____ / _____
- Long-Term: Potential for functional improvements or periods of remission
- Permanent: No expectation of functional improvement.

Please provide any additional information you may feel is necessary in assisting CHT in determining eligibility for the applicant: _____



PART C – MEDICAL and ELIGIBILITY RELEASE of INFORMATION: This section is to be completed by the applicant. Please be sure to PRINT legibly.

Applicant's Name: _____

Applicant's Address: _____

I request and authorize (Registered Healthcare Professional's name): _____

at (business address) _____

to release my healthcare information to:

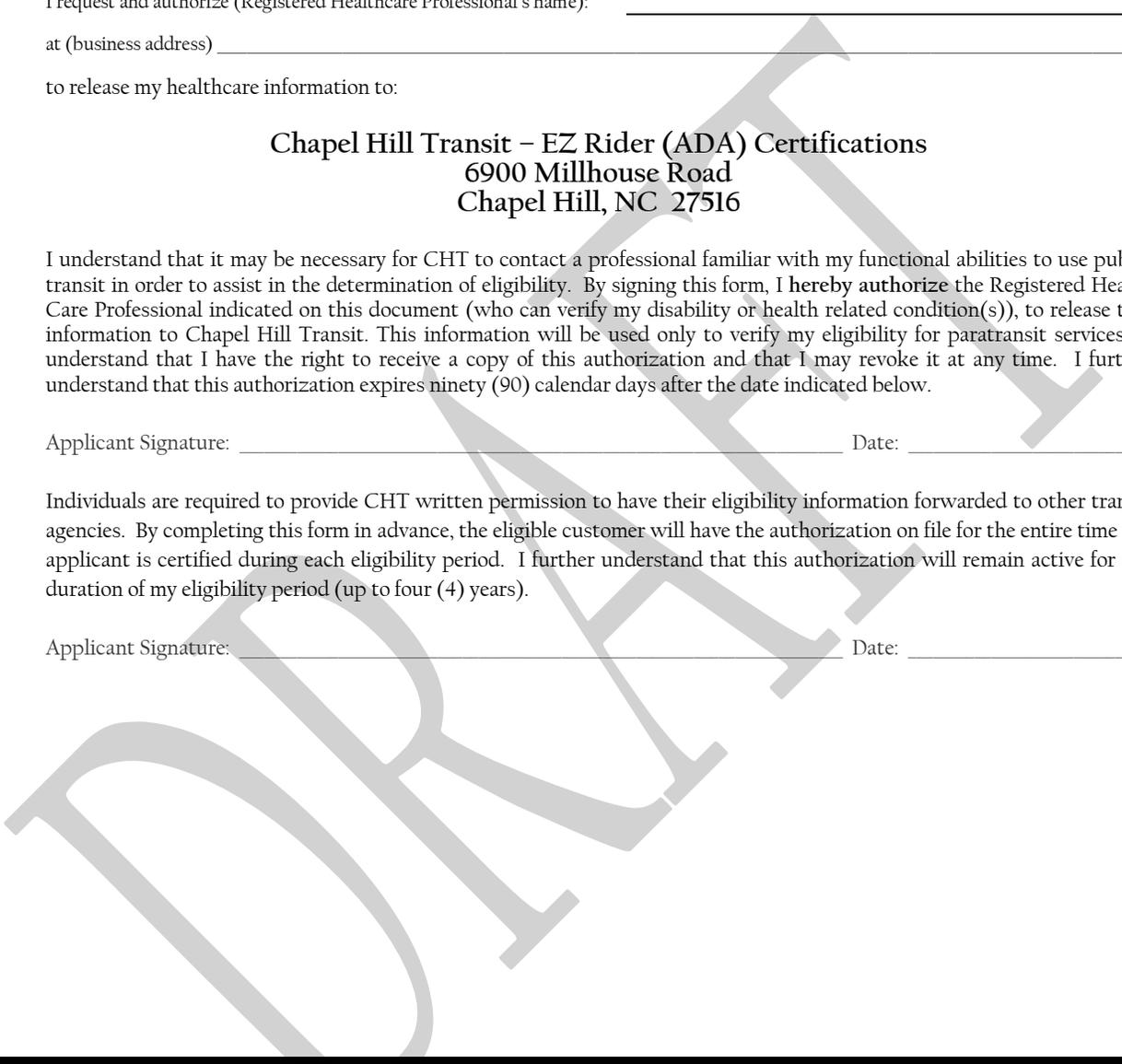
Chapel Hill Transit – EZ Rider (ADA) Certifications
6900 Millhouse Road
Chapel Hill, NC 27516

I understand that it may be necessary for CHT to contact a professional familiar with my functional abilities to use public transit in order to assist in the determination of eligibility. By signing this form, I hereby authorize the Registered Health Care Professional indicated on this document (who can verify my disability or health related condition(s)), to release this information to Chapel Hill Transit. This information will be used only to verify my eligibility for paratransit services. I understand that I have the right to receive a copy of this authorization and that I may revoke it at any time. I further understand that this authorization expires ninety (90) calendar days after the date indicated below.

Applicant Signature: _____ Date: _____

Individuals are required to provide CHT written permission to have their eligibility information forwarded to other transit agencies. By completing this form in advance, the eligible customer will have the authorization on file for the entire time the applicant is certified during each eligibility period. I further understand that this authorization will remain active for the duration of my eligibility period (up to four (4) years).

Applicant Signature: _____ Date: _____



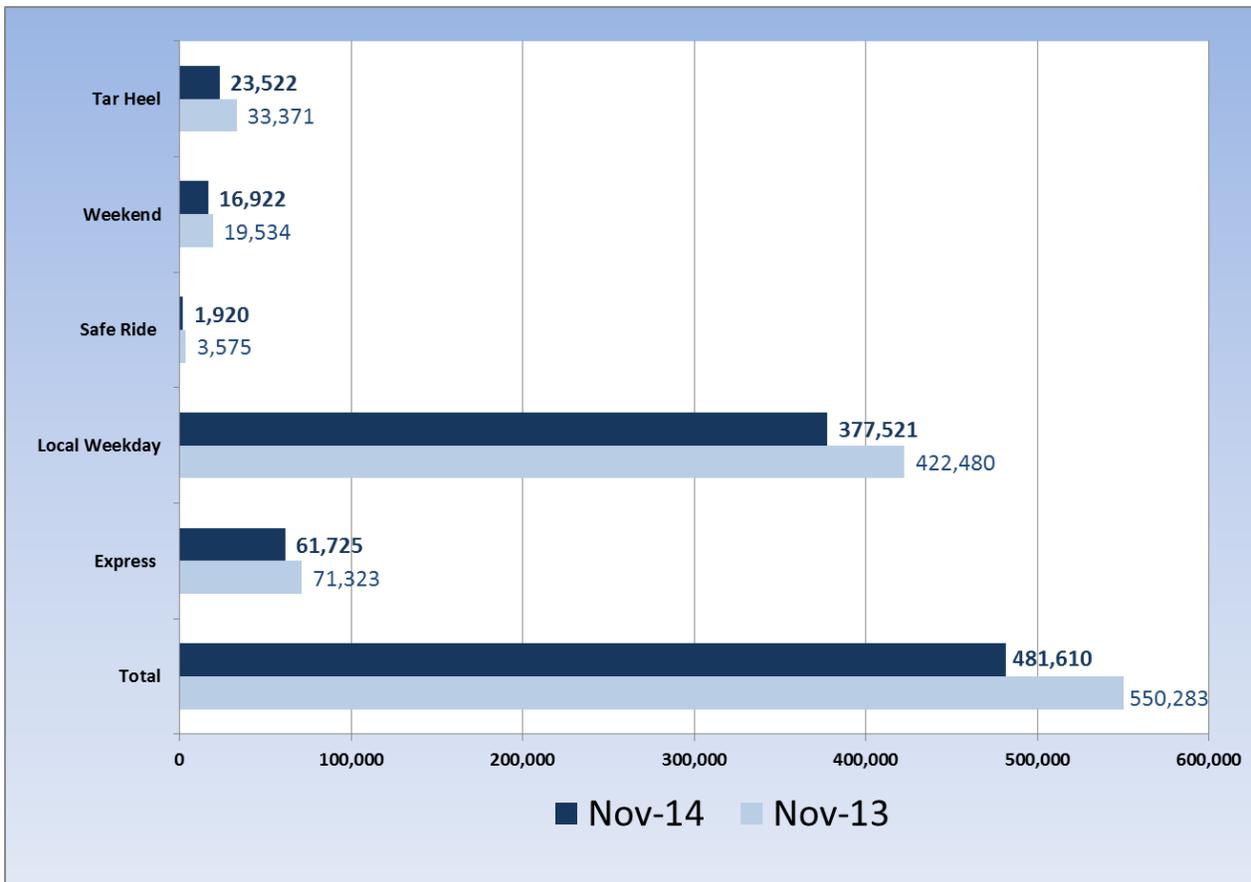
Please Return Completed Form to:
Chapel Hill Transit – EZ Rider (ADA) Certification Reviewer
6900 Millhouse Road
Chapel Hill, NC 27516
Phone: (919) 969.4920 - Fax: (919) 968.2808

4B. November and December Performance Reports

Staff Resource: Mila Vega, Service Planner

November 2014 Ridership and Service Days

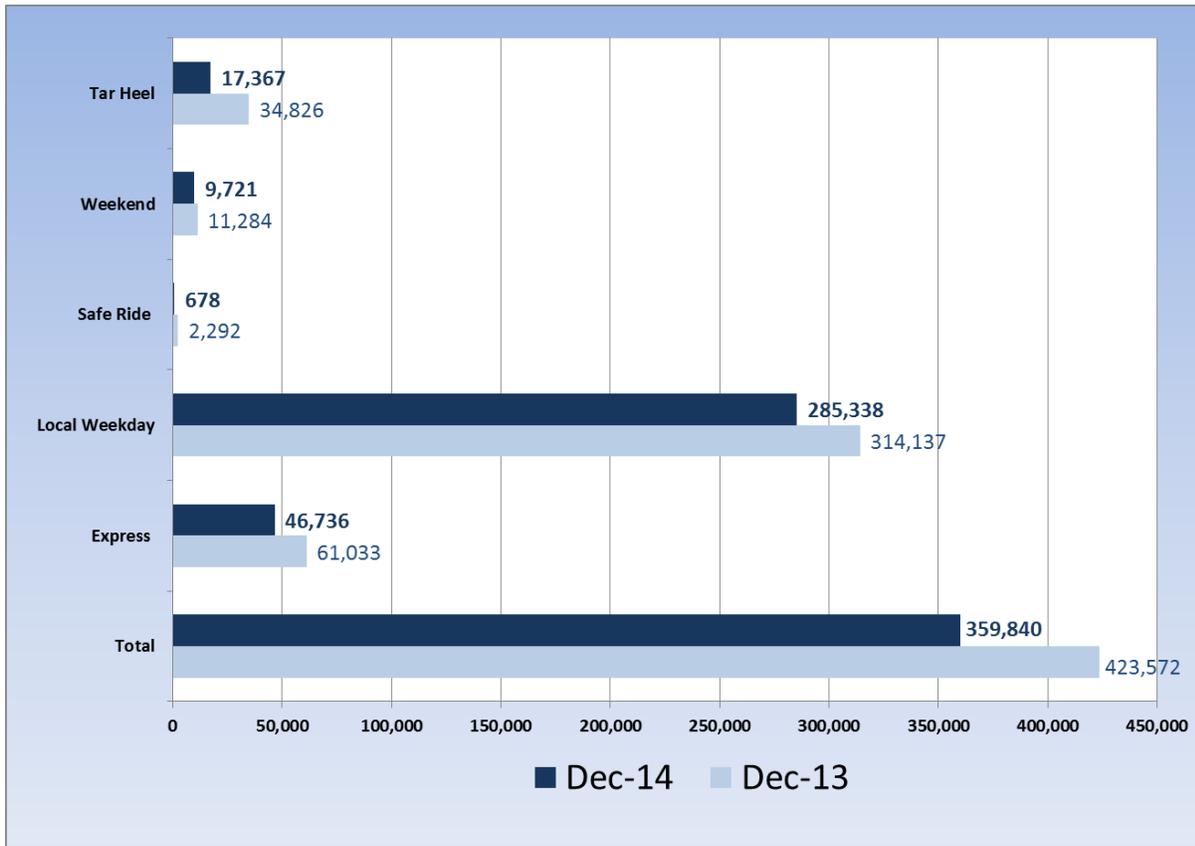
| | Nov-13 | Nov-14 |
|---------------|---------|---------|
| Total | 550,283 | 481,610 |
| Express | 71,323 | 61,725 |
| Local Weekday | 422,480 | 377,521 |
| Safe Ride | 3,575 | 1,920 |
| Weekend | 19,534 | 16,922 |
| Tar Heel | 33,371 | 23,522 |



| | Nov-13 | Nov-14 | FY13-14 | FY14-15 |
|--|----------------|----------------|------------------|------------------|
| Weekday Service Days | 20 | 19 | 107 | 106 |
| Safe Ride Service Days | 11 | 10 | 40 | 39 |
| Saturday Service Days | 5 | 5 | 22 | 22 |
| Sunday Service Days | 4 | 5 | 14 | 16 |
| Tarheel Express Service Days | 7 | 5 | 12 | 11 |
| FCX | 44,700 | 35,280 | 231,491 | 206,814 |
| HU | 10,220 | 6,372 | 58,936 | 44,079 |
| JFX | 11,140 | 9,342 | 62,163 | 55,244 |
| CPX | 12,680 | 9,594 | 61,507 | 57,439 |
| CCX | 9,620 | 9,108 | 51,007 | 50,106 |
| DX | 1,960 | 1,710 | 12,465 | 10,128 |
| PX | 3,226 | 3,131 | 19,989 | 16,888 |
| A | 30,754 | 26,484 | 136,828.3571 | 131,030 |
| CL | 4,500 | 2,394 | 21,430.75 | 15,453 |
| CM | 14,740 | 12,474 | 68,215 | 65,281 |
| CW | 19,500 | 17,676 | 99,331 | 90,175 |
| D | 36,842 | 32,986 | 228,633 | 192,117 |
| F | 19,500 | 15,984 | 100,236 | 96,956 |
| G | 20,700 | 16,516 | 100,010 | 92,580 |
| HS | 4,140 | 2,934 | 17,261 | 14,837 |
| J | 77,259 | 73,674 | 403,419 | 392,972 |
| N | 14,360 | 12,780 | 67,979 | 66,505 |
| NS | 73,398 | 73,467 | 378,033 | 377,019 |
| NU | 29,260 | 28,044 | 128,277 | 134,438 |
| RU | 38,789 | 36,162 | 150,690 | 158,287 |
| S | 35,080 | 31,680 | 173,988 | 165,835 |
| T | 24,760 | 17,766 | 113,460 | 100,069 |
| U | 48,128 | 45,648 | 198,380 | 209,343 |
| V | 12,940 | 11,214 | 64,924 | 58,199 |
| SAFE G | 600 | 150 | 2,530 | 961 |
| SAFE J | 941 | 410 | 3,767 | 2,126 |
| SAFE T | 2,035 | 1,360 | 8,295 | 6,356 |
| Weekday Fixed Route Total | 601,771 | 534,340 | 2,963,244 | 2,811,237 |
| Change from previous year (%) weekday | | -11% | | -5% |
| CM | 930 | 540 | 2,879 | 2,108 |
| CW | 1,290 | 1,084 | 5,272 | 6,125 |
| D | 1,470 | 1,128 | 7,040 | 5,707 |
| NU (sat) | 2,790 | 2,192 | 6,830 | 7,810 |
| T | 1,740 | 1,100 | 7,829 | 6,763 |
| U (sat) | 4,000 | 4,052 | 11,609 | 12,601 |
| FG | 915 | 720 | 4,114 | 3,902 |
| JN | 1,115 | 936 | 4,907 | 4,656 |
| NU (sun) | 2,240 | 3,130 | 7,869 | 10,183 |
| U (sun) | 3,044 | 2,040 | 8,849 | 9,919 |
| Weekend Fixed Route Total | 19,534 | 16,922 | 67,198 | 69,774 |
| Change from previous year (%) weekend | | -13% | | 4% |
| Total Fixed Route Passenger Trips | 621,305 | 551,262 | 3,030,442 | 2,881,011 |
| Change from previous year (%) | | -11% | | -5% |
| Tar Heel Express/Special Service | 33,371 | 23,522 | 92,946 | 51,034 |
| All Service Categories Ridership | 654,676 | 574,784 | 3,123,388 | 2,932,045 |
| Change from previous year (%) | | -12% | | -6% |

December 2014 Ridership and Service Days

| | Dec-13 | Dec-14 |
|---------------|---------|---------|
| Total | 423,572 | 359,840 |
| Express | 61,033 | 46,736 |
| Local Weekday | 314,137 | 285,338 |
| Safe Ride | 2,292 | 678 |
| Weekend | 11,284 | 9,721 |
| Tar Heel | 34,826 | 17,367 |



| | Dec-13 | Dec-14 | FY13-14 | FY14-15 |
|--|----------------|----------------|------------------|------------------|
| Weekday Service Days | 19 | 20 | 126 | 125 |
| Safe Ride Service Days | 6 | 6 | 46 | 45 |
| Saturday Service Days | 6 | 6 | 28 | 29 |
| Sunday Service Days | 2 | 1 | 16 | 17 |
| Tarheel Express Service Days | 6 | 5 | 18 | 16 |
| FCX | 29,212 | 30,280 | 260,703 | 237,094 |
| HU | 6,874 | 6,500 | 65,810 | 50,579 |
| JFX | 7,983 | 8,200 | 70,146 | 63,444 |
| CPX | 7,731 | 8,980 | 69,238 | 66,419 |
| CCX | 7,435 | 7,780 | 58,442 | 57,886 |
| DX | 1,798 | 1,100 | 14,263 | 11,228 |
| PX | 2,372 | 2,478 | 22,361 | 19,366 |
| A | 17,735 | 17,238 | 154,563.3571 | 148,268 |
| CL | 3,099 | 2,240 | 24,529.75 | 17,693 |
| CM | 9,423 | 8,580 | 77,638 | 73,861 |
| CW | 13,212 | 14,460 | 112,543 | 104,635 |
| D | 25,859 | 27,620 | 254,492 | 219,737 |
| F | 16,093 | 15,260 | 116,329 | 112,216 |
| G | 13,527 | 15,100 | 113,537 | 107,680 |
| HS | 3,411 | 2,580 | 20,672 | 17,417 |
| J | 55,435 | 54,640 | 458,854 | 447,612 |
| N | 7,909 | 10,020 | 75,888 | 76,525 |
| NS | 47,254 | 55,280 | 425,287 | 432,299 |
| NU | 17,899 | 18,860 | 146,176 | 153,298 |
| RU | 12,851 | 16,820 | 163,541 | 175,107 |
| S | 21,728 | 21,500 | 195,716 | 187,335 |
| T | 15,602 | 12,080 | 129,062 | 112,149 |
| U | 25,415 | 25,240 | 223,795 | 234,583 |
| V | 7,685 | 7,380 | 72,609 | 65,579 |
| SAFE G | 339 | 90 | 2,869 | 1,051 |
| SAFE J | 1,071 | 168 | 4,838 | 2,294 |
| SAFE T | 882 | 420 | 9,177 | 6,776 |
| Weekday Fixed Route Total | 379,834 | 390,894 | 3,343,078 | 3,202,131 |
| Change from previous year (%) weekday | | 3% | | -4% |
| CM | 732 | 552 | 3,611 | 2,660 |
| CW | 1,251 | 1,482 | 6,523 | 7,607 |
| D | 1,380 | 1,458 | 8,420 | 7,165 |
| NU (sat) | 603 | 548 | 7,433 | 8,358 |
| T | 1,734 | 1,326 | 9,563 | 8,089 |
| U (sat) | 1,083 | 1,013 | 12,692 | 13,614 |
| FG | 780 | 1,038 | 4,894 | 4,940 |
| JN | 1,123 | 996 | 6,030 | 5,652 |
| NU (sun) | 856 | 560 | 8,725 | 10,743 |
| U (sun) | 1,742 | 748 | 10,591 | 10,667 |
| Weekend Fixed Route Total | 11,284 | 9,721 | 78,482 | 79,495 |
| Change from previous year (%) weekend | | -14% | | 1% |
| Total Fixed Route Passenger Trips | 391,118 | 400,615 | 3,421,561 | 3,281,626 |
| Change from previous year (%) | | 2% | | -4% |
| Tar Heel Express/Special Service | 34,826 | 17,367 | 92,946 | 68,401 |
| All Service Categories Ridership | 425,944 | 417,982 | 3,514,507 | 3,350,027 |
| Change from previous year (%) | | -2% | | -5% |

5A. Estes Park Bus Service Update

Staff Resource: Brian Litchfield, Director

Overview

- On Thursday, August 8, 2013, the N and Saturday JN routes were detoured from Estes Park Apartments to allow the complex to make repairs to their parking lot/driveway caused by flooding and CHT vehicles. The routes continue to be on detour, requiring customers who would normally utilize the Estes Park stop to walk to/from Village Drive to access the N and Saturday JN.
- Over the last 18 months staff has been working with Town Engineering, Town of Carrboro Engineering and Planning staff and the owner of Estes Park to develop a bus turn around area within the complex.
 - A final draft of the bus turnaround has been submitted to the Town of Carrboro Engineer for review.
- An agreement between the Town of Chapel Hill and the owner of Estes Park Management providing for the reimbursement to the owner in the amount of \$14,770 for repairs to damaged asphalt in the area near the site of the former bus stop on the Estes Park property, has been executed.
- The draft access agreement is on-hold, pending direction from the Partners Committee.
 - The current draft provides Chapel Hill Transit access to Estes Park property for the provision of transit service for up to 10 years. Chapel Hill Transit would be responsible for constructing and maintaining the bus turnaround area and the associated shelter.

5B. Long Range Financial Sustainability Plan Update

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

The consultant team has met with, given presentations to, and received feedback from the larger bodies represented by the Partners Committee, including the Chapel Hill Town Council, UNC administrators, and the Carrboro Board of Alderman. The team from Nelson Nygaard and CHT staff are working on responses to questions and requests for additional information.

We anticipate providing follow up reporting to the individual partners as well as to the Partners' Committee over the next several weeks. Additional feedback and guidance from the Partners' Committee will help inform the overall strategic and financial sustainability plan.

The requests we received included the following:

From All:

- Fare Analysis
- Updates to the financial model, reflecting unobligated reserves (usable fund balance), and development of potential near-term scenarios

Chapel Hill:

- Should we consider systems with a mix of free and paid routes?
- What about smaller buses?
- Are there ways to structure an agreement that would provide protection for all parties with respect to long term liabilities and other agreements?
- What is UNC Hospitals role with respect to UNC's share of the Transit budget?

UNC:

- What are other university systems doing (separate university and local systems vs. integrated university and local systems)?
- What other partnerships are possible (adding TTA, Chatham Co., etc.)
- Consider a "stepped approach" that works into full capital financing; show short term and longer term scenarios

- Are there ways to contract for service?

Carrboro:

- Are different alternatively fueled vehicle types (electric, alternative fuel, smaller vehicles) being considered?
- Could Orange County hold the debt on buses as part of an upcoming bond referendum?

Next Steps

- We will bring a draft Fare Analysis to the Partners' Committee at the February 24 meeting.
- We will also provide an update to the Capital Plan and Financial Model at the February meeting.
- We anticipate working with the consultants to provide information on the questions/requests for information cited above, to the individual partners and to the Partners' Committee.

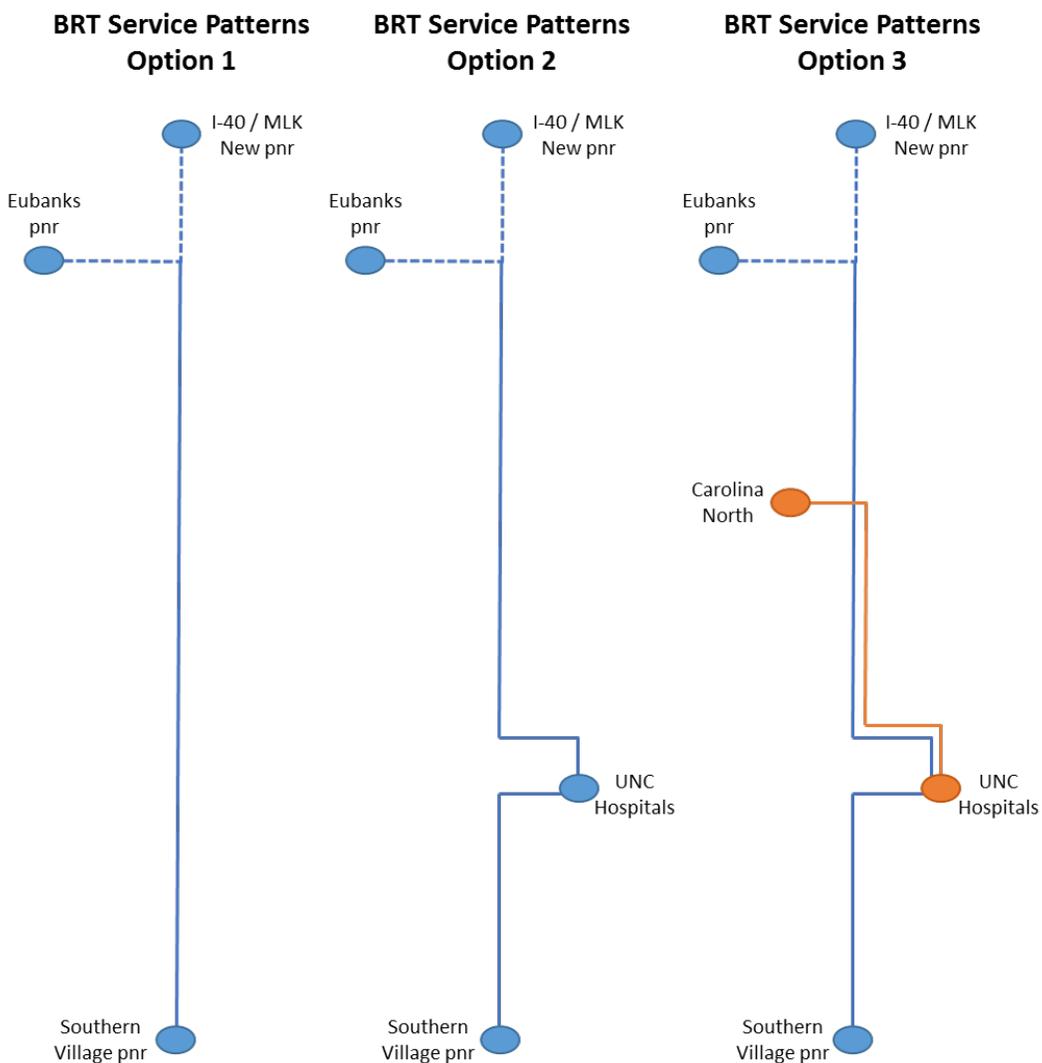
5C. North-South Corridor Alternatives Analysis Study Update

Staff Resource: Mila Vega, Service Planner

Background

The study progresses on schedule. At this point, it is in the Detailed Evaluation of Alternatives phase. The project team is working on developing cost estimates and ridership projections for the alternatives that were carried forward after the Tier 1 Analysis. As part of the detailed evaluation process, the consultant team developed alternatives for the system routing, as well as an underlying feeder network. The proposed feeder network includes modifications to a number of CHT routes. Details are available in the attached draft report.

There are 3 different Bus Rapid Transit (BRT) alternative alignments being carried forward (see below). The next step is to generate ridership and cost estimates for each alternative.



The study consultant will provide a presentation at the February Partners meeting to give a comprehensive overview of the project.

Next Steps

Study Presentation – February 24, 2015

Attachment

Draft Service Plan



Service Plans Technical Memorandum
Updated January 22, 2015

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1. Introduction

The North-South Corridor Study has been undertaken to evaluate potential transit improvements that can better address the travel markets along the North-South Corridor. This Technical Memorandum presents proposed Bus Rapid Transit (BRT) operating plans and supporting bus route modifications for the project alternatives being considered in the Alternatives Analysis for this project. All alternatives are being evaluated for the Horizon Year 2040.

The North-South Corridor is a heavily-travelled corridor that connects major destinations within Chapel Hill, such as UNC Chapel Hill, Downtown Chapel Hill, and UNC Hospitals, with growing northern and southern areas of the town. The corridor's northern edge begins in the vicinity of Eubanks Road and follows Martin Luther King Jr. Boulevard then continues through downtown Chapel Hill on Columbia Street before reaching Southern Village at the southern end along US 15-501.

There are park-and-ride lot locations within the corridor that are well-utilized. This includes the Eubanks Road lot that has easy access to I-40 for those commuting into Chapel Hill from the north, and the Southern Village park-and-ride lot at the southern end. UNC park-and-ride facilities in the corridor include the RR lot on Estes Drive and the lot at 725 Martin Luther King, Jr. Boulevard.

Chapel Hill Transit's (CHT's) Route NS provides service along this corridor, and has an average of over 3,500 riders a day. Several other routes also use portions of the corridor, resulting in high bus volumes that build from both ends of the corridor towards UNC Hospitals. Plans for future development on both ends of the corridor support the need for transit improvements.

This Technical Memorandum begins with a description of existing CHT, Triangle Transit, and Orange Public Transit (OPT) services relevant to the North-South Corridor. The 2040 No Build Alternative is then discussed, specifying associated service plans. Lastly, descriptions and service plans are outlined for the Build Alternatives that are being considered in the Alternatives Analysis – BRT in Mixed Traffic Alternative, BRT in Dedicated Side Lane Alternative, and BRT in Dedicated Center Lane.

2. Existing Corridor Services

Chapel Hill Transit has a total of 24 routes operating during weekday daytime bus service. On Saturday, the total number of routes drops to only eight, and on Sunday only two routes are in service. The North-South Corridor exhibits a similar pattern of robust service during the week and little service on weekends. There are a total of eight routes that operate on significant portions of the North-South Corridor during the week (NS, A, G, N, NU, HS, T, and V). Of these routes, only the NU and T run on Saturdays, and only the NU runs on Sundays. Tables 2-1 and 2-2 present service and ridership characteristics for the eight routes that have been defined as North-South corridor routes.

Table 2-1: CHT Service Span Frequency for North-South Corridor Routes

| Day of Week | Route Name | Span of Service | Weekday Frequency (minutes) | | | |
|-------------|------------|----------------------|-----------------------------|--------|---------|------|
| | | | AM Peak | Midday | PM Peak | Eve. |
| Weekdays | NS | 5:30 am to 10:38 pm | 10 | 20 | 10 | 60 |
| | A | 5:30 am to 10:38 pm | 30 | 60 | 30 | n/a |
| | A-Ltd. | 7:14 am to 9:41 am | 30 | n/a | n/a | n/a |
| | G | 6:23 am to 8:40 pm | 50 | 50 | 50 | n/a |
| | HS | 6:45 am to 5:40 pm | 60 | n/a | 60 | n/a |
| | N | 6:25 am to 7:20 pm | 30 | 60 | 30 | n/a |
| | NU | 7:05 am to 10:44 pm | 20/25 | 20/25 | 20/25 | 45 |
| | T | 6:50 am to 6:44 pm | 30 | 35 | 35 | n/a |
| | V | 6:23 am to 8:06 pm | 40 | 60 | 40 | n/a |
| Saturdays | NU | 10:38 am to 11:17 pm | n/a | 45 | 45 | 45 |
| | T | 8:15 am to 5:40 pm | 60 | 60 | 60 | n/a |
| Sundays | NU | 10:38 am to 11:17 pm | n/a | 45 | 45 | 45 |

Table 2-2: CHT Weekday Ridership Characteristics for North-South Corridor Routes

| Route Name | Average Daily Ridership | Passengers per Revenue Hour | Passengers per Revenue Mile | Passengers per Revenue Trip |
|------------|-------------------------|-----------------------------|-----------------------------|-----------------------------|
| NS | 3619 | 50 | 4.4 | 33.5 |
| A | 1414 | 46.2 | 4.6 | 34.5 |
| G | 938 | 33.8 | 2.8 | 28.4 |
| HS | 158 | 23.8 | 1.7 | 11.3 |
| N | 657 | 35.1 | 4.3 | 17.3 |
| NU | 1429 | 55.5 | 5.8 | 2.0 |
| T | 1027 | 47.9 | 4.0 | 27.0 |
| V | 578 | 26.4 | 2.6 | 17.0 |

Service performance metrics calculated from September 2014 ridership data

2.1 Northern Corridor Routes

Routes operating on the north portion of the corridor include both CHT and Triangle Transit routes. Following are brief descriptions of those routes.

Route NS (Eubanks Road / Southern Village)

This route is the primary bus route serving the full length of the corridor, proceeding from Eubanks Road CHT park-and-ride lot to the Southern Village CHT park-and-ride lot. The high demand of this route has justified the need to run a mix of standard and articulated buses on this route throughout the day. Like many CHT routes, service adjusts with the needs of the UNC academic calendar. Monday through Friday service operates from 5:30 am to 10:38 pm; service frequencies are 10 minutes during peak periods, tapering to 60-minute service in the evenings with service only to/from UNC Hospitals. No weekend service is available. Round trip mileage is 15.7 miles and takes 70 minutes at an average speed of 13.5 mph.

Route A and A-Ltd (MLK Jr Boulevard / Northside)

Route A begins at the Seymour Senior Center off Homestead Road and travels down Martin Luther King Jr. Boulevard and Raleigh Street. Route A loops around the UNC campus and by UNC Hospitals, and through downtown Chapel Hill to the Colonial Heights neighborhood. Service frequencies are typically 30 (there are a couple of 60-minute gaps) on weekdays between 6:26 am and 7:24 pm with no weekend service. Round trip mileage is 16.3 miles and takes 85 minutes at an average speed of 11.5 mph.

The A-Limited is in service when UNC is in session, running from Hillsborough Street at Martin Luther King Jr. Boulevard in a clockwise direction to Manning Drive at UNC Hospitals and then N Columbia at

Rosemary Street. The A-Limited runs exclusively during AM peak period, and service frequencies are 30 minutes.

Route G (Booker Creek / University Mall / UNC Hospitals)

This route proceeds from Booker Creek Apartments on Lakeshore Drive and Estes Drive. It then travels down Martin Luther King, Jr. Boulevard through UNC’s campus and by UNC Hospitals, then travels west on Raleigh Road to Hamilton/Fordham to University Mall. Service frequencies fluctuate around 50 minutes on weekdays from 6:23 am to 8:40 pm with no weekend service. Round trip mileage is 22.5 miles and takes 120 minutes at an average speed of 11.3 mph.

Route HS (Morris Grove Elementary / East Franklin Street)

This route begins at Morris Grove Elementary and travels southeast to serve Chapel Hill High School, continuing to Estes Drive, Airport Drive and Martin Luther King, Jr. Boulevard. It then travels south along the Martin Luther King Jr. Boulevard and Hillsborough, through the UNC campus and back north along Columbia Drive to Martin Luther King Jr. Boulevard to complete a loop at the southern end. Service frequencies are generally 55 to 65 minutes during weekday peak periods (with only one midday trip), with no weekend service. Route HS operates from 6:45 am to 5:40 pm. The round trip length is 13.4 miles and takes about 55 minutes at an average speed of 14.6 mph.

Route N (Estes Park / UNC Hospitals / Family Medicine)

This route proceeds from Estes Park Apartments on Estes Drive to Columbia Street, through the UNC campus and by UNC Hospitals to Bowels Drive and the Family Medical Center. This weekday only route operates from 6:25 am to 7:20 pm with service frequencies of 30 minutes during the peaks and 60 minutes during midday. Round trip mileage is 7.7 miles and takes about 55 minutes at an average speed of 8.4 mph.

Route NU (RR Lot / UNC Hospitals)

This route proceeds from the RR lot on Estes Drive down Martin Luther King, Jr. Boulevard through campus on Raleigh Street and Manning Drive then back on Columbia Street to Martin Luther King, Jr. Boulevard. During the week, the NU runs from 7:05 am to 10:44 pm. Service from peak to peak is 20 to 25 minutes, with early and late service offered at 45 minute frequencies. NU operates during weekends every 45 minutes from 11:30 am to 11:17 pm, but does not operate during breaks. Round trip mileage is 7.1 miles and takes 39 minutes at an average speed of 10.9 mph.

Route T (MLK Jr. Boulevard / UNC Hospitals)

This route proceeds from East Chapel Hill High School on Weaver Dairy Road to Martin Luther King, Jr. Boulevard to East Drive near UNC Hospital. Weekday frequencies fluctuate from 25 to 70 minutes, however the most common is 35 minutes. Service runs from 6:50 am to 6:14 pm with no weekend service. Round trip mileage is 14.0 miles and takes about 60 minutes at an average speed of 14 mph.

Route V (Southern Village/Meadowmont)

This route operates from Meadowmont and the Friday Center through the UNC campus and by UNC Hospitals, to Southern Village via Columbia Street and US 15-501. Weekday service frequencies are generally 30 to 50 minutes in the peak periods, and 80-minutes in the midday, with a span of service from 6:23 a.m. to 8:06 p.m. Round trip mileage is 13.2 miles and takes approximately 75 minutes at an average speed of 10.5 miles an hour.

Triangle Transit Route 420 (Hillsborough Shopping Center / UNC Hospitals)

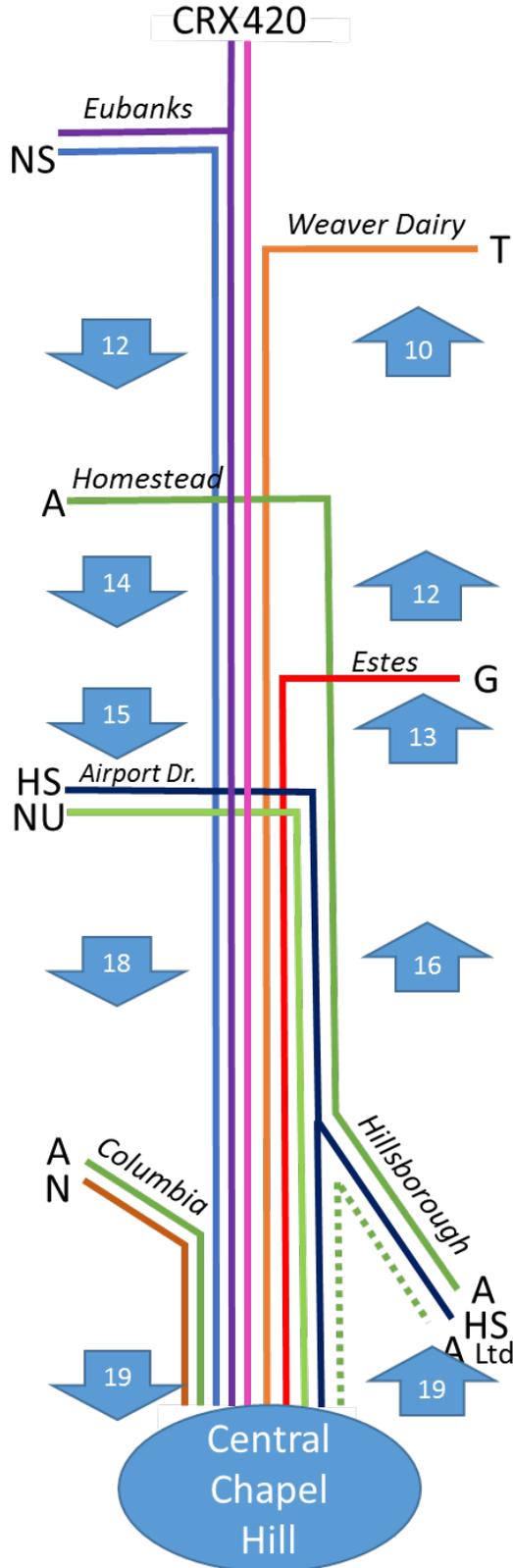
This route operates from the North Hills Shopping Center in Hillsborough to UNC Hospitals. From Hillsborough, Route 420 travels along US Highway 70 to State Highway 86 to Martin Luther King Jr. Boulevard. In Chapel Hill the route operates in the counterclockwise loop from Cameron Avenue to Pittsboro Street and Columbia Street. The route accesses UNC Hospitals from the southern side via Mason Farm Road and East Drive. From UNC Hospitals, the route takes Columbia Street to Martin Luther King Jr. Boulevard back to Hillsborough. Route 420 operates from 6:00 am to 9:15 am for morning service and from 3:40 pm to 6:55 pm for afternoon service. Service frequencies are 30 minutes for both periods. Round trip mileage is 27.8 miles and takes about 90 minutes for an average speed of about 18.5 mph.

Triangle Transit Route CRX (Chapel Hill / Raleigh)

This route operates from Chapel Hill to downtown Raleigh. In Chapel Hill, this route operates in a loop. In the morning, inbound buses enter Chapel Hill via Raleigh Road, loop around the UNC Hospitals, and then travel north on Martin Luther King Jr. Parkway to I-40 with a stop at the Eubanks Road park-and-ride lot before entering I-40. Routing is reversed in the p.m. Route CRX operates at 30-minute frequencies in the a.m. peak period (both directions of travel). Afternoon frequencies generally average 30-minutes but the time between trips ranges from 15 to 35 minutes. Service runs from 6:00 a.m. to 9:55 a.m. during the morning peak and 3:35 to 7:25 during the afternoon peak. The round trip takes about 110 minutes and is approximately 64.6 miles, at an average speed of 35 mph.

In addition to the routes listed above, many other CHT routes operate along short segments of the corridor; particularly between Franklin Street and Manning Drive. Triangle Transit Route 400, 405, 800 and 805 also operate on short segments of the corridor. Figure 2-1 presents a.m. peak hour bus volumes for corridor-designated routes along the study corridor, north of downtown Chapel Hill.

Figure 2-1: North Side Weekday AM Peak Bus Volume



2.2 Southern Corridor Routes

Route NS (Eubanks Road / Southern Village)

As noted in the prior section of this Tech Memo, Route NS is the primary bus route serving the full length of the corridor. Operating characteristics for Route NS were described in the prior section.

Route V (Southern Village / West Barbee Chapel Road)

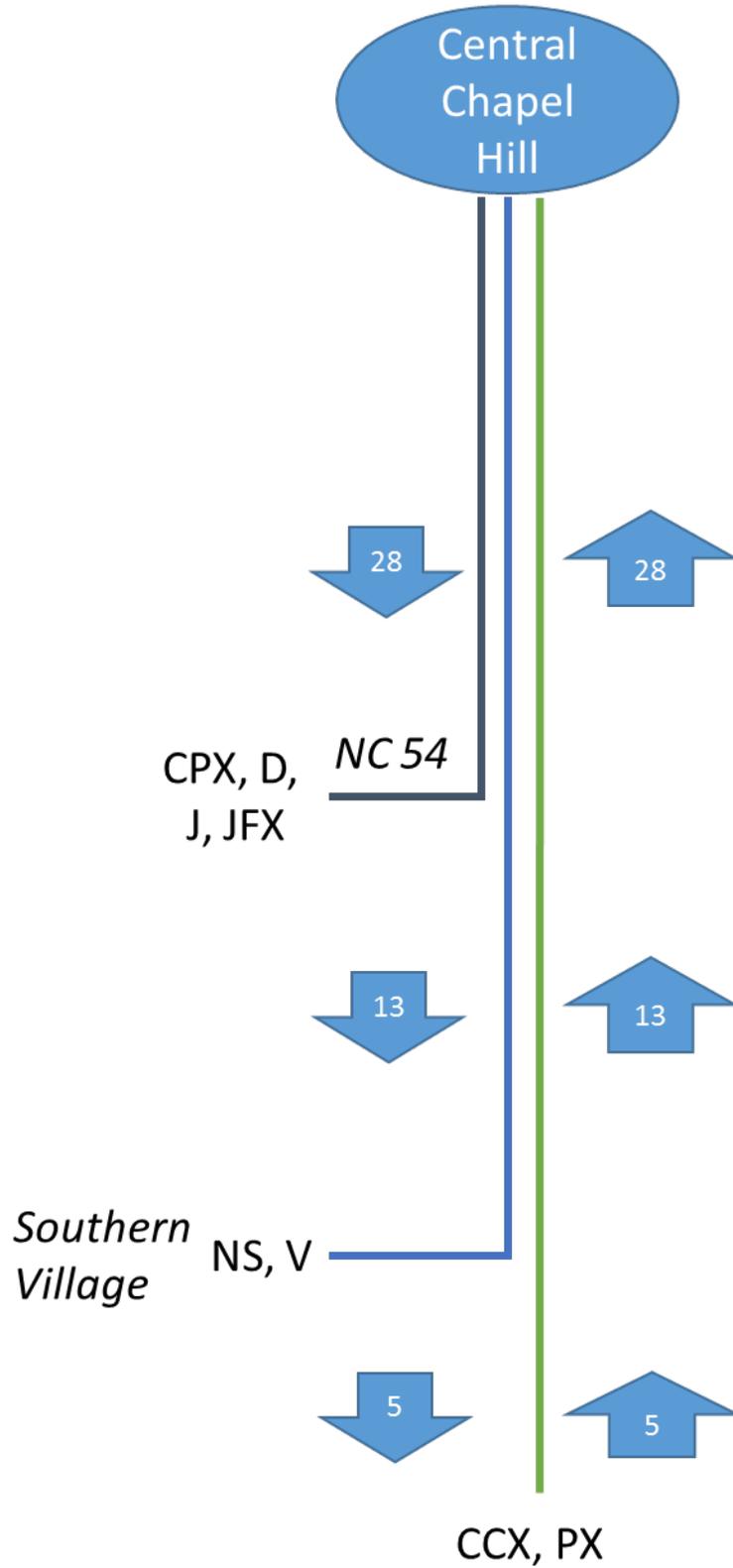
This route proceeds from Southern Village park-and-ride and travels north on US 15/501 to UNC Hospitals before continuing east on Raleigh Road to Friday Center park-and-ride and Meadowmont Apartments. Service frequencies range from 30 to 50 minutes during peak period and are as much as 80 minutes during the mid-day period with a span of service from 6:23 a.m. to 8:06 p.m. Round trip mileage is 13.14 miles which takes 73 minutes at an average speed of 10.8 mph.

In addition to the routes listed above, the following routes currently operate on short segments along the south portion of the corridor: CCX, CPX, D, J, JFX, and PX. Figure 2-2 presents a.m. peak hour bus volumes along the Columbia Street/US 15-501 portion of the corridor, south of downtown Chapel Hill.

2.3 Orange Public Transportation (OPT) Routes

Orange County Public Transportation provides the mid-day portion of the Hill to Hill service, also known as the Triangle Transit Route 420. In addition to this service, OPT provides service for elderly (60+) or disabled residents to medical care providers or shopping. These services will remain unchanged in all of the project alternatives described in this report.

Figure 2-2: North Side Weekday AM Peak Bus Volume



2.4 North-South Corridor Ridership Characteristics

Stop level ridership data provided by Chapel Hill Transit from September 2014 was used to determine ridership characteristics for the corridor-designated routes. Figures 2-3 and 2-4 present northbound and southbound stop level ridership (boardings and alightings) for Route NS. As noted earlier, Route NS carries approximately 3,500 daily riders during the UNC school year. Approximately 1,240 trip ends (620 riders) are associated with boardings or alightings at the two ends-of-line park-and-ride lots (540 boardings and alightings at Eubanks and 700 boardings and alightings at Southern Village). The maximum number of riders on Route NS bus trips typically occurs just north of the Martin Luther King Jr. Boulevard/Columbia Street intersection, just north of downtown Chapel Hill.

Ridership characteristics for other corridor-designated routes are as follows:

Route A

- Approximately 1,415 daily riders
- 33% ridership activity on-corridor
- 67% ridership activity off-corridor

Route G

- Approximately 940 daily riders
- 40% ridership activity on-corridor
- 13% ridership activity on Estes/Lakeshore segment
- 45% ridership activity on Raleigh Rd/University Mall segment

Route HS

- Approximately 160 daily riders
- 16% ridership activity on-corridor
- 52% ridership activity west of Martin Luther King Jr Boulevard
- 32% ridership activity on Franklin/Hillsborough segment

Route N

- Approximately 660 daily riders
- 45% ridership activity on-corridor
- 41% ridership activity on N Columbia Street to Estes Park Apartments
- 14% ridership activity on remainder of route

Route NU

- Approximately 1,430 daily riders
- 44% ridership activity on-corridor
- 9% ridership activity west of Martin Luther King Jr. Boulevard
- 47% ridership activity on remainder of route

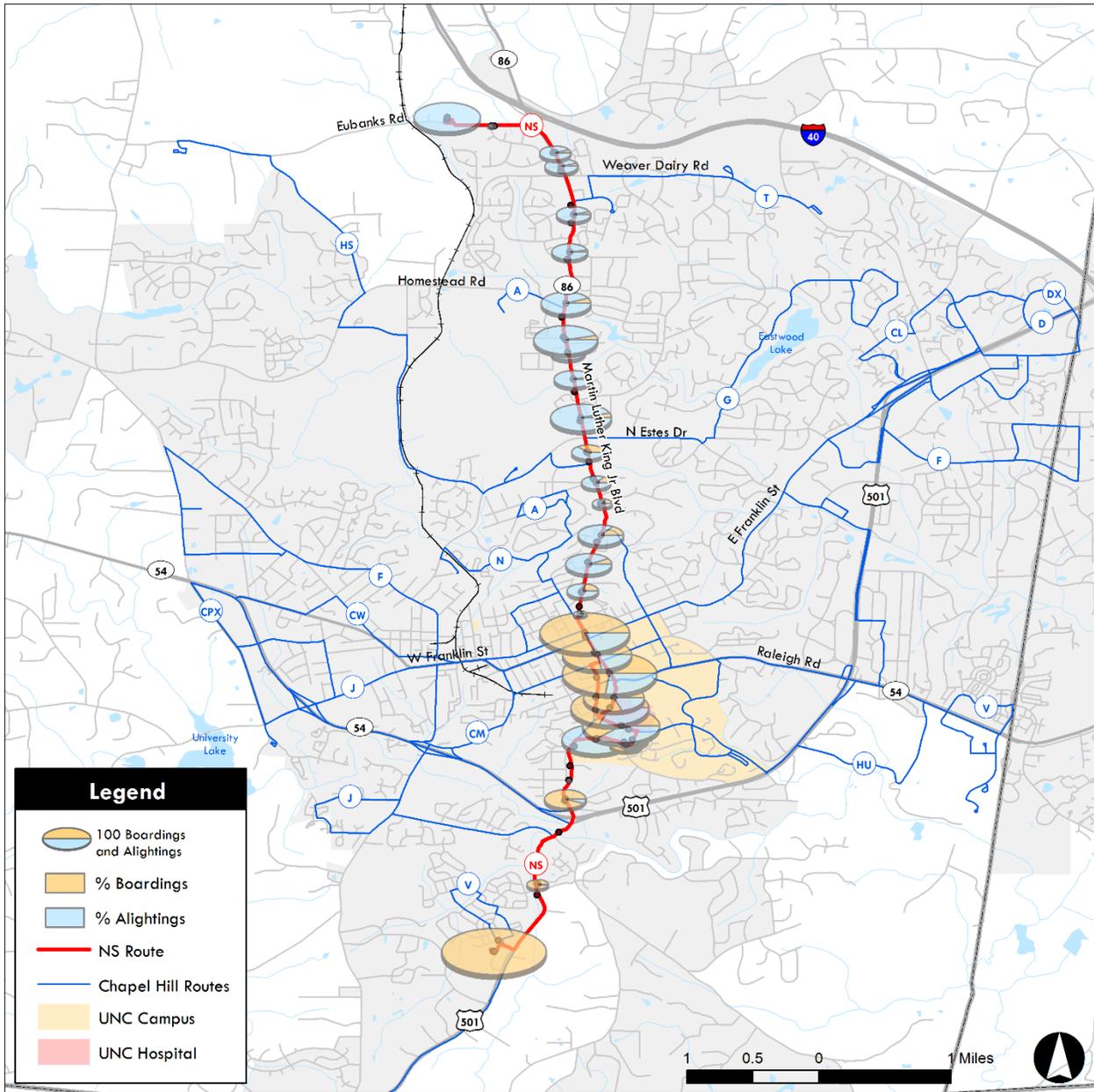
Route T

- Approximately 1,030 daily riders
- 81% ridership activity on-corridor
- 19% ridership activity on northeast segments

Route V

- Approximately 565 daily riders
- 44% ridership activity on-corridor
- 56% ridership activity on Raleigh Rd to Meadowmont Apartment segments

Figure 2-3: NS Northbound Daily Boardings and Alightings (Fall 2014 Ridership)



3. No Build Alternative

Evaluation of Build Alternatives requires the definition of a No Build Alternative. Project alternatives are being evaluated for a Year 2040 horizon year. This project's No Build Alternative assumes implementation of the proposed Durham-Orange Light Rail Transit (LRT) project and associated bus route changes as part of the background bus network. Several of the North-South Corridor routes are impacted by the Durham-Orange LRT Project and are proposed for modification to improve connectivity to the proposed rail line. In addition, it is assumed that CHT weekend service is expanded by 2040. As noted in the prior section, CHT operates a reduced Saturday service and minimal Sunday service. Proposed service changes are as follows:

3.1 Corridor Route Alignment Modifications

Route G

Service plans developed for the Durham-Orange LRT project propose a modification to Route G's alignment in the central Chapel Hill area. The current deviation to UNC Hospitals is eliminated. Instead, Route G would follow Raleigh Road and then turn north on Columbia Street. Reverse direction buses would follow Columbia Street to Cameron Avenue to Raleigh Road. No changes are proposed to No Build service frequencies.

Route NU

The Durham-Orange LRT project proposes minor alignment modifications in the vicinity of UNC Hospitals in the Durham-Orange LRT project for Route NU. From Manning Drive, buses would turn south on East Drive, west on the realigned William Blythe Drive, north on West Drive, back to Manning Drive and Columbia Street. No changes are proposed to service frequencies.

It should be noted that West Drive is currently one-way southbound and as such, the aforementioned route pattern assumes West Drive would be modified to accommodate two-way bus traffic flow. If this is not possible, then westbound buses would need to connect to the UNC Hospitals Station via East Street, the proposed realigned William Blythe Drive and Mason Farm Road to Columbia Street.

Route T

The Durham-Orange LRT project proposes an eastern extension of this route beyond East Chapel Hill High School to the Gateway LRT station. Proposed routing is east on Weaver Dairy Road, north on Erwin Road, south on Sage Road, and east on Old Durham Road to the Gateway LRT station. The west/south end of the route is also modified. Instead of operating south on Martin Luther King, Jr. Boulevard to UNC Hospitals, this route would continue west on the Weaver Dairy Road Extension, east on Homestead Road to the Seymour Senior Center and Southern Orange County Human Services Center. Proposed weekday frequencies are 30-minutes all-day. Additional 30-minute weekday evening service is proposed.

Route V

The Durham-Orange LRT project proposes minor alignment modifications in the vicinity of UNC Hospitals in the Durham-Orange LRT project for Route V. From Manning Drive, buses would turn south on East Drive, west on the realigned William Blythe Drive, west on the realigned Mason Farm Road and south on Columbia Drive. Northbound routing would make the reverse movement. This route would also provide a connection to the Friday Center station and the Hamilton Road Station.

Triangle Transit Routes 400 and 405

Per transit service plans in the Durham-Orange LRT project, these routes are eliminated, replaced with LRT service.

3.2 Weekend Service Expansion

As noted earlier, CHT operates a reduced schedule on Saturdays and minimal service on Sundays. As part of this project's background bus service assumptions, it is assumed that weekend CHT bus service is expanded by the horizon year 2040.

Routes that presently operate on Saturdays are: CM, CW, D, FG, JN, NU, T and U. For purposes of this project's No Build Alternative, it is assumed that Route NS service is expanded to include weekend service from approximately 8:00 a.m. to 6:00 p.m. at 45-minute frequencies (two buses). The modified Route T (Gateway LRT Station to Southern Orange County Human Services Center) is also assumed to operate on Saturdays for approximately the same span of service at 60-minute frequencies.

Routes that presently operate on Sundays are U and NU. For purposes of this project's No Build Alternative, it is assumed that all existing Saturday routes operate on Sundays at the same frequencies and span of service as currently operated on Saturdays. Routes NS and T are also proposed to operate on Sundays.

4. Bus Rapid Transit Alternative

This section of the Tech Memo presents proposed BRT service plans and background bus plan modifications. Three BRT alignment configurations are being considered: BRT in Mixed Traffic, BRT in Dedicated Side Lane and BRT in Dedicated Center Lane. Two northern end-of-line locations are also under consideration – the existing Eubanks Road park-and-ride lot and a potential new end-of-line park-and-ride lot located on Martin Luther King, Jr. Boulevard, north of I-40. Specific BRT station/stop locations are yet to be determined. Existing stop level ridership information (described earlier in this Tech Memo in Section 2.4) will be used to determine BRT stop locations that maintains corridor accessibility to transit.

Proposed BRT service plans are the same for all three alignment configuration and two north end-of-line alternatives. Background bus service, however, does vary slightly depending on the alternative.

4.1 BRT Service Plan

There are three BRT service plans proposed for consideration in this project, regardless of the alignment configuration. Service Plan Option 1 assumes a single BRT route pattern that operates from the north end-of-line (either Eubanks Road park-and-ride lot or I-40/Martin Luther King, Jr. Boulevard park-and-ride lot) to the Southern Village park-and-ride lot. BRT buses would remain on the proposed BRT corridor (Martin Luther King, Jr. Boulevard, Columbia/Pittsboro Streets and US 15-501), with no off-corridor deviations. Proposed frequencies and span of service for the BRT service are shown below in Table 4-1.

Table 4-1: Proposed BRT Service Plan – Option 1 and 2 (Single Route Pattern)

| Day of Week | Time Period | Service Frequency |
|-----------------------|--------------------------|-------------------|
| Weekdays | 5:00 a.m. – 7:00 a.m. | 20-minutes |
| | 7:00 a.m. to 6:00 p.m. | 7.5-minutes |
| | 6:00 p.m. to 8:00 p.m. | 10-minutes |
| | 8:00 p.m. to 11:00 p.m.* | 20-minutes |
| Saturdays and Sundays | 8:00 a.m. to 10:00 a.m. | 20-minutes |
| | 10:00 a.m. to 6:00 p.m. | 10-minutes |
| | 6:00 p.m. to 11:00 p.m.* | 20-minutes |

* Service would be extended beyond 11:00 p.m. on Thursdays, Fridays and Saturdays during the UNC school year

Service Plan Option 2 also consists of a single BRT route pattern that would operate the service pattern described above, but with an off-corridor deviation to serve the UNC Hospitals LRT Station via Mason Farm Road and Manning Drive. Proposed frequencies and span of service for the BRT are the same as shown for Service Plan Option 1 in Table 4-1 (above).

Service Plan Option 3 consists of two BRT route patterns – full-length and a short-turn pattern. The full-length pattern would operate the same service pattern described in Option 2. The short-turn pattern would operate from UNC Hospitals Station to Carolina North, with buses deviating off of the corridor to a turnaround location within Carolina North. The location of this turnaround will be determined in future phases of the project; construction of a transitway on the Carolina North campus is not presumed as part of the project.

This short-turn pattern would only operate on weekdays, and not in the early morning or late evening time periods. The combined frequency between the two route patterns is five minutes on weekdays (7.5-minutes on weekday evenings). Proposed frequencies and span of service for the two proposed route patterns are shown below in Table 4-2.

Table 4-2: Proposed BRT Service Plan – Option 3 (Two Route Patterns)

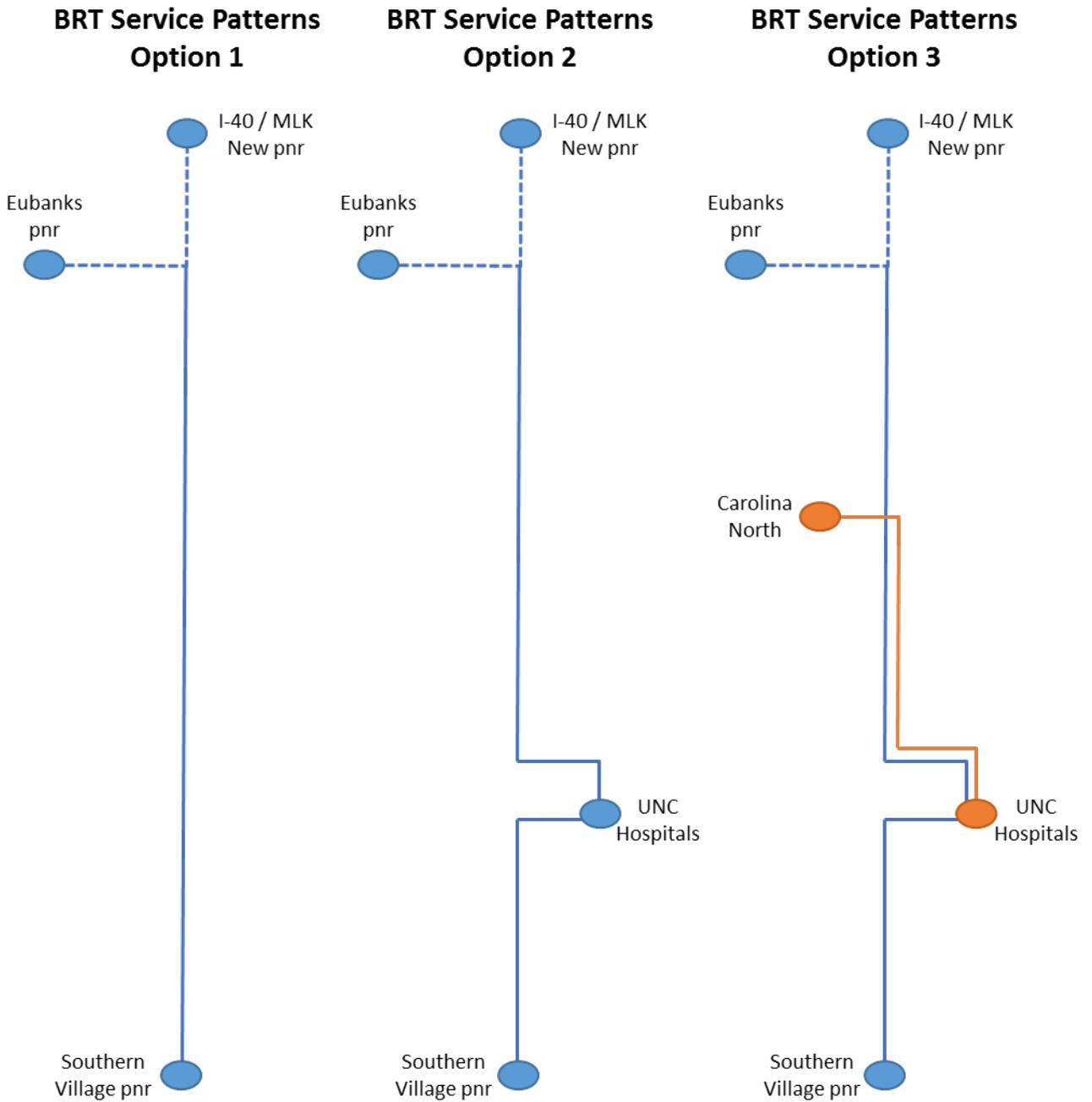
| Day of Week | Time Period | Full Route Pattern Service Frequency | Short-Turn Pattern Service Frequency |
|-----------------------|--------------------------|--------------------------------------|--------------------------------------|
| Weekdays | 5:00 a.m. – 7:00 a.m. | 20-minutes | No Service |
| | 7:00 a.m. to 6:00 p.m. | 10-minutes | 10-minutes |
| | 6:00 p.m. to 8:00 p.m. | 15-minutes | 15-minutes |
| | 8:00 p.m. to 11:00 p.m.* | 20-minutes | No Service |
| Saturdays and Sundays | 8:00 a.m. to 10:00 a.m. | 20-minutes | No Service |
| | 10:00 a.m. to 6:00 p.m. | 10-minutes | No Service |
| | 6:00 p.m. to 11:00 p.m.* | 20-minutes | No Service |

** Service would be extended beyond 11:00 p.m. on Thursdays, Fridays and Saturdays during the UNC school year*

All three service plan options are shown schematically in Figure 4-1 (weekday service patterns only).

Once station locations are defined, BRT travel time estimates will be calculated and BRT operating plan requirements will be determined for both BRT service plan options. Ridership forecasts will also be reviewed to determine any appropriate adjustments to the BRT service frequencies that are proposed in this service plan.

Figure 4-1: Proposed BRT Weekday Service Plans Options



4.2 Background Bus Service Modifications

The following bus service modifications are proposed in support of all three BRT alignment configuration alternatives. Some of the routes listed below will continue to operate on short segments of the North-South Corridor. In those instances, local buses will operate jointly with BRT service for the Mixed Traffic and Dedicated Side Lane Alternatives. In the Dedicated Center Lane Alternative, only BRT buses would operate in the center lanes, with local bus routes operating in mixed traffic in the curb lanes. Figure 4-2 at the end of this section illustrates the existing CHT transit network and Figure 4-3 shows how the proposed transit network would look like with the North-South Corridor BRT, the Durham-Orange Light Rail Transit service and the proposed CHT route changes that are described below.

Route NS

This route is eliminated and replaced with BRT service for all three BRT alignment configuration alternatives.

Routes A and A-Ltd.

With the addition of North-South Corridor BRT service, it is proposed that Route A Ltd. is eliminated. Route A's alignment is also proposed to be modified, with Route A service taken off of MLK Jr. Blvd to eliminate duplicative service along the BRT alignment. Route A's new northern terminus would be the existing loop at Barclay Road and Severin Street. Route A would continue south, turning east on Umstead Drive and south on Hillsborough Street to Raleigh Street. This route would follow the existing alignment to UNC Hospitals, where Route A service would terminate. It is proposed that Route A service be interlined with modified Route N service (described later in this section) at UNC Hospitals. Proposed weekday service frequencies for the interlined Route A and N is 30-minutes. No change is needed to the weekday span of service, for Route A presently operates at a span similar to the proposed BRT span of service. Weekend service is also proposed at 60-minute frequencies during the day. Figure 4-4 illustrates the existing route alignment and Figure 4-5 shows the proposed route alignment for Route A.

This modification removes service from the Seymour Senior Center and Southern Orange County Human Services Center, however the proposed Route T (described later in this section) will serve these facilities at equivalent frequencies with the addition of weekend service. Additional service could come in the form of rerouting Route HS to stay on Estes Drive to serve the Senior Center, if needed.

New Route E

This is a proposed route that would begin at University Mall on the eastern end of the alignment and travel north to S Elliott Road to serve the East Gate Shopping Center. The route would continue along Elliott Road before traveling to N Estes Drive by way of Curtis Road, Clayton Road, and Caswell Road. Route E would travel west on Estes Drive and south on Greensboro Street to downtown Carrboro. Riders destined to the central Chapel Hill area and the UNC campus would transfer to the BRT route. Proposed frequencies are 30-minutes in the peak periods and 60-minutes in the midday and evening periods, with service provided on weekdays only (similar span of service as BRT). Figure 4-7 presents the proposed route alignment for Route E.

Route G

As noted above, a portion of the existing Route G has been proposed as new Route E service. The remaining Route G retains current routing between University Mall and UNC Hospitals. An extension from University Mall north along US 501 to Booker Creek Rd via Erwin Rd and Oxford Creek Rd is proposed to continue service to the Booker Creek residences. Proposed frequencies are 30-minutes in

the peak periods and 60-minutes in the midday period, weekdays only (no change in the current span of service). Figure 4-6 illustrates the existing alignment and Figure 4-7 illustrates proposed route alignment for Route G.

Route N

It is proposed that Route N retains its current alignment along the northwest portion of the route, continuing to Columbia Street, where it follows the Route A alignment to UNC Hospitals. As noted earlier, it is proposed that Route N be interlined with the modified Route A (described above). Proposed weekday service frequencies for the interlined Route A and N is 30-minutes. Weekend service is also proposed at 60-minute frequencies during the day. Figure 4-8 depicts existing Route N alignment and Figure 4-9 illustrates proposed route alignment for Route N.

Route NU

It is proposed that Route NU's alignment be modified to reduce duplicative service with BRT on Martin Luther King, Jr. Boulevard and Columbia Street. Proposed new routing from Airport Drive/Martin Luther King, Jr. Boulevard is south on Martin Luther King, Jr. Boulevard, south on Hillsborough and Raleigh Street, picking up its current alignment until service at the UNC Hospitals. From UNC Hospitals, this route will begin its northbound direction in the same alignment as described for the southbound direction. No changes are proposed to existing service frequencies or the span of service. Route NU would operate in the BRT lanes for the mixed traffic and dedicated side lane alternatives. Figure 4-10 shows the existing alignment and Figure 4-11 illustrates proposed route alignment for Route NU.

Route T

No changes are proposed from previously-described No Build Alternative service modifications. Riders destined to the central Chapel Hill area and the UNC campus would transfer to the BRT service. Figure 4-12 depicts the existing alignment and Figure 4-13 illustrates proposed route alignment for Route T.

Route V

It is proposed that Route V runs its current alignment on the eastern side of the route from the Friday Center park-and-ride and Meadowmont Apartments loop towards UNC Campus. However, instead of continuing the route to US 15/501 and to Southern Village (i.e., duplicating proposed BRT service), the route will terminate at UNC Hospitals. No changes are proposed to existing service frequencies or the span of service. Figure 4-14 shows the existing alignment for Route V and Figure 4-15 illustrates proposed route alignment for Route V.

SV Circulator

This is a proposed route that covers the existing Southern Village development alignment loop from the existing Route V, with service anchored at the Southern Village park-and-ride lot for transfers to and from the proposed BRT service. This route could eventually be extended to include service into the proposed Obie Creek development across US 15-501. Proposed frequencies are 15-minutes all-day, weekdays only, with a span of service similar to BRT. Figure 4-15 illustrates proposed route alignment for Route SV.

Weekend Route JN

With the proposed modifications to Routes A and N, the weekend Route JN must also be modified to reflect service only between UNC Hospitals and Rock Haven Road. The shorter route alignment allows

for an improvement in weekend service frequencies to 60-minutes with one bus. No change is proposed to the span of service.

Other CHT Routes

Nearly all other CHT routes operate on short segments of the corridor (e.g., Route CL comes in from Franklin Street, turns south on Columbia Street and loops around the UNC Hospitals). No route alignment changes are proposed for these other CHT routes. Coordination of BRT and non-BRT stop locations will be required for the BRT in Mixed Traffic and BRT in Side Dedicated Lanes alternatives.

Triangle Transit Route 420

No changes are proposed to this route. Service will parallel proposed BRT service along Martin Luther King, Jr. Boulevard

Triangle Transit Route CRX

The only proposed alignment change to this route is to serve the I-40/Martin Luther King, Jr. Boulevard park-and-ride lot, for BRT alternatives that assume this lot location in lieu of the existing Eubanks Road park-and-ride lot.

Figure 4-2: Existing CHT Route Alignments

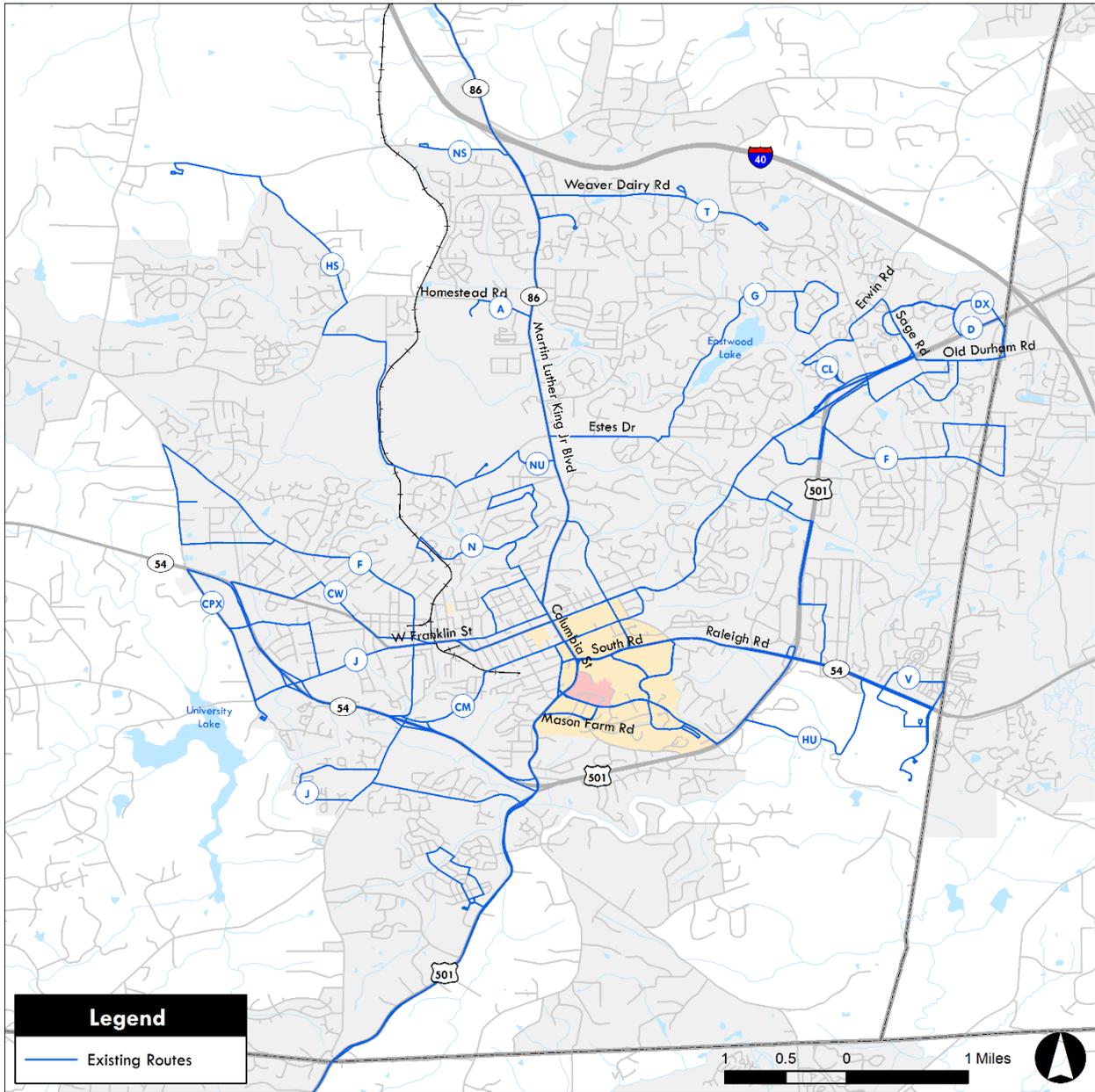
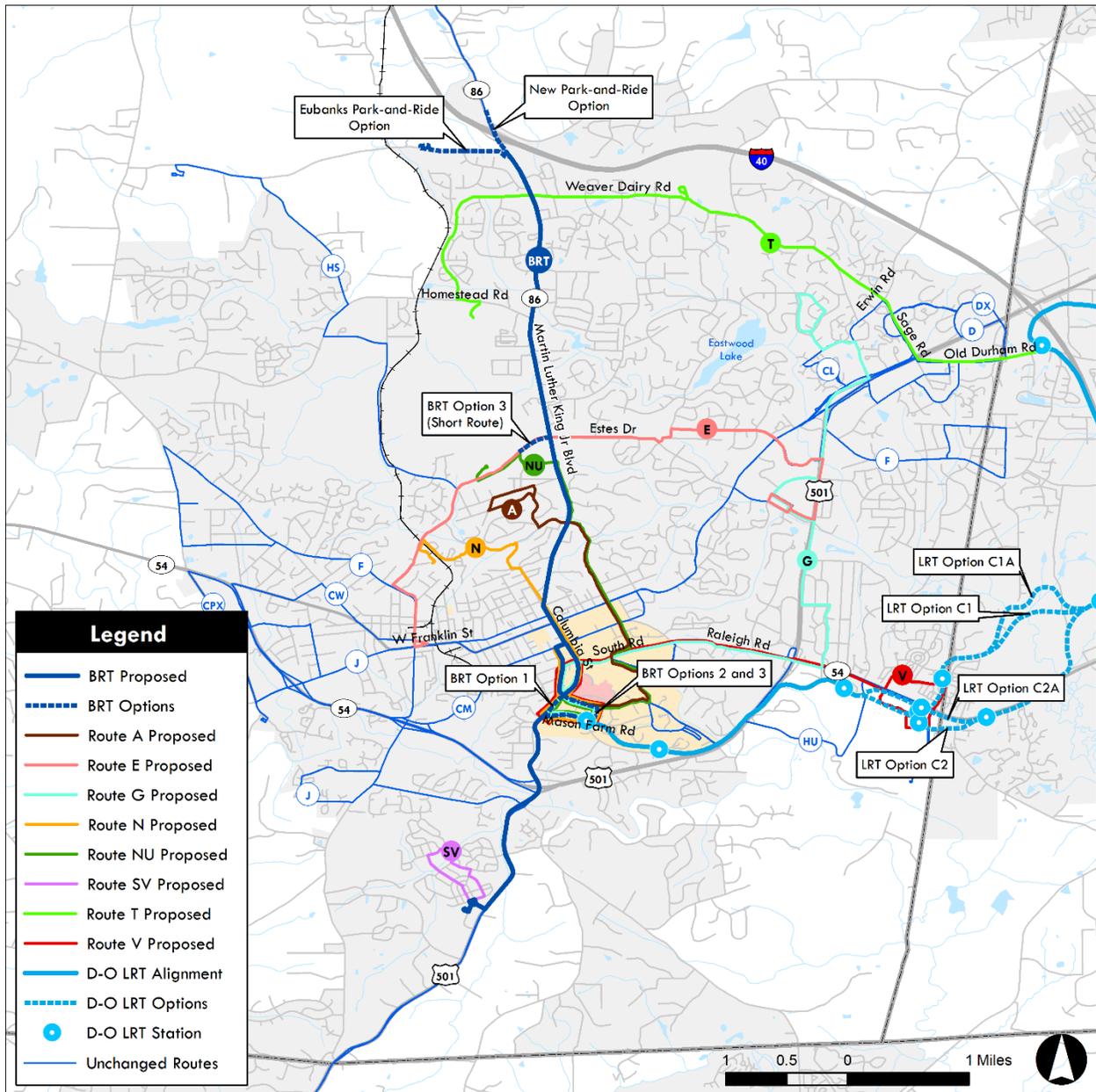


Figure 4-3: Proposed CHT Route Alignments



Note: The exact alignment of the Carolina North portion of BRT Option 3 will be determined in future project phases.

Figure 4-4: Existing Route A

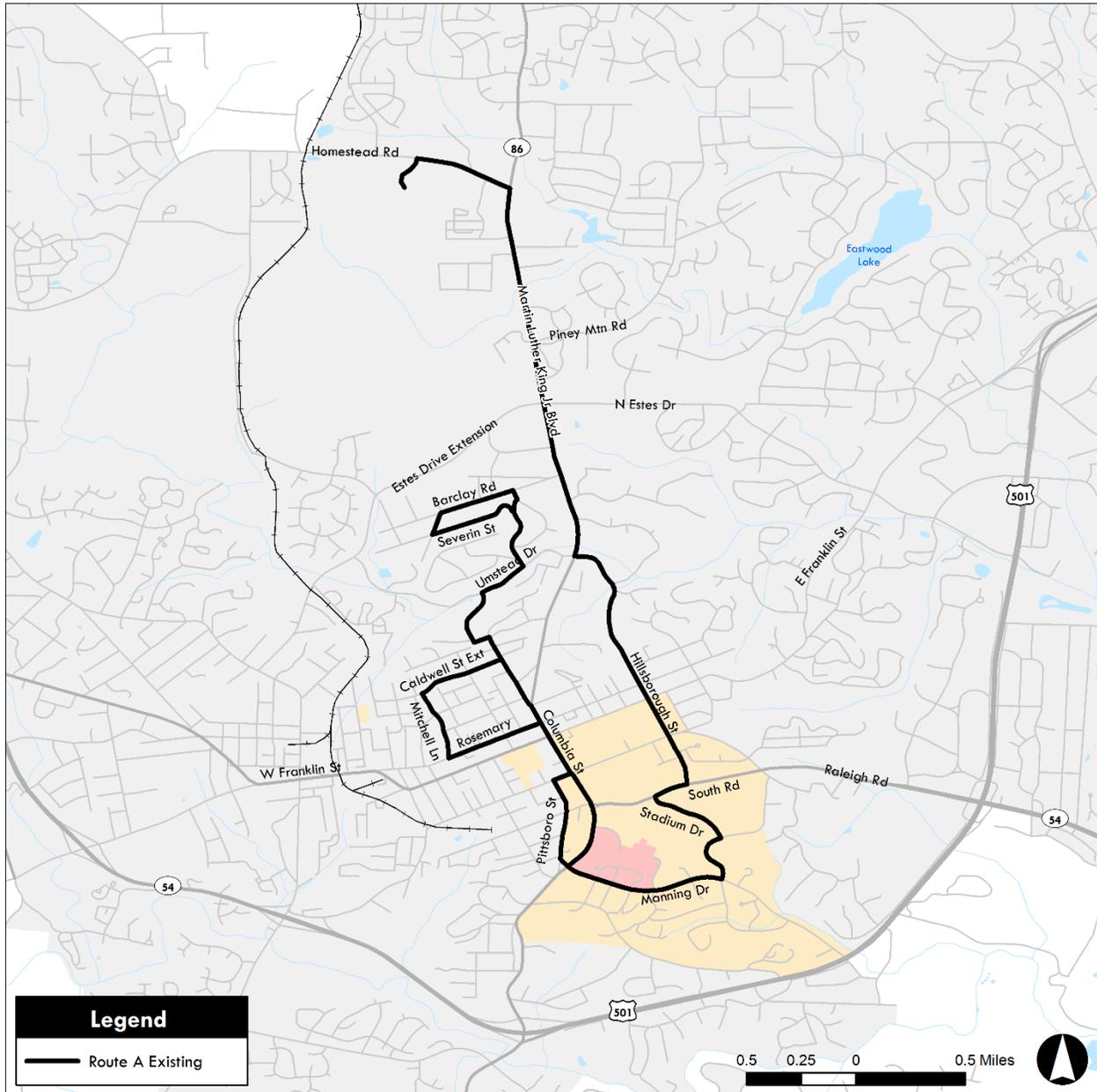
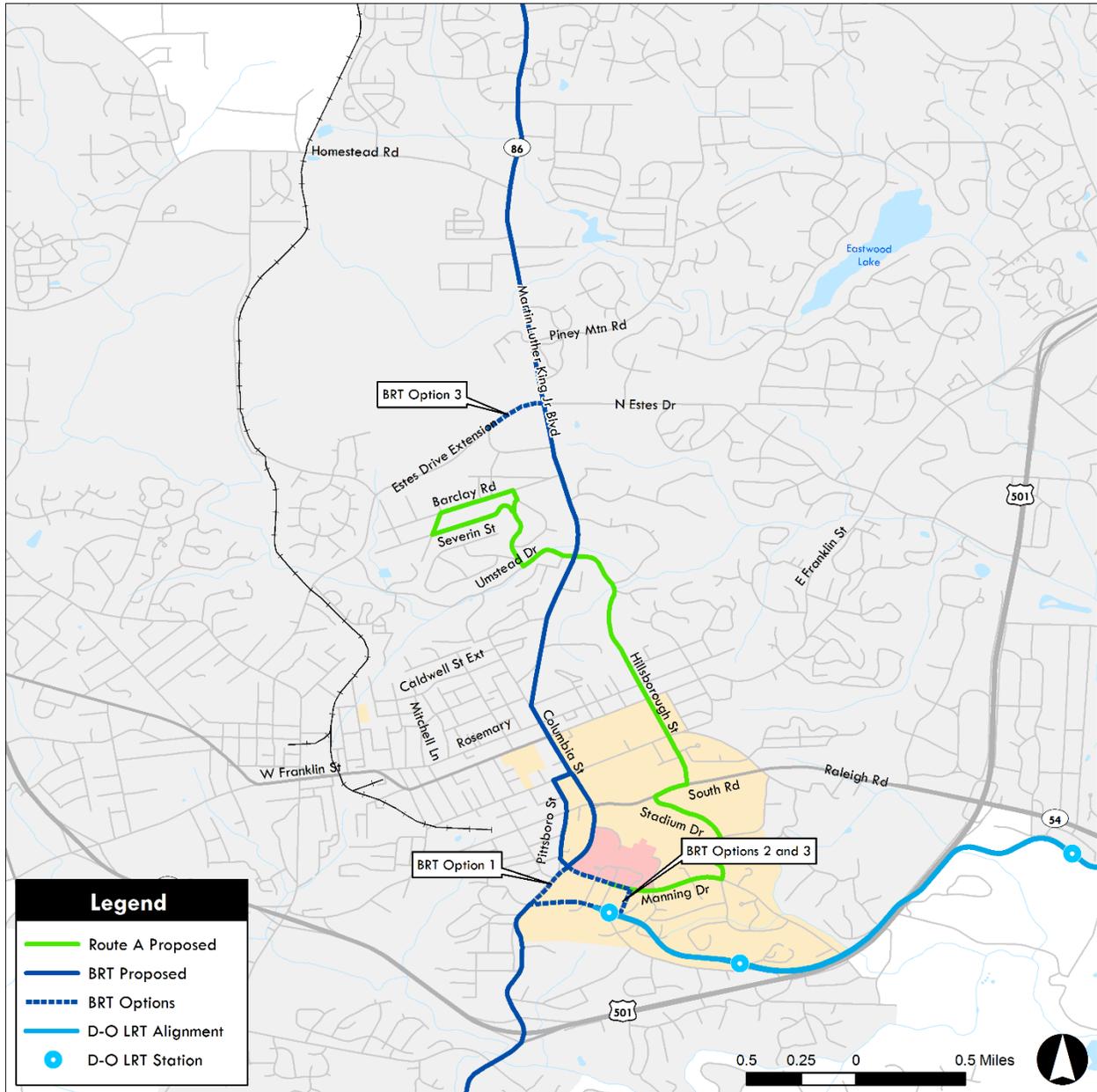


Figure 4-5: Proposed Route A Alignment Change



Note: The exact alignment of the Carolina North portion of BRT Option 3 will be determined in future project phases.

Figure 4-6: Existing Route G Alignment

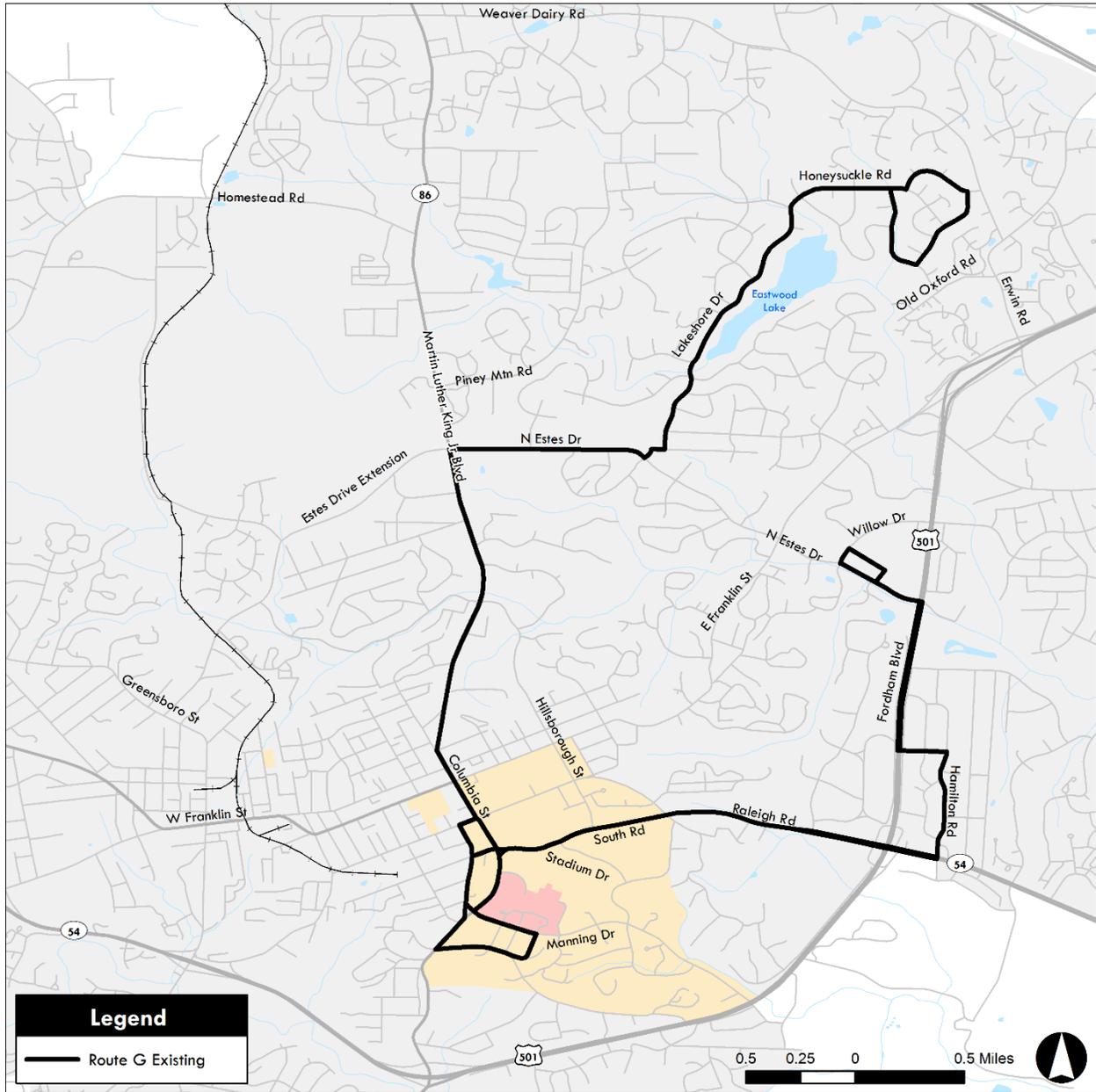
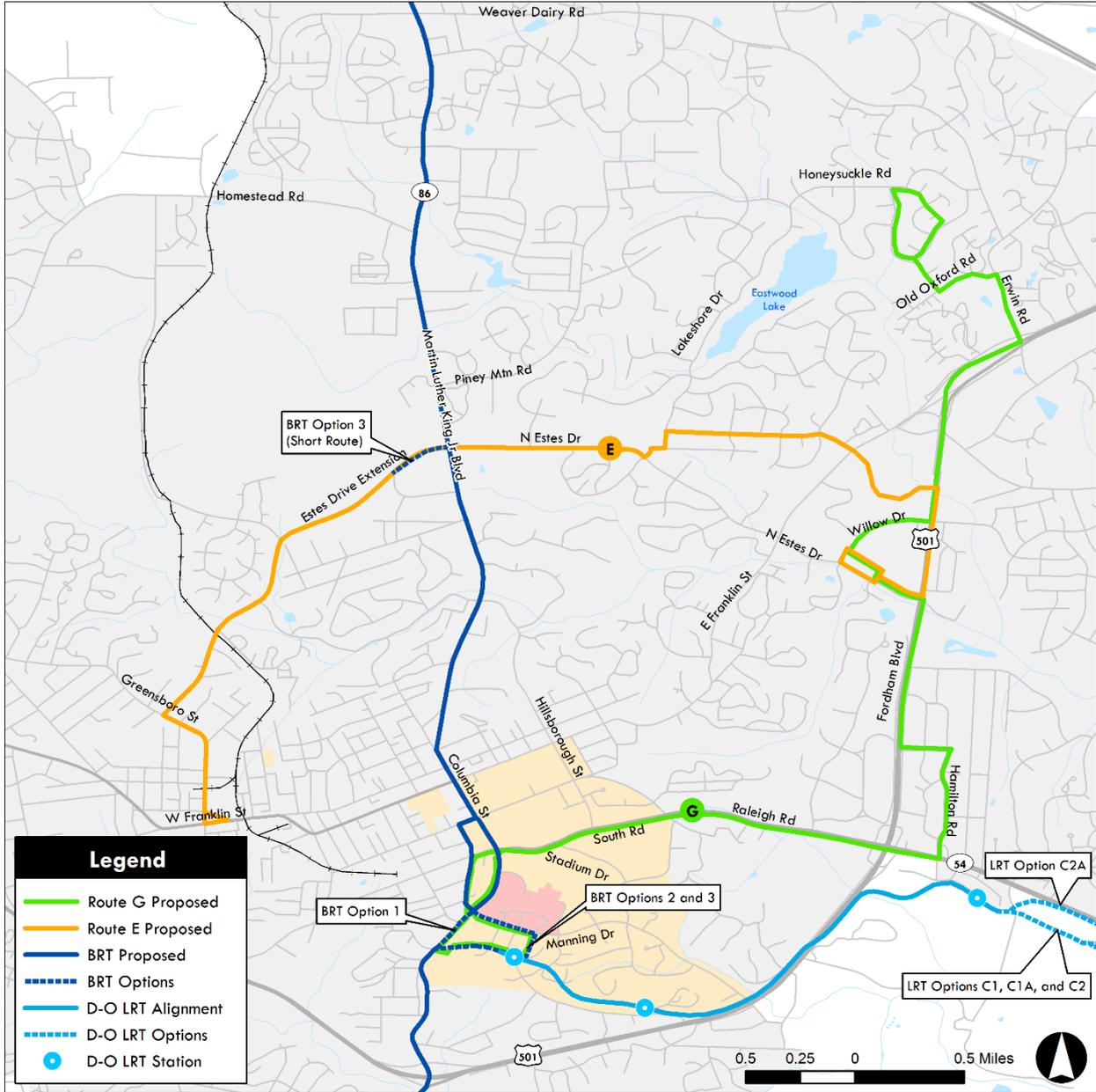


Figure 4-7: Proposed Routes E and G Alignment Change



Note: The exact alignment of the Carolina North portion of BRT Option 3 will be determined in future project phases.

Figure 4-8: Existing Route N Alignment

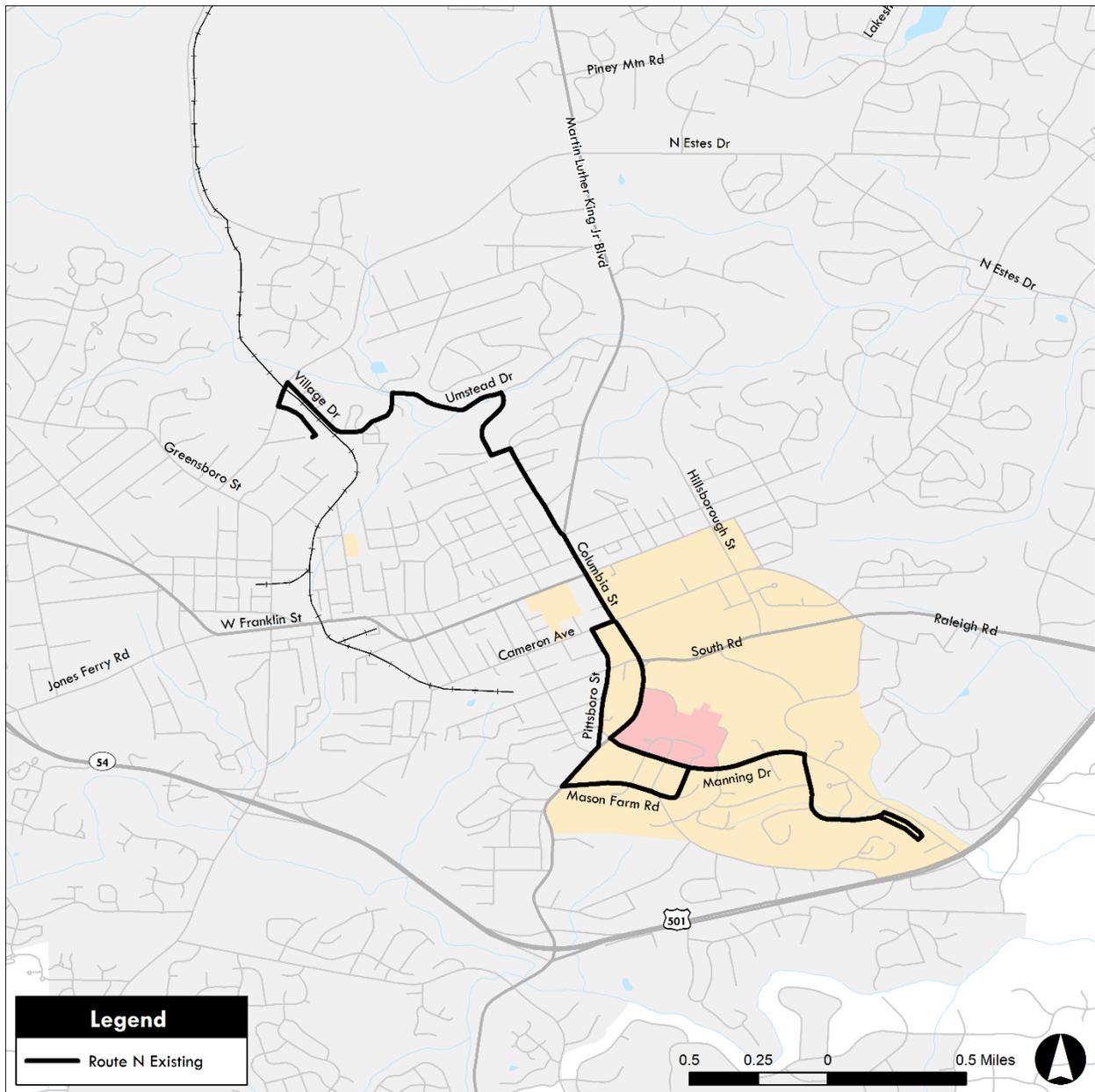
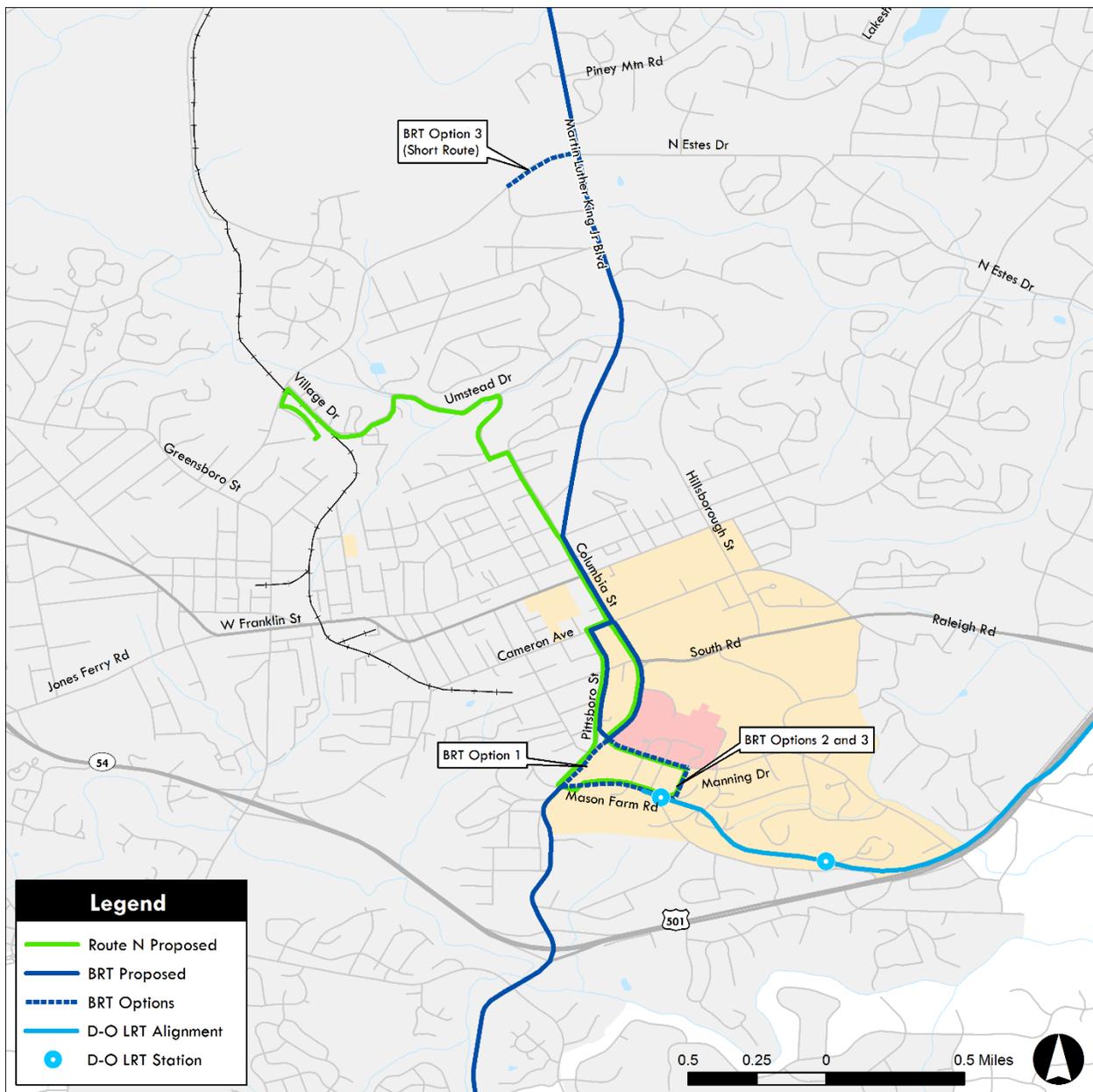


Figure 4-9: Proposed Route N Alignment Change



Note: The exact alignment of the Carolina North portion of BRT Option 3 will be determined in future project phases.

Figure 4-10: Existing Route NU Alignment

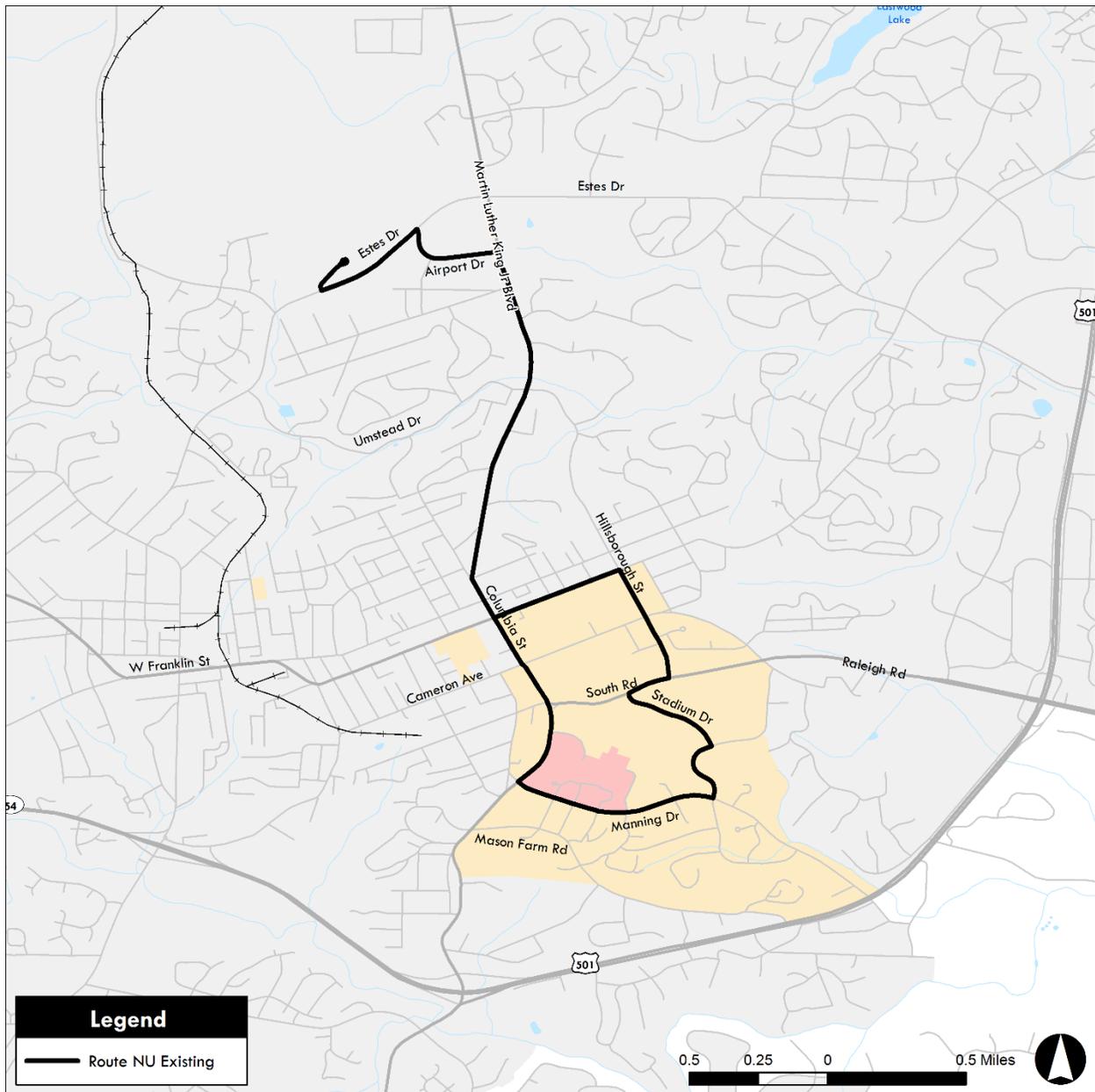
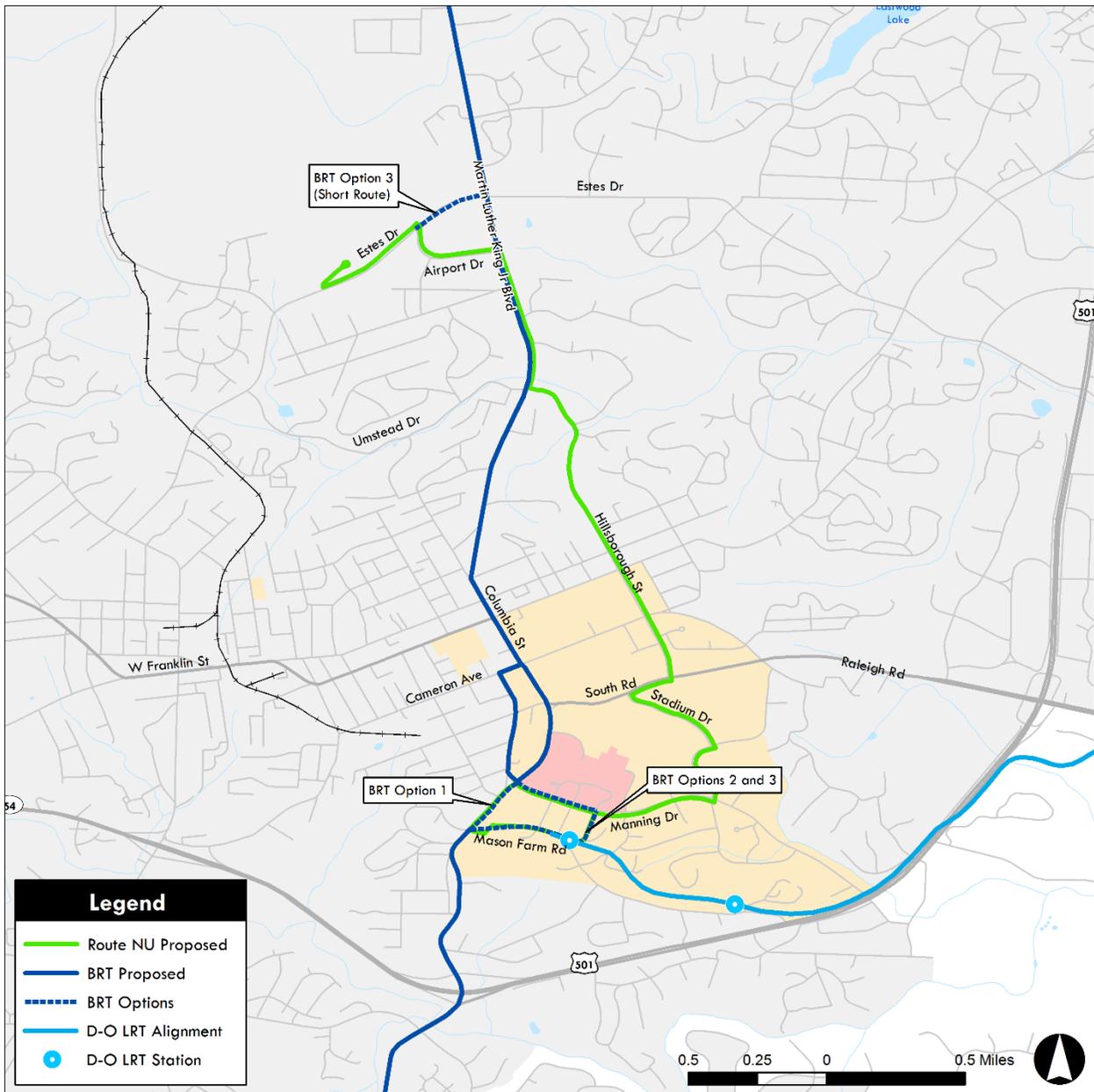


Figure 4-11: Proposed Route NU Alignment Change



Note: The exact alignment of the Carolina North portion of BRT Option 3 will be determined in future project phases.

Figure 4-12: Existing Route T Alignment

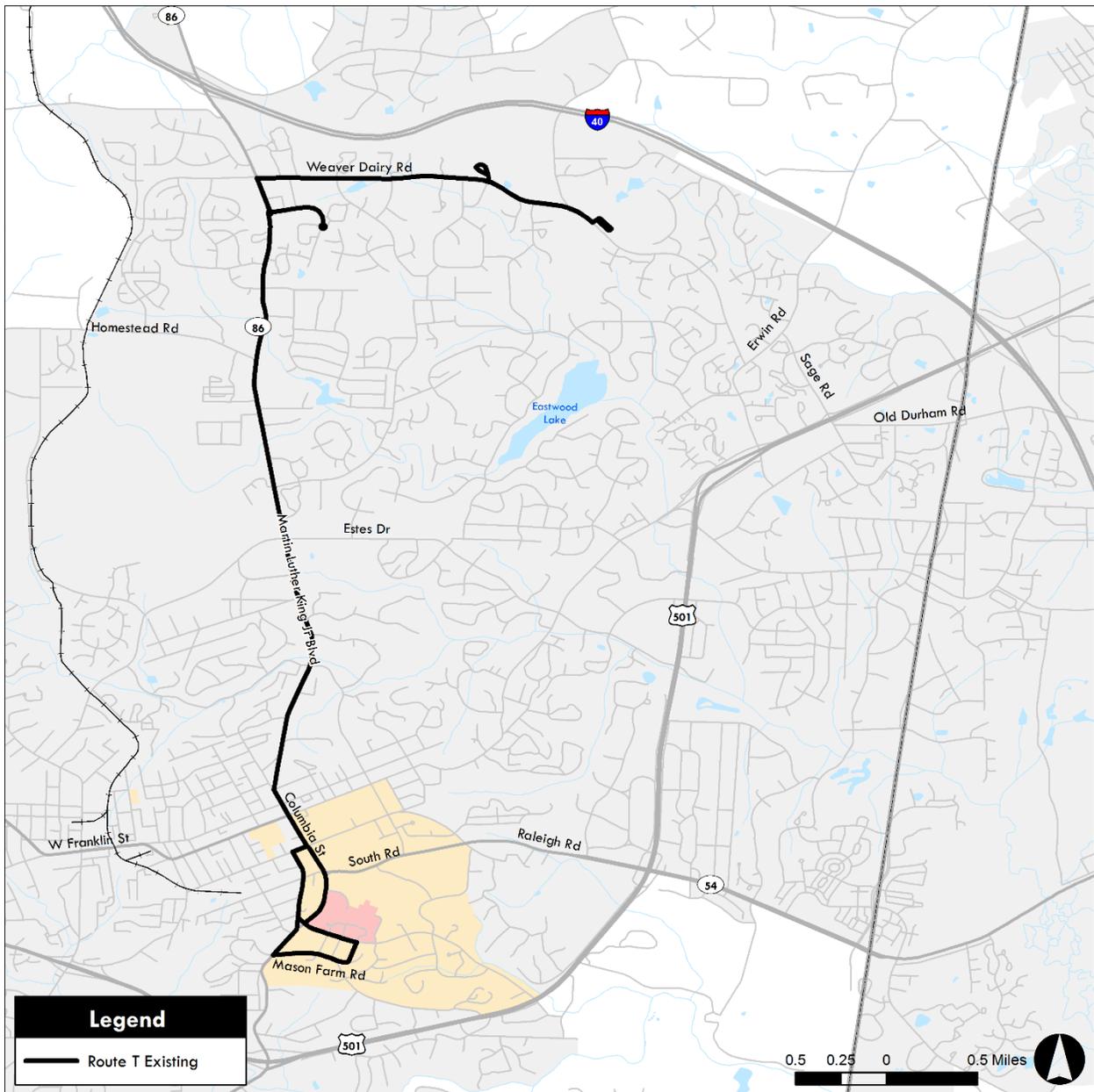
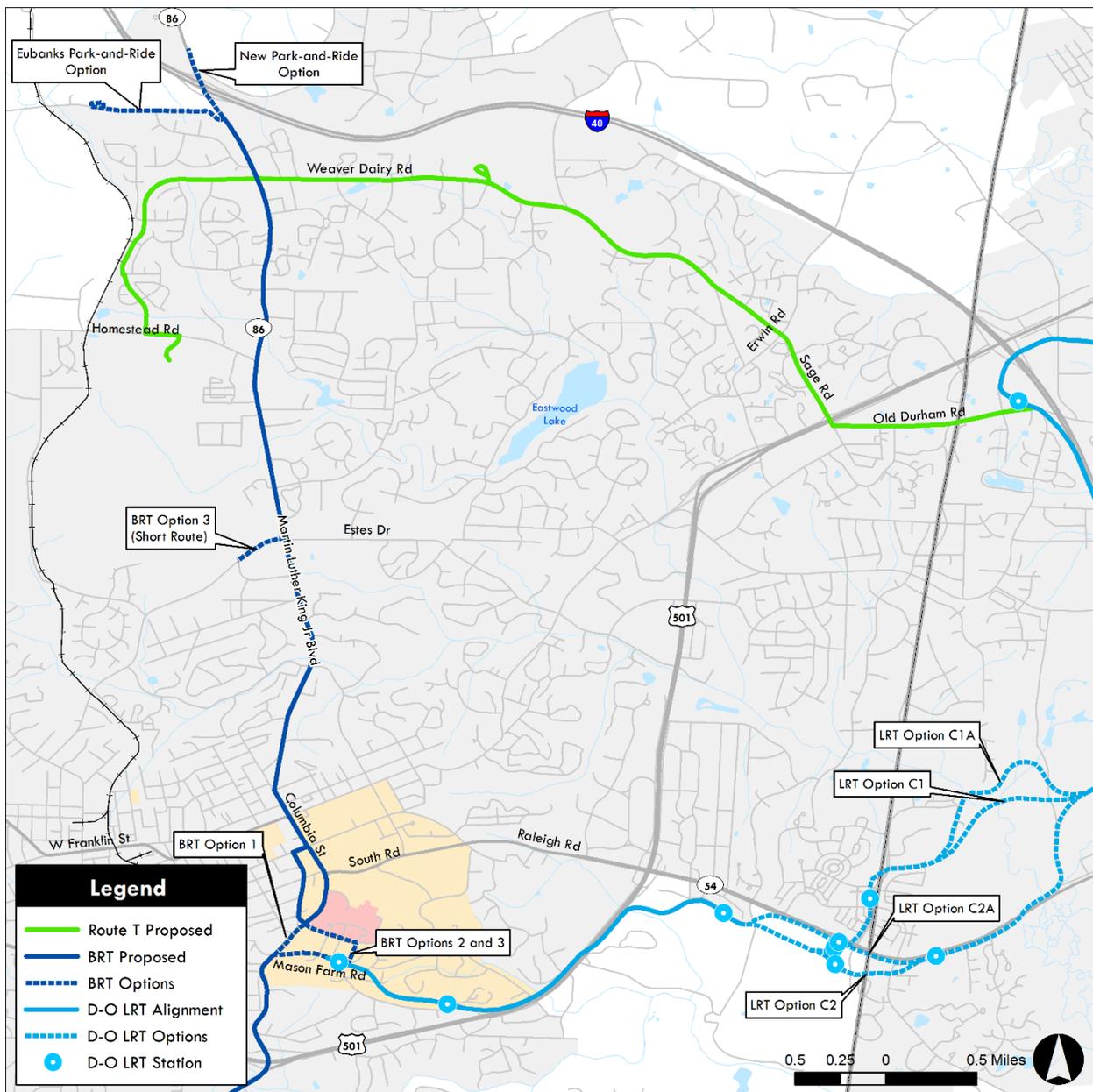


Figure 4-13: Proposed Route T Alignment Change



Note: The exact alignment of the Carolina North portion of BRT Option 3 will be determined in future project phases.

Figure 4-14: Existing Route V Alignment

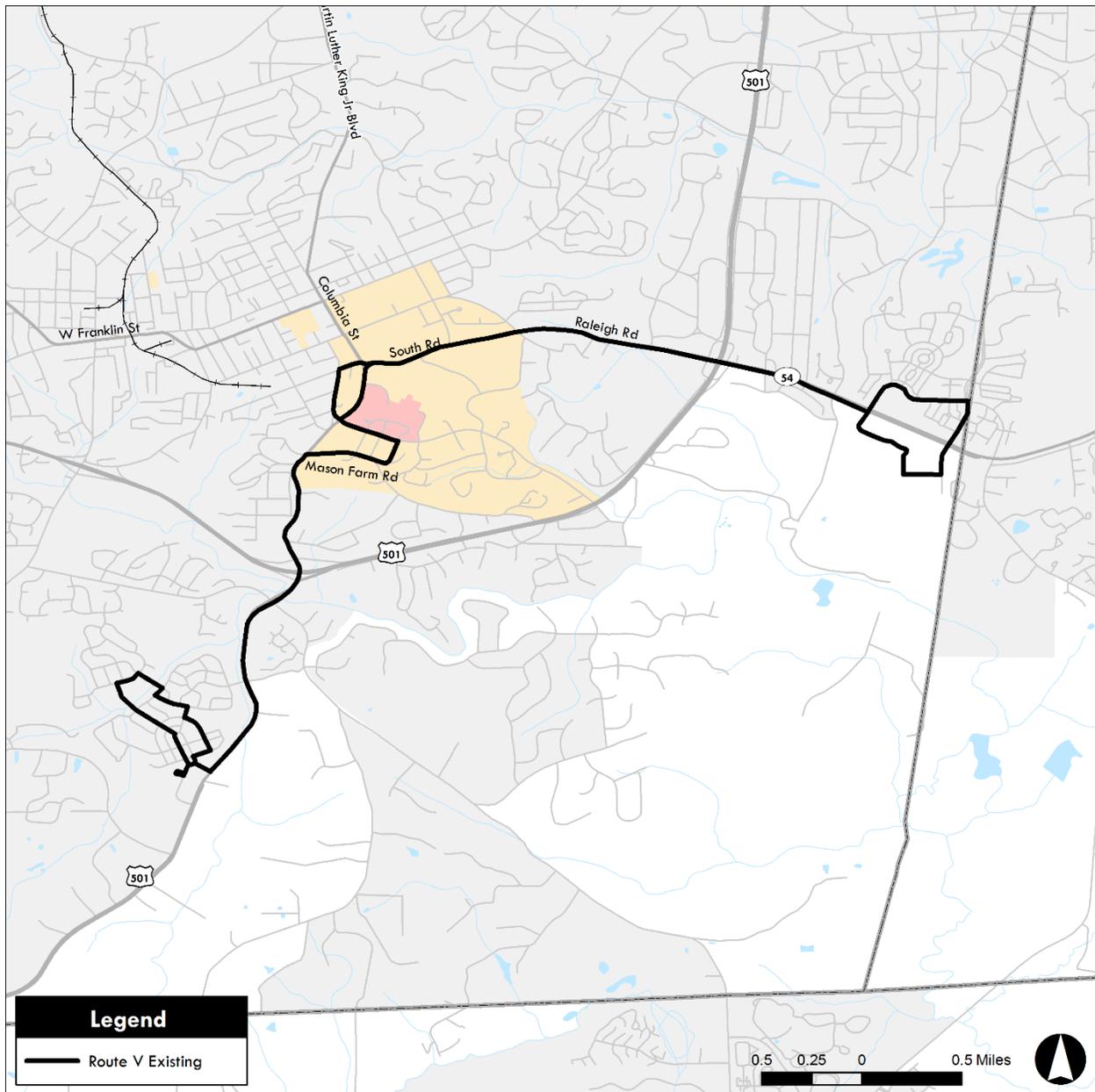
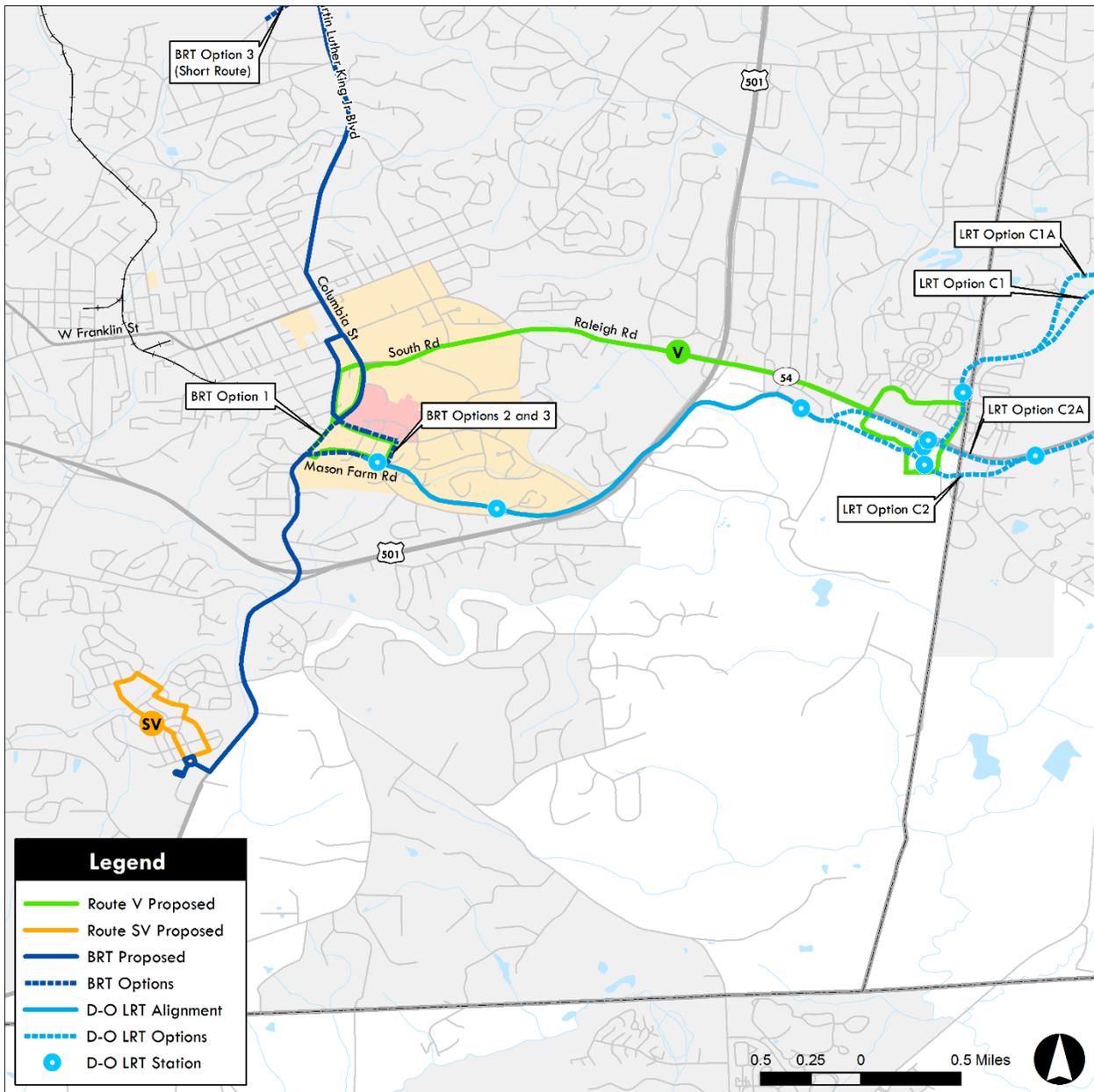


Figure 4-15: Proposed Route V Alignment Change and New Route SV



Note: The exact alignment of the Carolina North portion of BRT Option 3 will be determined in future project phases.

4.3 Corridor Bus Volumes

Service plan proposals described above were used to estimate a.m. peak hour bus volumes along the corridor. Figures 4-16 and 4-17 illustrated projected hourly bus volumes by direction. Within each segment, two bus volumes are shown – the top number within an arrow identifies projected hourly bus volumes under BRT service plan Option 1 (single route pattern). The bottom number within an arrow identifies projected hourly bus volumes under BRT service plan Option 2 (two BRT route patterns). Generally, the introduction of BRT service, combined with background bus service modifications, result in slight reductions of bus service in the corridor. It is anticipated BRT service would be provided with articulated buses, thus offsetting the reduction in bus volumes with improved bus trip capacity.

Figure 4-16: North Side Proposed Weekday AM Peak Bus Volumes

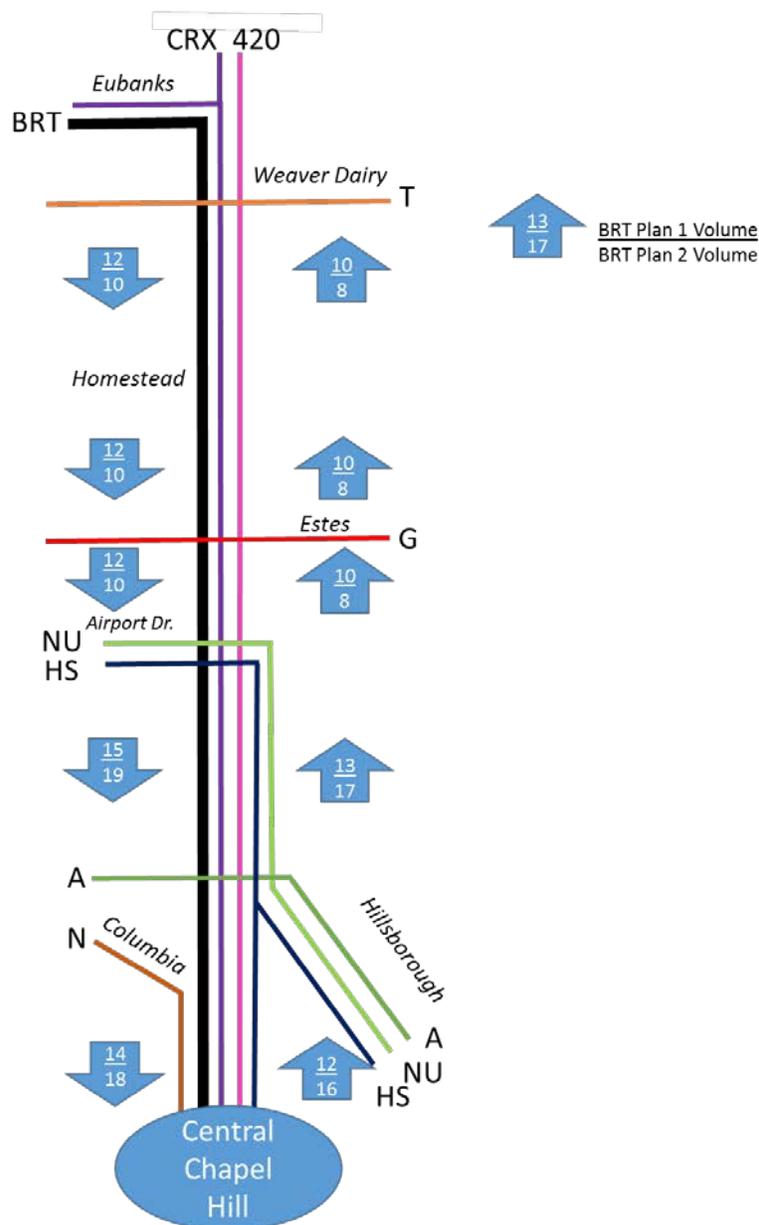
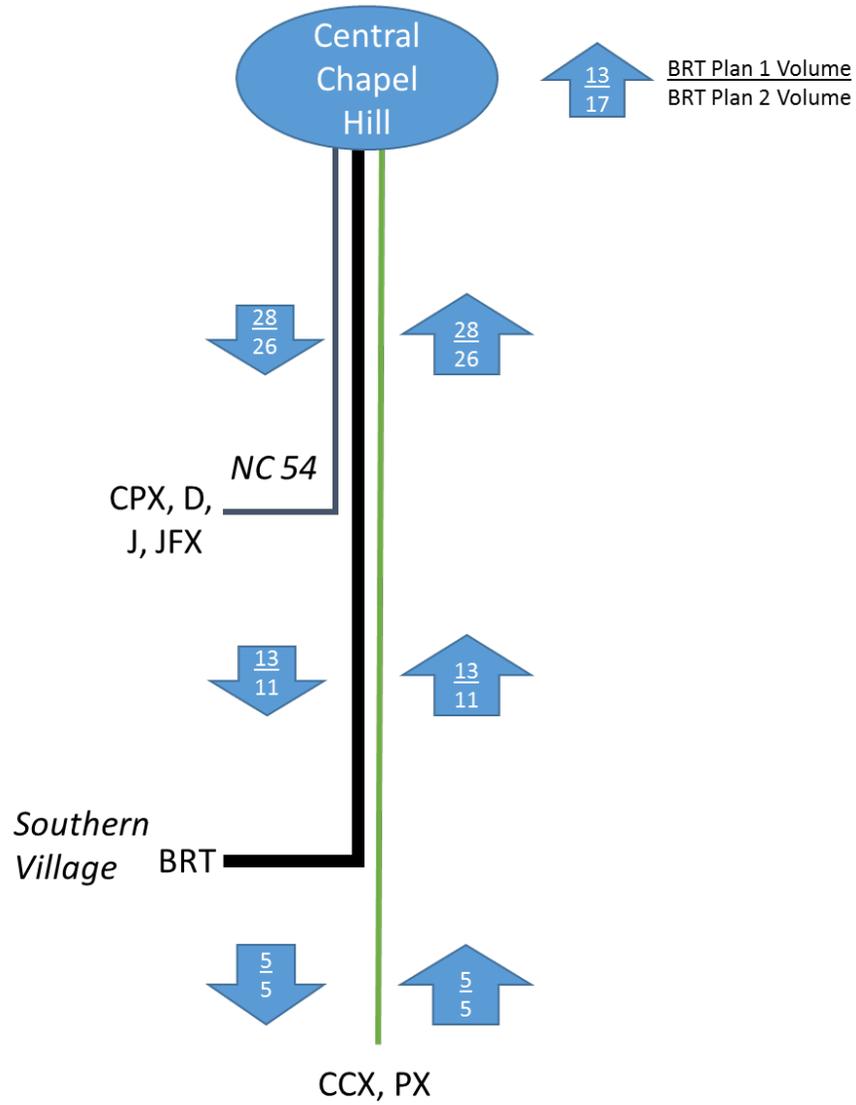


Figure 4-17: South Side Proposed Weekday AM Peak Bus Volumes



5D. Regional Bus Procurement Update

Staff Resource: Brian Litchfield, Director
Buck Marks, Procurement Specialist

Background

- Over the past several months Chapel Hill Transit, City of Durham and Triangle Transit staff members have been working to develop a regional bus procurement that would allow the agencies to potentially acquire heavy duty transit buses, bus equipment and parts.
- Triangle Transit, the City of Durham and the Town of Chapel Hill have agreed that the acquisition of buses, bus parts and bus equipment to provide transportation services can be more effectively and efficiently provided through an Interlocal Agreement that assigns certain procurement responsibilities to one Party acting as Lead Agency.
- As discussed during the November 2014 Partners meeting, a draft Interlocal Agreement was finalized by staff and would be considered at an upcoming Council Meeting.
- The Town of Chapel Hill approved the Town Manager to sign the Interlocal Agreement during their January 12, 2015 Business Meeting (link to agenda: <http://chapelhillpublic.novusagenda.com/Bluesheet.aspx?itemid=3031&meetingid=322>)
- The City of Durham approved the Interlocal Agreement during their January 20, 2015 meeting
- The Triangle Transit Board approved the Interlocal Agreement during their December 2014 Board Meeting.

Fiscal Note

- The agreement authorizes the issuance of an Invitation for Bid (IFB) for buses, bus equipment and parts and does not commit the Town to making any purchase(s). The Parties agree that the acquisition of buses, parts and equipment to provide public transit service is generally more cost-effective when done jointly, as provided through the Interlocal Agreement.

Next Steps

- Chapel Hill Transit, City of Durham and Triangle Transit staff members are working to finalize the specifications to be included in the IFB and we plan to have the IFB posted in the next 30-60 days.
- Updates will be provided at future Partner Meetings.

Attachment

- Memo to Town Manager on Interlocal Agreement with City of Durham and Triangle Transit for the procurement of Heavy Duty Transit Buses, Bus Equipment and Parts.



TOWN OF CHAPEL HILL NORTH CAROLINA

Meeting Date: 01/12/2015
AGENDA #5

MEMORANDUM

TO: Roger L. Stancil, Town Manager

FROM: Brian M. Litchfield, Transit Director

SUBJECT: Authorize the Town Manager to Sign the Interlocal Agreement with City of Durham and Triangle Transit for Procurement of Heavy Duty Transit Buses, Bus Equipment and Parts

Recommended Council Action

- That the Council adopt the attached resolution authorizing the Manager to sign the Interlocal Agreement for the Procurement of Heavy Duty Transit Buses, Bus Equipment and Parts between the City of Durham, Triangle Transit Authority, and the Town of Chapel Hill.

Context with Key Issues

- The Town of Chapel Hill, in order to fulfill the expectations of its funding partners (the University of North Carolina and the Town of Carrboro), must achieve its primary goal of providing the best and most reliable transit services possible to its customers.
- The Town of Chapel Hill's bus fleet continues to age, with 42 heavy duty transit buses beyond their useful life as defined by Federal Transit Administration (FTA) guidelines, and requires replacement at the quickest pace possible depending on funding availability – to maintain its high customer service standards.
- In light of their physical proximity, close working relationships, and common service interests, staff of Triangle Transit, the City of Durham and the Town of Chapel Hill have agreed that the acquisition of buses, bus parts and bus equipment to provide transportation services can be more effectively and efficiently provided through an Interlocal Agreement that assigns certain procurement responsibilities to one Party acting as Lead Agency.
- State law authorizes Interlocal Agreements of this nature pursuant to N.C.G.S. Chapter 160A, Article 20.
- The Interlocal Agreement protects the business interests of the Town by ensuring that the procurement is carried out in compliance with Federal Transit Administration (FTA) requirements and N.C.G.S. §143-129, Procedure for Letting of Public Contracts.

Explanation of Recommendation

- The five-year contract that results from this joint procurement agreement will allow the Town of Chapel Hill to purchase up to forty-five (45), 40' diesel powered transit buses at competitive prices for the life of the contract.

Fiscal Note

- The agreement authorizes the issuance of an Invitation for Bid for buses, bus equipment and parts and does not commit the Town to making any purchase(s). The Parties agree that the acquisition of buses, parts and equipment to provide public transit service is generally more cost-effective when done jointly, as provided through the Interlocal Agreement.

Attachments

- Resolution Authorizing Town Manager to Sign Interlocal Agreement.
- Interlocal Agreement for Procurement of Buses, Bus Equipment and Parts between City of Durham, Triangle Transit and Town of Chapel Hill.

5E. FTA Grant Update

Staff Resource: Brian Litchfield, Director

Background

In November 2014, we received a closeout warning notice from the Federal Transit Administration (FTA) Region IV Office regarding grant numbers NC-04-0005 and NC-04-0040 that were awarded to Chapel Hill Transit in 2006 and 2011 as part of 2006 earmark award. The grants include \$420,108 in federal funds that were to be used to design and build a structured parking facility at Eubanks and represent about half of the original award.

Chapel Hill Transit utilized most of the funds awarded in 2006 to conduct a feasibility study that was completed in 2013 (Executive Summary: <http://www.townofchapelhill.org/Modules/ShowDocument.aspx?documentid=18455>). The study identified the need for 1,200 structured parking spaces in the Eubanks area by the year 2020 (~\$15M) and a total of 2,400 by 2035 (contingent upon Carolina North development of 200,000 S.F. of research floor area built by 2015). The Partners received the feasibility study in January 2013 and agreed not to pursue the development of a structured parking facility at that point and asked staff to review the feasibility of expanding the existing flat lot. As a result, we've not had a need to spend these grant funds.

Staff has requested permission from FTA to utilize these grant funds to fund replacement buses. While our request is being reviewed by FTA, a similar request we made last year was not approved due the nature (earmark) and age of the award. We will provide an update when we receive a response from FTA Region IV.

Attachment

- Letter to FTA Region IV staff requesting funds in grants NC-04-0005 and NC-04-0040 be redirected to bus replacement.



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

November 11, 2014

Mr. Guanying Lei
Program Manager
Federal Transit Administration – Region IV
230 Peachtree Street, Suite 800
Atlanta, GA 30303

RE: NC-04-0005 and NC-04-0040

Dear ⁶⁰⁰¹⁶⁵ Mr. Lei:

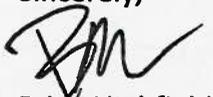
The Town of Chapel Hill was awarded earmark funds in July 2006 (NC-04-0005) and August 2011 (NC-04-0040) to purchase land for a new park and ride facility in the northern area of Chapel Hill. Since that time, Chapel Hill Transit has completed a park and ride feasibility study that identified the potential need for 1,200 structured parking spaces by the year 2020 (~\$15M) and a total of 2,400 by 2035 in the area of an existing park and ride (Eubanks). The study's executive summary is available at:

<http://www.townofchapelhill.org/home/showdocument?id=18455>

Based on the results of the feasibility study and the lack of funding to fully design and construct a structured park and ride, we have not had a need to spend the grant funds for their original purpose. However, we do have significant needs for replacement heavy-duty transit buses as 43 of our 98 fixed-route buses are beyond their useful life as defined by Federal Transit Administration (FTA) guidelines, with five (5) of them being at least 18 years of age. Due to our significant bus replacement needs, we are requesting that the remaining funds (\$420,108 federal share) in NC-04-0005 and NC-04-0040 be redirected from park and ride to bus replacement. The earmark awards are enclosed for your review.

We appreciate your consideration of this request. Please do not hesitate to contact me if you have any questions and/or we can provide additional information.

Sincerely,


Brian Litchfield
Director

Enclosure

cc: Mr. Dudley Whyte, Deputy Regional Administrator

6A. Operations

Staff Resource: Tyffany Neal, Operations Manager – Demand Response
Nick Pittman, Operations Manager – Fixed Route

Demand Response – Tyffany Neal

- Demand Response's On-Time Performance (OTP) for the month of November 2014 – 91.42%; December 2014 – 90.45%.
- Demand Response's Cancellations for the month of November 2014 – 25.67%; December 2014 – 28.73%.
- Demand Response had five (5) Missed Trips in November 2014 - 0.14%; three (3) Missed Trips – 0.09%.
- Demand Response had two (2) preventable accidents in November 2014 and one (1) preventable accident in December 2014.
- Demand Response is scheduled to begin a class of transit operators beginning the first week of February 2015.

Fixed Route – Nick Pittman

- Fixed Route staff recently graduated 5 new operators from its new hire training program. We are currently training 2 additional operators and will be starting another new hire training class in February.
- On November 19th, Fixed Route held their monthly Safety/Operations Meetings. During these meetings Barbara Silver from UNC Healthcare spoke with employees about a smoking cessation plan and Orange County's ban on smoking. Staff also discussed various operating procedures and upcoming events.
- On December 17th, Fixed Route held their monthly Safety/Operations Meetings. During these meeting Operators received their 2013-2014 Safety awards. In addition Employee of the Year (Michael Chandler) and Distinguished Operators, (Mellissa Tillman and Michael Chandler) were announced.
- Fixed Route's On-Time Performance (OTP) for the month of November 2014 – 82% and December 2014 – 84%.

6B. Director

Staff Resource: Brian Litchfield

This report will be provided at the Partner's Meeting.



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

January 27, 2015

| February 24, 2015 11:00 a.m. | |
|-------------------------------------|---------------------------------------|
| Action Items | Informational Items |
| | AA Study Update |
| | Financial Sustainability Study Update |
| | FY 15-16 Budget Update |
| March 24, 2015 11:00 a.m. | |
| | AA Study Update |
| | Financial Sustainability Study Update |
| | FY 15-16 Budget Update |
| April 28, 2015 11:00 a.m. | |
| Actions Items | Informational Items |
| | |

| <u>Key Meetings/Dates</u> |
|---|
| TCC Meeting – January 28, 2015, 9-11AM, Committee Room, Durham City Hall |
| MPO Board – February 11, 2015, 9-11AM, Committee Room, Durham City Hall |
| TCC Meeting – February 25, 2015, 9-11AM, Committee Room, Durham City Hall |
| APTA Marketing & Communication Workshop - Feb 22-Feb. 25, 2015, West Palm Beach, FL |
| APTA Legislative Conference – March 8-10, 2015, Washington, DC |
| APTA TransITech Conference – March 30-April 1, 2015, Orlando, FL> |