

# MINUTES

## Concord Kannapolis Area Transit Commission

February 1, 2022, 8:30 am

Virtual (Zoom)

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### MEMBERS:

Mayor Darrell Hinnant-City of *Kannapolis*  
Dianne Berry- City of Kannapolis  
Darrell Jackson- City of Kannapolis  
Betty Stocks-City of Concord  
John Sweat-City of Concord

### OTHERS:

Andy Christy- Rider Transit  
Eddie Smith-City of Kannapolis  
Eva Hill-City of Concord  
Jaime Tippet Poe- Rider Transit  
L.J. Weslowski- Rider Transit  
Pam Hinson- City of Concord  
Phil Conrad- CRMPO  
Wilmer Melton-City of Kannapolis  
Rex Carriker-Queen City Engineering  
Patrice Gilliam-Miller-Transdev  
Lloyd Payne-City of Concord

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### Call to Order, Quorum, and Approval of Minutes

Mayor Hinnant called the meeting to order at 8:31 am, declared a quorum.

No individuals present for public comment. Mr. Weslowski introduced Councilwoman Betty Stocks at her first Concord Kannapolis Area Transit Commission Meeting and Rex Carriker with Queen City Engineering who is interested in the Bus Stop Amenities project.

Mayor Hinnant requested a motion to approve the minutes of the December 8<sup>th</sup>, 2021 Concord Kannapolis Area Transit Commission meeting.

Mr. Jackson made a motion to approve; Ms. Berry second. Minutes approved unanimously as presented.

### Mobile Security Camera System Upgrade

**Information:** Presentation by Rider staff of the firm and technology components selected from the NCDOT state contract to upgrade our aging mobile camera system.

Using a PowerPoint presentation, Mr. Weslowski presented. Staff reviewed and received presentations from the mobile camera systems on the NCDOT contract. Staff recommended moving forward with AngelTrax to upfit/upgrade our 18 passenger carrying vehicles. The technology will be a big step up from our current system, moving us from 480p at 15 frames per second to 1080 p at 30 frames per second. Each camera will have its own dedicated channel/picture.

AngelTrax is our current provider and their technology has been great to work with over the last nine years. They have been a very responsive company to work with when issues arrive, with excellent customer service. The NCDOT contract is nearing the end of its life and there was not enough storage capacity on the state contract to allow us to maintain at least 2 weeks' worth of video stored on the drives. NCDOT initially planned to amend that and then decided not to. Instead of using the NCDOT contract, we will use the federal GSA contract, getting adequate storage (4TB) and their newest hardware while still coming in at \$137,293.75, below the \$150,000 we have set aside in FTA 80% federal match funds that we have set aside for this project.

The item is on the February Concord City Council agenda to finalize and execute a contract for hardware, installation and annual software fees for the next five years.

Mayor Hinnant asked how many cameras are onboard each vehicle. Mr. Weslowski stated that there are ten total cameras on the larger vehicles, four inside the vehicle and six on the exterior which allows 365 degrees viewing on the outside of the vehicle. There are nine on the smaller vehicles. This also allows us a live look-in opportunity.

Mayor Hinnant asked if the cameras were always live or motion activated and how do we only have that amount of space for the time we have. Mr. Weslowski stated that he is not familiar with the technology that allows the video compression process, but we will have two weeks of time and when the 4TB is filled, it will begin to overwrite the video that was stored.

Mayor Hinnant asked assuming Concord City Council approves, what is the timeline for installation and will there be a time period without service. Mr. Weslowski stated that AngelTrax states they have hardware in stock and will be able to be onsite within two weeks of the contract finalization. They will be onsite at night or when the vehicles are not in use, so there will not be down time.

Mayor Hinnant asked 4TB of storage in cloud or on a hard drive at the main office. Mr. Weslowski stated that the hard drives are physically on the vehicles. We pull the drives from the vehicle and replace with spare drives. In emergency situations, we have the ability to live access the video and download it if necessary.

Recommendation/Action: Review and consider approval of the recommendation of procurement of the proposed mobile camera system upgrade with AngelTrax off to the federal GSA contract.

Ms. Berry made a motion to move forward with approval of the proposed mobile camera system upgrade procurement request off of federal GSA contract; Mr. Jackson second. Unanimous.

### **On Call Transit Planning Services RFQ**

Information: Rider Transit and CCTS staff, with assistance from CRMPO and CATS staff, have been working on a procurement for an On-Call Transit Planning Services provider.

Using a PowerPoint presentation, Mr. Weslowski presented. The RFQ will allow Rider and CCTS to issue task orders for scoping, pricing, approval, and implementation, without having to go through a procurement for each project over the next five years.

An RFQ was released on 10/15/2021. Four proposals were submitted and were reviewed by a panel of Rider, CCTS, CATS, and CRMPO staff. Three firms underwent interviews and two bidders were selected and are recommended for award based on their qualifications, experience, and project teams: Tindale Oliver (Benesch) and HDR.

No funds are required at this time. No planning projects will start until grant funding is secured, a task is scoped and priced, and then brought forward to the appropriate elected bodies for approval.

Request for approval of staff's recommendation to move forward to Concord City Council at their February meeting.

Phil Conrad stated he would like to completed City staff for running a great process and allowing him to participate

Betty Stocks asked if these two firms will be in a pool and they will be who is used going forward. Mr. Weslowski stated that is correct. Both of the firms chosen had strengths in the two primary tasks we are considering first.

Recommendation/Action: Review and consider approval of the recommendation of award from staff the On-Call Transit Planning Services contract. Mr. Weslowski clarified that all projects will come to the Concord Kannapolis Transit Commission for approval before they will be awarded.

Mr. Sweat made a motion to approve to bring to Concord City Council for award of the On-Call Transit Planning Services contract to Tindale Oliver (Benesch) and HDR; Ms. Berry second. Unanimous.

### **Public Transportation Agency Safety Plan (PTASP)**

**Information:** Annual review of the Rider Transit Public Transportation Agency Safety Plan, required by the Federal Transit Administration for all public transit agencies.

Using a PowerPoint presentation, Mr. Weslowski presented the federal requirement of the Public Transportation Agency Safety Plan including the required approval from the Accountable executive, Concord Kannapolis, Transit Commission, Concord City Council, and Cabarrus Rowan MPO annually.

Ms. Tippet Poe stated that there were minor changes to language, staffing, fleet roster, mileage, and safety data. Ms. Tippet Poe reiterated that the PTASP does have to be updated and approved annually or as needed.

Recommendation/Action: Review and consider approval of the Rider Transit PTASP update.

Mr. Jackson made a motion to move approval of Rider Transit PTASP update; Ms. Berry second. Unanimous.

### **Reports/Other Business**

- Bus Stop Amenities Project Update-Mr. Christy provided an update of the 51 sites. Mr. Christy stated that Rider Transit is getting closer with 34 sites in Concord, 17 sites in Kannapolis. Both cities have had a committee review the site designs and Ramey Kemp & Associates is reviewing and working on all comments from those committees. When that is complete, there will be a resubmission to those committees as well as through technical review for the City of Concord and building review for Cabarrus County. Ramey Kemp & Associates is currently working on construction cost estimates for each site and NCDOT encroachment agreements for the sites that require it. Rider staff plans

to be done with the design phase by end of fiscal year and release the first Construction RFQ for sites that are ready to go. The additional RFQ for the sites that need ROW acquisition or encroachment agreements will follow. Mr. Weslowski clarified that 23 sites will be released in the first RFQ.

Rex Carriker asked about the first construction RFQ. Mr. Christy stated that it will be turn-key in the fact that we already have the shelters in stock.

- FTA 5339b Bus & Bus Facilities grant update-Mr. Weslowski stated there is no update at this time. We are still awaiting the award and FTA has not given a date of the award yet. Mayor Hinnant asked about Congressman Burr's and Congressman Ted Budd's office and would like to assist if possible. Mayor Hinnant asked if a letter of support would be helpful. Mr. Weslowski stated that it could help and any relationship with the congressman's office would be appreciated.
- Ridership update- Mr. Christy reported that ridership numbers are around 80% of pre-pandemic ridership. Currently up 24% compared to last year at this time. Mayor Hinnant asked if the rise is universal or in one area. Mr. Christy stated it has been consistent throughout all routes and the rankings continue to remain the same through the rise and fall.
- Other Business-Mayor Hinnant stated he has had discussion regarding potential meeting between Steven Morris, Mayor Dusch and County representatives to discuss the future of Rider Transit to discuss the merger of Rider Transit and CCTS and what that could look like. He stated he would like to discuss the new developments in employment areas in Concord and Kannapolis, and the possibility of micro transit in Concord and Kannapolis or the future of transit in the region. Mayor Hinnant also asked if Harrisburg should be involved in the conversation and would like to start a dialogue. Ms. Stocks stated she thinks that is great.

Mr. Conrad stated that every four years the MPO is required to do a long-range plan that is currently up for public comment. The Cabarrus County Long Range Transportation Master Plan was incorporated into this long-range plan. Mr. Conrad anticipated bringing the plan back to the board in March.

Mayor Hinnant stated that the old Cardinal facility purchased to become a Mental Health facility. Homelessness and Mental Health are identified as coinciding. This facility is not on a bus route. The Cabarrus County Long Range Transportation Master Plan included a hub in Kannapolis, this could include allow a bus or shuttle to the old Cardinal facility.

Mr. Jackson asked about the bus advertisement project. Mr. Weslowski stated Rider staff plan to look for other companies in the spring and bring that information back to the Transit Commission.

- Next CKTC Meeting – remaining 2022 schedule (day and time) All agree on the 2<sup>nd</sup> Wednesday of the month at 8:30 am.

Mayor Hinnant requested a motion to adjourn. Ms. Berry made a motion; Mr. Jackson second. Unanimous. With no additional discussion or items on agenda, meeting adjourned at 9:19 am.

