

ATTACHMENT B



Wake County Transit Plan

TPAC Meeting Wake Major Investment Study Oversight Groups Structure Recommendation June 21, 2017

Purpose

The Planning and Prioritization subcommittee recommends that the TPAC approve the following structure for the various oversight groups associated with the Major Investment Study. The Planning and Prioritization subcommittee discussed these groups at its June 15th meeting.

Oversight Groups:

The following teams and committees are recommended to guide the development of the MIS:

- *Project Management Team* – This group consists of the joint procurement parties (CAMPO, GoTriangle, and City of Raleigh) and the consultant
- *Core Technical Team* – This group will meet regularly, likely monthly with 9 meetings attended by the consultant as provided in the MIS scope. The membership is discussed below.
- *Executive Committee* – This is a senior advisory group weighing in at key points in the process and as needed; membership is discussed below
- *Stakeholder Oversight Team* - Membership and structure will be discussed at the stakeholder workshop shortly after the study has begun.

Due to the differing nature of the two types of infrastructure projects (CRT and BRT) the composition of these groups differs by mode. However, it is envisioned that a single meeting time will be used for both with a clear notation on the agenda as to when the discussion or items pertinent to a specific mode will begin or end. This way, participants can either leave early or arrive later in a meeting as to only be present for discussion of one mode if needed.

Member Agencies to Core Technical Team – Both Modes

The Core Technical Team will meet at least monthly while the Major Investment Study is being conducted. Wake Bus Plan. The Planning and Prioritization committee recommends that the Core Technical Team for both modes include at least one staff member from each of the following:

1. GoTriangle
2. GoRaleigh/City of Raleigh
3. GoCary/Town of Cary
4. Wake County
5. CAMPO
6. Knightdale (New Bern Ave. BRT only, if desired by the town)
7. Morrisville
8. Garner
9. NCDOT Division 5
10. RDU Airport
11. NC State University
12. TJCOG

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Member Agencies to Core Technical Team – Additional CRT Participants

Since the Commuter Rail portion of the study includes infrastructure outside of Wake County and involves the existing railroad right-of-way, the following agencies/organizations should be included in addition to the ones listed above:

1. DCHC MPO
2. City of Durham
3. Durham County
4. Duke University
5. NC Central University
6. Research Triangle Park
7. NCDOT Rail Division
8. North Carolina Railroad

Individuals Participating on the Core Technical Team

It will be important to have consistent participation from the individuals involved. Alternates may attend the meetings if the member is unable to attend. Meetings will be open to others, but may not be advertised beyond the core technical team membership. The Planning and Prioritization recommends that individuals be appointed to the Core Technical Team by the leadership at their agencies.

Executive Committee

During the Major Investment Study, there will be instances when advice will be needed at a higher level than the Project Management and Core Technical Team level. The Executive Committee will be convened at scheduled decision points during the plan development and/or as needed to address any program level issues that may arise. Similarly to the Core Technical Team, the Executive Committee will differ by mode.

The Planning and Prioritization subcommittee recommends an Executive Committee consisting of individuals or his/her designee from these agencies for both BRT and CRT:

1. City of Raleigh
2. Town of Cary
3. GoTriangle
4. CAMPO
5. Wake County
6. Town of Garner
7. Town of Morrisville

Additionally, the following agencies are recommended to be included in the CRT Executive Committee:

1. Durham County
2. City of Durham
3. DCHC MPO