

DURHAM



1869  
CITY OF MEDICINE

CITY OF DURHAM | NORTH CAROLINA

**Date:** June 29, 2012

**To:** Thomas J. Bonfield, City Manager  
**Through:** Theodore L. Voorhees, Deputy City Manager  
**From:** Mark D. Ahrendsen, Director of Transportation  
Harmon E. Crutchfield, Assistant Director of Transportation  
Pierre Osei-Owusu, Sr. Transportation Planner  
**Subject:** Apprentice Program with North Carolina Department of Transportation (NCDOT)

### **Executive Summary**

The North Carolina Department of Transportation (NCDOT) annually offers an Apprentice Program to all transit systems within the State. The Apprentice Program consists of placing a graduate from the UNC System School at a transit system for one year for the purpose of gaining experience and making a contribution to the provision of public mass transportation services.

An application for an apprentice position was submitted by the City's Transportation Department and has been approved by the NCDOT. The total annual cost of the Apprentice Program is \$32,432, ninety (90) percent or \$29,188 of which is paid for by NCDOT. The required ten (10) percent (\$3,244) local share is available in the adopted FY2013 transit budget.

### **Recommendation**

It is recommended that City Council authorize the City Manager to accept the FY 2012-13 City of Durham and NCDOT Program Grant by executing the grant documents; and adopt the FY 2012-13 City of Durham and NCDOT Apprentice Grant Project Ordinance.

### **Background**

The NCDOT annually offers an Apprentice Program to all transit systems within the State of North Carolina. The program consists of placing a graduate apprentice at a transit system for one year for the purpose of gaining experience in the transit field. The City of Durham has participated in this program since its inception. All apprentices who have completed the program with the Durham transit system have obtained full-time employment, some with the City of Durham.

An application for an apprentice was submitted by the City and has been approved by NCDOT. The annual cost of the Apprentice Program is \$32,432. The State is

contributing ninety (90) percent or \$29,188 of this amount. The required City share is ten (10) percent or (\$3,244). This amount is available within the transit budget approved for FY 2013.

### **Issues and Analysis**

Work for Apprentice would involve the following: 1) Assist in implementing recommendations from the Designing Better Bus Service in Durham Study; 2) Assist in expanding real time Passenger Information System; 3) Assist in developing procedures and processes for compliance with federal and State grant requirements; and 4). Investigate citizens' complaints, etc.

### **Alternatives**

- 1) Adopt the Grant Project Ordinance for the Apprentice program with NCDOT and authorize the City Manager to execute the grant agreement, thereby providing staff assistance for the Durham transit system and a learning experience for a UNC system graduate.
- 2) Do not proceed as recommended above in which case the \$29,188 grant funding awarded to the City by NCDOT for the Apprentice program would be forfeited. Staff assistance for the Durham transit system would not be realized. Also, a student will miss an opportunity to gain experience and subsequently make a contribution to the provision of public mass transportation.

### **Financial Impact**

Funding for the program is available within the approved FY 2013 transit budget. The City's match of \$3,244 is to be taken from 5310U051-755300.

### **SDBE**

Participation is not an issue that is associated with execution of this program.

### **Attachments**

FY 2012-13 City of Durham and NCDOT Apprentice Program Grant Project Ordinance  
Apprentice Program Grant Agreement