

March 12, 2014

Dear DCHC MPO Member Government Managers:

In November 2013, the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) sent you a request to approve our updated Memorandum of Understanding (MOU). We appreciate you and your staffs' attention to this request. All of our member governments except for NCDOT considered this request and several boards approved the MOU. (NCDOT elected to wait until all other members have approved the MOU before considering it.)

A few jurisdictions requested that additional changes be made to the MOU. The DCHC MPO's Board considered these requests at its March 12, 2014 meeting and voted to endorse a revised MOU for execution. All of these changes are very minor to correct errors or to increase the clarity of the language in the MOU. The changes are:

- Page 1: Updated date of endorsement of the MOU by the MPO Board
- Page 1 and 2: Wrote out the acronyms for Transportation Improvement Program and Metropolitan Planning Organization for clarity.
- Page 3: Added Triangle Transit's full legal name in Section I to correct an inadvertent error.
- Page 3: Added the word policy before boards for clarity.
- Page 6: Revised the language defining the quorum for the MPO Board for clarity.
- Page 10: Added a sentence to indicate that, similar to all member governments, Triangle Transit also has the option to voluntarily contribute funding for special studies or services. While the previous language did not preclude this option, the added sentence makes it clearer that Triangle Transit may contribute if mutually agreed upon.
- Page 11: Changed to have the Mayor execute the agreement for the City of Durham.

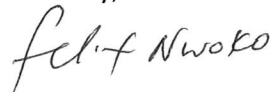
The DCHC MPO requests that you execute this revised MOU. We believe that these changes are all minor and do not substantially change the meaning of the MOU. For the member governments that have already approved the MOU, we defer to your staffs' judgment and internal review procedures to determine if you need to seek re-approval of the MOU by your board or if your previous approval suffices.

Attached to this letter are a clean copy of the final MOU and a marked copy of the final MOU. In the marked copy, the comments indicate all of the changes between the DCHC MPO's MOU from 1994 and the final MOU. The comments that are highlighted in yellow indicate the minor changes made between the MOU sent to you in November and the final MOU.

We request that you approve and execute the final MOU by June 12, 2014. Please send us a signed copy of the MOU. The signature pages have been separated by jurisdiction so MPO staff can combine the signed pages for the final document. An electronic scan of the final MOU will be transmitted back to you. If you require an original signed copy of the MOU, please contact us immediately to make this arrangement.

MPO staff members are available to meet and discuss this document with you and can assist with any necessary presentation of the document to staff or governing boards. Please contact Felix Nwoko at felix.nwoko@durhamnc.gov or 919-560-4366 x 36424 with any questions or to schedule a meeting.

Sincerely,

A handwritten signature in cursive script that reads "Felix Nwoko".

Felix Nwoko
Planning Manager

cc: DCHC MPO TCC Members