

NVTC COMMISSION MEETING
THURSDAY, JANUARY 3, 2013
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd.
Arlington, VA 22201
8:00 PM

NOTE: NVTC's Executive Committee meets at 7:30 P.M. and dinner will be available for all commissioners at that time. Commissioners are reminded that if they use paid underground parking for the meeting, their tickets will be validated by NVTC staff.

AGENDA

1. Oath of Office for New NVTC Commissioners.

If any new commissioners are present, they will receive the oath of office from Chairman Fisette.

Recommended Action: Administer oath of office.

2. Minutes of the NVTC Meeting of December 6, 2012.

Recommended Action: Approval.

3. Election of NVTC Officers for 2013.

NVTC's nominating committee has recommended a slate of NVTC officers for 2013.

Recommended Action: Act on the nominating committee's recommendations. Chairman Fisette will administer the oath of office to the newly elected officers.

4. VRE Items.

- A. Report from the VRE Operations Board and Chief Executive Officer--Information Item.
- B. VRE's FY 2014 Operating and Capital Budget and Revisions to the FY 2013 Budget--Action Item/Resolution #2205.
- C. Extension of the Norfolk Southern Operating Access Agreement--Action Item/Resolution #2206.
- D. Public Access Across the Rippon VRE Station--Action Item/Resolution #2207.

5. Selection of NVTC's Representatives to the WMATA, VRE and VTA Boards of Directors and to NVTC's Executive and Legislative Committees.

Each January NVTC chooses the members of those boards and committees for the calendar year.

Recommended Action: Elect the members of the WMATA, VRE and VTA Boards. The new chairman will announce his/her selections for NVTC's Legislative Committee. NVTC's By-Laws determine the members of the Executive Committee. Resolution #2208 is presented for action.

6. Approval of NVTC's Official Signatories and Employees' Pension Trustees.

The commission each year authorizes its Executive Director, Director of Finance and Administration and newly elected Secretary-Treasurer to serve as signatories for financial transactions exceeding \$5,000. Those persons plus the NVTC Assistant Financial Officer are selected to serve as NVTC's employees' pension trustees.

Recommended Action: Approve Resolution #2209.

7. Disadvantaged Business Enterprise Policy, Program and Goal.

Federal regulations require NVTC to adopt a policy, program and goal for the next three years and to provide regular reports to the Federal Transit Administration on progress in meeting these goals.

Recommended Action: Authorize staff to publish the recommended policy, program and goal, by adopting Resolution #2210 with the expectation of receiving public comment before March 7, 2013 and acting on the final policy, program and goal on that date.

8. Review of NVTC's 2012 Accomplishments.

- A. Financial.
- B. Public Outreach and Legislative Advocacy.
- C. Project Management.
- D. Performance Reporting.
- E. Regional Coordination.

Information Item.

9. Public Hearing on and Adoption of NVTC's Work Program and Schedule for 2013.

NVTC will conduct a public hearing prior to adopting its 2013 Work Program and schedule.

Recommended Action: Conduct a public hearing and then adopt NVTC's 2013 Work Program.

10. Approval of NVTC's FY 2014 Administrative Budget.

The preliminary FY 2014 budget was provided by the commission to its member jurisdictions in September, 2012. The recommended budget is identical to the preliminary budget reviewed in September, 2012.

Recommended Action: The commission should approve the recommended FY 2014 budget.

11. Legislative Items.

Staff and commissioners will review the status of state and federal items of interest. NVTC's Legislative Agenda has been distributed electronically in the form of a colorful brochure.

Discussion Item.

12. WMATA Items.

- A. NVTC's WMATA Board Members' Report.
- B. Vital Signs/WMATA Dashboard.
- C. Customer Satisfaction Survey Results.
- D. Silver Line Operating Plan.
- E. Inaugural Service Update.
- F. Cost Recovery Comparisons.

Discussion Item.

13. Regional Transportation Items.

- A. Vanpool Project Update.
- B. FY 2012 Northern Virginia Transit Performance.

Information Item.

14. NVTC Financial Items for November, 2012.

Information Item.

15. Status of Executive Director Recruitment.

The attached job announcement has been released. It was crafted to reflect the results of the survey of commissioners. Applications are due by January 25, 2013.

Information Item.

16. Closed Session: Section 2.2-3711.A.1 of the Virginia Code for a personnel item.



AGENDA ITEM #1

TO: Chairman Fisette and NVTC Commissioners
FROM: Rick Taube
DATE: December 27, 2012
SUBJECT: Oath of Office for New NVTC Commissioners

If any new commissioners have been selected to join NVTC they are required to receive an oath of office.

Chairman Fisette will administer the following oath to any new commissioners:

I do solemnly swear that I will support the constitution of the United States and the Commonwealth of Virginia and that I will faithfully discharge all the duties incumbent upon me as a member of the Northern Virginia Transportation Commission, according to the best of my ability.



AGENDA ITEM #2

MINUTES
NVTC COMMISSION MEETING – DECEMBER 6, 2012
NVTC CONFERENCE ROOM – ARLINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman Fisette at 8:11 P.M.

Members Present

Richard H. Black
Sharon Bulova
Barbara Comstock
John Cook
Phil Duncan (alternate, city of Falls Church)
James Dyke
William D. Euille
Jay Fisette
John Foust
Mark R. Herring
Catherine Hudgins
Mary Hynes
Jeffrey McKay
David Ramadan
Ken Reid
Thomas Rust
Paul Smedberg
Christopher Zimmerman

Members Absent

Jeffrey Greenfield
Joe May
David F. Snyder

Staff Present

Doug Allen (VRE)
Mariela Garcia-Colberg
Rhonda Gilchrest
Scott Kalkwarf
Mark Roeber (VRE)
Kala Quintana
Rick Taube

Minutes of the November 1, 2012 Meeting

Senator Black moved, with a second by Delegate Rust, to approve the minutes. The vote in favor was cast by commissioners Black, Bulova, Comstock, Cook, Dyke, Fisette, Foust, Herring, Hudgins, Hynes, McKay, Ramadan, Rust, Smedberg and Zimmerman.

Oath of Office for New NVTC Alternate

Chairman Fisette announced that Phil Duncan has been appointed by the City of Falls Church to serve as an alternate for Mr. Snyder. Chairman Fisette administered the oath of office to Mr. Duncan.

Commissioners Euille and Reid arrived at 8:13 P.M.

VRE Items

Report from the VRE Operations Board and Chief Executive Officer. Mr. Allen reported that VRE Average Daily Ridership (ADR) for November, 2012 was 18,000 and on-time performance (OTP) for the month was 95 percent. VRE will conduct its annual Santa Trains on December 8th. Tickets sold out on-line within four minutes. On December 5th VRE collected 36 bags of toys and over \$15,000 for the annual Toys for Tots campaign. He also reported that the October Master Agreement Survey has been completed and is being used to shape the FY 2014 VRE budget. Finally, he reported that he made a presentation at the Board of Trade about potential run-through service with MARC.

VRE FY 2012 Audited Financial Statements. Mrs. Bulova reported that the VRE Operations Board recommends approval of Resolution #2204, which would authorize VRE's CEO to release VRE's audited financial statements to interested agencies, firms and members of the public. She reported that VRE achieved a clean audit.

Mrs. Bulova moved, with a second by Mr. Smedberg, to approve the resolution. The vote in favor was cast by commissioners Black, Bulova, Comstock, Cook, Duncan, Dyke, Euille, Fisette, Foust, Herring, Hudgins, Hynes, McKay, Ramadan, Reid, Rust, Smedberg and Zimmerman. (A copy of the resolution is attached.)

Status of Audit by the Virginia Auditor of Public Accounts. Mrs. Bulova reported that the audit is still being conducted.

Other VRE Business. Mrs. Bulova reported that the Express Lanes on the Capital Beltway are now open to the public. Starting in January, the Fairfax County Connector Bus system will be offering express bus service from the VRE Burke and Lorton stations to Tysons. In response to a question from Mr. Euille, Mrs. Hynes stated that currently Metrobus routes do not align properly with the Express Lanes in order to utilize them for Metrobus service; however, it does not mean that it could not be done in the future.

Mr. McKay asked for an update about the potential loss of \$9.6 million of track lease funding. Mr. Allen stated that DRPT Director Drake has assured VRE that DRPT is working hard to restore the funding. VRE expects DRPT to respond before the December 21st VRE Operations Board meeting.

NVTC's FY 2012 Audit

Mr. Taube introduced Mike Garber and Dwight Buracker of PBGH LLP, NVTC's audit firm. Mr. Garber stated that they met with the Executive Committee prior to this meeting and provided a more detailed explanation of their audit. He stated that PBGH again issued an unqualified (clean) opinion that NVTC's financial statements, in all material respects, fairly and accurately present the financial position of the organization. A clean report was also issued on the internal controls of NVTC's financial reporting, compliance and other matters. A management letter has been provided for the purpose of notifying NVTC of new GASB pronouncements, which may impact NVTC next year. There were no internal control or other findings included in the letter. Chairman Fisette thanked NVTC staff for their outstanding work in managing NVTC's finances. The audit report is available on NVTC's website.

Mrs. Bulova moved, with a second by Mr. Euille, to accept the audit report and to authorize staff to provide copies of the audited financial statements to interested agencies and firms, and release the information to the public. The vote in favor was cast by commissioners Black, Bulova, Comstock, Cook, Duncan, Dyke, Euille, Fisette, Foust, Herring, Hudgins, Hynes, McKay, Ramadan, Reid, Rust, Smedberg and Zimmerman.

Route 7 Alternatives Analysis Study

Mr. Taube stated that NVTC is managing the grant and the study for this examination of high-capacity transit alternatives in the Route 7 corridor between Alexandria and Tysons. Ms. Garcia-Colberg introduced Michael Flood of Parsons Brinckerhoff, which is the lead consulting firm. Mr. Flood briefed the commission on the work program and schedule for the study. Phase 1 of the study should be completed by October, 2013.

In response to a question from Senator Black, Mr. Flood stated that Phase 1 will determine the primary mode, appropriate termini where the corridor begins and ends, and the merits of running premium service, including for what length of the corridor. He explained that premium service could include any transit mode (street car, bus, BRT, light rail, etc.). Senator Black asked if the study will look at just transit or will it also look at highway alternatives. Mr. Flood responded that the study will be looking at transit options but will also consider traffic conditions. The terminus for the study is Tysons and does not extend west along Route 7 to Loudoun County. Mrs. Hudgins expressed her opinion that it is important to think broadly about transit options going out Route 7 towards Loudoun County.

Chairman Fisette stated that this is a really exciting corridor study. He asked if the study will incorporate land use projections. Mr. Flood stated that the study will apply regional land use forecasts to 2040 and will also look at areas along the corridor for potential redevelopment.

In response to a question from Mr. Foust, Mr. Flood stated that feedback from commissioners is welcomed and should be submitted to NVTC staff. Mr. Foust asked to be kept updated on the study. Mr. Flood stated that another update will be provided in the spring.

Legislative Item

Mr. Taube reported that NVTC's Legislative Committee met and developed a state and federal legislative agenda for 2013, which includes the VRE legislative agenda.

Mr. Euille moved, with a second by Mrs. Hynes, to approve NVTC's legislative agenda.

Mr. Reid observed that for years NVTC has supported an increase in the motor fuels tax and it has not happened. He asked if NVTC has considered asking for indexing legislation. Delegate Rust stated that there will be multiple indexing bills introduced during the upcoming General Assembly session. Mr. Taube observed that the legislative agenda actually mentions indexing, included in the principles that should be followed. Mr. Reid expressed his opinion that he doesn't think an increase in the motor fuels will happen. Loudoun County would like to see a way to replace its gas tax used currently for local bus services since those revenues will shift to the Silver Line project in Phase 2. He would like to see NVTC's legislative agenda support indexing.

Senator Black provided background information on transportation funding. He explained that there has been a long impasse over increasing taxes and the General Assembly does not seem to be closer to a solution for the 2013 session. He agreed that there will be indexing bills during this session.

Mrs. Hynes stated that the legislative agenda reflects the sentiment that there are many ways to put a package together but it lays out the principles about how to take care of the existing infrastructure (estimates range up to \$1 billion annually) and needed capacity enhancements throughout the state (costs vary by jurisdiction). The 2.1 percent motor fuels tax is what is currently used for WMATA. However, to run WMATA service the right way and to have the ability to increase train lengths to 8-car trains, more money needs to be directed to WMATA. NVTC's legislative agenda points out that the current motor fuels tax works well; it just needs to be increased.

Mr. Reid asked about requesting legislation that would allow the jurisdiction to vote for a tax increase on top of the current tax. Mrs. Hynes responded that all the jurisdictions need to be in this together. If one jurisdiction can't pass a tax, then what happens? Mrs. Bulova stated that she is supportive of including alternate or different methods that generate the amount of funding needed.

Delegate Comstock stated that she will abstain from the vote. She stated that more funding is going into the General Fund. Combining that with indexing the gas tax will cause concerns from legislators throughout the commonwealth. Also, the “fiscal cliff” will have an economic impact on Virginia.

Mr. Zimmerman stated that he is in support of a progressive income tax. The issue about indexing is that income tax and sales tax, in fact, are already indexed in the sense that they increase with the economy. The gas tax is levied as a unit tax. It falls in value with inflation. A sales tax would solve some of the problems. NVTC should not change its legislative position just because the General Assembly has not voted for it. It should only be changed if it's not a good idea, or is the wrong thing to do, or times have changed. He does not see the gas tax as the only solution. He would also support a regional solution. He recommended that NVTC should be in support of doing anything to raise revenues to meet the region's transit needs. Chairman Fisette stated that it is important to include a target amount of what is needed. Mr. Zimmerman agreed that the focus should be on how much funding is needed. Mr. Taube observed that NVTC's legislative agenda puts it at \$1 billion statewide annually. Mr. Zimmerman suggested listing what Northern Virginia needs each year in additional revenues, which is estimated between \$400-500 million.

Delegate Ramadan stated that he will also abstain. He stated that he has not heard anyone suggest the solution of using General Funds. The commonwealth has \$450 million in surplus funds.

Senator Black agreed that there is a large surplus and it could cover transportation needs; however, the funds are governed by an allocation formula. He stated that many people feel that those that ride Metro should pay for Metro. Chairman Fisette observed that transit users contribute a far greater percentage of the total compared to a driver on average paying for the huge roadway infrastructure. Mrs. Hynes stated that Metrorail riders pay up to 80 percent of operating costs. Chairman Fisette asked staff to research some of these statistics and provide a report at the next commission meeting.

Mr. Reid asked about a pump fee. Delegate Rust responded that pump fee legislation was killed last year.

Mrs. Bulova moved a friendly amendment to change the wording of Item #6. Mrs. Hynes seconded and provided specific language. After additional discussion, Mrs. Hynes read the new language:

NVTC's 2.1% motor fuels tax on distributors should be increased to at least 4.2% or alternatively other revenue strategies should be used to generate at least \$48 million in new revenue dedicated to mass transit in Northern Virginia. The existing \$48 million currently used by five of NVTC's jurisdictions for mass transit should be retained even if a new statewide tax is levied. WMATA faces a continuing financial crisis to maintain a state of good repair and respond to federal safety recommendations.

Mr. McKay stated that in his opinion the last sentence should be bolded and moved to the beginning of the paragraph because it is the most important as to why the region needs more funding. Chairman Fisette stated that it is a stylistic issue. Mrs. Hynes suggested bolding both sentences. Mr. Zimmerman suggested making the last sentence the second sentence. Chairman Fisette stated that Mr. McKay's comment is incorporated into the amendment.

The commission then voted on the amendment. The vote in favor was cast by commissioners Bulova, Cook, Duncan, Euille, Fisette, Foust, Hudgins, Hynes, McKay, Reid, Smedberg and Zimmerman. Commissioners Black, Comstock, Dyke, Herring, Ramadan and Rust abstained.

Mr. Reid moved to divide Item #8 out of the legislative agenda and vote on it separately because Loudoun County supports the new SJR allocation. Delegate Ramadan seconded the motion. The motion failed with 5 votes in favor and 13 votes against.

The commission then voted on the amended motion. The vote in favor was cast by commissioners Bulova, Cook, Duncan, Euille, Fisette, Foust, Hudgins, Hynes, McKay, Smedberg and Zimmerman. Mr. Reid voted in opposition. Commissioners Black, Comstock, Dyke, Herring, Ramadan and Rust abstained.

Mr. Zimmerman left the meeting at 9:21 P.M. and did not return.

Regional Items

NVTA's TransAction 2040 Plan. At its meeting of November 8, 2012, NVTA approved the 2040 plan update. NVTC managed the \$500,000 grant for this study and much of the public outreach.

Status of DRPT's SJR 297 Report. NVTC submitted comments. It remains to be seen whether DRPT will revise its final report to account for NVTC's concerns and those of VTA and DRPT's own stakeholders group.

Status of FY 2013 DRPT Grants. As the January 1, 2013 WMATA billing date approaches, all five of NVTC's WMATA jurisdictions have asked DRPT for concurrence for NVTC to serve as their agent, and FY 2013 grant funds are now flowing to four out of the five jurisdictions as NVTC submits invoices to DRPT.

Status of Northern Virginia Efficiency and Consolidation Task Force Report to the Northern Virginia General Assembly Delegation. The final report has been approved by NVRC, NVTA, NVTC and PRTC and transmitted to the delegation.

Fairfax County Survey on Revenue Options. Fairfax County's "Countywide Dialogue on Transportation" is a survey that was conducted in which residents ranked potential revenue options. Almost 60 percent of respondents favored a cents per gallon gas tax increase and more than 50 percent favored an ad valorem gas tax increase

(percent of sales prices). Over 40 percent favored sales tax increases, among several other alternatives.

Brookings Report on Access to Jobs Via Transit. The Brookings Institution report “Connecting to Opportunity: Access to Jobs Via Transit in the Washington, D.C. Region” examines transit access and commutes throughout the metropolitan area. The report shows that more jobs are accessible via transit in shorter amounts of time for residents of core jurisdictions compared to outlying areas. Also, transit best connects high-skill residents to high-skilled jobs throughout the region, but also low- and mid-skilled residents living in core jurisdictions with “good match” jobs, which exists when the education attainment (skills) of a worker matches a job’s educational requirements. The study found that Arlington and Alexandria are top performers when “good match” is considered.

WMATA Items

Mrs. Hudgins reported that WMATA’s General Manager will be presenting a business plan in January 2013. The Safety Committee received a report on a safety survey of WMATA employees. She also reported that a new effort “Voice of Customers” will be incorporated into the Vital Signs Report in the future.

Mr. Reid stated that there were two recent news articles regarding the shortfall in Metrorail revenue and increased costs to the Silver Line. Mrs. Hudgins stated that operating costs for the Silver Line project are expected to increase \$4.6 million over what was estimated for the Silver Line project. There is an issue of where the trains need to be turned around at the end of the track (Largo). Chairman Fisette stated that it would be helpful to capture this issue and its implications and provide a one-page report to NVTC for its next meeting. Mr. Foust expressed his disappointment in hearing this news of increased costs and hopes that there will be no more bad news regarding integrating the Silver Line into the Metro system.

NVTC Nominating Committee for 2013 Officers

Chairman Fisette reported that he has appointed the NVTC Executive Committee to serve as the Nominating Committee for 2013 officers. The election will occur at NVTC’s January 3, 2013 meeting.

NVTC Financial Items for October, 2012

The financial reports were provided to commissioners and there were no questions.

NVTC's Meeting Schedule for 2013

Chairman Fisette stated that NVTC has been conducting its February meeting jointly in Richmond with NVTa for the past several years during General Assembly sessions. Those meetings occur on VML/VACO's Local Government Day, which is scheduled for January 31, 2013. Accordingly, NVTC's February meeting should be rescheduled for January 31, 2013. Also, the first Thursday of July falls on the fourth and it is proposed that NVTC's July meeting be moved to July 11, 2013. There were no objections.

Closed Session

Chairman Fisette moved, with a second by Mr. Smedberg, to convene a closed session, as authorized by Virginia Code section 2.2-3711.A.1, for the purpose of discussing a personnel matter.

The vote in favor was cast by commissioners Black, Bulova, Comstock, Cook, Duncan, Dyke, Euille, Fisette, Foust, Herring, Hudgins, Hynes, McKay, Ramadan, Reid, Rust and Smedberg.

The commission entered into closed session at 9:35 P.M. Mr. Reid left the meeting during the closed session. The commission came back into open session at 10:20 P.M.

Chairman Fisette moved, with a second by Mr. Smedberg, the following certification:

The Northern Virginia Transportation Commission certifies that at the just concluded Closed Session:

1. Only public business matters lawfully exempted from open meeting requirements under Chapter 37, Title 2.2 of the Code of Virginia were discussed; and
2. Only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered by the commission.

The vote in favor was cast by commissioners Black, Bulova, Comstock, Cook, Duncan, Dyke, Euille, Fisette, Foust, Herring, Hudgins, Hynes, McKay, Ramadan, Rust and Smedberg.

Chairman Fisette announced that he received a letter dated December 6, 2012 from Mr. Taube giving his 60-day notice that he plans to retire.

Chairman Fisette moved, with a second by Delegate Rust, to establish an executive director search committee made up of the current Executive Committee. The vote in favor was cast by commissioners Black, Bulova, Comstock, Cook, Duncan, Dyke, Euille, Fisette, Foust, Herring, Hudgins, Hynes, McKay, Ramadan, Rust and Smedberg.

Adjournment

Without objection, Chairman Fisette adjourned the meeting at 10:21 P.M.

Approved this 3rd day of January, 2013.

Chairman

Secretary-Treasurer



RESOLUTION #2204

SUBJECT: VRE FY 2012 Audited Financial Statements.

WHEREAS: The VRE Operations Board has contracted for the audit of its financial statements;

WHEREAS: The audit for FY 2012 has been completed by the firm of PBGH, LLC;

WHEREAS: PBGH, LLC has issued an unqualified opinion that VRE's financial statements, in all material respects, fairly and accurately present the financial position of the organization.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission accepts the FY 2012 Comprehensive Annual Financial Report (CAFR) and authorizes the VRE Chief Executive Officer to provide VRE's audited financial statements, and associated information to interested groups, firms and members of the public.

Approved this 6th day of December, 2012.

Jay Fisette
Chairman

Paul C. Smedberg
Secretary-Treasurer



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AGENDA ITEM #3

TO: Chairman Fiset and NVTC Commissioners
FROM: Rick Taube
DATE: December 27, 2012
SUBJECT: Election of NVTC Officers for 2013 and Oath of Office.

NVTC's executive committee, serving as a nominating committee, has recommended the following slate of officers for NVTC for 2013.

Chairman: Hon. Jeff McKay
Vice-Chairman: Hon. Paul Smedberg
Secretary-Treasurer: Hon. Dave Snyder

The commission should vote to select its 2013 officers. Chairman Fiset will administer the following oath to the new officers:

I do solemnly swear that I will support the Constitution of the United States and the Commonwealth of Virginia and that I will faithfully discharge all the duties incumbent upon me as an officer of the Northern Virginia Transportation Commission, according to the best of my ability.

The newly elected chairman will present a gift to Chairman Fiset.



AGENDA ITEM #4

TO: Chairman Fiset and NVTC Commissioners

FROM: Rick Taube

DATE: December 27, 2012

SUBJECT: VRE Items

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- A. Report from the VRE Operations Board and VRE Chief Executive Officer--Information Item.
 - B. VRE's FY 2014 Operating and Capital Budget and Revisions to the FY 2013 Budget--Action Item/ Resolution #2205.
 - C. Extension of the Norfolk Southern Operating Access Agreement--Action Item/ Resolution #2206.
 - D. Public Access Across the Rippon VRE Station--Action Item/Resolution #2207.

Item #4A

Report from the VRE Operations Board and VRE's Chief Executive Officer

Attached is the CEO report from December, including performance data. Minutes from the December 21, 2012 VRE Operations Board are also attached.



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



Monthly Performance Metrics

For the second time in as many months, VRE faced the daunting challenge of providing train service and taking care of staff and passengers in the wake of the loss of another human life. On November 5th, a trespasser near Cherry Hill Road (Prince William County) stepped on to the tracks as Train 311 approached and was struck and killed. The medical Examiner has officially ruled the incident a suicide by blunt force trauma. Yet through it all, VRE and Keolis remained focused on ensuring that we got riders home as safely and in a timely manner as possible as is the hallmark of VRE.

| MONTHLY ON-TIME PERFORMANCE | ON-TIME PERCENTAGE |
|-------------------------------------|--------------------|
| November Fredericksburg OTP Average | 95% |
| November Manassas OTP Average | 95% |
| VRE NOV OVERALL OTP AVERAGE | 95% |

For the month of November, On Time Performance (OTP) remained very high at 95%, OTP for the month on both lines remained above 90% - the Fredericksburg line operating at 95% and the Manassas line operating at 95%. This now marks the twelfth consecutive month that VRE has had OTP on both lines above 90% and continues a record setting trend.



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



Monthly Performance Metrics (continued)

The chart below is a three month overview of VRE's performance measures:

| SYSTEMWIDE | SEPT 2012 | OCT 2012 | NOV 2012 |
|--|-----------|----------|----------|
| Total delays | 17 | 24 | 28 |
| Average length of delay (mins.) | 78 | 28 | 31 |
| Delays 30 minutes and over | 6 | 7 | 4 |
| Days with heat restrictions/Total days | 0/19 | 0/22 | 0/20 |
| On-Time Performance | 97% | 96% | 95% |
| FREDERICKSBURG LINE | | | |
| Total delays | 3 | 11 | 13 |
| Average length of delay (mins.) | 15 | 20 | 41 |
| Delays 30 minutes and over | 0 | 3 | 3 |
| On-Time Performance | 99% | 96% | 95% |
| MANASSAS LINE | | | |
| Total delays | 14 | 13 | 15 |
| Average length of delay (mins.) | 94 | 40 | 20 |
| Delays 30 minutes and over | 6 | 4 | 1 |
| On-Time Performance | 95% | 96% | 95% |

Finally, at the request of Councilman Way, I have reincorporated an old delay chart back into the CEO Report to provide both the Board and the general public with more detailed information on actual causes of the delays to VRE.



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



Monthly Performance Metrics (continued)

| REASON | TOTALS | PERCENT |
|-----------------------|--------|---------|
| Signal/Switch Failure | 4 | 6% |
| Slow Orders | 9 | 14% |
| M/W | 2 | 3% |
| Train Interference | 21 | 32% |
| AMTRAK | 6 | 9% |
| Freight | 10 | 15% |
| VRE | 5 | 8% |
| Mechanical Failure | 4 | 6% |
| Late Turn | 2 | 3% |
| PAX Handling | 7 | 11% |
| Weather | 1 | 2% |
| Crew Related | 1 | 2% |
| Other | 15 | 23% |
| TOTAL | 66 | 100% |

No one can debate that October and November were pressing months for VRE as we suffered our first fatalities ever on our system. It goes without saying that the loss of a life is always a terrible tragedy. Through it all VRE staff and train crews rose to the challenge and continued to perform at a very high level. Given the challenges faced in November, I believe it is a credit to the staff and our contractors that service remained at such a high level month in and month out.



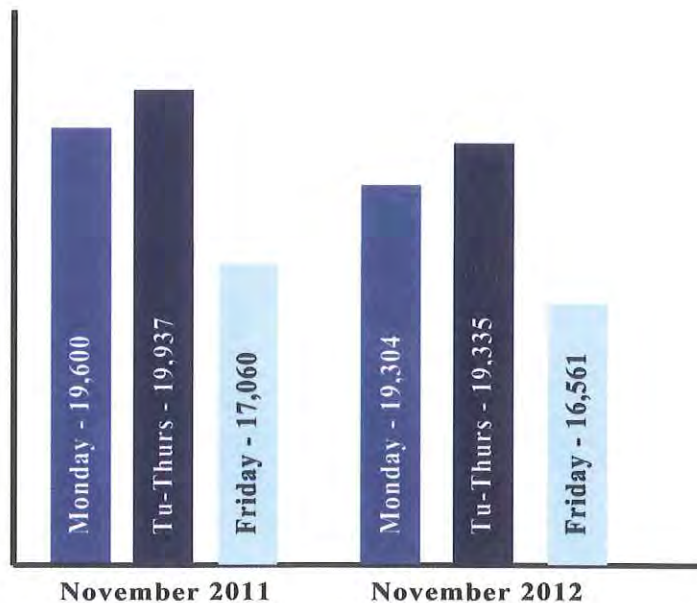
VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



Ridership Update

November continued our strong ridership trend as we crested 20,000 for three days and posted the 14th highest ridership day ever on November 27 (20,764). Additionally, there were five more days with ridership higher than 19,500. The indicators show that the demand is still there and we are carrying significant passenger totals during the mid-week. Ridership continues to be lower on Mondays and Fridays, where it appears the workforce has moved to a pattern of teleworking. If this is the case then it is having an impact on VRE. The graph below illustrates what I am referencing:



To illustrate this point further, I have broken down the numbers for Fridays exclusively in 2011 and 2012. In doing so I found that on average for the three regular work Fridays in November 2011 we averaged 17,853 passengers per day. Whereas, for the four regular work Fridays in November 2012 we averaged 16,571 passengers per day. That is a reduction of 1,282 riders a day which is significant by any standard. I am having staff look at this phenomenon to



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



determine if in fact telework is the contributing factor or if other factors are in play. Additionally, we'll start to strategize ways to try and increase ridership on VRE on Monday's and Friday's.

On another positive note, we did see ridership increase from October 2012 to November 2012 by nearly 100 additional riders per day. We need to build off of that momentum and make a concerted effort to grow the core business for the remaining fiscal year.

Brooke Station Update

The Brooke parking expansion is now complete and the new lot opened for business ahead of schedule.

Stafford County Supervisor and VRE Operations Board member Paul Milde (whose district the Brooke lot is in), Stafford County Chairwoman and VRE Operations Board Secretary, the Stafford County Board of Supervisors, Stafford County Administrator Anthony Romanello and I participated in a ribbon cutting ceremony Tuesday, December 4th.

Both the new and old parking lots have been paved and striped. New steps and a hand rails were added to connect the two lots and lighting and safety improvements were incorporated to enhance the riders experience when using the Brooke lot.



Already 25 to 30 cars a day are using the new lot and we are confident that those numbers will continue to grow in the coming months. We want to thank Stafford County for their commitment in helping make this project a reality.

Potomac Shores Update

Over the past month, I met several times with the developers of the proposed Potomac Shores community to address the additional of the Potomac Shores Station into the VRE system.



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



The first meeting was with Mike Lubeley, partner at Walsh, Colucci, Lubeley, Emrich, and Walsh, and Ed Byrne, Vice President, Project Management, Argent Management, to discuss in greater detail the station and track requirements, as well as potential parking demands for the new station. That meeting was very productive but in the end all parties still had concerns regarding the proposed third track not being funded through the proposed station location.

Given those outstanding concerns, VRE Ops Board member and Prince William County Supervisor Maureen Caddigan called a meeting with Virginia Secretary of Transportation Sean Connaughton, VDRPT Chief Operation Officer Kevin Page, VRE Operations Board Chair Wally Covington, Stan Brown, Senior Vice President, Development, SunCal, Casey Tischer, Vice President, Eastern Region Acquisitions, Mike Lubeley, and myself to address the project.



Secretary Connaughton laid out the parameters of how the money for this project was secured, the limitations of the use of the money and the reasoning for the track work to begin from the south instead of the north at this location. He further stressed his support for the project and the completion of the necessary additional track and tasked Mr. Page to work with the group to come up with some working solutions on how that might be achieved.

The SunCal representative, Mr. Tischer, indicated that his company was finalizing plans for submitting a comprehensive plan amendment and rezoning applications to Prince William County. Mr. Brown and Mr. Tischer both expressed concern that if the burden to make these rail improvements were placed on the developer that they had no assurances that SunCal was in a position to absorb those costs. This is critical because previously SunCal had embraced the idea of a VRE station on the site and that the station would be the linchpin of their town center concept.

The working group has since met with me again to continue developing a strategy that will bring a station to this community. Sirel Mouchantaf is continuing to work both with the developer, as well as CSX and the Commonwealth to work through any engineering issues that may cause concern for the project. I remain very optimistic that in the end we will secure an agreement to open a Potomac Shores station. Special thanks to Supervisor Caddigan and Chairman Covington for their willingness to initiate this dialogue and for their continued efforts in this process.



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



Overview of Monthly Citations

Below you will find the monthly breakdown of the citations issued by our train staff, as well as an internal and external overview of the handling of those cases. The data is separated into two distinct categories; VRE action and Court action. I believe this distinction is very important to understand because it shows that many customer issues are routinely handled in-house by VRE staff, which ultimately keeps many from having to appear in Court.

For the month of November, VRE issued a total of 96 citations. That is 32% reduction from the number of citations issued in October 2012 (138 citations) and 21% less than a year ago - November 2011 (122 citations). Of those 96 citations issued, VRE waived 9 of them for our riders. That means that only 9% of all citations issued during the month were waived by VRE, which is well below prior months that saw that average around 24%.

| VRE ACTIONS | OCCURRENCES |
|--|-------------|
| Waived- Passenger showed proof of a monthly ticket | 9 |
| Waived- Per the request of the issuing conductor | 0 |
| Waived- Due to defective tickets or TVM | 0 |
| TOTAL | 9 |

Of the remaining 87 citations, 8 were found not guilty, 6 were dismissed and 20 were continued. This means that 62% of people issued citations were found guilty of violating VRE's fare evasion policy while 16% of the

cases were either dismissed or found not guilty and 22% were carried over to the next month. This further illustrates that our conductors are being diligent in continuing to enforce VRE's on-board inspection and fare evasion policies.

Last month I spoke of the upturn in citations from prior months, but we see this month a stabilization of that number back down to a range that was consistent with August and September. Either way, I personally believe November's numbers still shows that VRE must remain committed to enforcing our fare policy for the betterment of our system.

| COURT ACTIONS | OCCURRENCES | FINE | COURT COSTS |
|------------------------------|-------------|---------|-------------|
| Prepaid prior to court | 23 | \$100 | \$81 |
| Guilty | 10 | \$100 | \$81 |
| Guilty in absentia | 20 | \$100 | \$116 |
| Not guilty | 8 | \$0 | \$0 |
| Dismissed | 6 | \$0 | \$486 |
| Continued to next court date | 19 | \$0 | \$0 |
| Appealed pending | 1 | \$0 | \$0 |
| TOTAL | 87 | \$6,300 | \$5,479 |



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

Rolling Stock Fleet Update

Locomotives -

In CY 2013 the warranty period on the new locomotive fleet will expire. To date, we have experienced exceptional performance and reliability. Some of the new locomotives have accumulated over 50,000 miles with availability exceeding 95%. Compared to the previous fleet of locomotives, we are seeing fuel consumption reduced by almost 10%.

Passenger Cars -

VRE received the last 10 of 71 new passenger cars in CY2010. In CY2011/2012, the majority of the new cars first delivered to VRE in CY2007/2008 received their first major 4 year maintenance and inspection. To date, this fleet continues to exceed the industry standards for reliability of 184 mean days between failures. VRE continues to pursue reliability and performance enhancements for this fleet of passenger cars with the expectation the next group of passenger cars to be delivered to VRE in 2014 will perform even better.



Gainesville-Haymarket

Gainesville-Haymarket remains an important part of the future growth of the VRE system. VRE continues to work with the partners in this project; Prince William County, Norfolk Southern Railroad and the Commonwealth of Virginia.

Currently, revisions to the Addendum to the Rail Enhancement Fund (REF) agreement for the Gainesville-Haymarket Extension project are under legal review.



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



Santa Trains



Last weekend (Saturday, December 8th) VRE held its 16th annual Santa Trains. The event has become a hallmark for the regional communities that VRE serves and this year was no different.

Tickets went on sale Monday, November 28, 2011, with online sales starting at 9 am (with a limit of 6 tickets per purchase). By 9:04am all online sales were sold out. That's 3,700 tickets sold out in 4 minutes, or in other words that is over 900 tickets per minute or 19 tickets sold per second. That eclipsed last year's record of online sales by 8 minutes.

Vendor sales also sold out quickly with all four vendors reporting back well before Noon that their ticket allocations were sold out. This is the fastest sell-out of tickets for VRE's Santa Train's ever.

As stated before, VRE operated the Santa Trains on Saturday, December 8th from Burke Centre, Manassas, Woodbridge and this year Leeland (because of another large event in Fredericksburg we were asked not to use Fredericksburg). In addition to Santa and Mrs. Claus, we had high school choral groups performing on the trains and Operation Lifesaver distributing information on rail safety. We had a record turn out as the weather was absolutely beautiful. We'd also like to extend a special thank you to CSX and Norfolk Southern for donating track time so we can operate these trains.

Toys For Tots

This year was a banner year for VRE's Toy For Tots collection efforts both on our VRE trains and also at the stations during the Santa Trains.



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



On board our trains we collected \$15,292 in cash contributions and a total of 9,548 new, unwrapped toys. The cash contribution level is nearly \$5,000 higher than 2011 and we collected nearly 3,000 more toys than 2011.

Clearly, most of this must be attributed to the generosity of our riders, who really rose to the occasion, but we did add a twist to it this year after a rider during our online forum challenged the Fredericksburg line to top the totals of the Manassas line. As they say after that it was "Game On!" The end results were even closer than we anticipated with the Manassas line contributing more toys (4,804 as compared to 4,744 on Fredericksburg line) and the Fredericksburg line contributed more cash (\$7,801 as compared to \$7,491 on the Manassas line). The highest cash contribution trains were Train 328 on Manassas line which donated \$2,985 and Train 306 on Fredericksburg which donated \$2,637. Trains 306 and 328 did battle again in most toys collected this time Train 306 topped all with 1,012 toys collected and Train 328 was next with 1,004. All the way around though it was amazing the caring and generosity displayed by VRE riders to help make other boys and girls holiday a better one.



We weren't done there though, because we added to the efforts with our Santa Trains. Combined we collected another 140 more large trash bag size full bags of toys for the kids. So we also thank all of the community who came to the Santa Trains and donated toys.

2012 Governor's Transportation Conference

On December 5th, 6th, and 7th Governor Bob McDonnell held the 2012 Governor's Transportation Conference, themed "Opportunities in Motion." The conference, which highlighted Virginia's complex and evolving multi-modal transportation system, was held at the Sheraton Premiere at Tysons Corner.

The 2012 Governor's Transportation Conference was kicked off by Fairfax County Chairman and VRE Operation Board founding member Sharon Bulova, who spoke of the strides that have been made in the region to make transportation better, but how much more still needed to be done in order for places like Northern Virginia to continue to flourish



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



and thrive in the competitive global economy. Chairman Bulova set the tone that more needed to be done in the coming legislative session to find permanent solutions to funding transportation.



Governor McDonnell then addressed nearly 500 attendees at the opening session of the conference on Wednesday, December 5th. Speaking about the conference, Governor McDonnell said "Transportation is one of the greatest challenges facing the Commonwealth of Virginia, but with these challenges come opportunities."

Governor McDonnell was joined by Transportation Secretary Sean T. Connaughton and legislative, transportation industry, and government leaders for this annual conference to discuss Virginia's transportation projects and programs, as well as upcoming transportation trends and legislative initiatives.

One of the most informative sessions was the closing session in which Senator John Watkins and Delegate Joe May outlined their respective proposals for the coming year. Each member will be carrying legislation that separately addresses increasing the dedicated revenue stream for transportation. Their discussion was furthered by a broader discussion from Delegate Tom Rust and Vivian Watts, who each spoke of also bringing forth legislation to comprehensively bring more money to transportation to keep Virginia moving forward. I spoke to each of the members shortly after the session about VRE and our long term needs.

Congressman Shuster Takes Reins of House T&I Committee

Congressman Bill Shuster (R-PA) was selected as the new chair of the House Transportation and Infrastructure Committee (T&I) by House Republicans on November 28th. He succeeds Congressman John Mica (R-FL).

Congressman Shuster is in his sixth term in Congress, having first been elected in 2001. He follows in the footsteps of his father, former Representative Bud Shuster (R-PA), who also served as T&I chairman.

I had the opportunity to personally congratulate Congressman Shuster on Monday at a function that we were both attending. We had a pleasant conversation about transportation and he was very familiar with VRE and its service. I



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



am hopeful that this initial dialogue will lend itself to getting Congressman Shuster to ride VRE here in the very near future.

Queing on Trains

Over the last few months you've hear either me or VRE staff talk about the issue of queing. It is one of the constant issues that our riders bring up on a regular basis and as such we take very seriously. As I said, VRE has received more and more complaints from riders about nearly missing their station stop as they were unable to get off the train in time. In some cases, riders have missed their station entirely. While queuing occurs in the morning, the problem is more prevalent in the evenings when seats are available.



The strategy of VRE's queuing policy is to clear the aisles so that everyone who needs to get off the train can. When a train is in the station, it is assumed that anyone standing is attempting to detrain. As such, once everyone has detrained, the aisles should be clear. Once the train has departed the station, the next group of riders is permitted to stand. If passengers are observed standing in the aisles when the train is at a station, the doors will remain open and the train will not move.

This policy is based on an operational trial conducted on Manassas Train 329 and passenger feedback. We implemented this policy system-wide on an as needed basis beginning June 1 and we continue to monitor it closely to ensure that our riders have a safe and stress free commute



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

Ridership Report

November

| Date | Manassas AM | Manassas PM | Total Manassas | Actual OTP TD | Fred'burg AM | Fred'burg PM | Fred'burg Total | Actual OTP TD | Total Trips | Actual OTP TD |
|-----------------------------|-------------|-------------|----------------|-----------------------|-------------------------|--------------|-----------------|---------------|-----------------|---------------|
| 1 | 4,882 | 4,688 | 9,571 | 100% | 5,089 | 5,293 | 10,382 | 100% | 19,953 | 100% |
| 2 | 4,066 | 4,365 | 8,431 | 81% | 4,059 | 4,349 | 8,407 | 79% | 16,839 | 80% |
| 3 | | | | | | | | | | |
| 4 | | | | | | | | | | |
| 5 | 4,513 | 4,745 | 9,259 | 100% | 4,914 | 5,377 | 10,291 | 86% | 19,550 | 93% |
| 6 | 4,535 | 4,637 | 9,172 | 100% | 4,451 | 4,273 | 8,724 | 100% | 17,896 | 100% |
| 7 | 4,403 | 4,863 | 9,266 | 100% | 4,939 | 4,837 | 9,776 | 100% | 19,042 | 100% |
| 8 | 4,633 | 4,711 | 9,344 | 100% | 4,884 | 5,298 | 10,182 | 93% | 19,526 | 97% |
| 9 | 3,722 | 3,557 | 7,278 | 94% | 4,415 | 4,290 | 8,706 | 100% | 15,984 | 97% |
| 10 | | | | | | | | | | |
| 11 | | | | | | | | | | |
| 12 | | | | | | | | | | |
| 13 | 4,791 | 4,657 | 9,448 | 100% | 5,017 | 5,349 | 10,366 | 100% | 19,814 | 100% |
| 14 | 4,931 | 5,152 | 10,083 | 75% | 5,057 | 5,372 | 10,429 | 100% | 20,513 | 87% |
| 15 | 4,649 | 4,928 | 9,577 | 100% | 4,978 | 5,162 | 10,140 | 79% | 19,717 | 90% |
| 16 | 4,049 | 4,170 | 8,218 | 75% | 4,161 | 4,080 | 8,240 | 100% | 16,459 | 87% |
| 17 | | | | | | | | | | |
| 18 | | | | | | | | | | |
| 19 | 4,573 | 4,494 | 9,067 | 100% | 5,087 | 4,937 | 10,024 | 100% | 19,091 | 100% |
| 20 | 4,701 | 4,862 | 9,563 | 100% | 4,797 | 5,067 | 9,864 | 93% | 19,426 | 97% |
| 21 | 3,611 | 3,135 | 6,746 | 100% | 4,505 | 4,696 | 9,201 | 93% | 15,947 | 97% |
| 22 | | | | | | | | | | |
| 23* | 989 | 819 | 1,809 | 100% | 1,139 | 988 | 2,128 | 100% | 3,936 | 100% |
| 24 | | | | | | | | | | |
| 25 | | | | | | | | | | |
| 26 | 4,775 | 4,210 | 8,985 | 94% | 4,865 | 4,909 | 9,774 | 93% | 18,759 | 93% |
| 27 | 4,940 | 5,348 | 10,288 | 94% | 5,066 | 5,410 | 10,476 | 100% | 20,764 | 97% |
| 28 | 4,633 | 4,770 | 9,403 | 100% | 5,139 | 5,145 | 10,284 | 93% | 19,687 | 97% |
| 29 | 4,942 | 4,838 | 9,780 | 94% | 5,128 | 5,305 | 10,433 | 100% | 20,213 | 97% |
| 30 | 4,345 | 3,811 | 8,156 | 100% | 4,451 | 4,353 | 8,804 | 100% | 16,960 | 100% |
| | 86,683 | 86,760 | 173,443 | 95% | 92,142 | 94,491 | 186,632 | 95% | 360,075 | 95% |
| Amtrak Trains: | | | 454 | | Amtrak Trains: | | | 6,412 | 6,866 | |
| Adjusted total: | | | 172,088 | | Adjusted Total: | | | 190,917 | Adjusted Total: | 363,005 |
| # of Service Days: | | | 19 | | Total Trips This Month: | | | 366,941 | Adjusted Total: | 363,005 |
| Manassas Daily Avg. Trips: | | | 9,129 | Adjusted Avg.: 9057 | Prior Total FY-2013: | | | 1,571,245 | | |
| Fred'burg Daily Avg. Trips: | | | 9,823 | Adjusted Avg.: 10048 | Total Trips FY-2013: | | | 1,938,186 | | |
| Total Avg. Daily Trips: | | | 18,951 | Adjusted Avg.: 19,106 | Total Prior Years: | | | 57,778,565 | | |
| | | | | | Grand Total: | | | 59,716,751 | | |

Note: Adjusted Averages & Totals include all VRE trips taken on Amtrak trains, but do not include "S" schedule days.

* designates "S" schedule day



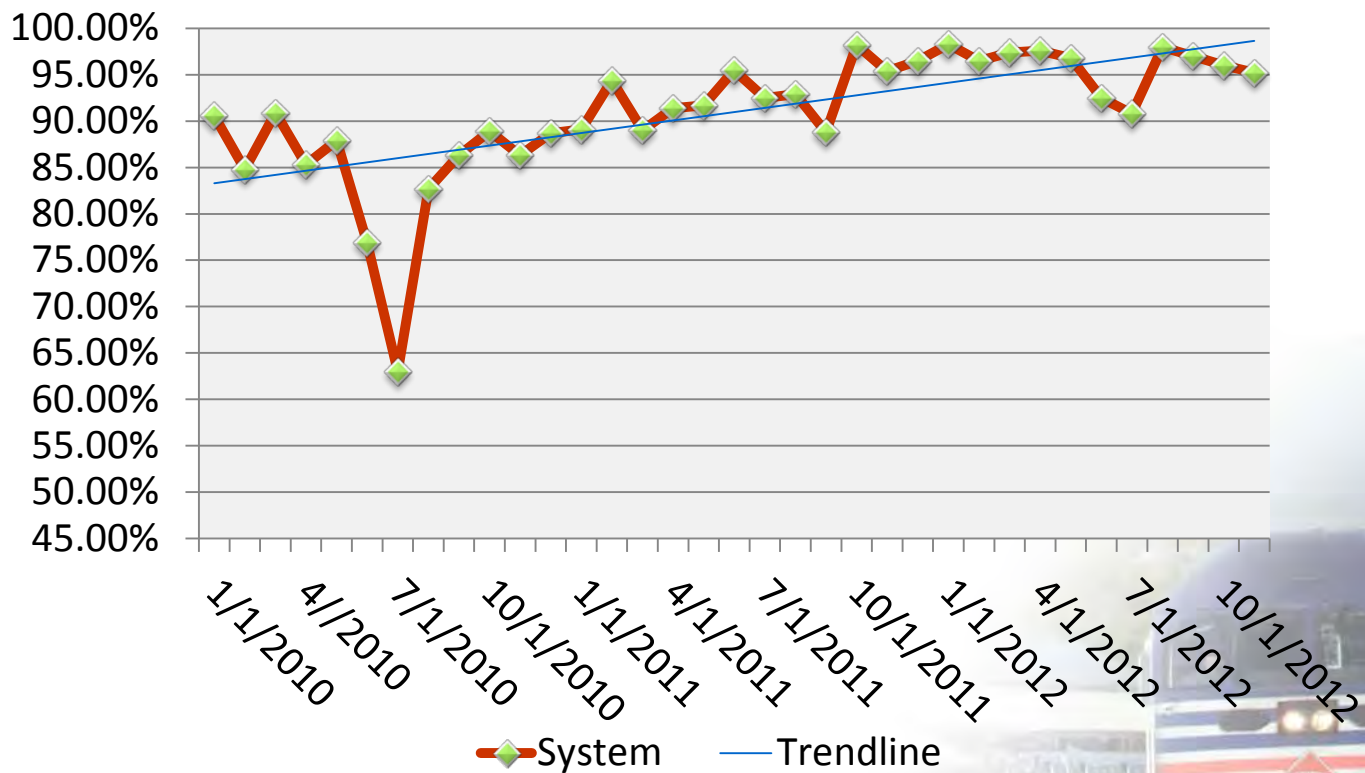
VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

On-Time Performance

System Performance

January 2010 – November 2012





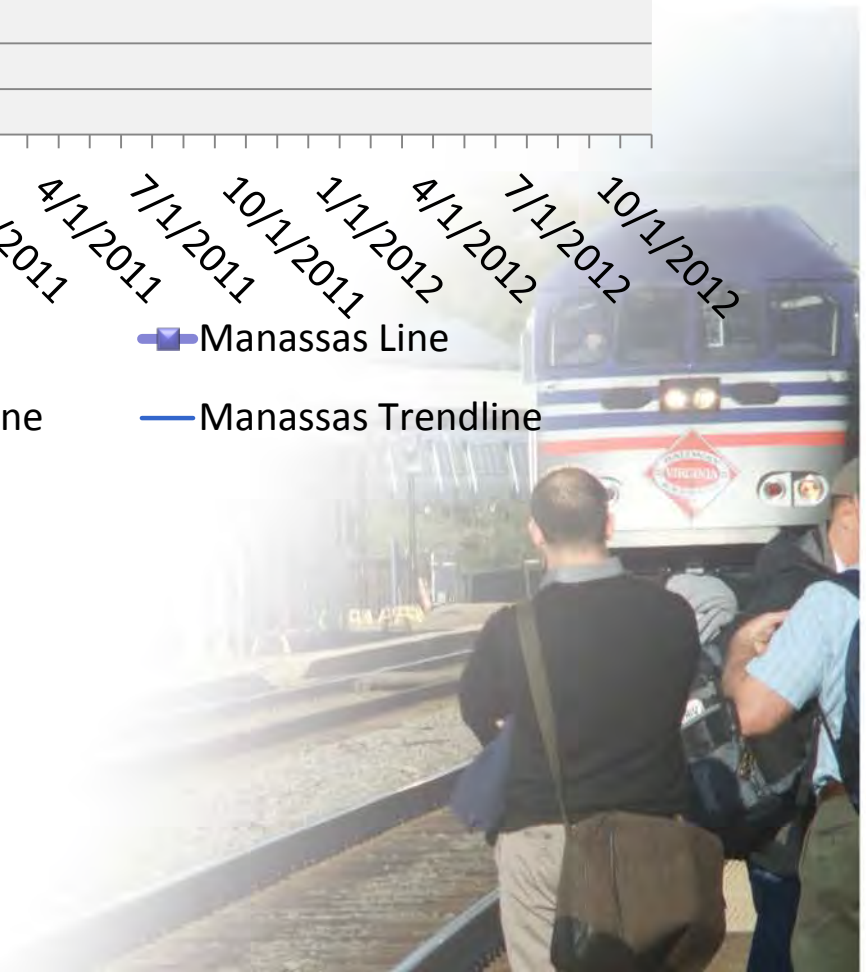
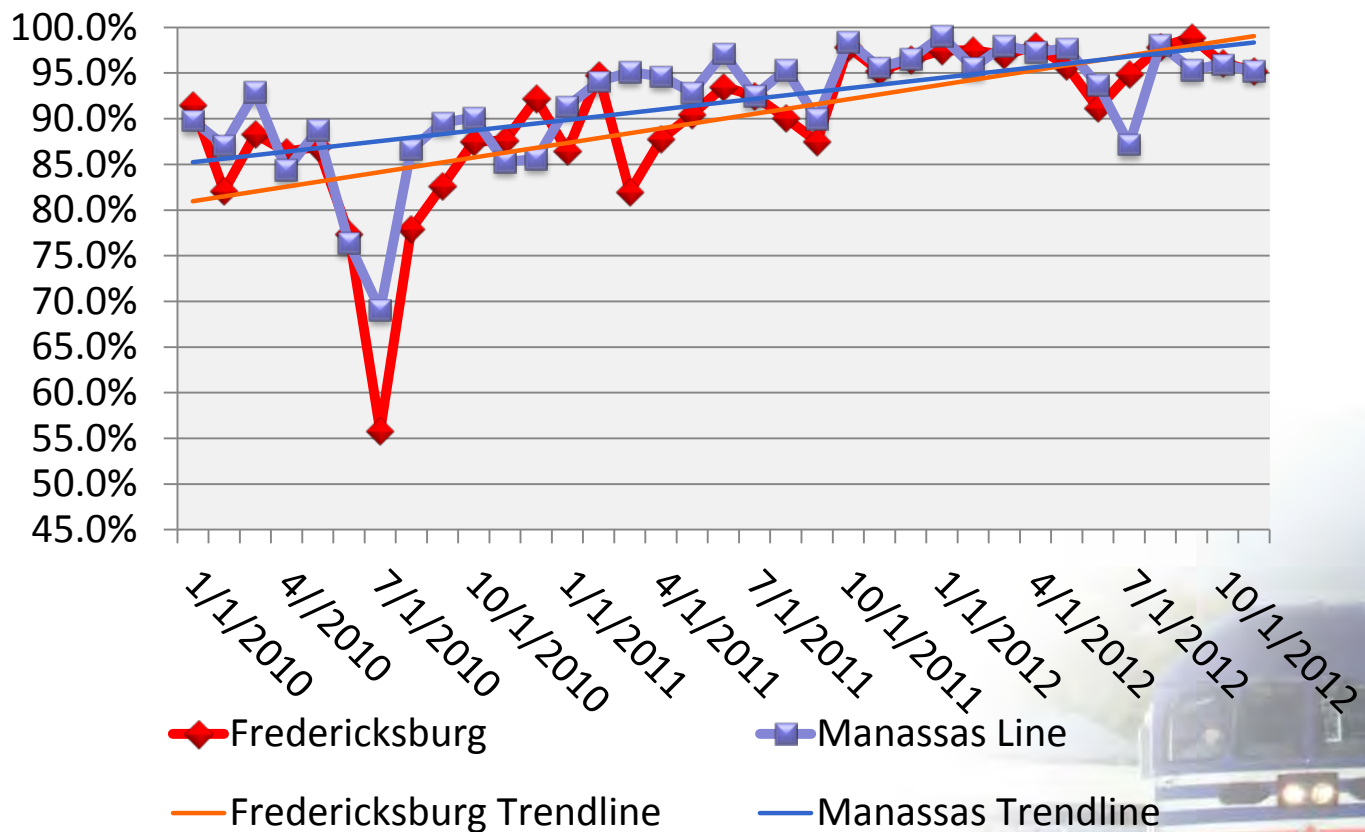
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Chief Executive Officer's Report

On-Time Performance

Performance By Line

January 2010 – November 2012





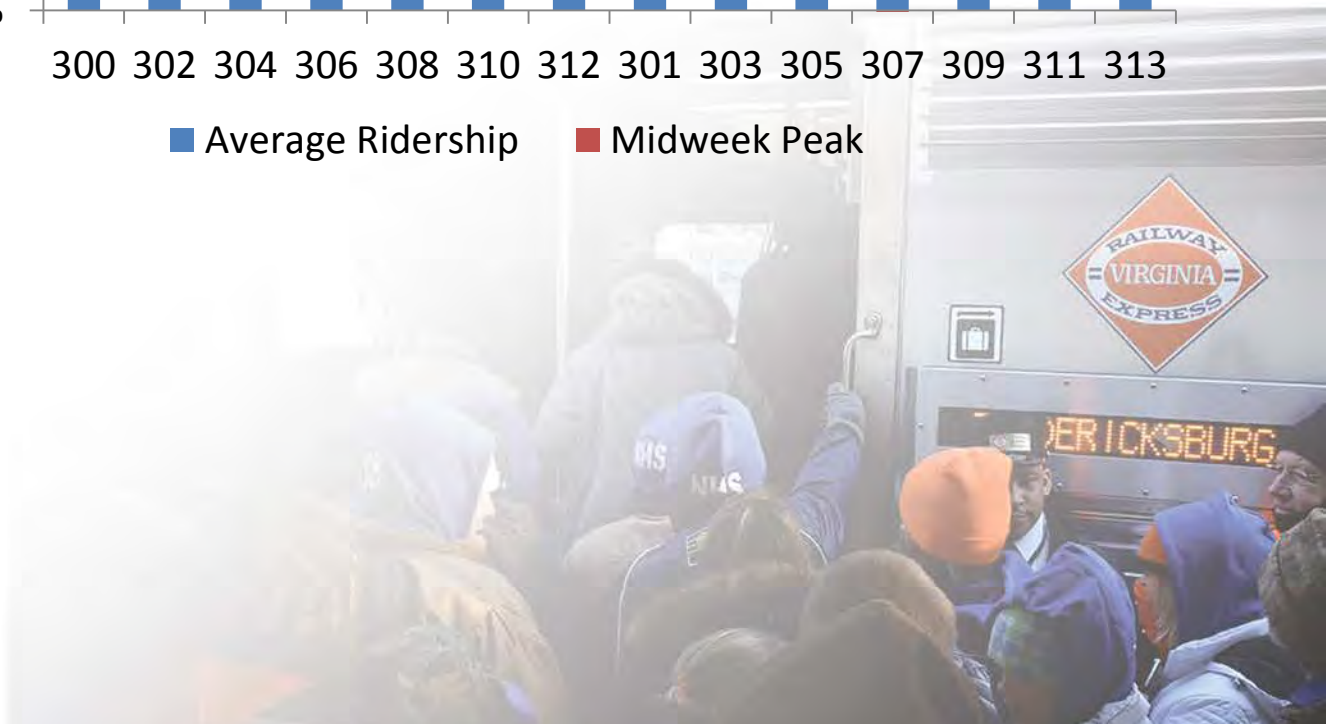
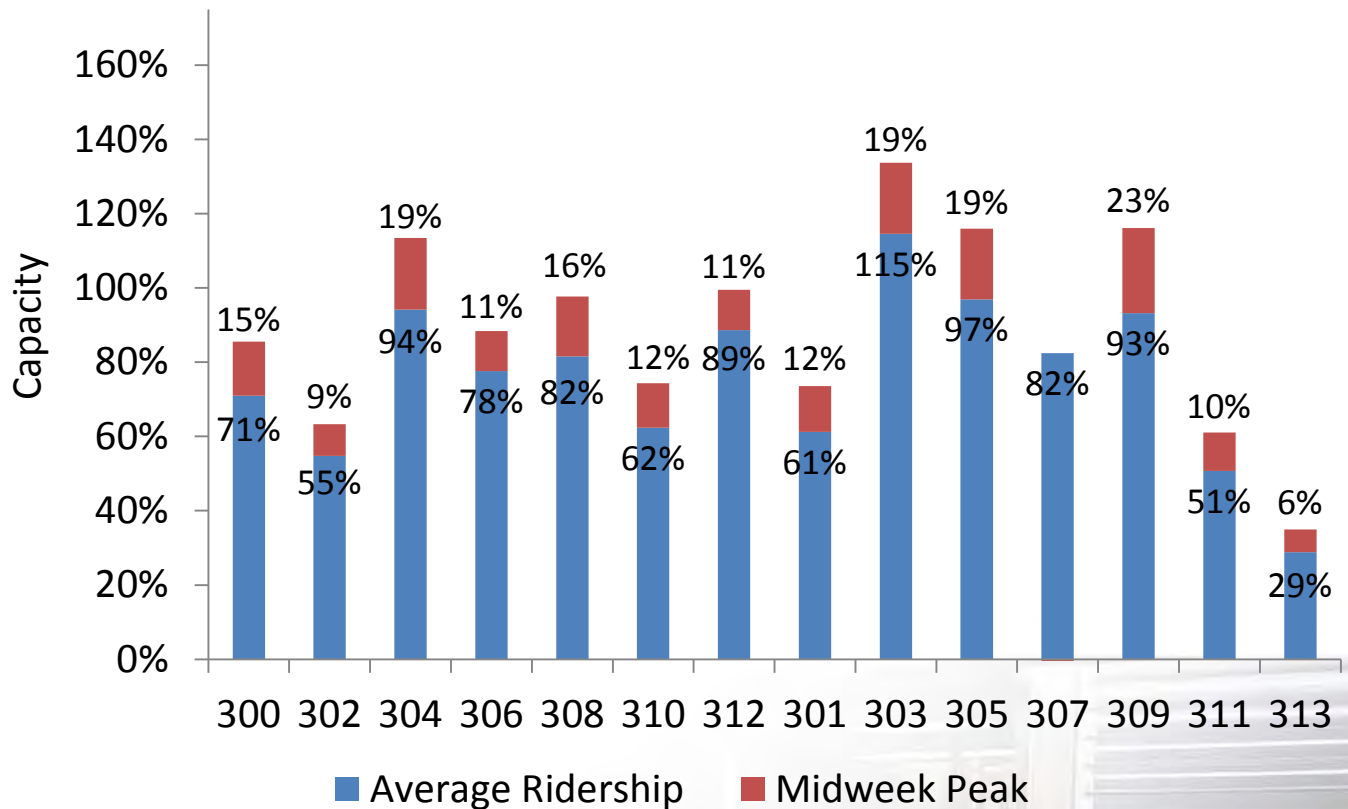
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Chief Executive Officer's Report

Train Utilization

Fredericksburg Line

November 2012





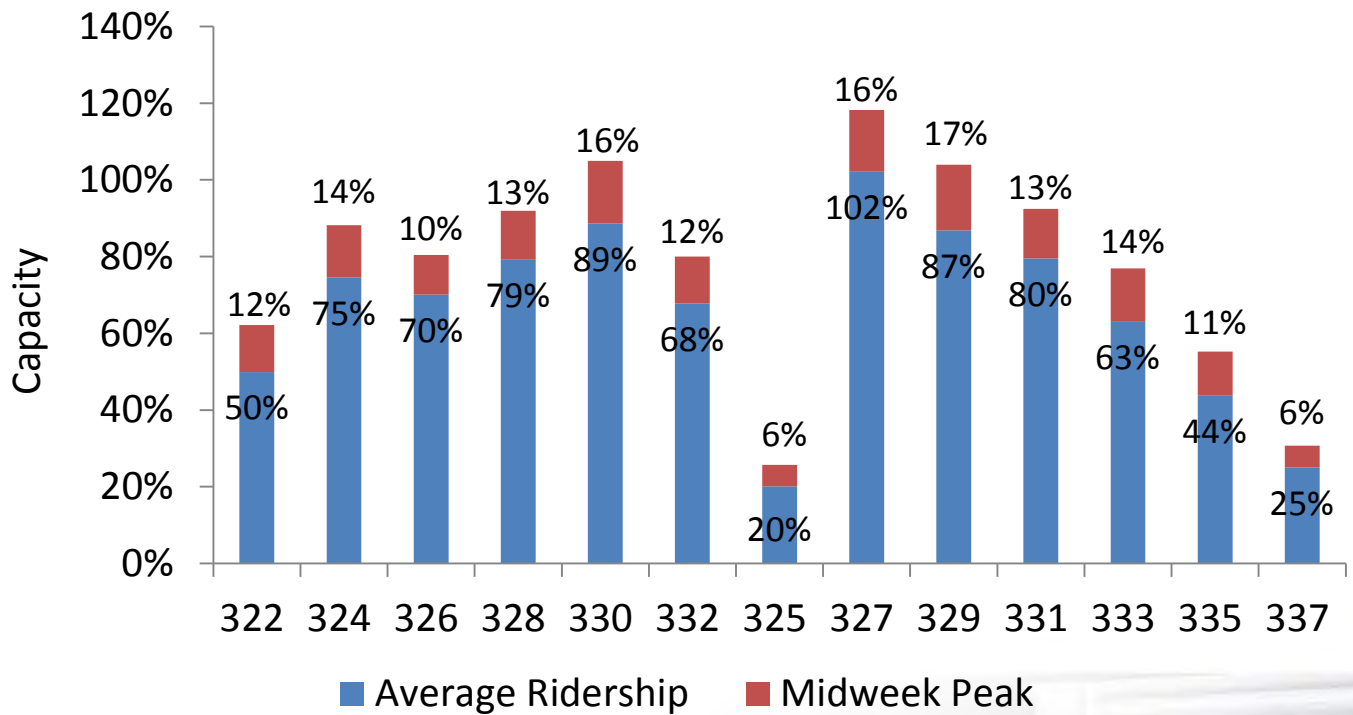
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Chief Executive Officer's Report

Train Utilization

Manassas Line

November 2012





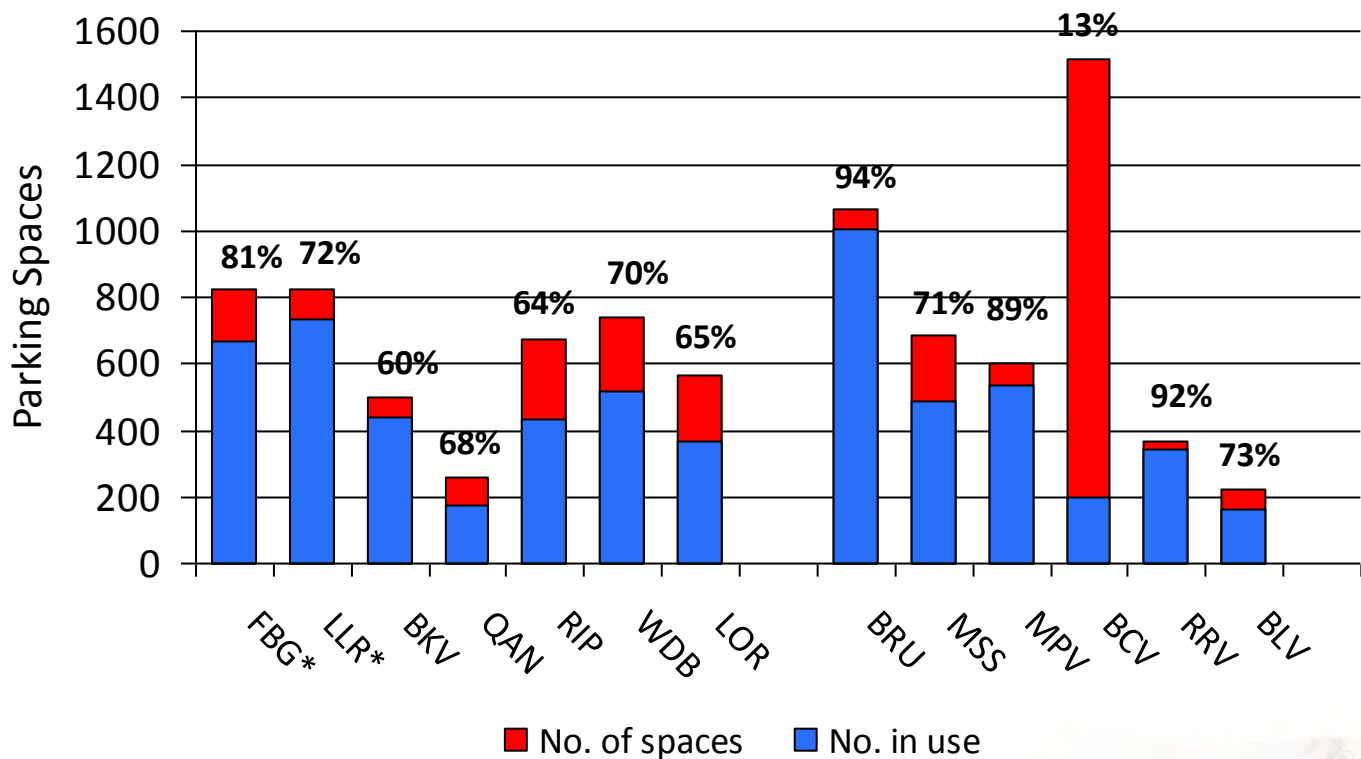
VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

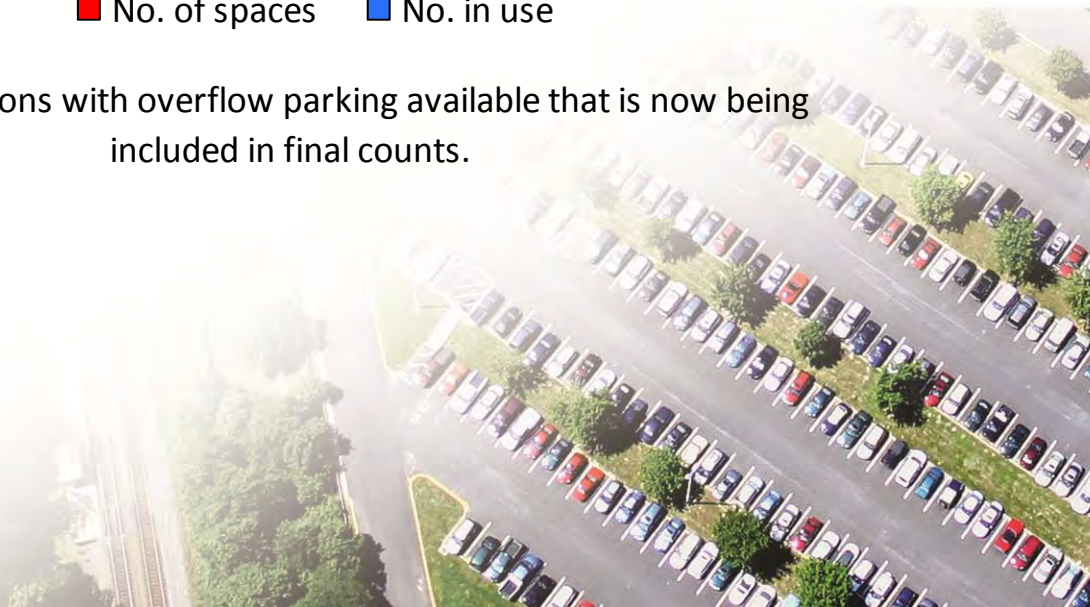


Parking Utilization

November 2012



* Denotes stations with overflow parking available that is now being included in final counts.



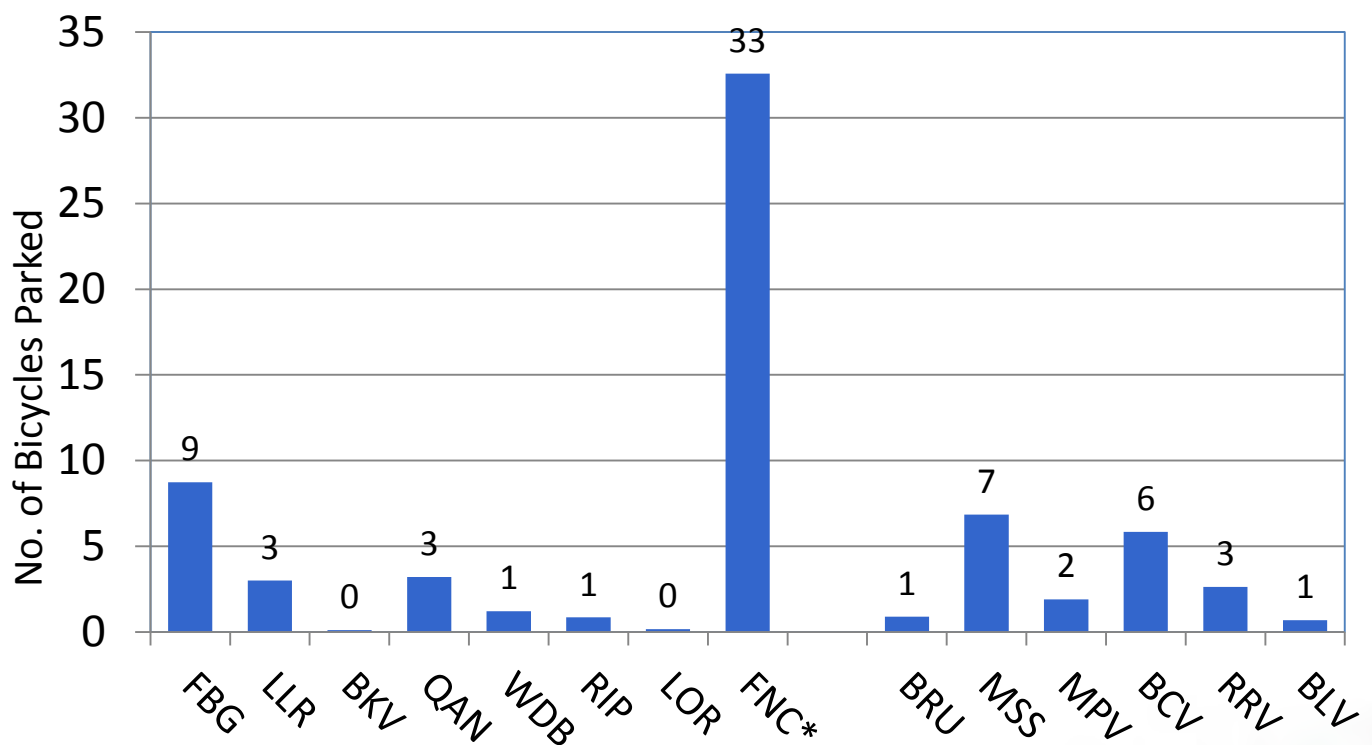


VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

Bicycle Counts

November 2012



* Joint use facility - riders of VRE and Metro cannot be differentiated





VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's
Report

Capital Project Summary
December 2012

See attachments



VIRGINIA RAILWAY EXPRESS CAPITAL PROJECTS - PROGRESS REPORT
Projects Underway in FY13
As of December 2012

| PROJECT | LOCATION | TOTAL ADOPTED CIP BUDGET THRU FY12 | TOTAL BOARD APPROVED FUNDS | PROJECT DESCRIPTION | PERCENTAGE (%) OF TOTAL PROJECT TASK COMPLETION | PROJECT/TASK COMPLETION DATE | STATUS |
|---|-----------------------------|--|-------------------------------|---|--|---------------------------------|--|
| Track and Infrastructure | | | | | | | |
| Gainesville/Haymarket Expansion | | | | Expansion of service to Gainesville and Haymarket | | 2nd Quarter 2013 | |
| G/H Expansion MIS | NS "B" Line | \$4,088,000 | \$1,537,338 | Develop expansion alternatives for new service to Gainesville and Haymarket | 100% | Completed | Final invoice received 11/9/09, submitted for payment. Final Alternatives Analysis report completed 5/29/09. Final Feasibility Study completed 9/28/09. |
| G/H Expansion PE and EA | | | \$2,749,076 | Perform modeling, environmental analysis and preliminary engineering. | 0% | 4th Quarter 2014 | Contract award awaiting execution of match Addendum between VRE, DRPT and NS and grant NTP. VRE counsel requested NS legal counsel contact to discuss agreement, waiting for reply from Marc Hoecker with name of legal contact. |
| L'Enfant Storage Track | | | | Construct approximately 1400 ft storage track just north of the existing platform and provide wayside power for two train sets. | | | |
| L'Enfant Storage Track Wayside Power Design | L'Enfant | \$1,902,260 | N/A | Design of wayside power for stored train sets | 90% | 1st Quarter 2013 | HDR submitted proposal for supplement to GEC V Task Order 7 to revise previous wayside power design to accommodate new service location near station. Amendment to be executed pending coordination with CSX regarding sharing PEPCO electric service to power switch heaters. |
| L'Enfant Storage Track Wayside Power Construction | | | N/A | Construction of wayside power for stored train sets | 30% | 1st Quarter 2013 | PEPCO confirmed 1200-amp electric service can be provided at 6th St. adjacent to VRE station. Design to begin once Wayside Power site plan provided by VRE. Currently coordinating with CSX regarding sharing service to power switch heaters. |
| L'Enfant Storage Track Switch and Signalization Design | | | \$250,000 | Design of storage track switches and signalization | 60% | 4th Quarter 2012 | By late October, VRE had not received track and signal design as promised by CSX. In late November, CSX indicated that delay was due to signal design modifications for stub track, and that design should be complete in the next couple of weeks. |
| Spotsylvania Station Design | Spotsylvania | \$3,425,500 | \$405,912 | Design of the new platform and head house. | 70% | 4th Quarter 2012 | 60% plans submitted and under review. Geotech completed. Coordinating with utilities near station site to minimize impacts. 90% plans due end of this month. |
| Crossroads to Hamilton Third Track | Spotsylvania | \$32,500,000 | \$817,703 | Environmental Analysis and Final Design to extend the third track from Hamilton to Crossroads | 70% | 4th Quarter 2012 | 75% plans submitted with specifications and are under review. Geotechnical report being finalized. Documented CE complete and submitted to PRTC/FTA this month. |
| Planning Studies and Communications Projects | | | | | | | |
| SmartTrip Fare System Update | | | | | | | |
| SmartTrip Fare System Update / Technical Support | VRE offices/ system wide | \$1,250,000 | \$154,285 | Technical assistance for the design, procurement, installation and testing of a SmartTrip compatible system for VRE. | 100% | Completed | PCI Compliance questionnaire submitted, preliminary compliance granted. |
| SmartTrip/PCI Fare System Update | | | \$947,750 | Upgrade of the fare collection system to comply with PCI requirements | 85% | 4th Quarter 2012 | Upgrade complete, in final acceptance period |

Note | Total adopted CIP budget will be revised upon receipt of FY13 grant.

VIRGINIA RAILWAY EXPRESS CAPITAL PROJECTS - PROGRESS REPORT
Projects Underway in FY13
As of December 2012

| New Fare Collection System | System-wide | \$2,597,000 | | \$1,923,205 | Consulting assistance for evaluating current and future Automated Fare Collection system | 100% | Completed | Project complete. Will initiate closeout. |
|---|------------------|-------------|--|-------------|---|-----------|------------------|---|
| Commuter Station Projects | | | | | | | | |
| Amtrak Joint Recapitalization Projects | | | | | Amtrak and VRE joint benefit recapitalization projects | | | |
| Washington Union Terminal Rail Service Improvement Plan | Washington, D.C. | \$1,000,000 | | | Joint study with Amtrak and MARC that will provide a phased approach to meeting current and forecasted growth in intercity and commuter rail service levels for target years 2017 and 2030. | 99% | 1st Quarter 2013 | Draft WUT Master Plan Executive Summary released 7/25/12, draft master plan document and technical documentation under review. Comments due to Amtrak 1/7/13. Note: Percentage of total project complete reflects progress on completion of the master plan. VRE financial commitment towards the project is 99% complete. |
| Coach Yard Wayside Power Upgrade | Washington, D.C. | \$750,000 | | \$2,683,967 | Upgrade and replace wayside power station for VRE storage tracks at the Coach yard | 75% | 4th Quarter 2012 | Cabinets and wiring installed. Performing testing and startup. |
| WUT Canopy Roof Repairs | Washington, D.C. | \$600,000 | | | Repairs of canopy roof at WUT lower level platforms | 20% | 4th Quarter 2012 | The canopy roof at platform 25/26 north has begun. They have started repainting the existing frame and preparing to rebuild the roof for that canopy. |
| Alexandria - King St Station Platform Elevation | Alexandria, VA | \$278,967 | | | Raise west platform elevation | 0% | 4th Quarter 2013 | Scooping |
| Leeland Rd Station Parking Lot Expansion | | | | | Expand lot by adding approximately 200 spaces | | | |
| Leeland Rd Station Parking Lot Expansion Environmental | Falmouth, VA | | | \$172,700 | Prepare an environmental assessment (EA) and Preliminary Engineering for an expansion of the VRE Leeland Road Station Park and Ride Lot. | Completed | Completed | FTA approved Categorical Exclusion. |
| Leeland Rd Station Parking Lot Expansion Design | | | | \$298,100 | Design parking lot expansion and provide limited construction support | Completed | Completed | |
| Leeland Rd Station Parking Lot Expansion Construction | | | | \$2,352,572 | Construct surface parking lot expansion | Completed | Completed | Final Invoice/Project Closeout anticipated Dec/Jan |
| Brooke Station Parking Lot Expansion | | \$4,408,400 | | | Purchase property and expand lot by addition approximately 230 spaces | | | |
| Brooke Station Parking Lot Expansion Design | | | | \$255,200 | Design parking lot expansion and provide limited construction support | Completed | Completed | |
| Brooke Station Parking Lot Expansion Demolition | Stafford, VA | | | NA | Demolish existing structures at 1717 Brooke Road, Stafford, VA | Completed | Completed | |
| Brooke Station Parking Lot Expansion Environmental | | | | \$275,124 | Prepare an environmental assessment (EA) and Preliminary Engineering for an expansion of the VRE Brooke Station Park and Ride Lot. | Completed | Completed | FTA approved Categorical Exclusion. |

Note 1: Total adopted CIP budget will be revised upon receipt of FY13 grant.

VIRGINIA RAILWAY EXPRESS CAPITAL PROJECTS - PROGRESS REPORT

Projects Underway in FY13

As of December 2012

| | | | | | | |
|---|--|-------------|--|-----------|------------------|--|
| Brooke Station Parking Lot Expansion Construction | | \$2,352,572 | Construct surface parking lot expansion | Completed | Completed | Final Invoice/Project Closeout anticipated Dec/Jan |
| | | | Environmental Analysis and Preliminary Engineering to extend the existing platform and construct a second platform. | 85% | 4th Quarter 2011 | PE plans have been submitted 11/29/12 and are considered final until funding is available for construction. It was decided after the VDOT meeting not to gain the site plan permit from the Fairfax County for the full design. The limited access ROW issue will have to be addressed in the future. |
| Lorton Station Expansion | Lorton, VA | \$2,820,000 | | | | 90% site plans were received at the end of October and under review prior to resubmittal to the county. VDOT & Fairfax County meeting was held 11/13/12 and after hearing the concerns of both it was determined that only the platform extension will be permitted to stay on schedule for construction. Comments will be provided to the consultant for their 90% submittal mid December and 90% plans will be resubmitted to VRE |
| | | \$103,400 | Prepare construction documents for 250' platform expansion with upgraded LED lighting | 80% | 4th Quarter 2012 | Second Draft of feasibility report and conceptual cost estimates provided and is under review. VRE investigating more cost effective tunneling options and comments were provided to the consultant 12/3/12. New method is being incorporated within the feasibility study to be distributed to the stakeholders for comment. |
| Alexandria - King St Pedestrian Tunnel | Alexandria, VA | \$7,470,000 | Prepare a feasibility study with limited survey to investigate challenges associated with designing, permitting and constructing a tunnel under a live CSX track | 90% | 3rd Quarter 2012 | |
| Broad Run Station Parking Expansion | Bristow, VA | \$2,420,000 | Environmental Analysis and Engineering to expand parking by 700 spaces | 15% | 3rd Quarter 2013 | VRE held schematic design meeting in late October in effort to progress towards 30% level. Environmental documents to be finalized for FTA review after phase I archaeological survey completed, expedited in early December. Geotechnical investigation completed in early December. |
| Franconia-Springfield Station Rehabilitation Construction | | \$522,000 | Infrastructure repairs and improvements to eastern platform and passenger walkway at VRE Franconia-Springfield Station. | 75% | 4th Quarter 2012 | Stair tower Stringer Repair/Replacement in progress. Stair tower anticipated back in service in Dec. |
| | | \$132,000 | Provide flagging services during platform level repairs and overhauled pedestrian bridge work. | Completed | 1st Quarter 2012 | No additional flagging expected. |
| Lighting Improvements (Franconia and Backlick) | Backlick Road | | Replace conduits, wiring and lights with LED as well as install station identification signs and a new electrical cabinet. | Completed | 4th Quarter 2012 | Old conduit removed and replaced with new. All poles, station identification signs and LED fixtures installed. New electrical cabinet installed last month, which concluded the project. |
| | Franconia Springfield | \$370,000 | Replace conduits, wiring and lights with LED on access road, both platforms and stair tower as well as install station identification signs | 90% | 1st Quarter 2013 | All light poles and fixtures replaced on the main platform and access road to include installation of the station identification signs on the platform. The Contractor has six poles and fixtures yet to replace on the metro side platform as well as work in the station stair tower to complete. The Contractor will finish the work in the stair tower once rehabilitation of the area is finished, which is anticipated to occur the last week of December / first week of January. Welding of the metal plates on the metro side platform for installation of the remaining light poles began on 12/4. |
| Security Cameras | Backlick Road & Franconia-Springfield | | Deliver poles, arms, anchor bolts and LED luminaires for installation at Backlick Road and Franconia-Springfield | Completed | 2nd Quarter 2012 | Contract closed. |
| | Fredericksburg, Woodbridge, Quantico, and Burke Center | \$320,000 | Installation of security cameras on station platforms and rehabilitation of communication cabinet to support additional devices for the cameras. | 70% | 4th Quarter 2012 | All 20 cameras are installed and all are viewable locally. All NVRs are recording video streams successfully. The two old communication cabinets in Fredericksburg and Woodbridge east have been replaced and all devices inside the old comm cabinet in Quantico had been moved inside the server room successfully. The cameras in Fredericksburg need custom mounting brackets which are backordered for 5 weeks. The fixed camera at Burke needs to be relocated. All punch list items will be resolved the next few weeks. |

Yard Projects

Note 1: Total adopted CIP budget will be revised upon receipt of FY13 grant.

VIRGINIA RAILWAY EXPRESS CAPITAL PROJECTS - PROGRESS REPORT
Projects Underway in FY13
As of December 2012

| | | | | | | | |
|--|----------------------------------|--------------|--------------|---|-----------|------------------|--|
| Broad Run Train Wash and Crossroads Warehouse | | \$4,723,973 | | Design and construction of Broad Run Yard train wash and Crossroads Yard warehouse. | | | |
| Crossroads Warehouse Design | Fredericksburg, VA | | \$629,248 | Conceptual and final design of new Crossroads warehouse. | Completed | 4th Quarter 2012 | STV completed construction administration services for Crossroads warehouse project. |
| Crossroads Warehouse Construction | Fredericksburg, VA | | \$2,600,000 | Construction of new Crossroads warehouse. | 100% | 4th Quarter 2012 | Trinity's work is complete. VRE reviewing closeout submittals. |
| Broad Run Train Wash Design | Bristow, VA | | \$325,513 | Conceptual and final design of new Broad Run train wash. | 30% | 1st Quarter 2013 | VRE issued task order to STV on 10/23/12 for continuation of Broad Run train wash design beyond 30% level. Design completion anticipated in early 2013. |
| Yard Automated Train Gates | Bristow, VA / Fredericksburg, VA | \$380,000 | N/A | Install automated vertical pivot train gates at entrances to Broad Run and Crossroads yards | 90% | 4th Quarter 2012 | Additional sensor installation complete at Broad Run and Crossroads yards. Testing at Broad Run scheduled for early December. Replacement gate ordered for Crossroads. Installation expected by end of December, to be followed by sensor testing. |
| Rolling Stock | | | | | | | |
| New Passenger Railcars Procurement No. 90-66-16060 | | | | | | | |
| New Railcar Manufacture (8 cars) | System-wide | \$24,614,000 | \$23,140,000 | Base Order of 8 New Passenger railcars | 0% | 4th Quarter 2012 | Manufacturing of 8 base order passenger railcars planning for manufacturing and scheduling is under way |
| New Railcars Engineering Oversight | | | \$1,474,000 | On site engineering through warranty administration under MEC V task order STV-0017 under MEC V | 9% | 4th Quarter 2012 | Continuing to provide manufacturing and engineering oversight |



Financial Report

November 2012

A copy of the November 2012 Operating Budget Report is attached.

Fare income for the month of November 2012 was \$44,724 above the budget – a favorable variance of 1.61%. The cumulative variance for the year is -2.57% or \$373,515 below the adopted budget. Revenue in the first five months of FY 2013 is down 9.2% compared to FY 2012. The negative variance will be monitored closely over the next several months. As the result of WMATA's discontinuation of paper vouchers and the decrease to the transit subsidy in January, revenue has been particularly difficult to project during this time period. Monthly revenue comparisons to November 2011 are distorted because of the redemption of Smart Benefits vouchers, which were due to expire at the end of that month. This caused an influx of ten ride ticket sales as riders redeemed an unprecedented number of vouchers in the prior fiscal year. October and November year-to-year fare revenue comparisons are skewed due to the majority of the voucher sales being concentrated in these two months. Effective with the November report, the operating ratio includes insurance in the operating expenses.

A summary of the financial results (unaudited) as of November 2012 follows. Detail on the major revenue and expense categories is provided in the attached Operating Budget Report.

| MEASURES | DOLLARS | GOAL | ACTUAL |
|--|-------------------|--------|------------------|
| Operating Ratio | | 55% | 53% |
| Budgeted Revenue | 79,814,561 | | |
| Budgeted Revenue YTD | 36,188,097 | | |
| Actual Revenue YTD | 37,076,317 | | |
| Cumulative Variance | 888,220 | | 888,220 |
| Percent Collected YTD | | 45.34% | 46.45% |
| Budgeted Expenses | 79,814,561 | | |
| Budgeted Expenses YTD | 33,334,767 | | |
| Operating Expenses YTD | 31,880,674 | | |
| Cumulative Variance | 1,454,093 | | 1,454,093 |
| Percent Expended YTD | | 41.77% | 39.94% |
| Net Income (Loss) from Operations | | | 2,342,313 |

These figures are preliminary and unaudited.

VIRGINIA RAILWAY EXPRESS
FY 2012 Operating Budget Report
November 30, 2012

| | CURR. MO. ACTUAL | CURR. MO. BUDGET | YTD ACTUAL | YTD BUDGET | YTD VARIANCE \$ | % | TOTAL FY13 BUDGET |
|--|---------------------|---------------------|-------------------|-------------------|--------------------|--------------|----------------------|
| OPERATING REVENUE | | | | | | | |
| Passenger Ticket Revenue | 2,815,808 | 2,771,084 | 14,174,678 | 14,548,193 | (373,515) | -2.6% | 34,500,000 |
| Other Operating Revenue | 29,475 | 10,120 | 92,109 | 53,133 | 38,976 | 73.4% | 126,000 |
| Subtotal Operating Revenue | 2,845,283 | 2,781,205 | 14,266,787 | 14,601,325 | (334,538) | -2.3% | 34,626,000 |
| Jurisdictional Subsidy (1) | - | - | 10,706,203 | 10,706,203 | - | 0.0% | 15,808,999 |
| Federal/State/Other Jurisdictional Subsidy | 2,244,139 | 2,005,132 | 12,096,324 | 10,855,141 | 1,241,183 | 11.4% | 29,319,262 |
| Appropriation from Reserve | - | - | - | - | - | 0.0% | - |
| Interest Income | - | 4,843 | 7,003 | 25,428 | (18,425) | -72.5% | 60,300 |
| Total Operating Revenue | 5,089,422 | 4,791,181 | 37,076,317 | 36,188,097 | 888,220 | 2.5% | 79,814,561 |
| OPERATING EXPENSES | | | | | | | |
| Departmental Operating Expenses | 4,891,870 | 4,783,721 | 22,846,440 | 24,557,187 | 1,710,747 | 7.0% | 59,482,701 |
| Debt Service | 1,037,117 | 785,050 | 4,916,695 | 4,664,341 | (252,354) | -5.4% | 13,948,215 |
| Insurance | - | - | 4,113,239 | 4,113,239 | - | 0.0% | 4,100,000 |
| Other Non-Departmental Expenses | 64 | - | 4,300 | - | (4,300) | - | 2,283,645 |
| Total Operating Expenses | 5,929,051 | 5,568,771 | 31,880,674 | 33,334,767 | 1,454,093 | 4.4% | 79,814,561 |
| NET INCOME (LOSS) FROM OPERATIONS | (839,629) | (777,590) | 5,195,643 | 2,863,330 | 2,342,313 | | - |
| CALCULATED OPERATING RATIO | | | | | | 53% | |

(1) Total jurisdictional subsidy is \$16,428,800. Portion shown is attributed to Operating Fund only.

12/14/12

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COMMONWEALTH of VIRGINIA

THELMA D. DRAKE
Director

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION
600 EAST MAIN STREET, SUITE 2102
RICHMOND, VA 23219-2416

(804) 786-4440
FAX (804) 225-3752
Virginia Relay Center
800-828-1120 (TDD)

December 17, 2012

Doug Allen, Chief Executive Officer
Virginia Railway Express
1500 King Street, Suite 202
Alexandria, VA 22314

Dear Mr. Allen,

This letter is to provide you with an update as the Commonwealth continues to work through the issues of Map 21 and the loss of Equity Bonus funds. As you are aware Equity Bonus funds had been used to offset the cost of track lease payments of the Virginia Railway Express operations. The Department of Rail and Public Transportation (DRPT) has been able to determine that funding at a similar level to the prior amount of Equity Bonus funding will continue to be allocated to DRPT by the Commonwealth Transportation Board. The exact amount of funding the Commonwealth still has not been determined as the new federal program has certain required initiatives that may take up to 4% off the top of the funding.

In discussions with DRPT, the Federal Transit Administration has confirmed that track lease payments are eligible for their capital program, which will allow DRPT to consider an application to provide funding for this expense category through its mass transit capital program. DRPT funding for this category is limited to a maximum of 80% federal funding although only 64% of the total cost was covered with the FY 2013 Equity Bonus allocation. DRPT was able to add roll over Equity Bonus funds to the FY 2013 allocation to achieve a 69% federal share. Additionally, the track lease payments are eligible to receive the state capital matching rate which has historically been around 50% of the non-federal share. DRPT cannot guarantee that VRE will receive a set percentage or dollar amount, but we feel confident in stating that allocations of available federal and state resources should cover between 80% and 90% of the track lease costs based on the FY 2013 level of expense.

As you know this has been a long process to understand exactly what transpired with the Map 21 changes. DRPT is pleased to be able to work with the Commissions and the VRE Operations Board to resolve this issue and to set out a strategy to keep the VRE track lease costs funded similar to prior years. The FY2014 application cycle is now open and VRE, through NVTC and PRTC, can apply for funding for the track lease costs as a capital expense any time until Feb. 1,

The Smartest Distance Between Two Points
www.drpt.virginia.gov

2013. Thank you for your patience in this matter, and please do not hesitate to contact me if you have further concerns about this matter.

Sincerely,

A handwritten signature in cursive script that reads "Thelma Drake". The signature is written in black ink and is positioned above the printed name.

Thelma Drake

VRE's FY 2014 Operating and Capital Budget and Revisions to the FY 2013 Budget.

The VRE Operations Board recommends approval of Resolution #2205. This resolution approves VRE's FY 2014 operating and capital budget together with revisions to the FY 2013 budget. It also authorizes staff to forward the approved FY 2014 budget to participating and contributing jurisdictions under the terms of the VRE Master Agreement.

Extensive budget materials are attached for your review and approval.



RESOLUTION #2205

SUBJECT: Approval of VRE's FY 2014 Operating and Capital Budget and Revisions to VRE's FY 2013 Budget.

WHEREAS: The VRE Master Agreement requires that the commissions be presented with a fiscal year budget for their consideration at their respective January meetings prior to the commencement of the subject fiscal year;

WHEREAS: The VRE Operations Board has recommended a FY 2014 Operating and Capital Budget within the guidelines developed in concert with the jurisdiction chief administrative officers; and

WHEREAS: The recommended budget is built on the assumption of average daily ridership of 20,100 and 32 trains.

NOW, THEREFORE BE IT RESOLVED that the Northern Virginia Transportation Commission does hereby adopt the revised FY 2013 and recommended FY 2014 VRE Operating and Capital Budgets and authorizes staff to forward the FY 2014 budget to the local jurisdictions for inclusion in their budgets and appropriations in accordance with the VRE Master Agreement.


BE IT FURTHER RESOLVED that NVTC hereby authorizes the Executive Directors of both PRTC and NVTC to submit to the Transportation Planning Board of the National Capital Region and to the Federal Transit Administration or other federal agencies, the appropriate Transit Improvement Program and grant applications for FY 2013 and FY 2014.

BE IT FURTHER RESOLVED that NVTC hereby authorizes the Executive Director of NVTC to submit to the Commonwealth the approved budget as part of the FY 2014 VRE state aid grant applications.

Approved this 3rd day of January, 2013.


Chairman

Secretary-Treasurer



FY 2014 Proposed Budget


December 21, 2012



Overview

- Scenarios
- Major concerns for FY 2014 budget
- Budget assumptions
- Ridership/fare revenue/service changes
- State funding
- Federal funding
- Capital projects
- Recommended budget
- Ridership survey
- Subsidy calculation
- Track access funding
- CAO Task Force recommendations


2



Budget Assumptions

- Based on November Operations Board meeting
 - Defers 10-car Fredericksburg train to FY 2015
 - No subsidy increase
- Estimates average daily ridership of 20,100
- Maintains current 32 trains (30 revenue)
- Recommends 4% fare increase
- Maintains level jurisdictional subsidy of \$16.4M
- Track access funded as originally anticipated
- Spotsylvania station opens January 2014
- Funds high priority capital improvements, such as positive train control and new railcars

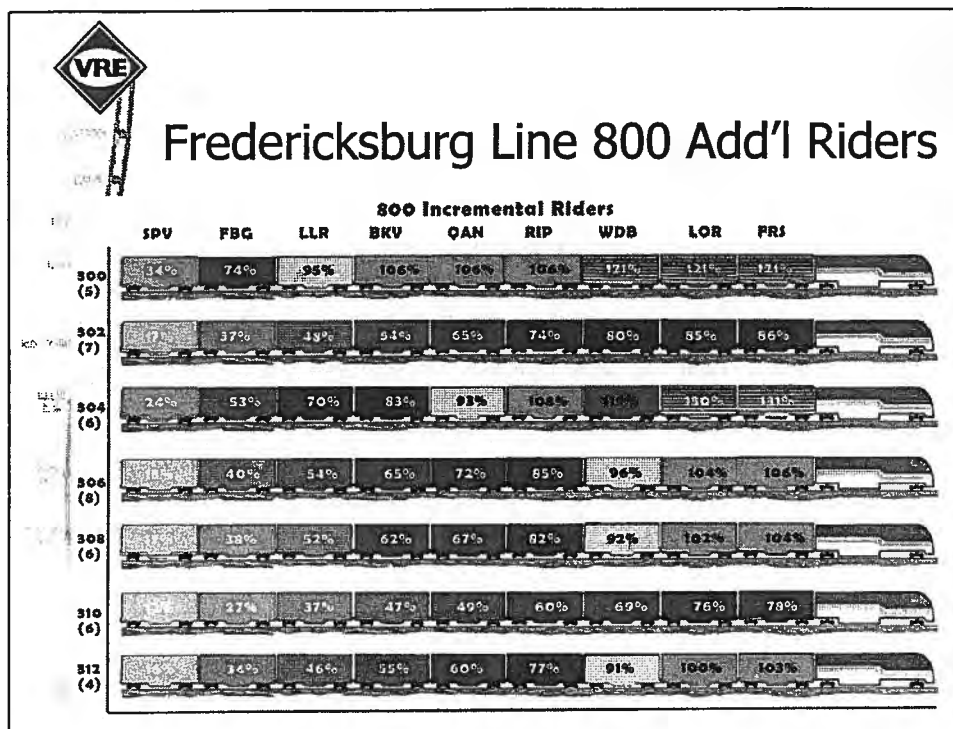
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Ridership and Revenue


- Expect an increase in ridership and revenue due to the opening of the Spotsylvania station in January 2014
 - Crowding on trains may be an issue since Fredericksburg line train has been deferred
 - Added additional railcars to select trains in FY 2013
- FY 2014 fare revenue increased by \$2.1M over FY 2013 budget

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 **State Funding**

- Operating assistance budgeted at \$7.2M
 - Up from FY 2013 budget of \$6.1M
 - Less than the FY 2013 actual award of \$9.3M
 - State had one-time revenue in FY 2013
 - Staff aware of pending changes due to SJR-297
- Capital budget matched at 50%
 - Similar to prior fiscal years
 - State may not fund all capital projects





Partially Funded/Unfunded Capital Projects

- Mid-day storage (\$40M)
- Heavy Maintenance Repair Facility (\$35M)
- 6 additional railcars (\$14.4M)
- Track storage – Crossroads (\$4.0M)
- Track storage – Broad Run (\$15.0M)
- Station capital maintenance/second platforms/canopy extensions/parking expansions (\$185M)
- Gainesville/Haymarket (\$256M)


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Long Range Funded Capital Projects

| Priority | Project | Est Project Cost | Prior to FY14 | FY14 | FY15 | FY16 | FY17 | FY18 | FY19 | Funded Total |
|----------------|--------------------------------|------------------|---------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|
| Funded: | | | | | | | | | | |
| 1 | Positive Train Control | 10.8 | 4.0 | 4.8 | 2.0 | | | | | 10.8 |
| 2 | Rolling Stock 7 of 15 Railcars | 18.2 | 3.0 | 3.8 | 5.2 | 6.2 | | | | 18.2 |
| 3 | Fare Collection System | 4.9 | 3.1 | | 1.8 | | | | | 4.9 |
| 4 | 10 Year Railcar Overhaul | 12.8 | | | | 2.5 | 5.9 | 4.4 | | 12.8 |
| 5 | Platform Extension - L'Enfant | 3.0 | | | | | 3.0 | | | 3.0 |
| 6 | Mid-Day Storage | 40.0 | | | | | | 3.1 | | 3.1 |
| 7 | Heavy Maint Repair Facility | 35.0 | | | | | | 1.1 | 8.6 | 9.7 |
| 8 | Facilities Infra Renewal | N/A | | 0.5 | 0.1 | 0.2 | | 0.4 | 0.4 | 1.6 |
| N/A | Grant & Project Mgmt | N/A | | 0.8 | 0.9 | 0.9 | 0.9 | 0.8 | 0.8 | 5.1 |
| N/A | Enhancement Grant | N/A | | 0.1 | 0.1 | 0.1 | 0.1 | 0.1 | 0.1 | 0.6 |
| N/A | Enhancement Grant | N/A | | 0.1 | 0.1 | 0.1 | 0.1 | 0.1 | 0.1 | 0.6 |
| N/A | Construction Management | N/A | | | | 0.2 | 0.2 | 0.2 | 0.2 | 0.8 |
| N/A | Debt Service - 60 Railcars | N/A | | 4.7 | 4.7 | 4.7 | 4.7 | 4.7 | 4.7 | 28.2 |
| N/A | Debt Service - 11 Cabcars | N/A | | 1.9 | 1.9 | 1.9 | 1.9 | 1.9 | 1.9 | 11.4 |
| | Total | 124.7 | 10.1 | 16.7 | 16.8 | 16.8 | 16.8 | 16.8 | 16.8 | 110.8 |


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FY 2013/2014 Budget Comparison

| Description | Budget FY 2013 | Budget FY 2014 | Difference |
|------------------------|-------------------|-------------------|------------------|
| Fare Revenue | 34,500,000 | 36,600,000 | 2,100,000 |
| Local Subsidy | 16,428,800 | 16,428,800 | - |
| Federal/State | 37,587,462 | 39,506,473 | 1,919,012 |
| Other | 186,300 | 456,300 | 270,000 |
| Total | 88,702,562 | 92,991,573 | 4,289,012 |
| Operating Expenses | 15,432,110 | 15,759,675 | 327,565 |
| Fuel | 5,550,000 | 5,600,000 | 50,000 |
| R&M - Railcars/Loco | 2,395,000 | 2,955,000 | 560,000 |
| Keolis | 18,008,591 | 19,040,448 | 1,031,857 |
| Amtrak | 4,097,000 | 4,459,000 | 362,000 |
| Insurance | 4,100,000 | 4,400,000 | 300,000 |
| Access Fees | 14,000,000 | 14,400,000 | 400,000 |
| Total Operating | 63,582,701 | 66,614,123 | 3,031,422 |
| Reserves/Contingency | 2,283,645 | 1,579,892 | (703,753) |
| Debt Payments | 13,948,215 | 13,644,559 | (303,656) |
| Capital Program | 8,888,000 | 11,153,000 | 2,265,000 |
| Total | 88,702,561 | 92,991,573 | 4,289,012 |
| Net Unfunded | - | - | - |

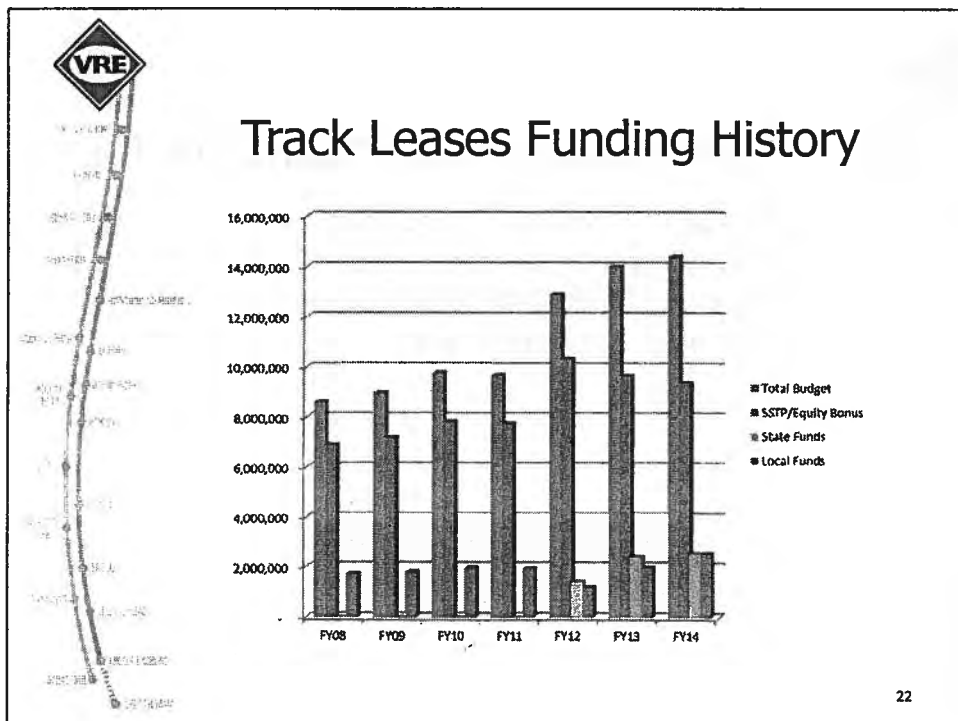
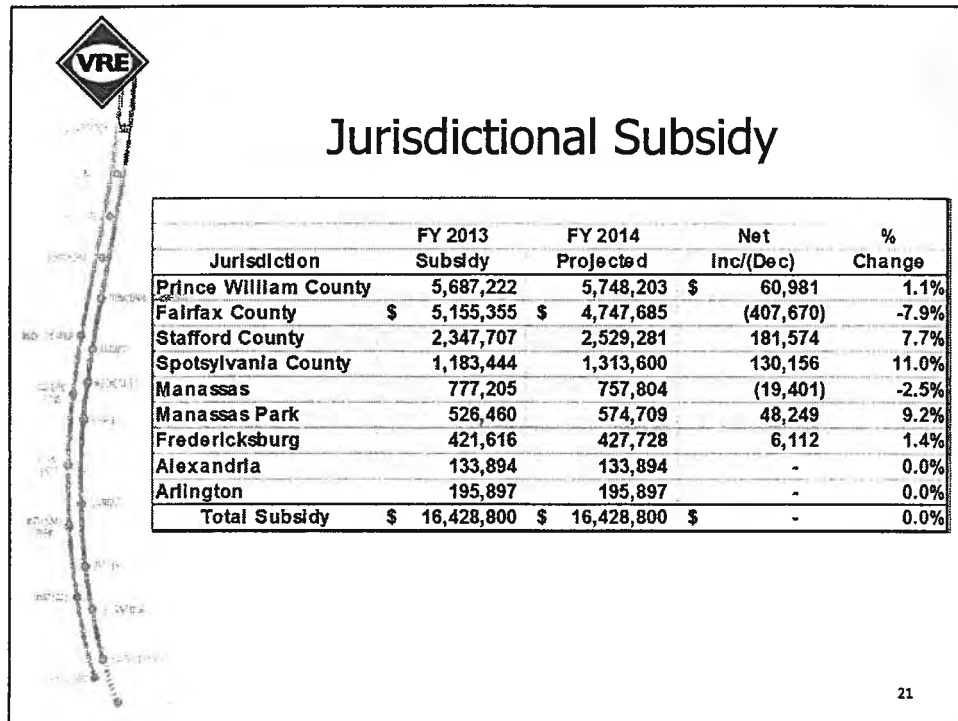
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\$3.0M Operating Fund Increase

- Keolis: \$1.0M
 - \$2.14% CPI increase (required by contract)
 - Additional funding for lengthening one Manassas train and one Fredericksburg train
- Amtrak: \$362k
- R&M Railcars/Locomotives: \$560k
 - Locomotives: out of warranty period
 - Railcars: increased costs to maintain legacy fleet
- Access Fees: \$400k
 - NS and CSX: 4% per contract
 - Amtrak: 5% AAR projection
- Salary/Fringes: \$486k
 - 5% VRS in FY 2013, 2% COLA/Merit placeholder in FY 2014
- Retail Sales Commissions: (\$350k)
- Insurance: \$400k

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Next Steps

- Continue dialogue with the state
- Budget adoption schedule:
 - Submit budget to Commissions on January 3rd
 - If approved, forwarded to jurisdictions for final approval
 - Subsidy included in jurisdictions' FY 2014 budget

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CAO Task Force
Review/Recommendations
FY 14 VRE Preliminary
Budget as of 12-4-2012

Executive Summary

December 7, 2012

CAO Task Force Recommendations

- The CAO Task Force supports the recommended 4% fare increase.
- VRE has made progress in addressing fare evasion by riders but additional efforts are needed
 - u VRE management should monitor on a quarterly basis fare evasion citations per train and renew efforts with Keolis to ensure that conductors/assistant conductors are thoroughly checking passenger tickets. Some trains have received heightened enforcement with other trains receiving little or none at all. Customer perception of fare enforcement is critical to protecting VRE fare revenue.

VRE Ridership

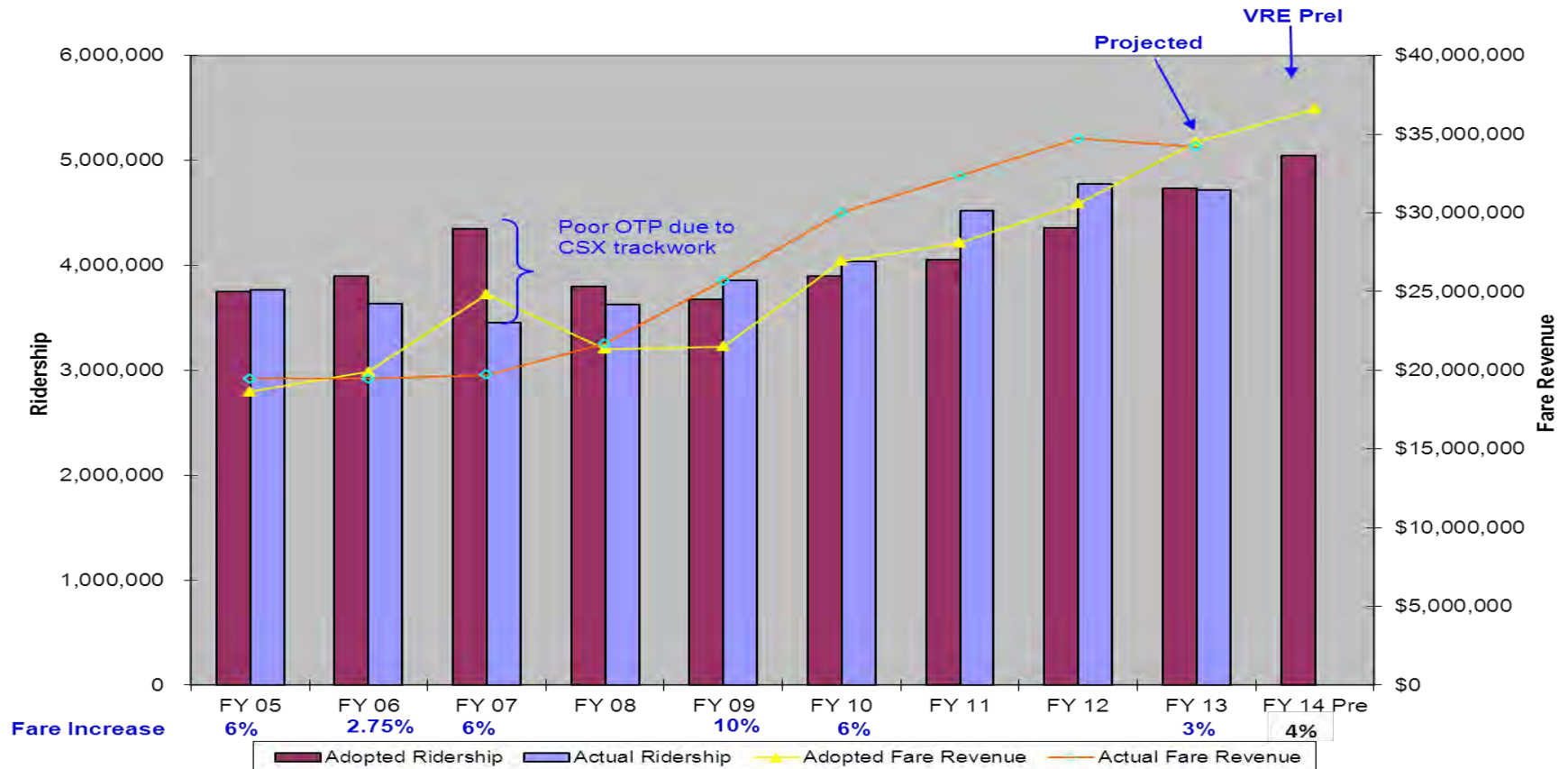
- Total ridership July through October 2012 compared to same period last year:
 - u Fredericksburg line down 1.13%
 - u Manassas line down 0.08%
 - u Overall system ridership down 0.63%
- Total ridership January 2012 through October 2012 since the commuter benefit was reduced from \$230 to \$125 per month compared with the previous 10 month period one year ago:
 - u Fredericksburg line down 1.14%
 - u Manassas line up 2.25%
 - u Overall system ridership up 0.66%
- VRE revenues have declined about 3.7% from January 2012 through October 2012 as riders apparently have opted to buy fare media only when needed
 - u With a monthly ticket VRE collects revenue whether or not a passenger rides
 - u With a 10 ride ticket VRE collects revenue only when a passenger rides

VRE Ridership & Fare Revenue

- VRE revised projection of passenger trips in FY 13 is 19,300 average daily ridership or about 4.77 million passenger trips
- In FY 14 VRE projects 5.05 million passenger trips (20,100 ADR) or an increase of 5.8% over FY 13 revised ridership projection. Projection based on:
 - u Spotsylvania station projected opening in January 2014 with 1,500 parking spaces
 - u Adding one car to Fredericksburg line and two cars to the Manassas line.
- Fare Revenue increases \$2.1 million or 6% from \$34.5 million in FY 13 to \$36.6 million in FY 14

Fare Revenue & Ridership History

Fare Revenue & Ridership (Adopted vs. Actual)



VRE Fare Increases/ADR/OTP

| Fiscal Year | % Fare Increase | Adopted ADR | Actual ADR | % Over/Under | System OTP | Notes |
|-------------|-----------------|-------------|------------|--------------|------------|--|
| 2002 | 4.00% | 10,000 | 11,547 | 15.5% | -- | 90% OTP Fredericksburg line; 91% Manassas line |
| 2003 | 0.00% | 13,100 | 13,231 | 1.0% | -- | 86% OTP Fredericksburg line; 94% Manassas line |
| 2004 | 4.00% | 14,100 | 14,534 | 3.1% | 86.8% | |
| 2005 | 6.00% | 15,000 | 15,086 | 0.6% | 86.1% | |
| 2006 | 2.75% | 15,600 | 14,667 | -6.0% | 78.6% | Poor OTP due to CSX trackwork |
| 2007 | 6.00% | 17,400 | 13,647 | -21.6% | 84.8% | |
| 2008 | 0.00% | 15,200 | 14,662 | -3.5% | 85.2% | |
| 2009 | 10.00% | 14,700 | 15,754 | 7.2% | 88.6% | Federal Transit Benefit Increased to \$230 month in March 09 |
| 2010 | 6.00% | 15,600 | 16,673 | 6.9% | 87.6% | |
| 2011 | 0.00% | 16,200 | 18,377 | 13.4% | 87.2% | Added train 300; lengthened consists, step up fare reduced to \$5 per trip |
| 2012 | 0.00% | 17,350 | 19,088 | 10.0% | 95.3% | Federal Transit Benefit decreased to \$125 month in Jan 12 |
| 2013 | 3.00% | 19,000 | 18,931 | -0.4% | 95.6% | Actual ADR and OTP through October 2012; step up fare reduced to \$3, added 1 car to Fredericksburg and 2 cars to Manassas lines |
| 2014 | 4.00% | 20,100 | | | | Assumes Spotsylvania station opens Jan 2014 with 1,500 parking spaces |

Fare and Subsidy Increases

- CPI – All Urban Consumers has increased 29.1% from July 2001 to July 2012
- VRE fare increases during this same time period total 41.75%
- 4% fare increase proposed beginning in July 2013
- Jurisdictional subsidies have increased during this same time period from \$5.7 million to \$16.4 million or 186%

VRE FY 14 Budget - Expenditures

- Core operational areas (Keolis, Amtrak, Amtrak access fees, Norfolk Southern and CSX) comprise 56.2% of VRE operating budget
- Non-Core areas in VRE budget continue to increase at a higher percentage rate (8.7%) than core operational areas (5%)

| | FY 11 Actual 30 Trains | FY 12 Amended 30 Trains | FY 12 Actual 32 Trains | FY 13 Adopted 32 Trains | FY 14 Preliminary 32 Trains | Difference FY 13/14 | Percent Change |
|---|------------------------------|-------------------------------|------------------------------|-------------------------------|-----------------------------------|---|-------------------|
| Total Operating Expenses | \$51,657,362 | \$57,136,820 | \$54,287,596 | \$59,482,701 | \$67,404,408 | \$7,921,707 | 13.3% |
| Core Operational Areas | | | | | | | |
| Keolis | \$17,859,480 | \$17,546,044 | \$17,173,822 | \$18,008,591 | \$19,040,448 | \$1,031,857 | 5.7% |
| Amtrak | \$3,478,592 | \$3,652,000 | \$3,525,054 | \$4,097,000 | \$4,459,000 | \$362,000 | 8.8% |
| Amtrak Access Fees | \$5,218,657 | \$5,380,000 | \$4,810,272 | \$5,640,000 | \$5,660,000 | \$20,000 | 0.4% |
| Norfolk Southern | \$2,480,082 | \$2,940,000 | \$2,817,702 | \$2,950,000 | \$3,090,000 | \$140,000 | 4.7% |
| CSX | \$4,170,771 | \$4,740,000 | \$4,827,287 | \$5,410,000 | \$5,650,000 | \$240,000 | 4.4% |
| Total | \$33,207,582 | \$34,258,044 | \$33,154,137 | \$36,105,591 | \$37,899,448 | \$1,793,857 | 5.0% |
| Percent Operating Expenses | 64.3% | 60.0% | 61.1% | 60.7% | 56.2% | | |
| Total Operating Expenses less Core Operational Areas | \$18,449,780 | \$22,878,776 | \$21,133,459 | \$23,377,110 | \$29,504,960 | \$6,127,850 | 26.2% |
| | | | | | | | |
| | | | | | | VRE Insurance Shift from Non-Operating to Operating | -\$4,100,000 |
| | | | | | | | |
| | | | | | | Adjusted Increase | \$2,027,850 |
| | | | | | | | 8.7% |

Date: 12/17/2012

VRE FY 14 Budget - Expenditures

- Major expenditure increases over the FY 13 adopted budget include:
 - R & M Railcars/Locomotives \$560K
 - Salaries & Benefits:
 - (5% VRS and 3% COLA in FY 13 plus
 - 2% placeholder COLA in FY 14) \$489K
 - Insurance \$300K
 - Routine R & M of Stations (includes Spotsylvania station) \$180K
 - Telephone Expenses –TRIP – Spotsylvania Station \$112K
 - Diesel Fuel (Est.@ \$3.50 per gallon) \$50K

- FY 12 surplus of \$3.1 million supports the following one-time expenditures in the FY 14 budget:
 - NTD boarding counts - \$150K
 - Strategic Plan - \$100K
 - Grant application technical support - \$25K

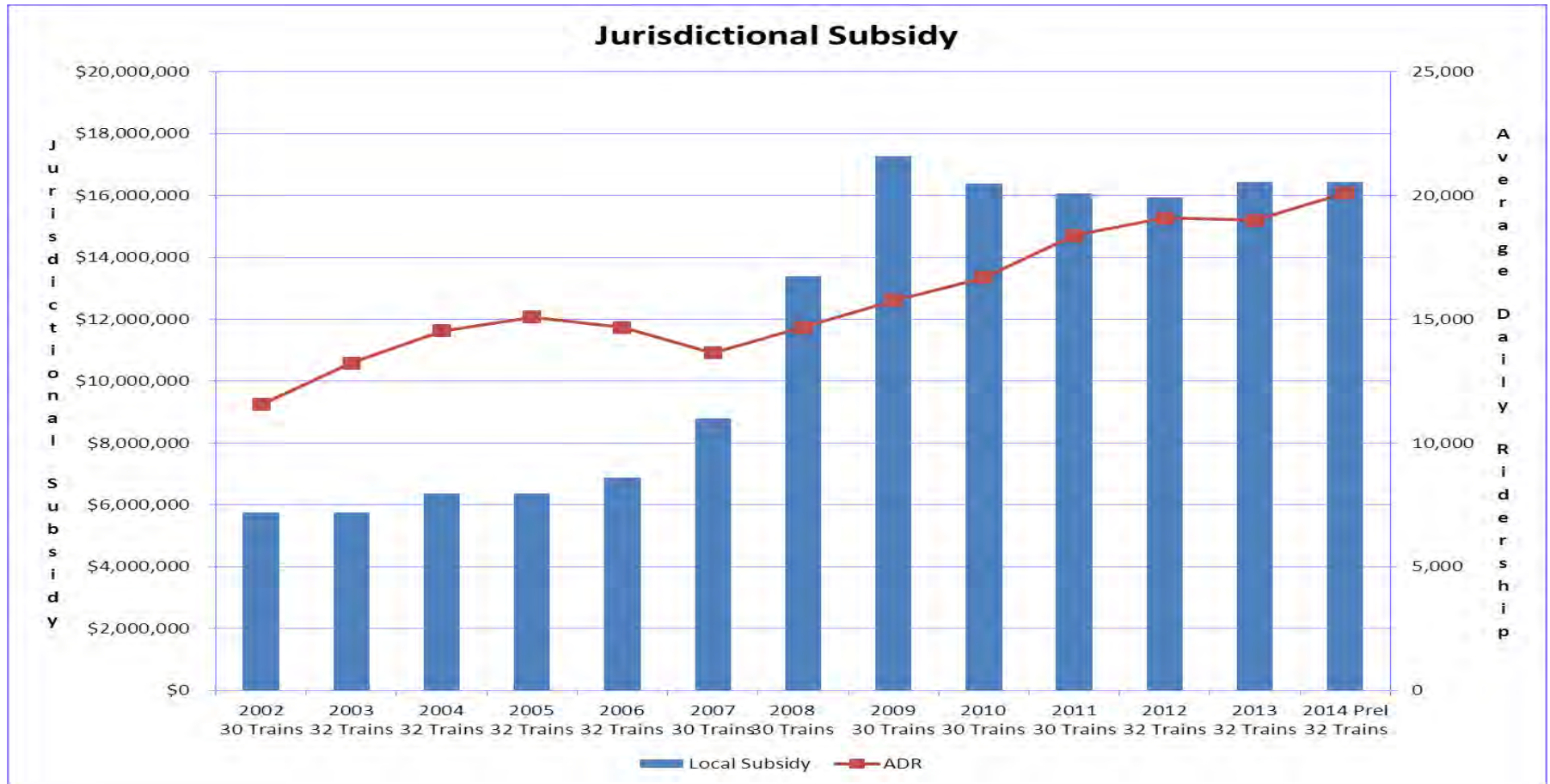
VRE FY 14 Budget - Expenditures

- Two actions taken by Operations Board in FY 13 have cost implications in the FY 14 budget:
- Amtrak step-up fare was reduced from \$5 to \$3 in August 2012 to help mitigate congestion during the I-95 HOT lanes construction
 - Change is tentatively programmed for January 1, 2013
 - State costs for the buy down are approximately \$325K in FY 14
 - VRE's FY 14 additional costs are approximately \$331K due to additional Amtrak ridership generated by reducing the step-up
- Cars added to existing trains to address overcrowding
 - One car was added in November 2012 to Fredericksburg trains 302/303
 - Two cars will be added to Manassas trains 330/327
 - Total FY 14 additional cost is approximately \$425K

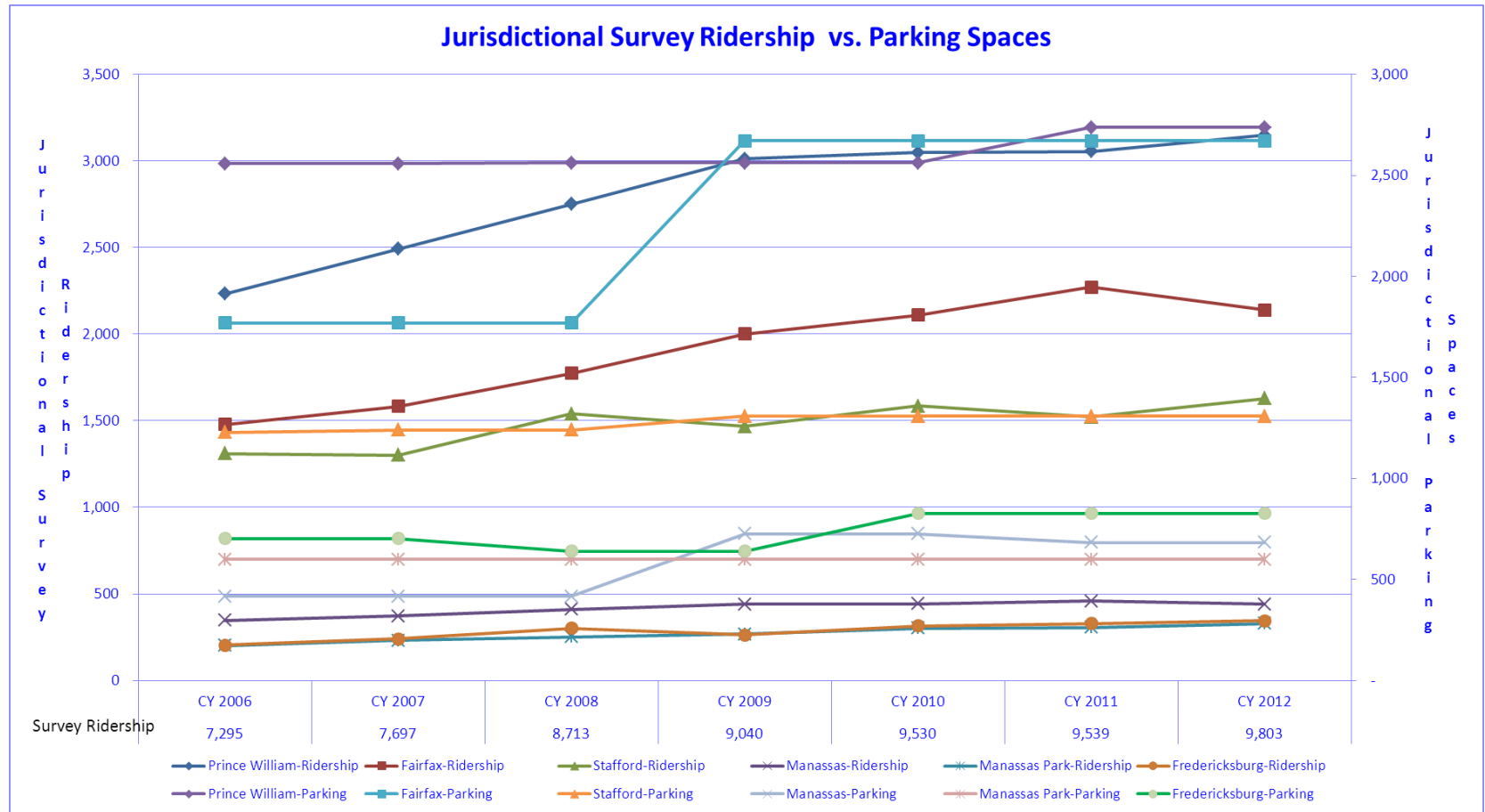
Jurisdictional Subsidy

| | Proposed FY 2014 Budget Based on 10/03/12 Survey | Actual FY2013 Subsidy | Net Change | Net Change % |
|-----------------------|---|-----------------------------|-------------|-----------------|
| | ===== | ===== | ===== | ===== |
| Alexandria | \$133,894 | \$133,894 | \$0 | 0.00% |
| Arlington | \$195,897 | \$195,897 | \$0 | 0.00% |
| Fairfax County | \$4,747,685 | \$5,155,355 | (\$407,670) | -7.91% |
| Fredericksburg | \$427,728 | \$421,616 | \$6,112 | 1.45% |
| Manassas | \$757,804 | \$777,205 | (\$19,401) | -2.50% |
| Manassas Park | \$574,709 | \$526,460 | \$48,249 | 9.16% |
| Prince William County | \$5,748,203 | \$5,687,222 | \$60,981 | 1.07% |
| Stafford County | \$2,529,281 | \$2,347,707 | \$181,574 | 7.73% |
| Spotsylvania | \$1,313,600 | \$1,183,444 | \$130,156 | 11.00% |
| Total | \$16,428,800 | \$16,428,800 | \$0 | 0.00% |

Jurisdictional Subsidy History



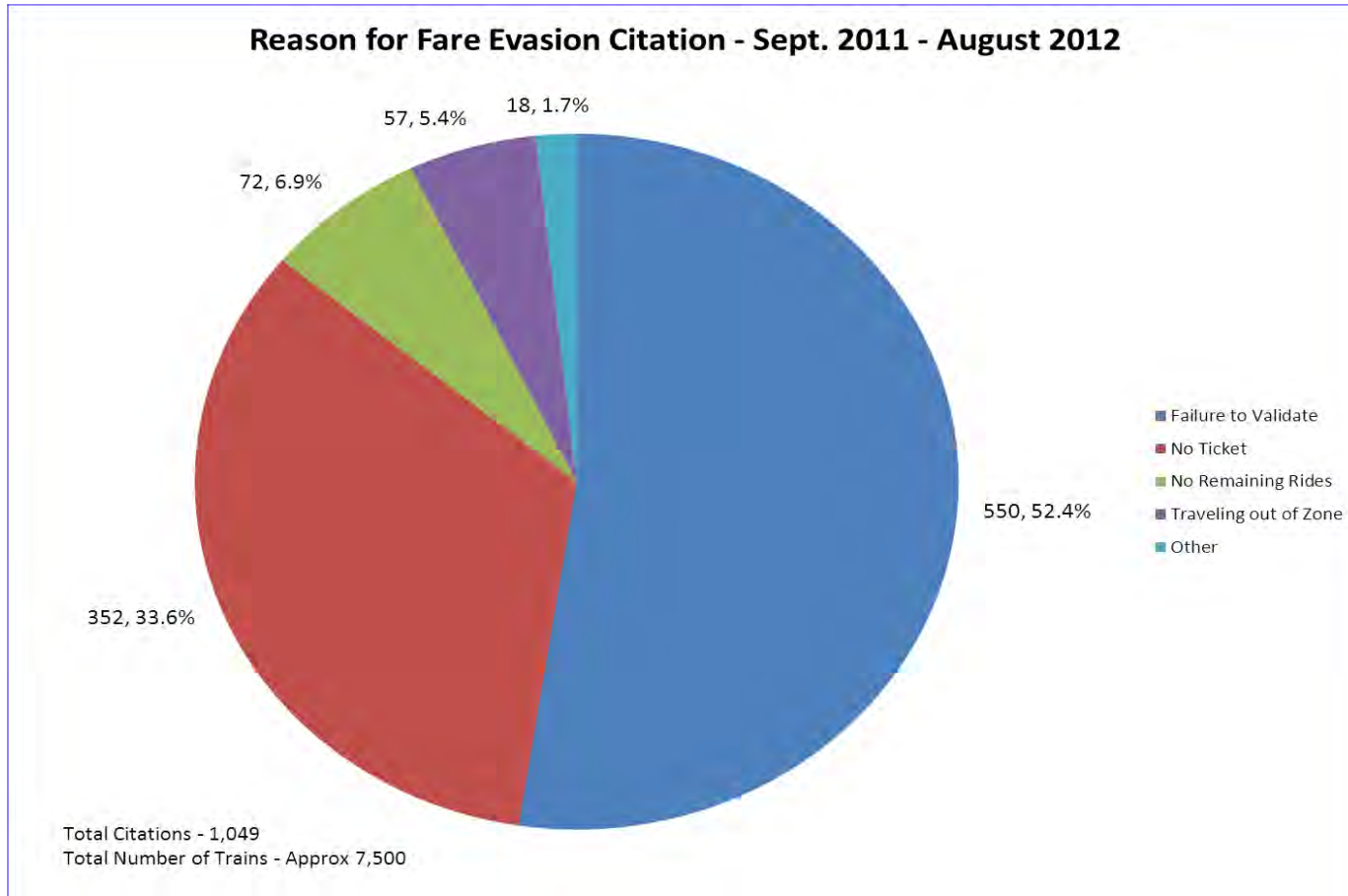
Jurisdictional Subsidy



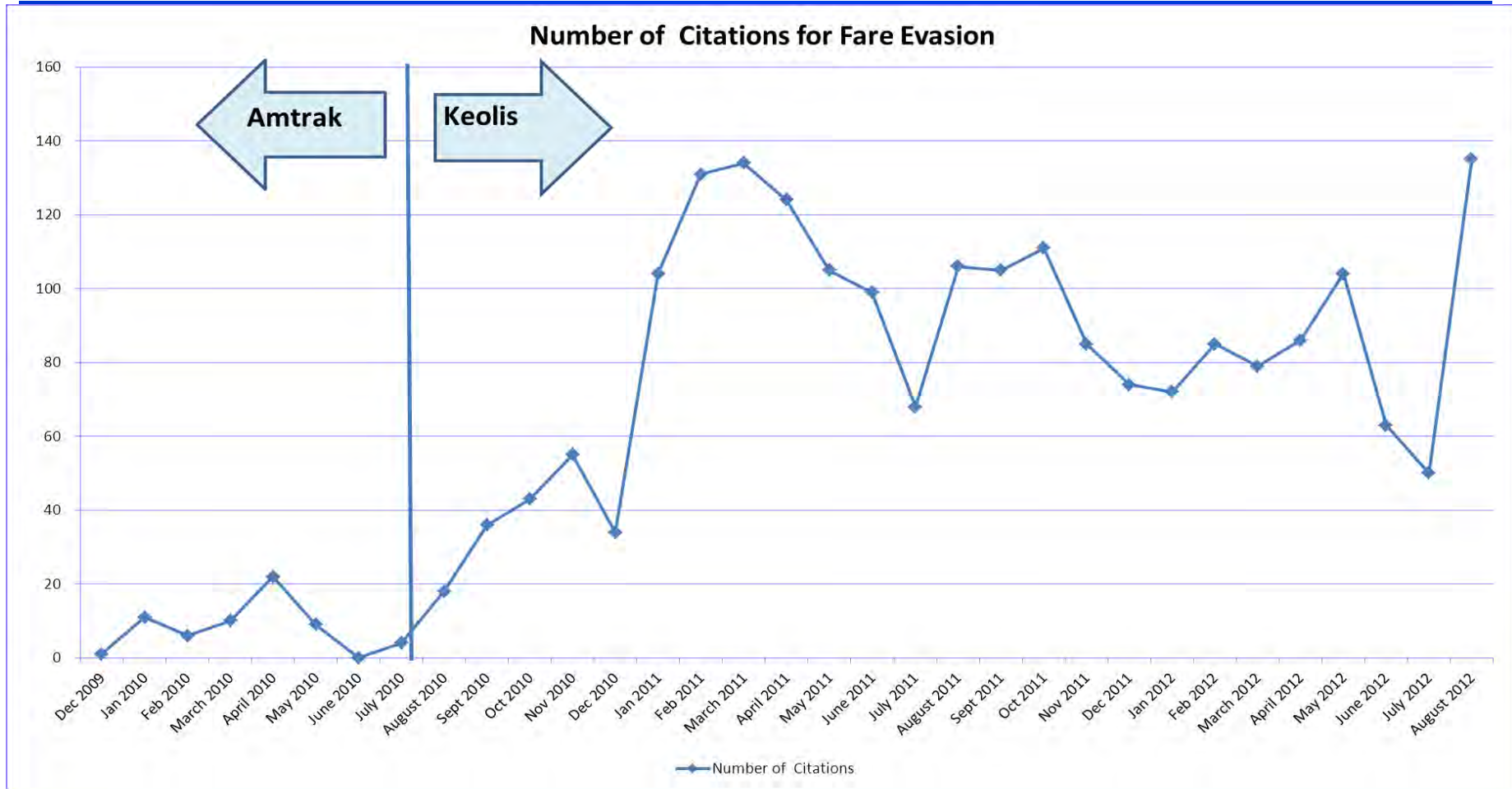
VRE FY 14 Budget – Fare Evasion

- Keolis has made progress in increasing the total number of fare evasion citations issued compared to Amtrak
- Issuance of fare citations, however, has been extremely uneven across VRE's 30 revenue trains with some trains receiving considerably more enforcement than others
- Estimated lost revenue from fare evasion ranges from \$1.1 million to \$1.4 million per year

VRE FY 14 Budget - Fare Citations



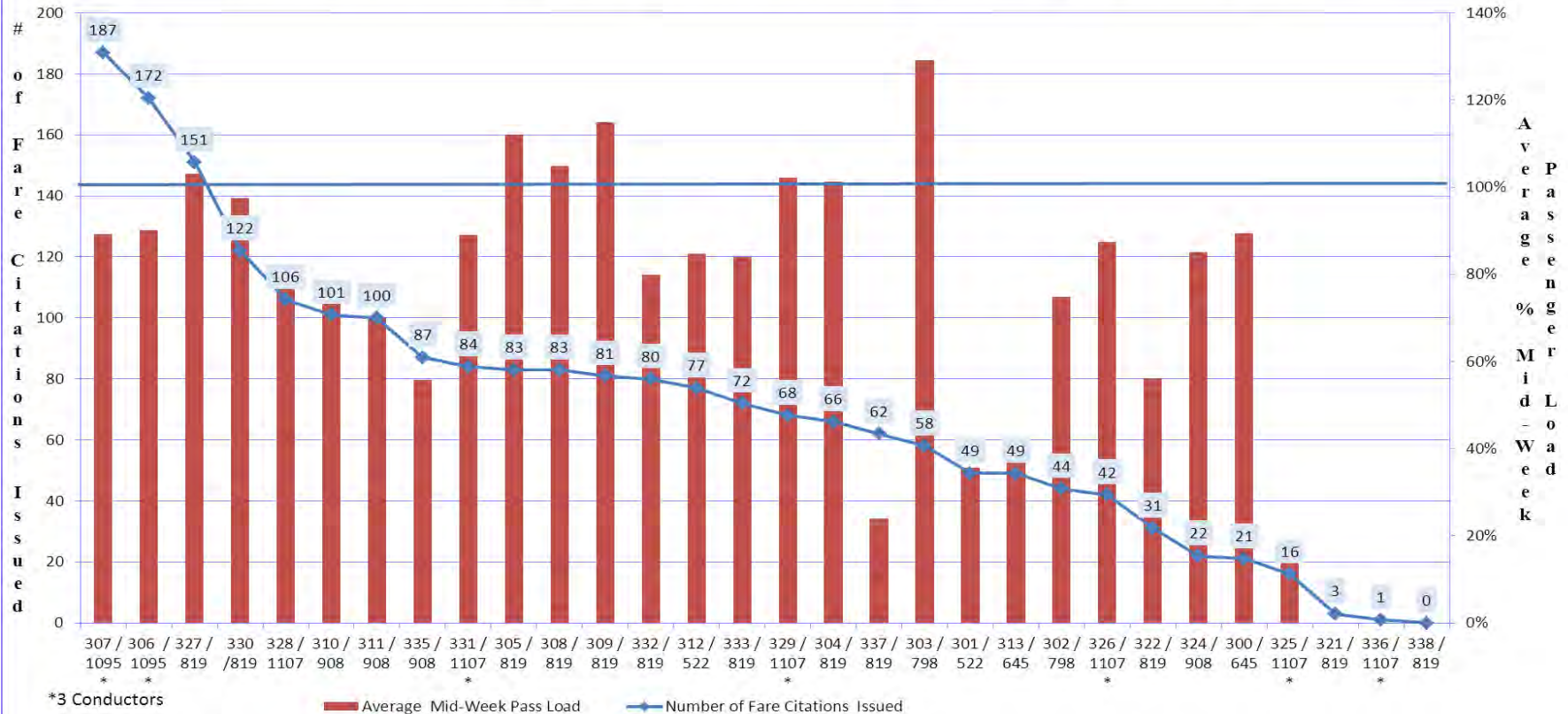
VRE FY 14 Budget – Fare Citations



Date: 12/17/2012

VRE FY 14 Budget – Fare Citations

Fare Citations Issued vs. Average Mid-Week Passenger Load August 2010 to August 2012



Date: 12/17/2012

VRE FY 14 Budget – 6 Year Plan

- VRE 6 Year Plan Assumptions:
 - Additional 2 revenue trains in FY 15 on Fredericksburg line
 - 4% fare increase in FY 14 with a 4% fare increase programmed in FY 16 & FY 18
 - 5% jurisdictional subsidy increase programmed in FY 15 and 3% annually thereafter through FY 19
 - Amtrak Contract increases 5% per year primarily based on AAR index
 - Keolis Contract increases 3% per year primarily based on CPI
 - Track leases increase 4% per year
 - Diesel fuel increases at the rate of 3% per year in FY 15 and beyond
 - State Capital Match Rate for state matched projects (including debt service) in FY 14 is 50% with 40% programmed in FY 15 and beyond
 - State Operating Grant of \$7.2 million in FY 14 million increases by 3% per year in FY 15 and beyond
 - Level Federal formula funding for the CIP is assumed over the six years
 - Contribution to operating reserve drops from 33% in FY 14 to 17% in FY 15 and beyond. Keeps VRE at 2 months working capital.
 - ***6 Year Plan more or less balanced over the six year timeframe***

VRE FY 14 Budget – 6 Year Plan CIP

- FY 14 – FY 19 funded CIP fully funds the following projects in addition to debt service on 71 railcars:
 - Positive Train Control - \$10.8 million
 - Rolling Stock – 7 railcars - \$18.4 million
 - Fare Collection System - \$1.8 million
 - 10 Year Railcar Overhaul - \$12.8 million
 - L’Enfant Platform Extension - \$3 million

- Funded CIP also programs funding for new facilities
 - Heavy Maintenance Repair Facility – Total project cost \$35 million - \$8.7 million funded
 - Mid-Day Storage – Total project cost \$40 million - \$3.1 million funded

- Includes \$1.6 million for Facilities Infrastructure renewal over six years

VRE FY 14 Budget – 6 Year Plan

- VRE may have to fund an allocated portion of the operation and maintenance costs of wayside equipment and back office support for Positive Train Control in its service territory – Costs are still unknown at this time
- Need to replace 7 legacy bi-level cars by FY 17 in order to avoid extensive refurbishment (Cars are 50+ years old). Car orders have a two year lead time.
- Full funding for the 7 legacy cars is not complete until FY 16
- Will temporarily reduce VRE's spare ratio

VRE FY 14 Budget – Access Fees

- MAP 21 is a two year transportation authorization (FY 13 and FY 14)
- Under MAP 21 aggregate funding for transit is roughly the same as under the previous authorization (SAFETEA-LU) but with multiple program changes
- For VRE - MAP 21 eliminated the “equity bonus” provision under SAFETEA-LU which was designed to insure that states got no less than a prescribed minimum percentage of the federal motor fuels tax dollars it paid.
- Virginia consistently received “equity bonus” funds which was the source of funding DRPT relied on for helping fund VRE track leases
- Total federal funding Virginia will receive under MAP 21 appears to be approximately the same as provided under SAFETEA-LU, however, funding is now allocated differently
- VRE needs a substitute source of assistance to sustain grant funding at no less than the historical level
- An earmark by the 2013 General Assembly or the Secretary of Transportation (with CTB concurrence) could tap specified MAP 21 monies as a funding source for track lease expense

VRE FY 14 Budget – Access Fees

- Increased access fee costs combined with smaller federal and state participation over the past two years have resulted in increased local share of expenses

| | FY 08 | FY 09 | FY 10 | FY 11 | FY 12 | FY 13 | FY 14 |
|---------------|-------------|-------------|-------------|-------------|--------------|--------------|--------------|
| | CTB | CTB | CTB | CTB | CTB | CTB | VRE |
| | Adopted | Adopted | Adopted | Adopted | Adopted | Adopted | Preliminary |
| # of Trains | 30 | 30 | 30 | 30 | 32 | 32 | 32 |
| Cost | \$8,600,000 | \$8,970,000 | \$9,766,950 | \$9,690,000 | \$12,890,000 | \$14,000,000 | \$14,400,000 |
| Federal Funds | \$6,880,000 | \$7,176,000 | \$7,813,560 | \$7,752,000 | \$10,312,000 | \$9,639,029 | \$9,360,000 |
| State Funds | \$0 | \$0 | \$0 | \$0 | \$1,392,120 | \$2,398,534 | \$2,520,000 |
| Local Funds | \$1,720,000 | \$1,794,000 | \$1,953,390 | \$1,938,000 | \$1,185,880 | \$1,962,437 | \$2,520,000 |
| Federal % | 80.0% | 80.0% | 80.0% | 80.0% | 80.0% | 68.9% | 65.0% |
| State % | 0.0% | 0.0% | 0.0% | 0.0% | 10.8% | 17.1% | 17.5% |
| Local % | 20.0% | 20.0% | 20.0% | 20.0% | 9.2% | 14.0% | 17.5% |

AGENDA ITEM 8-A
ACTION ITEM

TO: CHAIRMAN COVINGTON AND THE VRE OPERATIONS BOARD

FROM: DOUG ALLEN

DATE: DECEMBER 21, 2012

**SUBJECT: REFERRAL OF THE REVISED FY 2013 AND RECOMMENDED
FY 2014 VRE OPERATING AND CAPITAL BUDGETS TO THE
COMMISSIONS AND LOCALITIES**

RECOMMENDATION:

The VRE Operations Board is being asked to adopt the revised FY 2013 VRE Operating and Capital Budget and the recommended FY 2014 VRE Operating and Capital Budget, and refer them to the Commissions for their consideration and subsequent referral to the jurisdictions for their formal review and adoption.

BACKGROUND:

In accordance with the VRE Master Agreement, which outlines the process for annual budget approval, the preliminary FY 2014 VRE Operating and Capital Budget was initially submitted for review at the August VRE Operations Board meeting, and subsequently considered at the September meeting. Since that time, it has been discussed at numerous meetings of the Operations Board and CAO Task Force. The CAO Task Force met on December 7th to present their final recommendations and discuss VRE responses to those recommendations.

DISCUSSION:

The major assumptions in the FY 2014 budget are as follows:

- Jurisdictional subsidy of \$16,428,800; no increase compared to the FY 2013 level
- Fare increase of 4% and a projected average daily ridership of 20,100 passengers, which in combination increases projected fare revenue by \$2.1 million over the FY 2013 adopted budget amount to a total of \$36.6M.
- Continuation of a 32-train operation (30 revenue trains). Based on the discussion by the Operations Board in November, the addition of a 10-car Fredericksburg line train has been deferred until FY 2015.
- Opening of the Spotsylvania station and 1,500 car parking facility in January 2014. Additional ridership related to the new station will need to be accommodated on existing trains. On peak days, deferred boarding procedures may have to be implemented.
- A reduction in federal formula funds for capital projects based on a slight reduction to VRE's FY 2013 award.
- Capital matching funds from the State of 50% of the non-federal share for new projects.
- State operating funds of \$7.2 million, compared to \$6.1M budgeted in FY 2013. Actual award for FY 2013 was \$9.3M, which was based on a statewide funding allocation that included one-time funds.
- Fuel estimated at \$3.50/gallon for a total cost of \$5.6 million.
- Grant funding for track access costs at the level provided in FY 2013.

The capital budget includes the following system capital projects for FY 2014, including required local match:

- Positive train control (PTC) - \$4.9M (project fully funded by FY 2015)
- Rolling stock (railcars) - \$3.8M (second phase of funding for multi-year project to purchase 15 replacement Gallery rail cars)
- Facilities infrastructure - \$0.5M

The budget also includes \$2M for a platform extension and construction of a second platform at Lorton. This project is funded over a multi-year period through an allocation of CMAQ funds and state matching funds.

The FY 2014 budget exceeds the prior year budget by \$4.3M. Material expenditure line item changes are noted below; adjustments are in comparison to the FY 2013 adopted budget.

- Equipment maintenance increased by \$560k to reflect periodic maintenance (COT&S) for the remaining older Gallery railcars and warranty expiration on the locomotives.
- Keolis contract costs are budgeted at a net increase of \$1.0 million to reflect a 2.16% increase to the 12-month October CPI, in accordance with the contract requirements plus costs for lengthening of trains in the first half of FY 2013.
- Access fee costs increased by \$400k to reflect an estimated increase to the AAR index for the first quarter of calendar 2012 for Amtrak and the contractual increase of 4% for CSX and NS.
- Capital costs increased by \$2.3 million, as the result of the inclusion of the CMAQ grant for the Lorton station noted above and a shift of federal funds from operating to capital use as the result of the availability of prior year funds.

The budget also includes a six-year financial forecast for the period FY 2014 through FY 2019. A six-year forecast was prepared that includes a 4% fare increase in FY 2014 and a 5% fare increase in FY 2016 and FY 2018 plus a 5% subsidy increase in FY 2015 and a 3% increase in years FY 2016 – FY 2019.

REVISED FY 2013 OPERATING AND CAPITAL BUDGET

The FY 2013 budget has been revised to reflect current projections for revenue and expenses. The major changes are as follows:

- Fare revenue is decreased by \$0.5M based on current ridership projections to \$34.0M.
- The State operating grant is increased by \$3.2 million to reflect the actual higher grant award.
- Federal and state funding for access fees is decreased by a net amount of \$560k.
- VRE's allocation of federal formula funds is decreased by \$120k.
- Additional funds of \$1.3 million added for Repairs and Maintenance – Locomotives/Railcars for sand trailers, brake heads, and anti-slip flooring for Gallery IV railcars.
- Train operations increased by \$240k for lengthening of two train consists.
- \$2.8M of federal, state and local funding shifted to Positive Train Control (PTC) project; funding for other projects deferred.
- Added funding for the Spotsylvania station and additional funding for the Spotsylvania third track and crossover construction project based on the state's FY 2013 SYIP (no additional VRE funds).

- Added additional funding for the purchase of replacement railcars of \$2.9M (state and capital reserve funding) based on Operations Board action in January 2012.

WORKING CAPITAL CALCULATION AND USE OF FY 2012 SURPLUS

The working capital calculation as of the end of FY 2012 is attached. At year-end, adjusted working capital was equal to \$12M, or 16% of the annual operating budget. This amount is approximately equal to two months of operating costs, the level specified in the budget guidelines.

Funds in the amount of \$1.9M are reserved for the payment of local match for projects approved and funded in prior years. The balance in the capital reserve at the end of FY 2012 was \$8.2M, of which all but \$1.3M was committed to existing projects, primarily the purchase of replacement railcars and the construction of the Spotsylvania third track.

The surplus from FY 2012 operations was \$3.1M, as the result of higher than budgeted fare revenue and the use of prior year grant funds. The following uses are recommended for this surplus:

- \$275k for one-time expenses in the FY 2014 budget.
- \$252k for the prepayment of the condo loan for VRE headquarters in FY 2013.
- \$290k for reserve to match the PTC project in the FY 2013 amended budget, if state funding not provided.
- Remaining amount of \$2.25M added to the capital reserve for future projects, based on Operations Board priorities.

Working Capital Calculation

| Description | FY 2010 | FY 2011 | FY 2012 |
|---|--------------------|---------------------|--------------------|
| Cash and investments | 10,042,748 | 9,921,706 | 6,149,443 |
| Funds owed from others | <u>22,310,928</u> | <u>22,688,210</u> | <u>26,043,646</u> |
| Sub-total | 32,353,677 | 32,609,916 | 32,193,090 |
| Funds owed to others | (12,575,651) | (9,101,697) | (7,017,273) |
| Surplus from prior year - for distribution | (5,100,000) | - | (3,067,000) |
| Reserve for prior year local match | - | (1,637,920) | (1,867,036) |
| Balance in capital reserve | <u>(3,050,000)</u> | <u>(10,612,128)</u> | <u>(8,204,990)</u> |
| Sub-total | (20,725,651) | (21,351,745) | (20,156,299) |
| Ratio - current assets to current liabilities | 1.6 | 1.5 | 1.6 |
| Adjusted working capital | 11,628,025 | 11,258,171 | 12,036,791 |
| Total budget less CIP | 69,109,066 | 72,972,260 | 72,997,175 |
| Adjusted WC as a % of ongoing costs | 17% | 15% | 16% |
| Working capital at 16.7% (2 months) | 11,518,178 | 12,162,043 | 12,166,196 |
| Working capital at 25% (3 months) | 17,277,267 | 18,243,065 | 18,249,294 |

VIRGINIA RAILWAY EXPRESS
RECOMMENDED BUDGET
FOR FISCAL YEAR 2014
AND
REVISED BUDGET
FOR FISCAL YEAR 2013

DECEMBER 21, 2012

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RECOMMENDED FY 2014 BUDGET

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REVISED FY 2013 BUDGET

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MISSION STATEMENT

The Virginia Railway Express, a joint project of the Northern Virginia Transportation Commission and the Potomac and Rappahannock Transportation Commission, will provide safe, cost-effective, accessible, customer-responsive, reliable rail passenger service as an integral part of a balanced, intermodal regional transportation system.

GOALS FOR FISCAL YEAR 2014

- Achieve at least a 50 percent operating ratio (cost recovery).
- Operate trains on time at least 92 percent of time.
- Achieve at least 20,100 average daily ridership

PERFORMANCE MEASURES FOR FISCAL YEAR 2014

| MEASURE | PERFORMANCE MEASURE | TARGET |
|------------------------------|---|--------|
| Safety | Injuries to Passengers | 0 |
| On-Time Performance | Percent On-time Each Month | 92% |
| Average Daily Seat Occupancy | Utilization of Available Seating | 90% |
| Operating Ratio | Ratio of Fare Income to Operating Costs | 50% |
| Ridership Growth | Minimum Growth over Prior Year | 2% |

BUDGET ASSUMPTIONS FOR FISCAL YEAR 2014

Major Assumptions in FY 2014 Budget:

1. Subsidy level of \$16,428,800; no increase from the FY 2013 subsidy.
2. State funding for operations is projected at below the FY 2013 amount. The state operating grant is budgeted at 23% below the FY 2013 state award (a reduction from \$9.3M to \$7.2M), as FY 2013 contained state one-time funds. The state capital match is budgeted at 50%.
3. Average daily ridership of 20,100 assumes a 30 revenue train operation and an overall 32 train schedule.
4. A 4% fare increase is proposed. Fare revenue is budgeted at \$36.6M.
5. Keolis contract costs are budgeted at a net increase of \$1.0M to reflect a CPI increase of 2.16% and the lengthening of one Fredericksburg and one Manassas train from FY 2013.
6. Amtrak costs for mid-day storage and services are increased by \$362,000 to reflect current contract provisions and the estimated increase to the AAR index.
7. Fuel costs continue to be volatile. Projected costs are in the amount of \$5.6M, based on a cost per gallon of \$3.50.
8. Restoration of the \$9.6M of track access funding for total grants of 83% of costs.

Sources by Jurisdiction (\$ in thousands)

| Jurisdiction | FY 2013 | FY 2014 | Net | Percent |
|-----------------------|---------------|---------------|--------------|---------|
| Fairfax County | \$ 5,155,355 | \$ 4,747,685 | \$ (407,670) | -7.9% |
| Fredericksburg | 421,616 | 427,728 | 6,112 | 1.4% |
| Manassas | 777,205 | 757,804 | (19,401) | -2.5% |
| Manassas Park | 526,460 | 574,709 | 48,249 | 9.2% |
| Prince William County | 5,687,222 | 5,748,203 | 60,981 | 1.1% |
| Stafford County | 2,347,707 | 2,529,281 | 181,574 | 7.7% |
| Spotsylvania County | 1,183,444 | 1,313,600 | 130,156 | 11.0% |
| Alexandria | 133,894 | 133,894 | - | 0.0% |
| Arlington | 195,897 | 195,897 | - | 0.0% |
| Total | \$ 16,428,800 | \$ 16,428,800 | \$ - | |

Source and Use of Funds

| | | |
|---|----|------------|
| Fare Increase | | 4% |
| Subsidy Increase | \$ | - |
| Number of Trains | | 32 |
| Average Daily Ridership | | 20,100 |
| Sources | | |
| Fare Revenue | \$ | 36,600,000 |
| Local Subsidy | | 16,428,800 |
| State Operating Grant | | 7,200,000 |
| State Capital Grant used for Debt and Other | | 4,111,344 |
| State Capital Grant used for Capital Programs | | 1,315,300 |
| Federal/State Capital Funding for Track Access | | 11,880,000 |
| Federal Capital Grant used for Debt and Other | | 6,077,429 |
| Federal Capital Grant used for Capital Programs | | 8,922,400 |
| Other Income | | 456,300 |
| Total Sources | \$ | 92,991,573 |
| Uses | | |
| Operating Expenses | \$ | 67,404,408 |
| Debt Service | | 13,664,795 |
| Federal Capital Program | | 11,153,000 |
| Operating Reserve and Other | | 769,369 |
| Total Uses | \$ | 92,991,573 |

Six-Year Financial Plan

The final FY 2014 budget recommendation includes a six-year financial plan as required by the Master Agreement. The six-year financial plan was reviewed with the CAO Budget Task Force. The VRE capital planning process reflects current priorities identified by the Operations Board as well as long-term planning assumptions through 2025 as outlined in the Phase II Strategic Plan, approved by the Operations Board in May 2004, and the Strategic Plan retreat in July 2011. The CIP is fiscally constrained and the program of projects is based on reasonably assumed funding only. Parking projects are assumed to be the responsibility of the jurisdiction, with VRE support and assistance, and are therefore not funded in the CIP.

| <u>Jurisdictions</u> | [Col 1] | [Col 2] | [Col 3] | [Col 4] | [Col 5] | [Col 6] | [Col 6a] |
|--|---|-------------------------------|---|---|--|--|---|
| | Population 2011 Update | Population % | Contributors' Potential Share of Net Costs % | Contributors' Potential Share of Net Costs \$ | Contributors' Maximum Share of Net Costs | | |
| Contributors: | | | | | | | |
| Alexandria | 143,464 | 6.5136% | 0.6514% | \$326,178 | | \$133,894 | #DIV/0! |
| Arlington | 214,373 | 9.7330% | 0.9733% | \$487,395 | | \$195,897 | #DIV/0! |
| Contributors' Total | 357,837 | 16.2466% | | | | | |
| | [Col 7] | [Col 8] | [Col 9] | [Col 10] | [Col 11] | [Col 12] | |
| Participants: | Population 2011 Update | Population % | Participants' Normalized % Population | October Survey Participants' AM Ridership | 100 Weight- Participants' Ridership % | Participants' Aggregate % of Costs | |
| Fairfax County | 1,096,023 | 49.76% | 59.41% | 2,140 | 23.63% | 23.63% | |
| Fredericksburg | 25,484 | 1.16% | 1.38% | 345 | 3.81% | 3.81% | |
| Manassas | 39,060 | 1.77% | 2.12% | 439 | 4.84% | 4.84% | |
| Manassas Park | 14,540 | 0.66% | 0.79% | 329 | 3.64% | 3.64% | |
| Prince William County | 414,531 | 18.82% | 22.47% | 3,148 | 34.77% | 34.77% | |
| Stafford County | 131,067 | 5.95% | 7.11% | 1,628 | 17.99% | 17.99% | |
| Spotsylvania | 123,997 | 5.63% | 6.72% | 1,025 | 11.32% | 11.32% | |
| Participants' Total | 1,844,702 | 83.75% | 100.00% | 9,054 | 100.00% | 100.00% | |
| Population Total | 2,202,539 | 100.00% | | | | | |
| <u>Costs</u> | [Col 12] (repeated) Participants' [5/95] Aggregate % | [Col 13] Gross Costs \$ | [Col 14] State Aid Interest & Misc Income \$ | [Col 15] "System" Fare Revenue \$ | [Col 16] Net Costs \$ | [Col 17] Contributors' Payments Lesser of Col 6 or 4 | [Col 18] Participants' Net Costs \$ |
| Alexandria | | | | | | \$133,894 | |
| Arlington | | | | | | \$195,897 | |
| Fairfax County | 23.63% | \$21,977,383 | \$9,444,696 | \$697,712 | | | \$11,757,033 |
| Fredericksburg | 3.81% | \$3,538,588 | \$1,520,695 | \$112,339 | | | \$1,893,005 |
| Manassas | 4.84% | \$4,504,819 | \$1,935,929 | \$143,014 | | | \$2,409,900 |
| Manassas Park | 3.64% | \$3,380,563 | \$1,452,784 | \$107,322 | | | \$1,808,468 |
| Prince William County | 34.77% | \$32,332,417 | \$13,894,733 | \$1,026,452 | | | \$17,296,567 |
| Stafford County | 17.99% | \$16,726,541 | \$7,188,167 | \$531,015 | | | \$8,948,039 |
| Spotsylvania | 11.32% | \$10,531,261 | \$4,525,769 | \$334,334 | | | \$5,633,809 |
| Total | 100.00% | \$92,991,573 | \$39,962,773 | \$2,952,187 | \$50,076,613 | \$329,791 | \$49,746,822 |
| <u>Subsidy Calculation</u> | [Col 19] | [Col 20] | [Col 18] (repeated) Participants' Net Costs \$ | [Col 21] Proposed FY 2014 Budget Based on 10/05/11 Survey | [Col 22] Actual FY2013 Subsidy | [Col 23] Net Change \$ | [Col 24] Net Change % |
| Alexandria | | | | \$133,894 | \$133,894 | \$0 | 0.00% |
| Arlington | | | | \$195,897 | \$195,897 | \$0 | 0.00% |
| Fairfax County | 20.832% | \$7,009,348 | \$11,757,033 | \$4,747,685 | \$5,155,355 | (\$407,670) | -7.91% |
| Fredericksburg | 4.355% | \$1,465,277 | \$1,893,005 | \$427,728 | \$421,616 | \$6,112 | 1.45% |
| Manassas | 4.910% | \$1,652,097 | \$2,409,900 | \$757,804 | \$777,205 | (\$19,401) | -2.50% |
| Manassas Park | 3.667% | \$1,233,759 | \$1,808,468 | \$574,709 | \$526,460 | \$48,249 | 9.16% |
| Prince William County | 34.321% | \$11,548,365 | \$17,296,567 | \$5,748,203 | \$5,687,222 | \$60,981 | 1.07% |
| Stafford County | 19.076% | \$6,418,759 | \$8,948,039 | \$2,529,281 | \$2,347,707 | \$181,574 | 7.73% |
| Spotsylvania | 12.839% | \$4,320,209 | \$5,633,809 | \$1,313,600 | \$1,183,444 | \$130,156 | 11.00% |
| Total | 100.0000% | \$33,647,813 | \$49,746,822 | \$16,428,800 | \$16,428,800 | \$0 | 0.00% |
| <u>Fares</u> | [Col 25] | | | | | | |
| Participants Residents' "System-wide" | 33,647,812.51 2,952,187.49 | | | | | | |
| 2014 \$ | 36,600,000.00 | | | | | | |

FY14 VRE - Source and Use Budget Worksheet

| | | | | | | | | | | | | |
|--|-------------------------------------|------------|--------|---------------|----------------------------|----------------------|-------------------|--------------|-----------|-------------|-----------|------------|
| LEVEL OF SERVICE FOR FY 2014 | | | | 32 trains | 20,100 | average daily riders | Leases | 14,400,000 | Amtrak | 5,660,000 | | |
| | | | | | | | Recapitalization | - | NS | 3,090,000 | | |
| | | | | | | | Total Access Fees | 14,400,000 | CSXT | 5,650,000 | | |
| | | | | | | | | | Total | 14,400,000 | | |
| SOURCES OF FUNDS | | | | | | | | | | | | |
| USES OF FUNDS | -----STATE ----- -----FEDERAL----- | | | | | | | | | | | |
| | FARE INCOME | INTEREST | MISC | LOCAL SUBSIDY | OTHER SOURCES | STATE OPERATING | STATE CAPITAL | STATE MAP-21 | 5307/5337 | CMAQ/ OTHER | TOTAL | |
| Operating Expenses | 67,474,645 | 36,600,000 | 15,300 | 166,000 | 10,522,345 | 275,000 | 7,200,000 | 2,520,000 | 9,360,000 | 816,000 | - | 67,474,645 |
| Non-Operating Expenses: | | | | | | | | | | | | |
| Operating Reserve | 769,369 | | | | 0 | | | | | | | 0 |
| Debt Svc (1998 Bond) | 6,907,331 | | | | 769,369 | | | 3,453,666 | | | | 769,369 |
| | 0 | | | | 3,453,666 | | | | | | | 6,907,331 |
| Debt Svc (Gallery IV) (11 Cabcars) | 1,931,357 | | | | 0 | | | | | | | 0 |
| Debt Svc 8 Railcars (Fed/State/Local) | 0 | | | | 193,136 | | | 193,136 | 1,545,086 | | | 1,931,357 |
| Office Loan | 0 | | | | 0 | | | 0 | 0 | | | 0 |
| | 0 | | | | 0 | | | 0 | | | | 0 |
| | 0 | | | | 0 | | | 0 | | | | 0 |
| Debt Svc 60 Railcars (Local) | 110,442 | | | | 110,442 | | | | | | | 110,442 |
| Debt Svc 60 Railcars (Fed/State/Local) | 4,645,429 | | | | 464,543 | | | 464,543 | 3,716,343 | | | 4,645,429 |
| Non-Operating Summary | 14,363,928 | 0 | 0 | 0 | 4,991,155 | 0 | 0 | 4,111,344 | 0 | 5,261,429 | 0 | 14,363,928 |
| Total Expenses (Subtotal) | 81,838,573 | 36,600,000 | 15,300 | 166,000 | 15,513,500 | 275,000 | 7,200,000 | 6,631,344 | 9,360,000 | 6,077,429 | 0 | 81,838,573 |
| Capital Projects: | | | | | | | | | | | | |
| Facilities Infrastructure | 500,000 | | | | 50,000 | | | 50,000 | 400,000 | | | 500,000 |
| Positive Train Control | 4,900,000 | | | | 490,000 | | | 490,000 | 3,920,000 | | | 4,900,000 |
| | 0 | | | | 0 | | | 0 | 0 | | | 0 |
| Rolling Stock | 3,753,000 | | | | 375,300 | | | 375,300 | 3,002,400 | | | 3,753,000 |
| | 0 | | | | 0 | | | 0 | 0 | | | 0 |
| | 0 | | | | 0 | | | 0 | 0 | | | 0 |
| | 0 | | | | 0 | | | 0 | 0 | | | 0 |
| | 0 | | | | 0 | | | 0 | 0 | | | 0 |
| | 0 | | | | 0 | | | 0 | 0 | | | 0 |
| | 0 | | | | 0 | | | 0 | 0 | | | 0 |
| Capital Project Summary | 9,153,000 | 0 | 0 | 0 | 915,300 | 0 | 0 | 915,300 | 0 | 7,322,400 | 0 | 9,153,000 |
| CMAQ/Other Capital: | | | | | | | | | | | | |
| Lorton Platform | 2,000,000 | | | | 0 | | | 400,000 | 0 | 1,600,000 | | 2,000,000 |
| | 0 | | | | 0 | | | 0 | 0 | 0 | | - |
| Earmark Summary | 2,000,000 | 0 | 0 | 0 | 0 | 0 | 0 | 400,000 | 0 | 1,600,000 | | 2,000,000 |
| TOTAL | 92,991,573 | 36,600,000 | 15,300 | 166,000 | 16,428,800 | 275,000 | 7,200,000 | 7,946,644 | 9,360,000 | 13,399,829 | 1,600,000 | 92,991,573 |
| FY13 subsidy surplus (deficit) | | | | 16,428,800 | | | | | | | | |
| | | | | (0) | | | | | | | | |
| | | | | | Soft Capital Projects | Program | Funding | Federal Amt | State Amt | | | |
| | | | | | Debt Service 11 Cabcars | 1,931,357 | 5307/5337 | 1,545,086 | 193,136 | | | |
| | | | | | Access lease funding | 14,400,000 | Equity Bonus | 9,360,000 | 2,520,000 | | | |
| Local only | | | | | Debt Service 60 Railcars | 110,442 | 5307/5337 | - | - | | | |
| Fed/State/Lo | | | | | Debt Service 60 Railcars | 4,645,429 | 5307/5337 | 3,716,343 | 464,543 | | | |
| | | | | | | - | 5307/5337 | - | - | | | |
| | | | | | | - | 5307/5337 | - | - | | | |
| | | | | | | - | 5307/5337 | - | - | | | |
| | | | | | Grant & Project Management | 475,000 | 5307/5337 | 380,000 | - | | | |
| | | | | | Grant & Project Management | 365,000 | 5307/5337 | 292,000 | - | | | |
| | | | | | | - | 5307/5337 | - | - | | | |
| | | | | | | - | 5307/5337 | - | - | | | |
| | | | | | Construction Management | - | 5307/5337 | - | - | | | |
| | | | | | Security Enhancements | 90,000 | 5307/5337 | 72,000 | - | | | |
| | | | | | Signage Enhancements | 90,000 | 5307/5337 | 72,000 | - | | | |
| | | | | | Debt Service 1998 Bonds | - | | - | 3,453,666 | | | |
| | | | | | | - | | - | - | | | |
| | | | | | Subtotal | 22,107,228 | | | 6,631,344 | | | |
| | | | | | Capital Projects/Earmarks | 11,153,000 | | 8,922,400 | 1,315,300 | | | |
| | | | | | Federal Cap Program | 33,260,228 | | 24,359,829 | 7,946,644 | | | |
| | | | | | Prior Year Funding | 0 | | - | - | | | |

Federal Reimbursement rate (Access)65%

Federal Reimbursement rate80%

State Match Reimb rate MTF Cap50%

State Match Reimb rate MT Cap50%

State Earmark Match rate20%

Calculated Operating Reserve:

33%22,266,633

7

VRE Fiscal Year 2014 Proposed Program Budget

| | FY 2012 Amended | FY 2013 Budget | FY 2014 Proposed |
|--|----------------------------|---------------------------|-----------------------------|
| Revenue: | | | |
| VRE - Non-Departmental | | | |
| Fare Revenue | 33,000,000 | 34,500,000 | 36,600,000 |
| Miscellaneous Revenue | 126,000 | 126,000 | 166,000 |
| Appropriation from Reserve | 3,838,984 | - | 275,000 |
| Jurisdictional Revenue | 15,943,917 | 16,428,800 | 16,428,800 |
| Other Revenue/Capital Reserve | - | - | - |
| State Operating Grant | 7,626,084 | 6,125,013 | 7,200,000 |
| Federal Grants - Operations and Debt | 15,543,094 | 17,609,036 | 15,437,429 |
| State Grants - Operations and Debt | 5,218,646 | 5,585,212 | 6,631,344 |
| Federal Grants - Capital Program | 27,343,100 | 7,110,400 | 8,922,400 |
| State Grants - Capital Program | 18,654,000 | 1,157,800 | 1,315,300 |
| Interest Income | 61,000 | 60,300 | 15,300 |
| Total Revenue | 127,354,825 | 88,702,562 | 92,991,573 |
| Expenditures: | | | |
| VRE - Non-Departmental | | | |
| Liability Insurance | 4,100,000 | 4,100,000 | 4,400,000 |
| Operating Reserve/Contingency | 1,521,352 | 2,283,645 | 1,579,892 |
| Other | - | - | - |
| VRE-Financing-Administration Fees | - | - | - |
| Total VRE - Non-Departmental | 5,621,352 | 6,383,645 | 5,979,892 |
| Executive Mgmt and Planning | | | |
| Salaries/Fringes | 480,508 | 496,689 | 650,000 |
| Travel/Training/Employee Expenses | 9,500 | 19,000 | 29,000 |
| Board Member Expenses | 3,000 | 3,000 | 3,000 |
| Legal/Audit | 75,000 | 75,000 | 75,000 |
| Consulting/Professional/Other | 47,000 | 38,000 | 38,000 |
| Total Executive Mgmt and Planning | 615,008 | 631,689 | 795,000 |
| Passenger Support Services | | | |
| Salaries/Fringes | 413,580 | 436,869 | 470,000 |
| Travel/Training/Employee Expenses | 9,500 | 13,200 | 18,300 |
| Communication/Other | 226,500 | 232,500 | 226,000 |
| Office Administration Expenses | 69,500 | 64,000 | 72,000 |
| Total Passenger Support Services | 719,080 | 746,569 | 786,300 |
| Public Affairs/Marketing | | | |
| Salaries/Fringes | 284,637 | 295,310 | 316,000 |
| Travel/Training/Employee Expenses | 10,550 | 12,950 | 12,950 |
| Production/Media/Promotion/Other | 445,725 | 451,675 | 261,675 |
| Special Events/Other | 8,500 | 16,500 | 151,500 |
| Total Public Affairs/Marketing | 749,412 | 776,435 | 742,125 |
| Planning | | | |
| Salaries/Fringes | 243,098 | 252,317 | 164,000 |
| Travel/Training/Employee Expenses | 34,100 | 105,300 | 32,000 |
| Professional Services | 140,600 | 251,800 | 325,750 |
| Ticket Stock/R&M Fare Collection | 620,000 | 665,000 | - |
| Total Planning | 1,037,798 | 1,274,417 | 521,750 |
| Operations and Communications | | | |
| Salaries/Fringes | 426,865 | 466,194 | 539,000 |
| Travel/Training/Employee Expenses | 12,000 | 12,000 | 17,000 |
| Printing/Admin/Other | 295,000 | 295,000 | 945,000 |
| Total Customer Communications | 733,865 | 773,194 | 1,501,000 |
| Budget and Finance | | | |
| Salaries/Fringes | 693,218 | 681,979 | 749,000 |
| Travel/Training/Employee Expenses | 11,000 | 10,000 | 10,000 |
| Audit/Maint Service Agreements | 110,000 | 151,500 | 156,500 |
| Retail Sales/TLC Commissions | 1,470,000 | 1,845,000 | 1,495,000 |
| Bank Discounts/Other | 268,000 | 272,500 | 277,500 |
| Total Budget and Finance | 2,552,218 | 2,960,979 | 2,688,000 |
| Communication and Info Tech | | | |
| Salaries/Fringes | 195,672 | 207,057 | 218,500 |
| Travel/Training/Employee Expenses | 18,500 | 18,500 | 18,500 |
| Computer Equipment/Software | 175,000 | 175,000 | 250,000 |
| Communications | 528,000 | 720,000 | 782,000 |
| Total Communication and Info Tech | 917,172 | 1,120,557 | 1,269,000 |

VRE Fiscal Year 2014 Proposed Program Budget

| | FY 2012 Amended | FY 2013 Budget | FY 2014 Proposed |
|---|----------------------------|---------------------------|-----------------------------|
| Construction and Capital Projects | | | |
| Salaries/Fringes | 553,354 | 601,252 | 701,000 |
| Travel/Training/Employee Expenses | 21,000 | 26,000 | 26,000 |
| Other Professional Services/Other Expenses | 131,000 | 151,000 | 152,500 |
| Total Construction and Cap Proj | 705,354 | 778,252 | 879,500 |
| Facilities Maintenance/Operations & Safety | | | |
| Salaries/Fringes | 218,629 | 232,303 | 246,000 |
| Travel/Training/Employee Expenses | 7,400 | 11,700 | 13,500 |
| Vehicle/Office/Other Professional Service | 91,000 | 75,000 | 71,500 |
| Station Electricity/Utilities/Taxes | 570,500 | 574,000 | 594,500 |
| Materials and Supplies - Stations | 35,000 | 15,000 | 20,000 |
| Repairs and Maintenance | 2,300,000 | 2,820,000 | 2,748,000 |
| Station/Yard Security/Other | 240,000 | 285,000 | 293,000 |
| Total Facilities Maint/Operations and Safety | 3,462,529 | 4,013,003 | 3,986,500 |
| Purchasing and Contract Admin | | | |
| Salaries/Fringes | 273,753 | 291,534 | 312,000 |
| Travel/Training/Employee Expenses | 2,000 | 2,500 | 5,500 |
| Total Purchasing and Contract Admin | 275,753 | 294,034 | 317,500 |
| Equipment Operations | | | |
| Salaries/Fringes | 379,587 | 393,982 | 518,000 |
| Travel/Training/Employee Expenses | 14,000 | 38,000 | 139,000 |
| Consulting/Admin/Warehouse Management | 305,000 | 325,000 | 60,000 |
| Equipment/Warehouse Leases | 67,000 | - | - |
| Utilities | 1,053,000 | 1,092,000 | 1,134,000 |
| Diesel Fuel | 5,800,000 | 5,550,000 | 5,600,000 |
| STV Oversight | 200,000 | - | 240,000 |
| Repairs and Maintenance - Rolling Stock | 3,105,000 | 2,395,000 | 2,955,000 |
| Total Equipment Operations | 10,923,587 | 9,793,982 | 10,646,000 |
| PRTC | | | |
| Professional Services | 117,000 | 144,000 | 102,000 |
| Total PRTC | 117,000 | 144,000 | 102,000 |
| NVTC | | | |
| Professional Services | 70,000 | 70,000 | 80,000 |
| Total NVTC | 70,000 | 70,000 | 80,000 |
| Keolis | | | |
| Contract Operations and Maintenance | 17,546,044 | 18,008,591 | 19,040,448 |
| Total Keolis | 17,546,044 | 18,008,591 | 19,040,448 |
| Amtrak | | | |
| Contract Operations and Maintenance | 3,652,000 | 4,097,000 | 4,459,000 |
| Total Amtrak | 3,652,000 | 4,097,000 | 4,459,000 |
| Amtrak Access Fees | | | |
| Access Fees | 5,380,000 | 5,640,000 | 5,660,000 |
| Total Amtrak Access Fees | 5,380,000 | 5,640,000 | 5,660,000 |
| Norfolk Southern | | | |
| Access Fees | 2,385,000 | 2,370,000 | 2,491,552 |
| Contract Operations and Maintenance | 555,000 | 580,000 | 598,448 |
| Total Norfolk Southern | 2,940,000 | 2,950,000 | 3,090,000 |
| CSXT | | | |
| Access Fees | 4,200,000 | 4,960,000 | 5,170,000 |
| Contract Operations and Maintenance | 540,000 | 450,000 | 480,000 |
| Total CSXT | 4,740,000 | 5,410,000 | 5,650,000 |
| CIP Expenditures | | | |
| CIP Expenditures | 50,857,848 | 8,888,000 | 11,153,000 |
| Total CIP Expenditures | 50,857,848 | 8,888,000 | 11,153,000 |
| CIP VRE - Non-Departmental | | | |
| Allowance for Doubtful Accounts | 50,000 | 50,000 | 50,000 |
| Debt Service | 13,688,807 | 13,898,215 | 13,594,559 |
| Total CIP VRE - Non-Departmental | 13,738,807 | 13,948,215 | 13,644,559 |
| Total Expenditures | 127,354,827 | 88,702,560 | 92,991,573 |

CAPITAL IMPROVEMENTS PROGRAM

FISCAL YEAR 2014

VIRGINIA RAILWAY EXPRESS

December 2012

Introduction

The FY 2014 Virginia Railway Express (VRE) Capital Improvement Program (CIP) is an integrated set of projects and programs that will improve passenger safety, operational efficiency, and expand capacity. In addition to project descriptions, this document also provides information on programming criteria. Projects are included in the CIP as funded, partially funded or unfunded.

The VRE capital planning process is informed by the results of the Phase II Strategic Plan, approved by the Operations Board in May of 2004, and the July 2011 Strategic Plan retreat. The planning assumptions through 2025 that are outlined in the Strategic Plan are the foundation of the CIP. As the Strategic Plan is now several years old, information is updated where possible (i.e. through fleet planning).

The CIP is fiscally constrained and the program of projects is based only on reasonably assumed funding. Parking and station projects are assumed to be the financial responsibility of the jurisdiction, with VRE support and assistance. These projects are not funded using VRE formula funding but may be listed in the CIP if appropriations have been received

VRE CIP Policy Statement

Policy Statement: The VRE Capital Improvement Program is designed to maintain VRE passenger equipment and facilities in a state of good repair and to accommodate growth within adopted service and safety standards. Federal and state grants are the principal source of funds for the VRE CIP. Therefore, policies and practices are designed to maximize federal and state financial participation in VRE capital programs.

Programming Process

Project Identification: When considering projects for inclusion in the VRE CIP, a series of programming criteria is used to help organize the process. These criteria include:

- ❖ Provide full funding for adopted CIP projects mandated by legislation.
- ❖ Provide full funding for adopted CIP projects required by agreements with railroads, localities, or related entities.
- ❖ Identify and fund projects that maintain facilities and rolling stock in a state of good repair or address safety concerns.
- ❖ Identify and fund projects that advance the VRE mission of increased riders while maintaining safety and reliability standards.
- ❖ Identify and fund projects that improve operational efficiency and costs.

CIP Programming: Within the CIP program, the highest priority projects are programmed for the early years whenever possible. Improvements that will be made by the railroads have been scheduled according to staff's understanding of when railroad forces will be available and mobilized.

Board/Commission Approval: Once the program of projects has been developed, it is forwarded as part of the budget to the Operations Board. With their approval, the package goes to the Commissions for final authorization. The VRE budget process begins in the summer, with approval by the Operations Board in December and Commissions in January.

CIP Document Organization

The CIP text provides information on construction projects with funding in FY 2014 based primarily on the Phase II Strategic Plan and the July 2011 Strategic Plan retreat. These project descriptions include a summary regarding budget, funding and schedule.

Administrative and/or on-going system projects are grouped together at the end of the document. The CIP is fiscally constrained and the program of projects is based on reasonably assumed funding only.

Project: Positive Train Control (PTC)

Description: The implementation of Positive Train Control (PTC) is mandated by the Rail Safety Improvement Act of 2008 signed into law on October 16, 2008. The regulation mandates VRE to install a collision avoidance system which will overlay existing systems to monitor and control train movements to provide increased safety by December 31, 2015.

Current Phase:

- | | | |
|--------------------------------------|---|--|
| <input type="checkbox"/> conceptual | <input type="checkbox"/> preliminary planning | <input type="checkbox"/> environmental |
| <input type="checkbox"/> design/eng. | <input checked="" type="checkbox"/> procurement | <input type="checkbox"/> construction |

Schedule: TBD

Budget:

- Total estimated cost: \$10.8 million
- FY 2014 CIP budget: \$4.8 million
- Annual Operating cost: to be estimated once final analysis is complete.

Funding Source: Funding is made up of VRE federal formula funds from FY 2014, FY 2015 and prior fiscal years.

Project: Rolling Stock Replacement

Description: Fifteen new railcars are required to replace the twenty outdated legacy Gallery cars currently in operation. The first eight were ordered in FY 2012; the current six year plan provides funding for the remaining seven. Six additional cars, currently unfunded, are needed to support the six year plan service levels.

Current Phase:

- ☐ conceptual ☐ preliminary planning ☐ environmental
☐ design/eng. ☒ procurement ☐ construction

Schedule: The contract for base order of eight railcars was awarded in February 2012. Delivery is scheduled for March 2014. Funding for the final seven railcars will be complete by 2017.

Budget:

- Total estimated cost: \$42.8 million for fifteen replacement railcars; \$18.2 million for the remaining seven.
- FY 2014 CIP budget: \$3.8 million
- Annual Operating cost: development of lifecycle operating costs for new cars is in progress

Funding Source: Funding comes from federal formula funds and project specific state funds.

Project: Lorton Station – Platform Extension and Second Platform

Description: This project provides funding for the extension of the existing platform at Lorton and the construction of a second platform on the west side of the tracks, which will allow VRE trains to board on either side.

Current Phase:

- ☐ conceptual ☐ preliminary planning ☐ environmental
☒ design/eng. ☐ procurement ☐ construction

Schedule: Construction on the platform extension will begin in the latter part of FY 2013 with completion expected during FY 2014. Final design and construction of the second platform will occur once all funding has been secured.

Budget:

- Total estimated cost: \$10 million for the extension and the second platform.

- FY 2014 CIP budget: CMAQ funds of \$3.75 million were received in prior years, with an additional \$2 million allocated in FY 2014. (*Note: CMAQ funds are included in the annual budget but not programmed in the CIP.*)
- Annual Operating cost: to be estimated prior to construction of the second platform.

Funding Source: Funding comes from the CMAQ program with matching state funds.

Administrative, System, and Reoccurring Projects

1. Enhancement Grant – federal grantees must certify that at least 1% of funding received each fiscal year is being used for transit enhancement projects. VRE's primary use of this funding is for lighting, pedestrian improvements, electronic customer communications and station and equipment signage. ***Annual allocation in FY 2014 is \$90,000.***

2. Facilities Infrastructure Renewal - as the VRE facilities age, there is an increasing need for repairs and improvements. Projects anticipated for the upcoming fiscal year are various station rehabilitations including elevators and stairwells. ***Annual allocation in FY 2014 is \$500,000.***

3. Grant and Project Management – funding allocated to this project supports staff project management and grant administration. ***Annual allocation in FY 2014 is \$840,000.***

5. Security Enhancements – federal grantees must certify that at least 1% of funding received each fiscal year is being used for transit security projects. Projects include systems safety consulting, security drills with first responders and security infrastructure projects. ***Annual allocation in FY 2014 is \$90,000.***

6. Sumitomo Acquisition (cab cars) – this project makes annual finance payments on the 11 bi-level Sumitomo cab cars VRE purchased in 2006. The CIP programs an annual payment which represents the cost of financing this equipment over 25 years. ***Annual payment in FY 2014 is \$1,932,000.***

7. Sumitomo Acquisition (60 bi-level option) – this project makes annual finance payments on the 50 bi-level Sumitomo railcars VRE purchased in 2006 and 10 in 2008. The CIP programs an annual payment which represents the cost of financing this equipment over 25 years. ***Annual payment in FY 2014 is \$4,645,000.***

8. Track Lease/Improvements – this project provides funding for the annual cost of using tracks and other infrastructure owned by the VRE host railroads. Costs include long-term leases, capital improvements and increased maintenance on the railroad tracks, stations, and terminals. ***Annual payment in FY 2014 is \$14,400,000.***

Unfunded Potential Projects

As VRE's ridership continues to grow, capital needs have begun to outpace available resources. As a result, not all capital projects can be fully funded. While efforts continue to be made to seek funding from other sources, a list of unfunded projects is listed on the following page.

FY 2014 – FY 2019 Projects

| Priority | Project | Est Project Cost | Prior to FY14 | FY14 | FY15 | FY16 | FY17 | FY18 | FY19 | Funded Total |
|----------------------------|--------------------------------|------------------------|------------------|-------------|-------------|--------------|--------------|--------------|-------------|-----------------|
| Funded: | | | | | | | | | | |
| 1 | Positive Train Control | 10.8 | 4.0 | 4.8 | 2.0 | | | | | 10.8 |
| 2 | Rolling Stock 7 of 15 Railcars | 18.2 | 3.0 | 3.8 | 5.2 | 6.2 | | | | 18.2 |
| 3 | Fare Collection System | 4.9 | 3.1 | | 1.8 | | | | | 4.9 |
| 4 | 10 Year Railcar Overhaul | 12.8 | | | | 2.5 | 5.9 | 4.4 | | 12.8 |
| 5 | Platform Extension - L'Enfant | 3.0 | | | | | 3.0 | | | 3.0 |
| 6 | Mid-Day Storage | 40.0 | | | | | | 3.1 | | 3.1 |
| 7 | Heavy Maint Repair Facility | 35.0 | | | | | | 1.1 | 8.6 | 9.7 |
| 8 | Facilities Infra Renewal | N/A | | 0.5 | 0.1 | 0.2 | * | 0.4 | 0.4 | 1.6 |
| 9 | Grant & Project Mgmnt | N/A | | 0.8 | 0.9 | 0.9 | 0.9 | 0.8 | 0.8 | 5.1 |
| N/A | Enhancement Grant | N/A | | 0.1 | 0.1 | 0.1 | 0.1 | 0.1 | 0.1 | 0.6 |
| N/A | Enhancement Grant | N/A | | 0.1 | 0.1 | 0.1 | 0.1 | 0.1 | 0.1 | 0.6 |
| N/A | Construction Management | N/A | | | | 0.2 | 0.2 | 0.2 | 0.2 | 0.8 |
| N/A | Debt Service - 60 Railcars | N/A | | 4.7 | 4.7 | 4.7 | 4.7 | 4.7 | 4.7 | 28.2 |
| N/A | Debt Service - 11 Cabcars | N/A | | 1.9 | 1.9 | 1.9 | 1.9 | 1.9 | 1.9 | 11.4 |
| | Total | 124.7 | 10.1 | 16.7 | 16.8 | 16.8 | 16.8 | 16.8 | 16.8 | 110.8 |
| Unfunded Required: | | | | | | | | | | |
| 1 | Platform Ext - Crystal City | 2.0 | | | 2.0 | | | | | 2.0 |
| 2 | Facilities Infra Renewal | N/A | | | 0.4 | 0.3 | 0.5 | 0.1 | 0.1 | 1.4 |
| 3 | Heavy Maint Repair Facility | 35.0 | | | | | | | 25.3 | 25.3 |
| | Total | 37.0 | - | - | 2.4 | 0.3 | 0.5 | 0.1 | 25.4 | 28.7 |
| Unfunded Expansion: | | | | | | | | | | |
| 4 | Mid-Day Storage | 40.0 | | 6.0 | 6.0 | 7.0 | 7.0 | 3.9 | 7.0 | 36.9 |
| 5 | Track Storage - Crossroads | 4.0 | | | 4.0 | | | | | 4.0 |
| 6 | Parking Exp - Broad Run | 20.0 | | | | | | | 15.2 | 15.2 |
| 7 | Second Platform - Rippon | 14.0 | | | | | | | 7.9 | 7.9 |
| 8 | Second Platform - Lorton | 10.0 | | | | | | | 4.1 | 4.1 |
| 9 | Rolling Stock 6 Railcars | 14.4 | | | | 14.4 | | | | 14.4 |
| 10 | Other Second Platforms | 48.0 | | | | 12.0 | 12.0 | 12.0 | 12.0 | 48.0 |
| 11 | Other Platform Extensions | 20.0 | | 4.0 | 2.0 | 4.0 | 4.0 | 3.0 | 3.0 | 20.0 |
| 12 | Other Parking Expansion | 79.0 | | | 15.0 | 16.0 | 16.0 | 16.0 | 16.0 | 79.0 |
| 13 | Track Storage - Broad Run | 15.0 | | | 15.0 | | | | | 15.0 |
| 14 | Gainesville/Haymarket | 256.0 | | 8.0 | 14.0 | 76.0 | 77.0 | 78.0 | 3.0 | 256.0 |
| | Total | 520.4 | - | 18.0 | 56.0 | 129.4 | 116.0 | 112.9 | 68.2 | 500.5 |

* \$50k or less

Notes:

Projects are shown at 100% cost; federal reimbursement is 80%, unless otherwise noted

CMAQ funding not shown

Funded CMAQ projects are Lorton 2nd Platform (\$5.9M), Rippon 3rd Platform (\$6.1M),
and Broad Run Parking (\$4.8M)

Unfunded amounts net of CMAQ funds

VIRGINIA RAILWAY EXPRESS ASSUMPTIONS FOR SIX YEAR FINANCIAL FORECAST

1. Operating ratio maintained at 50% or higher
2. Level of Service
 - a. 32 trains for FY 2014
 - b. 34 trains for FY 2015
 - i. Manassas line train
 - c. 34 trains for FY 2016
 - d. 34 trains for FY 2017
 - e. 34 trains for FY 2018
 - f. 34 trains for FY 2019
3. Operating Costs
 - a. Increase in base costs varies by year, based on annual ridership increase
 - b. Keolis, Amtrak, fuel, track leases and debt service tracked separately
4. Fare Revenue
 - a. Increased 4% in FY 2014
 - b. Increased 5% in FY 2016
 - c. Increased 5% in FY 2018
5. Other Revenue:
 - a. Interest income increases at 0% per year
 - b. Other income increases 0% per year
6. Grant Income:
 - a. Access lease funding equal to 65% of access lease expenses – assumes Commonwealth to fund track access lease cost for all additional trains
 - b. Federal capital program is shown as in six year CIP
 - i. Decreased by 1% from FY 2014 award
 - ii. Level funding FY 2014 – FY 2019
 - c. State operating based on grant with no annual increase
 - d. State capital grant matched at 50% in FY 2014; 40% in FY 2015 – FY 2019
7. Local Subsidy:
 - a. No increase in FY 2014
 - b. 5% increase in FY 2015
 - c. 3% increase in FY 2016 – FY 2019

FY14 Six Year Financial Forecast

| Description | FY13 | FY14 | FY15 | FY16 | FY17 | FY18 | FY19 | Comments |
|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--|
| Number of Trains | 32 | 32 | 34 | 34 | 34 | 34 | 34 | |
| Manassas Line | 18 | 18 | 18 | 18 | 18 | 18 | 18 | |
| Fredericksburg Line | 14 | 14 | 16 | 16 | 16 | 16 | 16 | Add Fred train in FY15 |
| Average Daily Ridership | 19,000 | 20,100 | 20,900 | 21,100 | 21,200 | 21,300 | 21,400 | |
| Average Fare Price | 7.29 | 7.25 | 7.25 | 7.62 | 7.62 | 8.00 | 8.00 | 4% - FY14; 5% - FY16, FY18 |
| Potential Operating Ratio | 54% | 54% | 51% | 53% | 52% | 53% | 52% | |
| <u>Use of Funds for Operations</u> | | | | | | | | |
| Net Operating Expenses | 18,650,385 | 19,575,197 | 21,449,310 | 21,654,566 | 21,757,194 | 21,859,823 | 21,962,451 | Based on annual revenue increase |
| Budgeted Operating Reserves | 1,510,370 | 769,369 | 878,777 | 218,626 | 207,617 | 214,294 | 221,221 | 33% for FY14; 17% reserve for FY15 - FY19 |
| Insurance | 4,100,000 | 4,400,000 | 4,550,000 | 4,700,000 | 4,850,000 | 5,000,000 | 5,000,000 | |
| Amtrak (2) | 4,097,000 | 4,459,000 | 5,446,950 | 5,719,298 | 6,005,262 | 6,305,525 | 6,620,802 | |
| Keolis (3) | 18,008,591 | 19,040,448 | 20,736,662 | 21,358,761 | 21,999,524 | 22,659,510 | 23,339,295 | |
| Fuel (4) | 5,550,000 | 5,600,000 | 6,211,000 | 6,397,330 | 6,589,250 | 6,786,927 | 6,990,535 | |
| Track Lease Expense (5) | 14,000,000 | 14,400,000 | 15,800,000 | 16,430,000 | 17,090,000 | 17,770,000 | 18,480,000 | |
| Debt Service | 13,898,215 | 13,594,559 | 6,687,228 | 6,687,228 | 6,687,228 | 6,687,228 | 6,687,228 | |
| Total Operating Costs | 79,814,560 | 81,838,573 | 81,759,926 | 83,165,808 | 85,186,075 | 87,283,307 | 89,301,531 | |
| <u>Sources of Funds For Operations</u> | | | | | | | | |
| | | 5.8% | 4.0% | 1.0% | 0.5% | 0.5% | 0.5% | Annual ridership increase |
| Fare Revenue | 34,500,000 | 36,600,000 | 37,900,000 | 40,200,000 | 40,400,000 | 42,600,000 | 42,800,000 | |
| Interest Income | 60,300 | 15,300 | 15,300 | 15,300 | 15,300 | 15,300 | 15,300 | |
| Other Income | 126,000 | 441,000 | 126,000 | 126,000 | 126,000 | 126,000 | 126,000 | |
| Other Revenue | | | | | | | | |
| State Operating Grant | 6,125,013 | 7,200,000 | 7,416,000 | 7,638,480 | 7,867,634 | 8,103,663 | 8,346,773 | |
| State Capital Grant | 5,585,212 | 6,631,344 | 4,504,396 | 1,787,864 | 1,836,664 | 1,887,064 | 1,939,064 | Includes debt service and soft capital revenue |
| Federal Grants: | | | | | | | | |
| Track Access Lease Funding | 11,200,000 | 9,360,000 | 10,270,000 | 10,679,500 | 11,108,500 | 11,550,500 | 12,012,000 | Formerly Equity Bonus |
| Federal Operating Funds (Debt service & loans) | 5,446,636 | 5,261,429 | 5,261,429 | 5,261,429 | 5,261,429 | 5,261,429 | 5,261,429 | |
| Other Federal Revenues | 962,400 | 816,000 | 807,840 | 799,762 | 791,764 | 783,846 | 776,008 | 1% annual decrease |
| Total Operating Revenues | 64,005,562 | 66,325,073 | 66,300,965 | 66,508,334 | 67,407,291 | 70,327,802 | 71,276,574 | |
| Surplus/(Deficit) for Operations | (15,808,999) | (15,513,500) | (15,458,961) | (16,657,474) | (17,778,785) | (16,955,505) | (18,024,958) | |
| Local Subsidy | 16,428,800 | 16,428,800 | 17,250,240 | 17,813,927 | 18,396,032 | 18,997,159 | 19,617,929 | 5% FY15; 3% FY16 - FY19 |
| Net subsidy available for capital match | 619,801 | 915,300 | 1,791,280 | 1,156,452 | 617,248 | 2,041,654 | 1,592,972 | |
| <u>Use of Funds for Capital Program (1)</u> | | | | | | | | |
| Capital Cost Base Program | 8,888,000 | 11,153,000 | 12,743,000 | 12,863,000 | 11,443,000 | 13,783,000 | 8,993,000 | |
| Total Capital Program Costs | 8,888,000 | 11,153,000 | 12,743,000 | 12,863,000 | 11,443,000 | 13,783,000 | 8,993,000 | |
| <u>Sources of Funds for Capital Program</u> | | | | | | | | |
| Federal Grants: | | | | | | | | |
| Federal funding - 80% of base program | 7,110,400 | 8,922,400 | 10,194,400 | 10,290,400 | 9,154,400 | 11,026,400 | 7,194,400 | |
| Federal funding - Access Fees | 80% | 65% | 65% | 65% | 65% | 65% | 65% | |
| Matching Funds | | | | | | | | |
| State Capital Grants - non-federal costs | 1,157,800 | 1,315,300 | 1,019,440 | 1,029,040 | 915,440 | 1,102,640 | 719,440 | |
| Local/Other Funds | | | | | | | | |
| Net local subsidy available for capital match | 619,800 | 915,300 | 1,791,280 | 1,156,452 | 617,248 | 2,041,654 | 1,592,972 | |
| Total Sources of Funding for Capital Program | 8,888,001 | 11,153,001 | 13,005,120 | 12,475,893 | 10,687,088 | 14,170,695 | 9,506,812 | |
| Add'l funds required to fund Operations and Capital: | | | | | | | | |
| Additional required for operations/base program | 0 | (0) | 262,120 | (387,108) | (755,912) | 387,694 | 513,812 | |
| Cumulative Total to Fully Fund Ops and Cap | 0 | (0) | 262,120 | (124,988) | (880,900) | (493,206) | 20,606 | |

(1) Note: "Capital Program" does not include leases, debt service, administrative costs and other operating costs.

(2) Increase based on 5% (AAR)

(3) Increase based on 3% (CPI) + additional engineers/train crew

(4) Increase based on 3% + additional trains

(5) Increase based on 4% per year + add'l track lease costs per train per line

VIRGINIA RAILWAY EXPRESS
REVISED
FISCAL YEAR 2013
BUDGET

DECEMBER 21, 2012

REVISED BUDGET ASSUMPTIONS FOR FY 2013

☐ Revenue

- The state operating grant is increased by \$3.2M to reflect the higher grant award. State match grants for operating and debt service increased by \$340k.
- Federal grant funding for access fees decreased by \$1.6M, and state funding increased by \$1M, for a net decrease of \$560k.
- VRE's allocation of federal formula funds decreased by \$120k
- Fare revenue decreased by \$500k to a total of \$34.0M based on current ridership trends

☐ Expenses

- Train operations expenses increased to accommodate lengthening of two train consists (\$240k)
- Repairs and Maintenance – Rolling Stock/Locomotives increased by \$1.3M due to:
 - Installation of anti-slip flooring in the Gallery IV railcars (\$950k)
 - Sand trailers (\$110k)
 - Off-set brake heads with tooling and equipment for process improvements and reduced maintenance cycle times (\$240k)
- Professional services increased by \$150k for preparation of System Plan
- Debt service expenses increased by \$252k for prepayment of condo loan for VRE office headquarters in the amount of \$300k, net of principal and interest costs budgeted for remainder of year
- Increased operating reserve due to additional expenditures (\$865k)

☐ Capital Program

- Shifted funding of \$2.8M to Positive Train Control (PTC) project (federal, state, and local funding); funding for fare collection upgrade, mid-day storage and heavy maintenance repair facility deferred until future years.
- Added funding for the Spotsylvania platform in the amount of \$3.4M (state and Spotsylvania County funding)
- Added additional funding for the Spotsylvania third track and crossover construction project in the amount of \$15.1M (federal, state, and CSX funding) based on the state's FY 2013 SYIP
- Added additional funding for the purchase of replacement railcars for \$2.9M (state and capital reserve funding) based on Operations Board action in January 2012
- Added \$180k for Crossroads pit covers and fall protection, carried over from prior year

❑ Use of FY 2012 Surplus

The surplus from FY 2012 operations was \$3.1M, primarily from higher than budgeted fare revenue and the use of prior year grant funds. The following uses are recommended for this surplus:

- \$275k for one-time expenses in the FY 2014 budget
- \$252k for the prepayment of the condo loan for VRE headquarters in FY 2013
- \$290k for reserve for match to PTC project in FY 2013 amended budget, if state funding not provided
- Remaining amount of \$2.25M added to the capital reserve for future projects, based on Operations Board priorities

VRE Fiscal Year 2013 Amended Budget

| | FY 2012 Budget | FY 2013 Proposed | Changes |
|--|---------------------------|-----------------------------|-------------------|
| Revenue: | | | |
| VRE - Non-Departmental | | | |
| Fare Revenue | 34,500,000 | 34,000,000 | (500,000) |
| Miscellaneous Revenue | 126,000 | 126,000 | - |
| Appropriation from Reserve | - | - | - |
| Jurisdictional Revenue | 16,428,799 | 16,428,799 | - |
| Other Revenue/Capital Reserve | - | 6,173,828 | 6,173,828 |
| Federal Grants - Operations and Debt | 17,609,036 | 15,712,065 | (1,896,971) |
| State Grants - Operations and Debt | 11,710,226 | 16,215,514 | 4,505,288 |
| Federal Grants - Capital Program | 7,110,400 | 7,474,500 | 364,100 |
| State Grants - Capital Program | 1,157,800 | 17,007,410 | 15,849,610 |
| Interest Income | 60,300 | 60,300 | - |
| Total Revenue | 88,702,561 | 113,198,416 | 24,495,855 |
| Expenditures: | | | |
| VRE - Non-Departmental | | | |
| Liability Insurance | 4,100,000 | 4,100,000 | - |
| Operating Reserve/Contingency | 2,283,645 | 3,149,079 | 865,434 |
| Other | - | - | - |
| VRE-Financing-Administration Fees | - | - | - |
| Total VRE - Non-Departmental | 6,383,645 | 7,249,079 | 865,434 |
| Executive Mgmt and Planning | | | |
| Salaries/Fringes | 496,689 | 496,689 | - |
| Travel/Training/Employee Expenses | 19,000 | 19,000 | - |
| Board Member Expenses | 3,000 | 3,000 | - |
| Legal/Audit | 75,000 | 75,000 | - |
| Consulting/Professional/Other | 38,000 | 188,000 | 150,000 |
| Total Executive Mgmt and Planning | 631,689 | 781,689 | 150,000 |
| Passenger Support Services | | | |
| Salaries/Fringes | 436,869 | 436,869 | - |
| Travel/Training/Employee Expenses | 13,200 | 13,200 | - |
| Communication/Other | 232,500 | 232,500 | - |
| Office Administration Expenses | 64,000 | 64,000 | - |
| Total Passenger Support Services | 746,569 | 746,569 | - |
| Public Affairs/Marketing | | | |
| Salaries/Fringes | 295,310 | 295,310 | - |
| Travel/Training/Employee Expenses | 11,950 | 11,950 | - |
| Production/Media/Promotion/Other | 453,675 | 453,675 | - |
| Special Events/Other | 15,500 | 15,500 | - |
| Total Public Affairs/Marketing | 776,435 | 776,435 | - |
| Planning | | | |
| Salaries/Fringes | 252,317 | 252,317 | - |
| Travel/Training/Employee Expenses | 15,300 | 15,300 | - |
| Professional Services | 341,800 | 341,800 | - |
| Ticket Stock/R&M Fare Collection | 665,000 | 665,000 | - |
| Total Planning | 1,274,417 | 1,274,417 | - |
| Customer Communications | | | |
| Salaries/Fringes | 466,194 | 466,194 | - |
| Travel/Training/Employee Expenses | 12,000 | 12,000 | - |
| Printing/Admin/Other | 295,000 | 295,000 | - |
| Total Customer Communications | 773,194 | 773,194 | - |
| Budget and Finance | | | |
| Salaries/Fringes | 681,979 | 681,979 | - |
| Travel/Training/Employee Expenses | 9,000 | 9,000 | - |
| Audit/Maint Service Agreements | 152,500 | 152,500 | - |
| Retail Sales/TLC Commissions | 1,845,000 | 1,845,000 | - |
| Bank Discounts/Other | 272,500 | 272,500 | - |
| Total Budget and Finance | 2,960,979 | 2,960,979 | - |
| Communication and Info Tech | | | |
| Salaries/Fringes | 207,057 | 207,057 | - |
| Travel/Training/Employee Expenses | 18,500 | 68,500 | 50,000 |
| Computer Equipment/Software | 525,000 | 525,000 | - |
| Communications | 350,000 | 450,000 | 100,000 |
| Repairs and Maintenance - Fare Collection/Trip One | 20,000 | 20,000 | - |
| Total Communication and Info Tech | 1,120,557 | 1,270,557 | 150,000 |

VRE Fiscal Year 2013 Amended Budget

| | FY 2012 Budget | FY 2013 Proposed | Changes |
|---|---------------------------|-----------------------------|-------------------|
| Construction and Cap Proj | | | |
| Salaries/Fringes | 601,252 | 601,252 | - |
| Travel/Training/Employee Expenses | 26,000 | 26,000 | - |
| Other Professional Services/Other Expenses | 151,000 | 151,000 | - |
| Total Construction and Cap Proj | 778,252 | 778,252 | - |
| Facilities Maintenance/Operations & Safety | | | |
| Salaries/Fringes | 232,303 | 232,303 | - |
| Travel/Training/Employee Expenses | 6,700 | 6,700 | - |
| Vehicle/Office/Other Professional Service | 77,000 | 77,000 | - |
| Station Electricity/Utilities/Taxes | 577,000 | 577,000 | - |
| Materials and Supplies - Stations | 15,000 | 15,000 | - |
| Repairs and Maintenance - Stations/Parking/Yards | 2,820,000 | 2,800,000 | (20,000) |
| Station/Yard Security/Other | 285,000 | 285,000 | - |
| Total Facilities Maint/Operations and Safety | 4,013,003 | 3,993,003 | (20,000) |
| Purchasing and Contract Admin | | | |
| Salaries/Fringes | 291,534 | 291,534 | - |
| Travel/Training/Employee Expenses | 2,500 | 2,500 | - |
| Total Purchasing and Contract Admin | 294,034 | 294,034 | (40,000) |
| Equipment Operations | | | |
| Salaries/Fringes | 393,982 | 393,982 | - |
| Travel/Training/Employee Expenses | 38,000 | 38,000 | - |
| Consulting/Admin/Warehouse Management | 325,000 | 325,000 | - |
| Equipment/Warehouse Leases | - | - | - |
| Utilities | 1,092,000 | 1,092,000 | - |
| Diesel Fuel | 5,550,000 | 5,600,000 | 50,000 |
| Repairs and Maintenance - Rolling Stock | 2,395,000 | 3,695,000 | 1,300,000 |
| Warehouse Management | - | - | - |
| Total Equipment Operations | 9,793,982 | 11,143,982 | 1,350,000 |
| PRTC | | | |
| Professional Services | 144,000 | 144,000 | - |
| Total PRTC | 144,000 | 144,000 | - |
| NVTC | | | |
| Professional Services | 70,000 | 70,000 | - |
| Total NVTC | 70,000 | 70,000 | - |
| Keolis | | | |
| Contract Operations and Maintenance | 18,008,591 | 18,248,591 | 240,000 |
| Total Keolis | 18,008,591 | 18,248,591 | 240,000 |
| Amtrak | | | |
| Contract Operations and Maintenance | 4,097,000 | 4,097,000 | - |
| Total Amtrak | 4,097,000 | 4,097,000 | - |
| Amtrak Access Fees | | | |
| Access Fees | 5,640,000 | 5,410,263 | (229,737) |
| Total Amtrak Access Fees | 5,640,000 | 5,410,263 | (229,737) |
| Norfolk Southern | | | |
| Access Fees | 2,370,000 | 2,370,000 | - |
| Contract Operations and Maintenance | 580,000 | 580,000 | - |
| Total Norfolk Southern | 2,950,000 | 2,950,000 | - |
| CSXT | | | |
| Access Fees | 4,960,000 | 4,960,000 | - |
| Contract Operations and Maintenance | 450,000 | 450,000 | - |
| Total CSXT | 5,410,000 | 5,410,000 | - |
| CIP Expenditures | | | |
| CIP Expenditures | 8,888,000 | 30,825,805 | 21,937,805 |
| Total CIP Expenditures | 8,888,000 | 30,825,805 | 21,937,805 |
| CIP VRE - Non-Departmental | | | |
| Debt Service/Allow for Doubtful Accts | 13,948,215 | 14,000,567 | 52,353 |
| Total CIP VRE - Non-Departmental | 13,948,215 | 14,000,567 | 52,353 |
| Total Expenditures | 88,702,561 | 113,198,415 | 24,495,854 |

Extension of the Norfolk Southern Operating Access Agreement.

The VRE Operations Board recommends approval of Resolution #2206. This resolution extends the current VRE operating access agreement with Norfolk Southern through July 31, 2013.

VRE staff expects this to be the last extension before a revised agreement is presented for commission approval.



RESOLUTION #2206

SUBJECT: Extension of the Norfolk Southern Operating Access Agreement.

WHEREAS: The commissions currently have an Operating/Access Agreement with Norfolk Southern dated as of May 5, 2000, related to VRE operations in the Manassas to Washington, D.C. corridor;

WHEREAS: This agreement, following several extensions, will expire January 31, 2013;

WHEREAS: Staff has reached an agreement in principle on the majority of substantive items relating to a new agreement following detailed negotiation sessions with Norfolk Southern representatives;

WHEREAS: The VRE Operations Board recommends extending the existing new agreement to July 31, 2013 to allow time to conclude negotiations and finalize a new agreement; and

WHEREAS: Necessary funding has been incorporated into the FY 2013 and FY 2014 budgets to allow VRE to continue its operations over Norfolk Southern tracks via this contract extension.

NOW, THEREFORE BE IT RESOLVED that the Northern Virginia Transportation Commission authorizes the VRE Chief Executive Officer to execute an extension of the existing May 5, 2000 Amended Operating/Access Agreement with Norfolk Southern to July 31, 2013.

Approved this 3rd day of January, 2013.

Chairman

Secretary-Treasurer

AGENDA ITEM 8-B
ACTION ITEM

TO: CHAIRMAN COVINGTON AND THE VRE OPERATIONS BOARD

FROM: DOUG ALLEN

DATE: DECEMBER 21, 2012

SUBJECT: AUTHORIZATION TO EXTEND AMENDED OPERATING/ACCESS AGREEMENT WITH NORFOLK SOUTHERN

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to execute an extension of the existing Amended Operating/Access Agreement with Norfolk Southern to July 31, 2013.

BACKGROUND:

VRE has an Operating/Access Agreement with Norfolk Southern (NS) relating to VRE operations in the Manassas to Washington corridor. That agreement, dated as of May 5, 2000, has been amended and extended several times, most recently this past June, with an agreed upon extension to January 31, 2013. A further extension is being requested at this time to provide sufficient time to complete negotiations of a new agreement.

Following detailed negotiation sessions with Norfolk Southern representatives, an agreement in principle was reached. Most notably, agreement was reached on liability coverage with the limit remaining unchanged at \$250 million. Work is currently underway to conclude discussions on a few outstanding issues and to produce a final draft. VRE staff expects this to be the last extension.

FISCAL IMPACT:

Funding for the Norfolk Southern track access fee has been budgeted in the FY 2013 and FY 2014 budgets, including an escalation of 4%.

Public Access Across the Rippon VRE Station.

The VRE Operations Board recommends approval of Resolution #2207. This resolution approves agreements with Prince William County and CSXT permitting public access across the Rippon VRE station for the purpose of reaching the Featherstone National Wildlife Refuge.

As explained in the attached memo, the commissions would grant the access in return for Prince William County providing liability insurance providing \$2 million of coverage for the commissions and CSXT. Incidents exceeding this amount would be covered under VRE's other existing insurance policies.

A developer will cover the entire cost of the station modifications needed to provide this access.

Copies of the two agreements are attached.



RESOLUTION #2207

SUBJECT: Public Access Across the Rippon VRE Station.

WHEREAS: The Featherstone National Wildlife Refuge is adjacent to the Rippon VRE station;

WHEREAS: The commissions have been asked by Prince William County to permit public access across the Rippon VRE station to reach the refuge; and

WHEREAS: It is recommended by the VRE Operations Board that the commissions grant this access in return for Prince William County providing \$2 million in liability insurance annually covering both the commissions and CSXT to cover claims arising out of the public access.

NOW, THEREFORE BE IT RESOLVED that the Northern Virginia Transportation Commission approves the agreement with Prince William County recommended by the VRE Operations Board, permitting access across the Rippon VRE station for the purpose of accessing the Featherstone National Wildlife Refuge.

BE IT FURTHER RESOLVED that NVTC approves the agreement with CSX recommended by the VRE Operations Board, permitting access across the Rippon VRE station for the purpose of accessing the Featherstone National Wildlife Refuge.

Approved this 3rd day of January, 2013.

Chairman

Secretary-Treasurer

AGENDA ITEM 8-C
ACTION ITEM

TO: CHAIRMAN COVINGTON AND THE VRE OPERATIONS BOARD

FROM: DOUG ALLEN

DATE: DECEMBER 21, 2012

**RE: AUTHORIZATION TO EXECUTE AGREEMENTS FOR PUBLIC
ACCESS ACROSS RIPPON STATION**

RECOMMENDATION

The VRE Operations Board is being asked to recommend that the Commissions approve agreements with Prince William County and CSXT, both in substantially the attached form, permitting public access across the Rippon VRE station for the purpose of accessing the Featherstone National Wildlife Refuge.

BACKGROUND:

The Featherstone National Wildlife Refuge is adjacent to the Rippon VRE station. The Commissions, through VRE, have been asked to permit public pedestrian access across the station to reach the refuge. It is recommended that the Commissions grant this access in return for Prince William County providing \$2 million in liability insurance covering both the Commissions and CSXT for claims arising out of public use of the station.

The request for coverage is based on VRE's Self Insured Retention (SIR) of \$2 million. Incidents that exceed this level are covered by a series of VRE insurance policies. Provision of liability coverage of the first \$2 million of any incident by Prince William County reduces the risk of VRE having to use the funds held in the Insurance Trust Fund for a non-commuter related incident. Prince William has included this coverage as part of their insurance program for the year beginning July 1, 2012 and has committed to providing this coverage for each year in the future, subject to the appropriation of funds. Failure to provide the insurance will result in termination of the Commissions' permission.

The Commissions are also being asked to approve an agreement with CSXT permitting the Commissions to allow this public access. CSXT has granted this approval contingent upon the Commissions including any and all claims arising out of the public use of the station for this purpose within the scope of the indemnification the Commissions already provide CSXT. The agreement with CSXT accomplishes this and the aforementioned liability insurance arrangement with Prince William County provides \$2 million in coverage for CSXT as well.

Following the execution of these agreements, VRE staff will actively pursue station modifications necessary to facilitate this access. As part of the Prince William County Rippon Center development, the developer has committed to construct a platform extension, stairs, and a ramp on the east side of the platform. VRE staff will return to the Operations Board and Commissions seeking approval of an agreement with this developer permitting construction of these modifications at no cost to VRE. VRE staff will approve the design prior to the commencement of work.

FISCAL IMPACT:

Execution of these agreements causes no funding impact to VRE.

AGREEMENT FOR THIRD PARTY USE OF VRE RIPPON STATION

This Agreement, entered into the _____ day of _____, 2012, between and among CSX Transportation, Inc., (“Railroad”), and the Northern Virginia and Potomac and Rappahannock Transportation Commissions (“Commissions”), together the owners and operators of the Virginia Railway Express (“VRE”) commuter rail service.

WITNESSETH

WHEREAS, the Commissions are the owners of the VRE commuter rail service operated on the tracks of Railroad in accordance with an Amended and Restated Operating Access Agreement dated July 1, 2011 (“Operating Access Agreement”); and

WHEREAS, in accordance with the Operating Access Agreement, the Commissions and Railroad have entered into a Station Facilities Lease Agreement dated _____ permitting the Commissions to construct and operate station facilities on Railroad’s property for purposes of providing commuter rail service; and

WHEREAS, the Station Facilities Lease Agreement provides for Railroad and the Commissions reaching agreement on use of one or more stations for purposes beyond commuter rail service by separate agreement; and

WHEREAS, the Commissions have been requested to permit third party use of the VRE station at Rippon in order to permit the public to access the Featherstone National Wildlife Refuge (“Refuge”) on the east side of the Rippon Station; and

WHEREAS, the Commissions and Railroad have agreed upon the terms and conditions under which the Commissions may permit such public use of the Rippon station as hereinafter set forth.

NOW, therefore, in consideration of the foregoing, the sufficiency of which is hereby acknowledged, Railroad and the Commissions agree as follows:

1. Railroad hereby agrees that the Commissions may permit the public to use the Rippon station to access the Refuge located east of the Rippon station, and that, subject to Railroad's approval of the design and compliance with all Railroad requirements applicable to construction of station improvements, the Commissions may permit construction of improvements to the Rippon station platform to permit pedestrian access from the east side of the platform to the adjoining property.
2. The liability provisions in Article 9 of the Operating Access Agreement shall apply to claims arising out of such use of the Rippon station. The Commissions shall indemnify Railroad and hold it harmless from any and all claims arising out of the public use of the Rippon Station for the aforesaid purpose.
3. Railroad acknowledges that the Commissions and the Board of County Supervisors of Prince William County, Virginia, have agreed that the County will provide, annually, subject to appropriation of funds, liability insurance covering all claims that may arise out of such public use of the Rippon station in the amount of two million dollars (\$2,000,000.00) each year and naming Railroad and Commissions as insureds. The County will provide the Commissions certificates

of insurance each year at the start of the year, and Commissions shall provide Railroad copies of such certificates upon its receipt thereof.

WHEREFORE, in consideration of the foregoing, Railroad and the Commissions have executed this Agreement by their duly authorized representatives, effective on the date and year aforesaid.

CSX Transportation, Inc.

Name: Steven A. Potter
Title: AVP Passenger Planning
Date:

Witness

Northern Virginia Transportation
Commission and Potomac and
Rappahannock Transportation Commission

Doug Allen
VRE Chief Executive Officer
Date:

Witness

VRE edits 9-25-12
County edits 9-26-12
VRE Edits 12-4-12
VRE edits 12-12-12

**AGREEMENT CONCERNING ACCESS ACROSS
VIRGINIA RAILWAY EXPRESS' RIPPON STATION**

THIS AGREEMENT is entered into between and among the **NORTHERN VIRGINIA TRANSPORTATION COMMISSION** ("NVTC") and the **POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION** ("PRTC"), (collectively, "the Commissions") and the **BOARD OF COUNTY SUPERVISORS OF PRINCE WILLIAM COUNTY, VIRGINIA** ("Prince William").

W I T N E S S E T H:

WHEREAS, in connection with the Rippon Center rezoning (Rez #PLN 2006-00098) and (proffer amendment #PLN2009-00022) affecting property located adjacent to the Commissions' Virginia Railway Express ("VRE") rail station at Rippon, the Rippon Center developer proffered to construct an extended platform with stairs and a ramp from the VRE Station platform east of the tracks to help facilitate pedestrian access to the Featherstone National Wildlife Refuge ("Refuge"); and

WHEREAS, the developer's obligation to construct said improvements is contingent upon the County or others obtaining all required approvals for such improvements and access; and

WHEREAS, the Commissions are the owners and operators of the VRE commuter rail service and, pursuant to a lease agreement with CSX Transportation, Inc., built, maintain and operate the VRE Rippon station; and

WHEREAS, the Commissions and CSXT must approve the proffered improvements and allow the developer and its agents to access the Commissions' leased area before such improvements can be built and used by the public to access the Refuge; and

WHEREAS, Prince William has asked the Commissions for their approval to allow the developer and its contractor to build the proposed improvements to permit pedestrian access to the VRE Rippon station to access the Refuge; and

WHEREAS, the Commissions have agreed to give such approval on the terms set forth herein, and subject to the approval of CSXT.

NOW, THEREFORE, in consideration of the mutual covenants and undertakings expressed herein, the receipt and sufficiency of which are hereby acknowledged, Prince William and the Commissions agree as follows:

1. **Insurance Coverage.** Each year in which pedestrian access to the VRE Rippon Station is permitted, Prince William will provide insurance coverage of not less than two million dollars (\$2,000,000.00) for, (1) the Northern Virginia Transportation Commission and the Potomac and Rappahannock Transportation Commission, and their respective officers and employees; and (2) CSX Transportation, Inc. ("CSXT") and their respective parents, subsidiaries, and other affiliates involved in the provision of the commuter rail service, and their respective directors, officers and employees. Prince William's Self Insurance Group will provide the first \$750,000 of coverage and Prince William's excess insurer, Genesis, and such other commercial insurer's as Prince William's Self Insurance Group may from time to time use, will provide coverage

between \$750,000 and \$2,000,000. The aforesaid insurance shall be in a form acceptable to the Commissions and CSXT.

Prince William has already put the aforesaid insurance in place for an annual policy term commencing July 1, 2012. Upon execution of this Agreement, Prince William shall provide the Commissions and CSXT certificates of insurance and copies of all applicable policies to the Commissions. Prince William hereby commits to provide the aforesaid insurance each year in the future, subject to appropriation of funds for such insurance coverage, in a form acceptable to the Commissions and CSXT. Prince William will provide certificates of insurance and copies of all applicable policies to the Commissions and CSXT at the time the insurance is renewed each year.

If Prince William does not appropriate funds for such insurance in the future, it will provide a cancellation notice to the Commissions and CSX Transportation not less than thirty (30) days prior to the expiration of the then current policy giving notice that the above referenced insurance coverage will no longer be provided. In such event, the Commissions' permission permitting public access across the VRE Rippon station shall immediately cease, and this Agreement shall terminate.

2. **Platform Extension.** In return for Prince William providing the above referenced insurance coverage, the Commissions hereby agree to permit construction of the proffered extended platform and other above described improvements by the developer or the developer's contractor, subject to the Commissions' approval of the design drawings for the improvements and execution of an agreement with the developer and or the developer's contractor for the construction of such improvements.

3. The Commissions further agree to permit the general public to use the VRE Rippon station for access to or from the Refuge. The foregoing approvals by the Commissions are subject to the approval by CSX Transportation, Inc. of both the improvements and the use of the VRE Rippon station by the public, which approval shall be evidenced by a separate agreement between the Commissions and CSXT executed prior to or contemporaneous with the execution of this Agreement. If CSX Transportation, Inc. refuses to enter into such agreement, determines that the insurance coverage provided by Prince William is insufficient, or revokes its permission for the Commissions to use the VRE Rippon station for public access to the Refuge, then this Agreement shall terminate.

4. **Notice.** All notices or communications with respect to this Agreement, shall be in writing and shall be deemed delivered upon delivery by hand, upon the next business day if sent prepaid by Federal Express (or comparable overnight delivery service), or on the third business day following mailing by U.S. Mail, certified, postage prepaid, return receipt requested, to the addresses set forth below or such other address as may be specified by delivery of prior notice by a party to the other parties.

COMMISSION: Virginia Railway Express
1500 King Street
Suite 202
Alexandria, Virginia 22314
Attention: Chief Executive Officer

CSXT: CSX Transportation, Inc.
500 Water Street
Jacksonville, Florida 32203
Attention: Risk Manager

COUNTY: County Executive
1 County Complex Court
Prince William, VA 22192

Witness the following signatures and seals:

BOARD OF COUNTY SUPERVISORS
PRINCE WILLIAM COUNTY, VIRGINIA

By: _____
Chairman

NORTHERN VIRGINIA
TRANSPORTATION COMMISSION
and

POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION

By: _____
Doug Allen
VRE Chief Executive Officer



AGENDA ITEM #5

TO: Chairman Fiset and NVTC Commissioners

FROM: Rick Taube

DATE: December 27, 2012

SUBJECT: Selection of NVTC's Representatives to the WMATA, VRE and VTA Boards of Directors and to NVTC's Executive and Legislative Committees.

The new NVTC chairman will announce NVTC nominations for the WMATA, VRE and VTA boards to be acted upon by the commission. Some of these actions may be contingent on subsequent action by local boards and councils as their nominees may not be known by January 3rd.

Resolution #2208 should be adopted.

Nominees are listed below:

WMATA Board

Principals

Hon. Catherine Hudgins

Hon. James Dyke

Alternates

Hon. Mary Hynes

Hon. William Euille

VRE Board

Principals

Hon. Sharon Bulova

Hon. John Cook

Hon. Chris Zimmerman

Hon. Paul Smedberg

Alternates

Hon. Jeff McKay

Hon. Jay Fiset

Hon. Tim Lovain

Virginia Transit Association Board of Directors

Principals

Hon. Chris Zimmerman
Hon. William Euille

Alternates

Hon. Mary Hynes
Hon. Jeff McKay

NVTC Legislative Committee

Hon. William Euille (Chairman)
Hon. Tom Rust (House of Delegates)
Hon. Mary Margaret Whipple (Senate)
Hon. Catherine Hudgins
Hon. Mary Hynes
Hon. Jeff Greenfield
Hon. Ken Reid
Hon. Dave Snyder
Hon. Kelly Burk

NVTC Executive Committee

Hon. Jeff McKay, Chairman (nominated)
Hon. Paul Smedberg, Vice Chairman (nominated)
Hon. Dave Snyder, Secretary-Treasurer (nominated)
Hon. Tom Rust, General Assembly
Hon. Catherine Hudgins, WMATA Board
Hon. Jim Dyke, WMATA Board
Hon. Mary Hynes, WMATA Board
Hon. Bill Euille, WMATA Board
Hon. Sharon Bulova, Chairman of Fairfax County Board of Supervisors
Hon. Jay Fisette, Immediate Past Chairman



AGENDA ITEM #6

TO: Chairman Fiset and NVTC Commissioners
FROM: Rick Taube
DATE: December 27, 2012
SUBJECT: Designation of NVTC Signatories and Pension Trustees

After NVTC's new Secretary-Treasurer is elected, NVTC should adopt the attached resolution #2209. The resolution will establish that the new officer is eligible to sign NVTC documents (including financial transactions) and to serve as a trustee of NVTC's Employees' Pension Trust.



RESOLUTION #2209

SUBJECT: Designation of NVTC Signatories and Pension Trustees.

WHEREAS: The Honorable _____ has been elected Secretary-Treasurer of NVTC for 2011; and

WHEREAS: NVTC desires that the person holding the office of Secretary-Treasurer be designated as an official signatory as well as a pension trustee.

NOW, THEREFORE BE IT RESOLVED that the Northern Virginia Transportation Commission hereby selects the following persons to serve as NVTC signatories (who are eligible to sign individually for any transaction of less than \$5,000 and with one other signatory for transactions of \$5,000 or greater):

Hon. _____
Richard K. Taube
Scott C. Kalkwarf

Secretary-Treasurer
Executive Director
Director of Finance and Administration

BE IT FURTHER RESOLVED that the individuals listed above shall serve as NVTC employees' pension trustees, with the addition of NVTC's Assistant Financial Officer, Colethia Quarles.

Approved this 3rd day of January, 2013.

Chairman

Secretary-Treasurer



AGENDA ITEM #7

TO: Chairman Fiset and NVTC Commissioners

FROM: Rick Taube and Mariela Garcia-Colberg

DATE: December 27, 2012

SUBJECT: Disadvantaged Business Enterprise Policy, Program and Goal

The commission is asked to adopt Resolution #2210. This resolution establishes a Disadvantaged Business Enterprise (DBE) policy, program and a three-year goal for NVTC's federally funded projects. The goal is at least 10.3 percent by value of NVTC's federally funded projects to be performed by Certified Disadvantaged Business Enterprises. NVTC's subrecipients must also adhere to this policy and attempt to meet the goal. NVTC must report to the Federal Transit Administration regularly on progress in achieving this goal.

In the recent past, PRTC established the goal for itself, NVTC and VRE and processed the mandatory reports. FTA now requires NVTC to establish its own goal and report individually. NVTC established such a policy, program and goal earlier in 2012 but FTA has asked for revisions. NVTC's revised policy, program and goal must be available to the public for 45 days for comment before NVTC acts to approve them in final form. Accordingly, the resolution authorizes staff to advertise the proposed policy, program and goal for public comment with the expectation that final action will occur at NVTC's March 7, 2013 meeting.



RESOLUTION #2210

SUBJECT: Disadvantaged Business Enterprise Policy, Program and Goal.

WHEREAS: The Federal Transit Administration (FTA) requires grant recipients to adopt a policy, program and goal for awarding contracts to certified Disadvantaged Business Enterprises (DBE); and

WHEREAS: NVTC has relied on PRTC to adopt such policies, program and goals and file mandatory reports on behalf of NVTC (and VRE), but now FTA is requiring NVTC to adopt its own policy, program and goal.

NOW, THEREFORE BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes its staff to publish immediately the proposed policy, program and goal of at least 10.3 percent of its federally funded contract value to be awarded to DBE's for the three-year period of FY 2012-2014. Staff is also authorized to seek public comment prior to March 7, 2013 with the final proposed policy, program and goal, reflecting public comment, to be brought to NVTC for action on that date.

Approved this 3rd day of January, 2013.

Chairman

Secretary-Treasurer



DISADVANTAGED BUSINESS ENTERPRISE POLICY, PROGRAM AND GOAL

December 12, 2012

Policy Statement

The Northern Virginia Transportation Commission (NVTC) (hereinafter called the commission) has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. The commission has received federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the commission has signed assurances that NVTC will comply with 49 CFR Part 26.

It is the policy of the commission to ensure that DBE's, as defined in §26.5, have an equal opportunity to receive and participate in DOT-assisted contracts. It is also NVTC's policy:

- ◆ To ensure nondiscrimination in the award and administration of DOT-assisted contracts;
- ◆ To create a level playing field on which DBE's can compete fairly for DOT-assisted contracts;
- ◆ To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- ◆ To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBE's;
- ◆ To help remove barriers to the participation of DBE's in DOT assisted contracts; and
- ◆ To assist the development of firms that can compete successfully in the market place outside the DBE Program.

Mariela Garcia-Colberg, NVTC's Transportation Projects and Grants Specialist, has been delegated as the DBE Liaison Officer. In that capacity, she is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the commission in its financial assistance agreements with the Department of Transportation.

NVTC's staff has disseminated this policy statement to its Commissioners and all the components of their organization. Staff has distributed and will continue to distribute this statement to DBE and non-DBE business communities that perform work for NVTC on DOT-assisted contracts.

Objectives

1. Appoint a DBE liaison officer, who shall have direct, independent access to NVTC's Executive Director concerning DBE program matters. The liaison officer shall be responsible for implementing all aspects of NVTC's DBE program. NVTC's DBE liaison officer is Mariela Garcia-Colberg.
2. Thoroughly investigate the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in NVTC's community and make reasonable efforts to use these institutions. NVTC will also encourage its prime contractors to use such institutions.
3. The DBE liaison officer, together with NVTC's director of finance, will create and establish prompt payment mechanisms for all contractors and subcontractors and provide appropriate means to enforce the requirements of these mechanisms.

- These shall be included in all of NVTC's Requests for Proposals, Invitations for Bid and resulting project contracts.
4. NVTC's DBE program will include a monitoring and enforcement mechanism to ensure that work committed to DBEs at contract award or subsequently (*e.g.*, as the result of modification to the contract) is actually performed by the DBEs to which the work was committed. This mechanism will include a written certification that NVTC has reviewed contracting records and monitored work sites in its district for this purpose. This monitoring will be conducted as part of the close-out reviews for a contract.
 5. The monitoring and enforcement mechanism will provide for a running tally of actual DBE attainments (*i.e.*, payments actually made to DBE firms), including a means of comparing these attainments to commitments.
 6. In order to foster small business participation, NVTC will include an element to structure contracting requirements to facilitate competition by small business concerns, taking all reasonable steps to eliminate obstacles to their participation, including unnecessary and unjustified bundling of contract requirements that may preclude small business participation in procurements as prime contractors or subcontractors.
 7. NVTC will incorporate all of the DBE program objectives in its agreements with subrecipients. NVTC will monitor the performance of these subrecipients and will implement appropriate mechanisms to ensure compliance with the DBE program requirements.
 8. In the event that a subrecipient fails to comply with DBE program requirements, NVTC may terminate the subrecipient's agreement for default. Termination shall be effective by serving a notice of termination on the subrecipient setting forth the manner in which the subrecipient is in default.

Applicability

NVTC is the recipient of federal transit funds authorized by Titles I, III, V and VI of ISTEA, Pub. L. 102-240 or by federal transit laws in Title 49, U.S. Code, or Titles I, II, and V of the Teas-21, Pub. L 105-178.

Definitions of Terms

The terms used in this program have the meanings defined in 49 CFR §26.5.

Goal

As calculated below in Attachment 4, NVTC's goal is 10.3 percent of the value of the commission's federally funded contracts or \$1,689,200 of an anticipated \$16.4 million in contract value during 2012 through 2014.

Executive Director's Commitment to the Disadvantaged Business Enterprise Policy, Program and Goal

I, Richard K. Taube, Executive Director of the Northern Virginia Transportation Commission, will take Affirmative Action to ensure that Disadvantaged Business Enterprises shall have maximum practical opportunity to participate in the performance of the contracts financed in whole or in part with funds derived from the Federal Transit Administration.

I will direct the NVTC staff to provide for the maximum utilization of Disadvantaged Business Enterprises including financial institutions, and to use all practical means to ensure that Disadvantaged Business Enterprises have the maximum practical opportunity to compete for contract and subcontract work let by the commission.

In keeping with this commitment it is my pledge to work toward achieving the following DBE goals for the award of FTA-assisted contracts, excluding vehicle procurements. The goal for utilization of the DBE's shall be **10.3%** of the construction, supply and consultant contract dollar amounts.



Date 12/12/2012

Richard K. Taube, Executive Director
Northern Virginia Transportation Commission

Program

1. Nondiscrimination

The commission will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, gender, national origin or ethnicity.

In administering its DBE program, the commission will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, gender, national origin or ethnicity.

2. Record Keeping Requirements

Uniform Report of DBE Awards or Commitments and Payments

NVTC will report DBE participation to the FTA using the Uniform Report of DBE Awards or Commitments and Payments, found in Appendix B to the DBE regulation.

DBE directory

NVTC will create a DBE directory, consisting of information about all DBEs that bid or quote on DOT-assisted contracts. The purpose of this requirement is to allow use of the bidders' list approach to calculating overall goals. The DBE directory will include the name, address, DBE status, expertise and place of DBE certification of firms. NVTC will collect this information by requiring prime bidders to report the names/addresses, and possibly other information, of all DBE firms who quote to them on subcontracts; and by including notices in all of NVTC's solicitations. (NVTC's current directory/bidders' list is attached. See attachment 2.)

3. Assurances

The commission has signed the following assurances, applicable to all DOT-assisted contracts and their administration.

Federal Financial Assistance Agreement Assurance

The commission shall not discriminate on the basis of race, color, sex, gender, national origin or ethnicity in the award and performance of any DOT-assisted contract or in the administration of its DBE Program or the requirements of 49 CFR Part 26. The commission shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The commission's DBE Program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this

agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the commission of its failure to carry out its approved program, the Department may impose sanctions as provided for under §26.101 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

This language will also appear in NVTC's agreements with sub-recipients.

Contract Assurance

The commission will ensure that the following clause is placed in every DOT-assisted contract and subcontract:

The contractor, sub-recipient or subcontractor shall not discriminate on the basis of race, color, sex, gender, national origin or ethnicity in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the commission deems appropriate.

4. DBE Program Updates

The commission will continue to carry out this program until all funds from DOT financial assistance have been expended. The commission will provide to DOT updates representing significant changes in the program.

5. DBE Liaison Officer (DBELO) and Reconsideration Official

The commission has designated the following individual as its DBE Liaison Officer:

Mariela Garcia-Colberg
NVTC
2300 Wilson Boulevard, Suite 620
Arlington, VA 22201
(703) 524-3322
mariela@nvtcdc.org

In that capacity, Ms. Garcia-Colberg is responsible for implementing all aspects of the DBE program and ensuring that the commission will comply with all provisions of 49 CFR Part 26. Ms. Garcia-Colberg has direct, independent access to the Executive Director concerning DBE program matters.

Ms. Garcia-Colberg is responsible for developing, implementing and monitoring the DBE program, in coordination with other appropriate officials. Duties and responsibilities include the following:

- ◆ Gathers and reports statistical data and other information as required by DOT.

- ◆ Reviews third party contracts and purchase requisitions for compliance with this program.
- ◆ Ensures that bid notices and requests for proposals are available to DBE's in a timely manner.
- ◆ Identifies contracts and procurements so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals) and monitors results.
- ◆ Analyzes the commission's progress toward goal attainment and identifies ways to improve progress.
- ◆ Participates in pre-bid meetings as needed.
- ◆ Advises the Executive Director on DBE matters and achievement.
- ◆ Participates with the legal counsel and project managers to determine contractor compliance with good faith efforts.
- ◆ Provides DBE's with information and assistance in preparing bids, obtaining bonding and insurance.
- ◆ Plans and participates in DBE training seminars.
- ◆ Provides outreach to DBE's and community organizations to advise them of opportunities.

Reconsideration Official

The commission's reconsideration official will be Mr. Richard K. Taube, Executive Director of the Northern Virginia Transportation Commission (NVTC). Mr. Taube will abide by the requirements for reconsideration as stated in §26.53(d).

6. DBE Financial Institutions

The commission has a practice of reviewing its banking needs periodically and making specific inquiries every two or three years. Because of the nature of its business, and extent of its banking needs, there are a limited number of financial institutions that can fulfill all of the commission's service requirements. It has also been determined that by using one institution at a time for such service, the commission has greater control, and productivity and economic gain are enhanced. At the present time, there is no minority or female owned and controlled financial institutions with which the commission does business.

7. Prompt Payment Mechanisms

The commission will include the following clause in each DOT-assisted prime contract:

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime contractor receives from the commission. The prime contractor agrees further to return retainage payments to each subcontractor within 30 days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time period may occur only for good cause following written approval of the commission. This clause applies to both DBE and non-DBE

subcontractors. Work may be credited toward goals only when payments are actually made to DBE's.

The commission has established the following mechanism to monitor and enforce that prompt payment and return of retainage to DBEs is in fact occurring:

NVTC will require prime contractors to maintain records and documents of payments to DBE's for three years following the performance of the contract. Any authorized representative of the commission or DOT will make these records available for inspection upon request. This reporting requirement also extends to any certified DBE subcontractor.

NVTC will require contractors to certify that such retainage fee has been returned to DBE before proceeding with the contractors final retainage payment.

NVTC will keep a running tally of actual payments to DBE firms for work committed to them at the time of contract award.

NVTC will perform interim audits of contract payments to DBE's. The audit will review payments to DBE subcontractors to ensure that the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts stated in the schedule of DBE participation.

8. Directory

The commission does not certify firms as DBE's but utilizes the Department of Transportation of the Commonwealth Virginia (VDOT) and the Virginia Department of Minority Business Enterprises (VDMBE) Certified DBE Vendor lists to determine which firms may be counted as DBE's. The directories list the firm's name, address, and phone number and the type of work the firm has been certified to perform as a DBE.

These directories are revised periodically. Because of the size of VDOT's directory, copies are not appended; however, these directories are available online at VDOT's website (www.virginiadot.org). Likewise, VDMBE's list can be found online (www.dmbe.state.va.us).

9. Overconcentration

The commission has not identified that overconcentration exists in the types of work that DBEs perform. NVTC will re-evaluate for overconcentration every two years.

10. Business Development Programs

The commission has not established a business development program. NVTC will re-evaluate the need for such a program every two years.

11. Monitoring and Enforcement Mechanisms

The commission will establish the following monitoring and enforcement mechanisms to ensure compliance with 49 CFR Part 26:

NVTC will bring to the attention of the Department of Transportation any false, fraudulent, or dishonest conduct in connection with the program, so that DOT can take the steps (e.g., referral to the Department of Justice for criminal prosecution, referral to the DOT Inspector General, action under suspension and debarment or Program Fraud and Civil Penalties rules) provided in 26.109.

NVTC will consider similar actions under its own legal authorities, including responsibility determinations in future contracts. Attachment 3 lists the regulation, provisions, and contract remedies available to us in the events of non-compliance with the DBE regulation by a participant in our procurement activities.

NVTC will also establish a monitoring and enforcement mechanism to verify that work committed to DBEs at contract award is actually performed by the DBEs. This will be accomplished by getting a certification from contractors and DBEs, and by having the subrecipients monitored the work sites and then certifying that they seen the DBE's employees performed the jobs. This monitoring will occur for each contract/project on which DBEs are participating. A written certification will be provided by the commission stating that it has reviewed contracting records and NVTC, or its subrecipients, have monitored work sites on which DBEs are performing.

NVTC will keep a running tally of actual payments to DBE firms for work committed to them at the time of contract award.

12. Fostering Small Business Participation

The commission has incorporated the following non-discriminatory element to its DBE program, in order to facilitate competition on DOT-assisted public works projects by small business concerns (both DBEs and non-DBE small businesses):

- For design-build or large contracts, require bidders to specify elements of the contract or specific subcontracts that a small business, including DBEs can perform.
- For contracts that do not have DBE goals, require the subcontractor to provide subcontracting opportunities.
- Identify other ways for small businesses, including DBEs, to compete for and to perform prime contracts.
- In order to meet the portion of the overall race-neutral goals, ensure that small businesses, including DBEs, can perform on a reasonable number of prime contracts.

Before issuing an RFP, both the commission and its subrecipients will look at the current environment of small businesses to consider whether the specific unbundling of contracts will be conducive to the present small business capabilities. Each new RFP will be dissected to ascertain whether a small business opportunity is available within its scope of work. As part of this analysis, NVTC will look at past contracts to get an idea of what

contract sizes are appropriate for small businesses.

In order to verify the business size, the commission will require that a firm and its affiliates be certified as a Small Business Enterprise (SBE) by the Commonwealth of Virginia, the State of Maryland, the District of Columbia, the federal government or any of the local jurisdictions. Proof of certification must be given to the commission. Also, staff will conduct the due diligence necessary to verify business size by going to the city, county, state or federal website and verify the business license.

In order to increase small business participation, the commission will create an outreach strategy and ensure that information about contracting opportunities reaches small businesses. NVTC foresees that such strategy could be implemented in 12 months.

13. Overall Goals

The commission Goal Setting Methodology is described extensively in Attachment 4 and it is based on the demonstrable evidence of DBE firms ready, able, and willing to participate/perform contracting opportunities derived from NVTC's DOT-assisted projects/contracts.

An important part of setting the DBE goal is public participation. NVTC must consult with minority, women's and general contractor groups, community organizations and others which could be expected to have information about DBEs.

Once staff set the proposed NVTC DBE goals and gained commissioners' provisional approval in January, 2013, the commission will publish a notice in a Northern Virginia newspaper and available minority –focused media informing the public that the proposed goal and its rationale are available for inspection during normal business hours at the commission's principal office for 30 days following the date of the notice, and informing the public that the commission will accept comments on the goals for 45 days from the date of the notice. If public comments are received, the goal must be reconsidered and reviewed by the commissioners; if not, the commissioners can adopt the goal. The commission's overall goal submission to DOT will include a summary of information and comments received during this public participation process and NVTC's responses.

The commission will submit its overall goal to DOT no later than December 12, 2012.

The commission will begin using its overall goal right away, unless it receives other instructions from DOT. NVTC's goal will remain effective for the duration of the three-year period established and approved by FTA.

14. Goal Setting and Accountability

If the awards and commitments shown on the commission Uniform Report of Awards or Commitments and Payments at the end of any fiscal year are less than the overall goal applicable to that fiscal year, NVTC will:

Analyze in detail the reason for the difference between the overall goal and the actual awards/commitments; establish specific steps and milestones to correct the problems identified in the analysis; and submit the plan to the FTA within 90 days of the end of the affected fiscal year.

15. Transit Vehicle Manufacturers

If the commission ever procures transit vehicles, it will require each transit vehicle manufacturer (TVM), as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, to certify that it has complied with the requirements of this section. Alternatively, the commission may, at its discretion and with FTA approval, establish project-specific goals for DBE participation in the procurement of transit vehicles in lieu of the TVM complying with this element of the program.

16. Breakout of Estimated Race-Neutral and Race-Conscious Participation

The commission will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. The commission uses the following race-neutral means to increase DBE participation, including but not limited to:

- ◆ Give priority to race-neutral means (including gender neutrality).
- ◆ Use outreach, technical assistance and procurement process modifications to increase opportunities for all small businesses, not just DBE's, and do not set specific goals for the use of DBE's on individual contracts.
- ◆ The commission estimates that its overall goal of **10.3%**, will be met through 6.18% race-neutral means (60%) and by 4.12% race-conscious means (40%).

17. Meeting Overall Goals - Contract Goals

The commission will use contract goals to meet any portion of the overall goal that the commission does not project being able to meet using race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of the overall goal that is not projected to be met through the use of race-neutral means.

The commission will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. The commission needs not establish a contract goal on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work, availability of DBEs to perform the particular type of work)

In the past three years NVTC reported a DBE participation of 0 percent. Because NVTC's future projects are comparable to the past ones, in order to accomplish NVTC's 10.3% goal it needs to have a percentage of the goal as a race conscious goal. NVTC believes 40% of its 10.3% goal should be met by race conscious contracting goals.

18. Good Faith Efforts

The commission treats bidder/offers' compliance with good faith effort requirements as a matter of responsiveness. Each solicitation for which a contract goal has been established will require the bidders/offers to submit the following information under sealed bid procedures, as a matter of responsiveness, or with initial proposals, under contract negotiation procedures:

- ◆ The names and addresses of DBE firms that will participate in the contract;
- ◆ A description of the work that each DBE will perform.
- ◆ The dollar amount of the participation of each DBE firm's participation.
- ◆ Written and signed documentation of commitment to use a DBE subcontractor whose participation it submits to meet a contract goal.
- ◆ Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractor's commitment; and
- ◆ If the contract goal is not met, evidence of good faith efforts.

19. Demonstration of Good Faith Efforts

The obligation of the bidder/offers is to make good faith efforts. The bidder/offers can demonstrate that it has done so either by meeting the contract goal or documenting good faith efforts.

The Contract Officer is responsible for determining whether a bidder/offers who has not met the contract goal has documented sufficient good faith efforts to be regarded as responsive pertaining to the contract.

The commission will ensure that all information is complete and accurate and adequately documents the bidder/offers's good faith efforts before NVTC commits to the performance of the contract by the bidder/offers.

20. Administrative Reconsideration

Within 30 days of being informed by the commission that a bidder/offers is not responsive because it has not documented sufficient good faith efforts, a bidder/offers may request administrative reconsideration. Bidder/offers should make this request in writing to the appropriate reconsideration official at the address provided below.

Executive Director
NVTC
2300 Wilson Boulevard, Suite 620
Arlington, VA 22201
703-524-3322
nvtc@nvtc.org

The reconsideration official will not have played any role in the original determination that the bidder/offers did not document sufficient good faith efforts.

As part of this reconsideration, the bidder/offers will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The bidder/offers will have the opportunity to

meet in person with NVTC's reconsideration official to discuss the issue of whether it met the goal or made adequate good faith efforts to do. The commission will send the bidder/offeror a written decision on reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process may not be appealed to the Department of Transportation.

21. Good Faith Efforts when a DBE is Replaced on a Contract

The commission will require a contractor to make good faith efforts to replace a DBE that is terminated or has otherwise failed to complete its work on a contract with another certified DBE, to the extent needed to meet the contract goal. The commission will require the prime contractor to notify the DBE Liaison Officer immediately of the DBE's inability or unwillingness to perform and provide reasonable documentation.

In this situation, the commission will require the prime contractor to obtain NVTC's prior approval of the substitute DBE and to provide copies of new or amended subcontracts, or documentation of good faith efforts. If the contractor fails or refuses to comply in the time specified, NVTC's contracting officer will issue an order stopping all or part of payment/work until satisfactory action has been taken. If the contractor still fails to comply, the contracting officer may issue a termination for default proceeding.

22. Sample Bid Specification

The commission will include the following specification in each DOT-assisted request for proposals or bids:

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of the commission to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit bids/proposals. Award of this contract will be conditioned upon satisfying the requirements of this bid specification.

These requirements apply to all bidders/offerors, including those who qualify as a DBE. A DBE contract goal of ___ percent has been established for this contract. The bidder/offeror shall make good faith efforts, as defined in Appendix A, 49 CFR Part 26 (Attachment 1), to meet the contract goal for DBE participation in the performance of this contract.

The bidder/offeror will be required to submit the following information: (1) the names and addresses of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the dollar amount of the participation of each DBE firm participating; (4) written documentation of the bidder/offeror's commitment to use a DBE subcontractor whose participation it submits to meet the contract goal; (5) written confirmation from the DBE that it is participating in the contract as provided in the commitment

made under (4); and (5) if the contract goal is not met, evidence of good faith efforts.

23. Counting DBE Participation

The commission will count DBE participation toward overall and contract goals as provided in 49 CFR §26.55.

24. Certification Procedures

The commission does not certify DBE's; however, the commission does recognize certification by the Virginia or Maryland Department of Transportation, WMATA, Amtrak or any other transportation or transit agency receiving federal DOT funds.

The commission will use and count for DBE credit only those DBE firms certified by Virginia, Maryland or the District of Columbia.

25. Information, Confidentiality, Cooperation

NVTC will safeguard from disclosure to third parties information that may reasonably be regarded as confidential business information, consistent with federal, state, and local law.

Notwithstanding any contrary provisions of state or local law, NVTC will not release personal financial information submitted in response to the personal net worth requirement to a third party (other than DOT) without the written consent of the submitter.

ATTACHMENTS

Attachment 1: Organizational Chart

Attachment 2: DBE Directory

Attachment 3: Monitoring and Enforcement Mechanisms/Legal Remedies

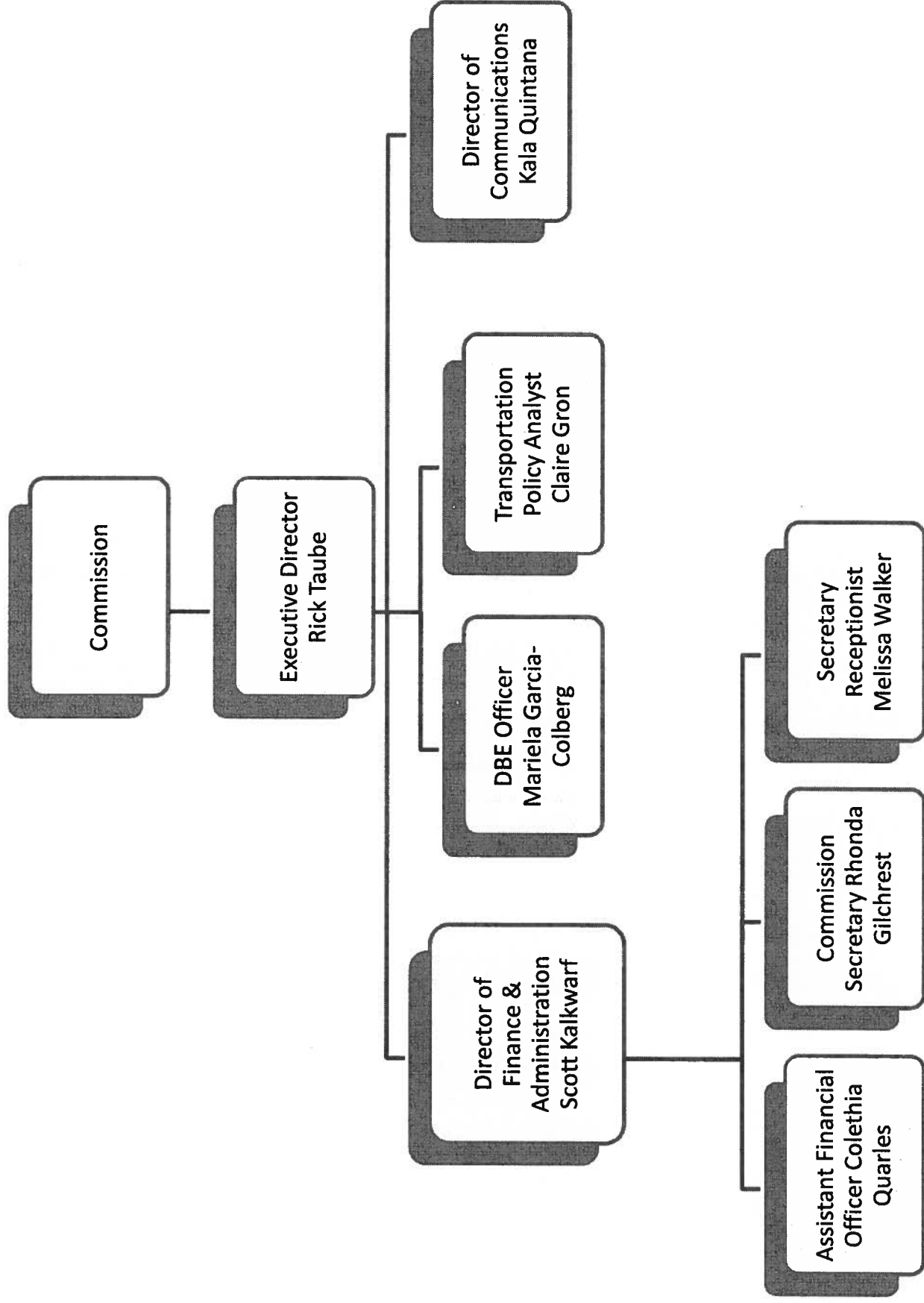
Attachment 4: Goal Setting Methodology

Attachment 5: Good Faith Efforts Forms

Attachment 6: Certification Forms

Attachment 7: DBE Regulation, 49 CFR Part 26

NVTC ORGANIZATIONAL CHART



ATTACHMENT 2

DBE DIRECTORYⁱ

| <u>Name</u> | <u>Expertise</u> | <u>Certification</u> |
|--|--------------------------------|----------------------|
| AG Samuel Group DBA Foursquare Integrated 6 Hollyberry court Rockville, Maryland (301) 774-4566 | Transportation Planning | MWAA |
| Gallop Corporation 51 Hungerford Drive Suite 612 Rockville, Md. 20850 | Traffic Engineering | Maryland |
| MCV Associates, Inc. 4605-C Pinecrest Office Park Dr. Alexandria, Va. 22312 | Environmental | Virginia |
| MZ strategies, LLC 914 North Ivy Street Arlington, VA 22201 (703) 582-7355 | Policy and Consulting | Virginia |
| Partners for Economic Solution 349 Cedar Street, NW Washington, DC 20012 | General Management | Virginia |
| Sabra, Wang and Assoc. 7055 Samuel Morse Drive Suite 100 Columbia, Md. 21046 (443) 741-3500 | Engineering | Virginia |
| Sharp and Co., Inc. 794 Nelson Street Rockville, Md. 20850 | Consulting | Maryland |

ⁱ NVTC just started its Bidders list.

ATTACHMENT 3

Monitoring and Enforcement Mechanisms / Legal Remedies

NVTC has available several remedies to enforce the DBE requirements contained in both its subrecipient agreements, and in its direct contracts including, but not limited to, the following:

Breaches and Dispute Resolution – Breach of contract might be decided by a mutually agreeable form of alternative dispute resolution, or in a court of competent jurisdiction within the Commonwealth of Virginia.

In cases of fraud, NVTC will immediately notify the federal government.

Federal Government Enforcement- the federal government may apply suspension and debarment proceedings, (49 CFR part 26), enforcement actions (49 CFR part 31) and prosecution (18 USC 1001)

Step 1. Base Figure Determination

The first step in establishing an overall DBE goal is to measure the actual availability of DBE vendors within the NVTC service area to perform the types of DOT assisted contracts that NVTC intends to let during the federal fiscal year cycle. In FFY2012, 2013 and 2014 NVTC (and its subreceptients) are expected to initiate contracts for: construction of a Falls Church intermodal transit facility; preliminary design of Alexandria Potomac Yard transit improvements including final design and construction of entrances; design of an intermodal station on Eisenhower Avenue; design, construction and project management of King Street Metrorail access improvements; and design and construction of improvements for Alexandria Transit. Firms that will be utilized include general management, planning services, engineering services, and construction.

Local Market Area

The local market area is the area wherein the substantial majority of the contractors and subcontractors are located and the area in which NVTC spends the substantial majority of its contracting dollars. For the purpose of this methodology, NVTC will consider the relevant market area to be the cities of Alexandria, Fairfax, Falls Church; the counties of Arlington, Fairfax, Loudoun; and the District of Columbia.

Available Firms in Local Market Area by North America Industry Classification Code (NAICS)

The total number of all contractors and subcontractors located in the NVTC local market area that would be available for DOT assisted projects, were extracted from the 2010 NAICS County Business Patterns compiled by the US Census.

TABLE 1 - Total Available Firms

| Jurisdiction | NAICS CODE 23 Construction | NAICS CODE 541330 Engineering | NAICS CODE 541611 General management/ Planning | NAICS CODE 541620 Environmental Consulting Services |
|-------------------------|-------------------------------|-------------------------------------|--|---|
| Alexandria City | 146 | 75 | 167 | 11 |
| Arlington County | 208 | 166 | 242 | 14 |
| District of Columbia | 384 | 197 | 584 | 47 |
| Fairfax City | 136 | 42 | 41 | 1 |
| Fairfax County | 2315 | 586 | 933 | 78 |
| Falls Church City | 39 | 7 | 12 | 2 |
| Loudoun County | 789 | 133 | 216 | 8 |
| TOTAL | 4017 | 1206 | 2195 | 161 |

Base Figure Formula

The regulations suggest the following formula for determining the base figure percentage of ready, willing and able DBE firms for DOT- Assisted projects.

Numerator: Ready, Willing and Able DBE Firms (by category) divided by;
Denominator: All Ready, Willing and Able Firms

The number for the numerator (the number divided) includes firms listed in DBE databases maintained by the Virginia Department of Minority Business Enterprise (DMBE), District of Columbia Department of Transportation (DDOT), the Washington Metropolitan Area Transit Authority (WMATA), and The Metropolitan Washington Airports Authority (MWAA) **SEE TABLE 2**

TABLE 2 – Certified DBE Firms

| | DDOT | MWAA | DMBE | WMATA | Total |
|--|------------|-----------|-----------|-----------|------------|
| Construction (23) | 124 | 72 | 99 | 95 | 390 |
| Engineering (541330) | 49 | 12 | 50 | 48 | 159 |
| General management/ Planning (541611) | 44 | 32 | 56 | 46 | 178 |
| Environmental Consulting (541620) | 5 | 3 | 7 | 8 | 23 |

The number for the denominator was extracted from the NAICS listing for the local market area, as referenced in **Table 1**.

The Base Goal calculation is $750/7579 = 9.9\%$

However, NVTC will now weight its base goal to make the figure more accurate. As shown in Table 3, we determined how many projects we will have for each of the NAICS industry codes.

TABLE 3 -RELATIVE AVAILABILITY OF DBE's

| NAICS Code | Industry | Work item | #of DBE firms | # of All Firms |
|------------------------|----------|--|---------------|----------------|
| 23 Construction | | Eisenhower Avenue Bus Loops – construction terminal | 390 | 4017 |
| | | BRT Potomac Yards- construction of stations | | |
| | | Falls Church Intermodal Transit Facility-construction of transit plaza | | |

| | | | | |
|--|------|--|------------|-------------|
| | | Alexandria Transit Services Improvement – construction of walkways, bus shelters/ rehabilitation Alexandria Eisenhower Ave Busloops construction terminal/intermodal King Street Access improvement construction | | |
| 541330 Engineering | - | Eisenhower Avenue Bus Loops – preliminary engineering and final design Arlington/ Crystal City Potomac Yard Busway- final design services and engineering Alexandria Potomac Yards Busway –preliminary engineering and final design Falls Church Intermodal Transit Facility-preliminary engineering and final design Alexandria Transit Service Improvements – engineering and design. King Street Access Improvement – design BRT Potomac Yards – station design | 159 | 1206 |
| 541611 management/ planning | Gen. | Eisenhower Avenue Bus Loops –project management and administration Arlington/ Crystal City Potomac Yard Busway –project management Alexandria Potomac Yards Busway –project management Alexandria Van Dorn –Beauregard Alternative Analysis Route 7 – Alternative Analysis Project King Street Access Improvement – project management Alexandria Transit Service Improvements – project management | 178 | 2195 |
| 541620 Environmental consulting | | Alexandria Potomac Yards Metro Station- NEPA Potomac Yard Metro station Flex- environmental analysis | 23 | 161 |
| TOTAL | | | 750 | 7579 |

Using the Weighting Base Figure Worksheet Instructions (See attached excel spreadsheets) on which NVTC included all this information; NVTC established its new weighted goal as **10.3%**.

STEP 2: Adjust Base Figure

After calculating NVTC's base figure, the second step is to adjust for differences between NVTC's yearly contracting programs, if any. NVTC contracts for the next years will substantially be the same as in previous years. NVTC will be contracting with firms that perform the following services: general management, planning services, engineering services, environmental consulting services and construction.

The federal DBE regulations require that the base goal should be adjusted (again) using past participation rates of DBEs on USDOT-funded projects. NVTC looked at past participation rates and decided that reported past participation rates do not accurately reflect the use of DBE in FTA assisted contracts by either NVTC or its subrecipients. There are also no disparity studies that can be use in the calculation. Therefore, NVTC will not adjust the base figure.

Goal 10.3%

Means of Meeting Overall Goals

Based on NVTC's past experience, the 10.3% goal would be met through 6.18% race-neutral means (60%) and by 4.12% race-conscious means (40%). Race-neutral DBE participation occurs when a DBE wins a contract or subcontract that did not have contract specific goals, or when the DBE status was not considered in making the award. NVTC will meet 40% of its DBE goal by using contract goals, which is considered race-conscious means. A complete explanation of how NVTC will accomplish its DBE goal can be found in the DBE Program, Section 17.

Determine the weight of each type of work by NAICS Code:

* Enter all the FTA-assisted projects below. Project amounts should be assigned relevant NAICS Code(s).

| | NAICS Code | Project | Amount of DOT funds on project: | % of total DOT funds |
|-----|--|-----------------------|---------------------------------|----------------------|
| 2) | 541620 | all environmental | \$909,277.00 | 0.0554 |
| 3) | 23 | all contruction | \$9,238,038.00 | 0.5633 |
| 4) | 541330 | all engineering | \$2,964,651.00 | 0.1808 |
| 5) | 541611 | all gen. man/planning | \$3,286,977.00 | 0.2004 |
| 6) | | | | 0.0000 |
| 7) | | | | 0.0000 |
| 8) | | | | 0.0000 |
| 9) | | | | 0.0000 |
| 10) | | | | 0.0000 |
| | Total FTA-Assisted Contract Funds | | \$16,398,943.00 | 1 |

Determine the relative availability of DBE's by NAICS Code:

* Use DBE Directory, census data and/or a bidders list to enter the number of available DBE firms and the number of av

| | NAICS Code | Project | Number of DBEs available to perform this | Number of all firms available (including | Relative Availability |
|-----|------------------------|-----------------------|--|--|--------------------------|
| 2) | 541620 | all environmental | 23 | 161 | 0.1429 |
| 3) | 23 | all construction | 390 | 4017 | 0.0971 |
| 4) | 541330 | all engineering | 159 | 1206 | 0.1318 |
| 5) | 541611 | all gen man./planning | 178 | 2195 | 0.0811 |
| 6) | | 0 | | | |
| 7) | | 0 | | | |
| 8) | | 0 | | | |
| 9) | | 0 | | | |
| 10) | 0 | 0 | | | |
| | Combined Totals | | | 750 | 7579 |
| | | | | | 0.0990 |
| | | | | Overall availability of DBEs | |

(Weight) x (Availability) = Weighted Base Figure

| NAICS Code | Project | Weight | x | Availability | Weighted Base Figure |
|---------------------------------------|-----------------------|---------|---|-------------------------|----------------------|
| 2) 541620 | all environmental | 0.05545 | x | 0.14286 | 0.0079 |
| 3) 23 | all construction | 0.56333 | x | 0.09709 | 0.0547 |
| 4) 541330 | all engineering | 0.18078 | x | 0.13184 | 0.0238 |
| 5) 541611 | all gen. man/planning | 0.20044 | x | 0.08109 | 0.0163 |
| 6) 0 | 0 | 0.00000 | x | 0.00000 | |
| 7) 0 | 0 | 0.00000 | x | 0.00000 | |
| 8) 0 | 0 | 0.00000 | x | 0.00000 | |
| 9) 0 | 0 | 0.00000 | x | 0.00000 | |
| 10) 0 | 0 | 0.00000 | x | 0.00000 | |
| Total | | | | | 0.1027 |
| | | | | Expressed as a % (*100) | 10.27% |
| Rounded, Weighted Base Figure: | | | | | 10.3% |

ATTACHMENT 5

DEMONSTRATION OF GOOD FAITH EFFORTS – NVTC includes the following clause in all its solicitations:

DISADVANTAGED BUSINESS ENTERPRISE (DBE) AND SMALL BUSINESS PARTICIPATION: Where it is practicable for any portion of the awarded contract to be subcontracted, the contractor is encouraged to offer such business to minority, women-owned businesses and/or small businesses.

Contractor or his/her subcontractor shall not discriminate on the basis of race, color, sex, gender, national origin or ethnicity in the performance of this contract. Contractor or his/her subcontractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the contractor his/her subcontractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as NVTC deems appropriate.

Contractor will be required to submit a schedule of DBE or small businesses use on a quarterly basis. Contractor is required to maintain records and documents of payments to DBE's or small businesses for three years following the performance of the contract and will make these records available to NVTC upon request.

Contractor or its subcontractors agree to ensure that disadvantaged business enterprises as defined in 49 C.F.R. Part 26 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with federal funds provided under this agreement. In this regard, NVTC and its contractors shall take all necessary and reasonable steps in accordance with 49 C.F.R. Part 23 to ensure that disadvantaged business enterprises have the maximum opportunity to compete for and perform contracts.

Contractor, its agents, employees, assigns or successors, any persons, firms, or agency of whatever nature with whom it may contract or make agreement, in connection with this contract shall cooperate with NVTC in meeting its commitment and goals with regard to the maximum utilization of disadvantaged business enterprises. The parties to this contract shall use their best efforts to ensure that disadvantaged business enterprises shall have the maximum practicable opportunity to compete for subcontract work under this contract. Reference: Federal Regulation Sec. 49 CFR 26.49

ATTACHMENT 6

CERTIFICATION FORMS – NVTC includes the following clause in all its solicitations:

DISADVANTAGED BUSINESS ENTERPRISE (DBE) AND SMALL BUSINESS PARTICIPATION: Where it is practicable for any portion of the awarded contract to be subcontracted, the contractor is encouraged to offer such business to minority, women-owned businesses and/or small businesses.

Contractor or his/her subcontractor shall not discriminate on the basis of race, color, sex, gender, national origin or ethnicity in the performance of this contract. Contractor or his/her subcontractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the contractor his/her subcontractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as NVTC deems appropriate.

Contractor will be required to submit a schedule of DBE or small businesses use on a quarterly basis. Contractor is required to maintain records and documents of payments to DBE's or small businesses for three years following the performance of the contract and will make these records available to NVTC upon request.

Contractor or its subcontractors agree to ensure that disadvantaged business enterprises as defined in 49 C.F.R. Part 26 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with federal funds provided under this agreement. In this regard, NVTC and its contractors shall take all necessary and reasonable steps in accordance with 49 C.F.R. Part 23 to ensure that disadvantaged business enterprises have the maximum opportunity to compete for and perform contracts.

Contractor, its agents, employees, assigns or successors, any persons, firms, or agency of whatever nature with whom it may contract or make agreement, in connection with this contract shall cooperate with NVTC in meeting its commitment and goals with regard to the maximum utilization of disadvantaged business enterprises. The parties to this contract shall use their best efforts to ensure that disadvantaged business enterprises shall have the maximum practicable opportunity to compete for subcontract work under this contract. Reference: Federal Regulation Sec. 49 CFR 26.49

The commission also includes the following forms as part of the solicitation documents:

FORM 1

**DISADVANTAGED BUSINESS ENTERPRISE AND SMALL BUSINESS PARTICIPATION
STATEMENT**

The commission commits itself to an active effort to involve Disadvantaged Business Enterprises (DBE) in contracting opportunities, to increase competition, and to broaden the base of support for public transit. The commission has established a goal of 10.3% for the utilization of DBEs. To ensure that DBEs have the maximum practicable opportunity to compete for contract and subcontract work, we ask that you describe below, how your organization will assist the commission with its commitment toward achieving our 10.3% goal.

While there is no goal established for the utilization of small businesses, the commission also commits itself to involve Small Businesses (SB) in contracting opportunities. To ensure that SBs have the maximum practicable opportunity to compete for contract and subcontract work, we ask that you describe below, how your organization will assist the commission with its commitment toward SBs.

FORM 2

**SCHEDULE OF DISADVANTAGED BUSINESS ENTERPRISE (DBE) AND SMALL
BUSINESS PARTICIPATION**

DBE _____ SB _____

Name of Offeror

Project Name

Name of DBE Contractor

Address

Phone Number

Type of Product/Services Provided/SOW Tasks and Contract Items to be Provided

Projected Dates for Work Commencement/Completion

Contract Amount

The undersigned will enter into a formal agreement with the above DBE or SB Contractors for work listed in the schedule conditioned upon execution of a contract.

Offeror

Date

ATTACHMENT 7

Regulations: 49 CFR Part 26

A copy of the regulations can be found at:

http://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&tpl=/ecfrbrowse/Title49/49cfr26_main_02.tpl



AGENDA ITEM #8

TO: Chairman Fiset and NVTC Commissioners

FROM: Rick Taube, Scott Kalkwarf, Kala Quintana, Claire Gron and Mariela Garcia-Colberg

DATE: December 27, 2012

SUBJECT: Review of NVTC's 2012 Accomplishments

The attached short PowerPoint reports some of the commission's accomplishments during the past calendar year, as a prelude to consideration of NVTC's proposed work program for 2013 in the next agenda item.



NVTC'S 2012 ACCOMPLISHMENTS

--January 3, 2013--

1



- Coordinated a unified regional response to DRPT's new policies regarding NVTC's role and its Subsidy Allocation Model.
- Initiated a complex new process required by DRPT with NVTC serving as an "agent" to prepare state grant applications, invoice grants and receive and allocate state funds in separate accounts.
- Carefully monitored receipt of \$48 million of regional gas taxes, up \$4 million (9%) from the previous fiscal year.
- Very actively pursued proper allocation of gas taxes by jurisdiction with the result that \$5.3 million has been correctly reallocated to date.
- Managed \$131 million of trust fund assets per NVTC financial employee at an administrative cost of \$0.003 per dollar.
- Invoiced and/or booked \$133 million of revenue in FY 2012.
- Invoiced \$1 million of federal and state funds for projects managed by NVTC staff.
- Continued to serve as co-owner of VRE assets totaling \$377 million.
- Achieved a flawless audit for FY 2012.

2



Public Outreach and Legislative Accomplishments



- Completed a detailed state and federal legislative agenda for NVTC.
- During the 2012 General Assembly session, developed detailed information to assist legislators and jurisdiction staff in considering the proposed consolidation of NVTC into NVTA. The proposal was strongly and successfully opposed by NVTC and its jurisdictions.
- Cooperated with NVTA, NVRC and PRTC to produce a response to the Northern Virginia General Assembly delegation regarding efficiency measures and consolidation of transportation and planning agencies.
- Served as Public Information Officer for NVTA as well as NVTC, responding to public and media inquiries and actively promoting favorable coverage.
- Completed public outreach work for NVTA's TransAction 2040 plan update, saving \$250,000 in contract costs.
- Depending on the issue, worked with allies for more effective public information and legislative advocacy, including representatives of the Sierra Club, Northern Virginia Transportation Alliance, TAGS, and Coalition for Smarter Growth, among others.
- Received nearly 2.9 million requests for e-schedules and 11,593 NVTC web-site visits (up 30% since 2010).

3



Project Management Accomplishments



- Helped lead the multi-region effort to initiate a new Vanpool Incentive Program. The business plan was completed showing potential earnings of \$6 million annually to cover program expenses and provide funding for new projects. With DRPT's cooperation, sources of seed money were obtained for the profit-making project, a MOU was negotiated among the three sponsoring agencies and arrangements for temporary jurisdiction loans were agreed upon.
- NVTC managed the grant for the \$500,000 TransAction 2040 regional transportation plan update. Work was completed at the end of 2012.
- NVTC accepted the lead role in managing the \$350,000 federally funded (\$437,500 with required matching funds) project to analyze multi-modal options in the Route 7 corridor (King Street Alexandria to Tysons) with the involvement of four of NVTC's jurisdictions. A consultant was selected and work is underway.
- For Alexandria, Arlington and Falls Church, NVTC is managing ongoing federal grants with matching funds totaling over \$17 million, with another \$8.5 million pending FTA approval.
- Working closely with FTA, completed revised DBE policy, program and goal (10.3%).

4



Performance Reporting



- NVTC compiles transit performance data from each of the transit systems operating within Northern Virginia. The data are transformed into easily understood graphs, charts and tables and actively disseminated to the public including posting on NVTC's website.
- NVTC staff worked with the commission's jurisdictions to reconcile varying techniques used for federal, state and local reporting. NVTC adopted the federal standard (National Transit Database) to ensure consistent reporting by NVTC.
- The data are used to craft messages encouraging more funding for public transit, given the demonstrated benefits of such investments.
- FY 2012 ridership rose for many systems, despite the ongoing economic downturn, sharp reduction of federal tax-free commuting benefits and increased fares. VRE gained over 300,000 annual riders (up 1.2%) and its on-time performance was spectacular at an average of 95.3%. Several local bus systems showed very solid growth (e.g. Arlington's ART at 12.2%).

5



Regional Coordination



- The commission adopted a carefully negotiated resolution and obtained agreement from WMATA on the terms to be applied to Loudoun County when Silver Line service begins to operate in the county.
- Staff actively represented NVTC's transit operators on DRPT's SJR 297 stakeholder group. That study has very significant implications for the amount of state transit assistance this region may receive in the future, because DRPT proposed a complex new allocation method that is not transparent, creates uncertainty regarding state funding from year to year and may penalize Northern Virginia.
- Assisting the region in planning for the procurement of the next generation of fare collection (NEPP) to be compatible with WMATA.

6



AGENDA ITEM #9

TO: Chairman Fiset and NVTC Commissioners

FROM: Rick Taube

DATE: December 27, 2012

SUBJECT: Public Hearing on and Adoption of NVTC's 2013 Work Program and Schedule.

The attached draft work program and schedule are available on NVTC's website review by the public. Also attached is a summary list of NVTC's products and services.

Following a public hearing, the commission is asked to approve the 2013 work program and schedule with whatever revisions are appropriate based on the public's input.

NVTC 2013 Work Program List of Products/Projects

| Goal # | Products/Projects |
|---------------------------------------|--|
| 1. Policy and Advocacy | <ul style="list-style-type: none"> • Annual state and federal legislative agenda. • Provide subscription legislative tracking service to NVTC/PRTC jurisdictions/agencies. • District specific legislative maps showing transit service. • CTB pre-allocation testimony. • Messages, strategies and plans to support requests for increased funding. |
| 2. Funding | <ul style="list-style-type: none"> • Reports to MAC and NVTC on reconciliation of Department of Taxation's motor fuel tax collections (\$48 million annually.) |
| 3. Coordination | <ul style="list-style-type: none"> • Manage consultants and auditors for collection and filing of National Transit Database reports (yields at least \$6 million for WMATA annually). |
| 4. Grants/Contracts/Trust Funds | <ul style="list-style-type: none"> • Maintain and update NVTC's subsidy allocation model (up to \$150 million distributed annually). • Apply on behalf of NVTC jurisdictions, WMATA and VRE for state grants (eligibility of up to \$250 million). • Manage jurisdiction trust fund accounts (average over \$100 million). • Prepare financial statements for fiscal year independent audits of NVTC and NVTA. • Manage and close out NVTA's transportation plan update grants (TransAction 2040 Update @ \$500,000). • Maintain proper DBE goals and other federal certifications and sub-recipient agreements. • Manage federal grant funds for NVTC's jurisdictions totaling \$17 million, with another \$8.5 million pending approval. • Manage Route 7 Alternatives Analysis (\$437,500). |
| 5. WMATA and VRE | <ul style="list-style-type: none"> • Appoint WMATA and VRE Board members. • Co-own (with PRTC) VRE assets of \$377 million. |
| 6. Coordinate Regional Efforts | <ul style="list-style-type: none"> • Maintain transit performance on-line database. • Implement a Vanpool Incentive Program to promote more vanpools and significantly increase earnings from federal formula assistance. |
| 7. Public Outreach | <ul style="list-style-type: none"> • Maintain, improve and promote NVTC's website as the primary source of transit performance data for the region. • Direct public outreach for NVTA's regional transportation plan update (TransAction 2040). |
| 8. Strengthen NVTC as an Organization | <ul style="list-style-type: none"> • Involve NVTC's board members in crafting effective performance goals, including new messages to educate the public and reenergize legislative advocacy. |



NVTC'S 2013 GOALS, OBJECTIVES, WORK PROGRAM AND MEETING SCHEDULE



NVTC MISSION



To serve the public by providing a forum for elected officials to achieve an effective regional transportation network. Focusing primarily on transit, NVTC will develop strategies, identify funding sources, advocate for additional funding, prioritize allocations, oversee transit systems such as VRE and WMATA, measure and report transit performance and pursue new transit programs. NVTC will work to improve mobility, reduce traffic congestion, protect the environment and stimulate the regional economy by increasing transit and ridesharing use.



2013 GOALS AND OBJECTIVES



1. **Develop policy and advocate favorable legislation:** Increase transit ridership, obtain adequate funding and coordinate priorities.
2. **Seek and advocate funding:** Stable and reliable transit funding from federal, state and private sources.
3. **Coordinate transit service:** Understandable fares, convenient schedules, good customer service, efficient performance.
4. **Manage grants, contracts and trust funds:** Allocate costs equitably, ensure compliance and invert safely and effectively.
5. **Provide oversight for WMATA and VRE:** Reduce costs and control local subsidy growth, improve service quality, facilitate regional cooperation.
6. **Support coordinated regional efforts:** Improve air quality, conserve energy, integrate land use and transportation, promote telework.
7. **Deliver public information, marketing and customer service:** Inform transit customers, taxpayers, elected officials and the media, identify NVTC as the primary “data agency” for transit in Northern Virginia.
8. **Strengthen NVTC as an organization:** Improve internal and external communication and renew the emphasis on developing effective action plans and strategies.



2013 MEETING SCHEDULE



- First Thursday of each month (except February and August).
- No meeting in August.
- January 31st meeting in Richmond on Local Government Day at 5:30 p.m. in General Assembly Building jointly with NVTA.



2013 WORK PROGRAM



Proposed FY 2014 Administrative Budget:

\$1.213 million

Includes \$284,247 local contributions, down 8.3% since FY 2002.

Eight employees (six full-time)

Work program activities:

52 specific actions for 2013 organized by goal.



MAJOR ACTIVITIES FOR 2013



Legislative Advocacy:

- Annual state and federal NVTC legislative agenda.
- CTB pre-allocation testimony.
- District-specific legislative maps showing transit service.
- New legislative strategies and increased presence in Richmond.

Funding:

- Frequent meetings with senior auditors of the Virginia Department of Taxation (TAX) to pursue proper allocation of motor fuel tax revenues. Coordination with TAX and Department of Motor Vehicles to provide a smooth transition in July, 2013.



MAJOR ACTIVITIES FOR 2013



Coordinate Transit Service:

- Manage consultants and auditors for collection of data and submission of NTD reports yielding \$6 million annually for WMATA over and above NVTC's costs.

Grants/Contracts/Trust Funds:

- Maintain NVTC subsidy allocation model (up to \$150 million distributed annually.)
- Apply for up to \$250 million of state assistance annually.
- Manage jurisdiction trust fund accounts with balances averaging over \$100 million.
- Manage \$17 million of federal grants for local jurisdictional projects. Obtain another \$8.5 million in pending federal grants.
- Manage Phase I of Route 7 transit alternatives analysis (\$437,500).



MAJOR ACTIVITIES FOR 2013



WMATA and VRE:

- Appoint board members.
- Co-own VRE assets of \$377 million.

Coordinate Regional Efforts:

- Maintain NVTC's transit performance database on-line and work continuously with DRPT and transit providers to verify accuracy and publicize results.
- Coordinate transit studies in major corridors and publicize results.
- Implement a Vanpool Incentive Program with PRTC and GWRC to promote more vanpools and significantly increase earnings from federal formula assistance.



MAJOR ACTIVITIES FOR 2013



Public Outreach:

- Maintain, improve and promote NVTC's website as the primary source of transit information in the region.

Strengthen NVTC:

- Involve NVTC board members in crafting effective performance goals, including new messages to educate the public and reenergize legislative advocacy.
- Produce an effective plan to improve internal and external communications.



NVTC'S 2013 GOALS, OBJECTIVES AND WORK PROGRAM

--DRAFT: November 13, 2013--



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2013 NVTC Meeting Schedule

[Meetings start at 8:00 P.M.]

| <u>MONTH</u> | <u>DATE</u> | <u>AGENDA</u> |
|--------------|-------------|--|
| January | 3 | Elect officers. Select WMATA and VRE Board members, VTA representatives and NVTC Legislative Committee members. Approve FY 2014 VRE budget. Approve NVTC FY 2014 budget. |
| January | 31* | Meeting in Richmond on VML/VACO Local Government Day. Review progress on state and federal legislative agenda. Approve VRE state grant applications. |
| March | 7 | Review progress on state and federal legislative agenda. |
| April | 4 | Review progress on WMATA budget for FY 2014. |
| May | 2 | Approve comments on WMATA FY 2014 budget. Approve comments on draft CTB Six-Year Program. |
| June | 6 | Focus on regional transit performance. |
| July | 11** | Review mid-year progress on NVTC work program. Approve DRPT FY '14 VRE grant agreements. |
| August | | No Meeting. |
| September | 5 | Forward preliminary NVTC FY 2015 budget to local jurisdictions. |
| October | 3 | Review quarterly progress on NVTC's work program. Approve CTB pre-allocation testimony. |
| November | 7 | Approve FY 2013 NVTC and VRE audits. |
| December | 5 | Select NVTC Nominating Committee for 2014 officers. Approve legislative agenda for 2014. Review progress on 2013 work program and release draft 2014 work program for public review and comment. |

*Joint meeting with NVTA in the General Assembly building in Richmond starting at 5:30 p.m.

**Special meeting date due to July 4th holiday.

NVTC EXECUTIVE COMMITTEE
2013 MEETING SCHEDULE

[All meetings 7:30 - 8:00 P.M. prior to NVTC meetings in the small conference room.]

| <u>MONTH</u> | <u>DATE</u> | <u>SUBJECT</u> |
|--------------|-------------|--|
| January | 3 | Legislative items and committee/board appointments. |
| February | | No meeting. |
| March | 7 | Review General Assembly session. |
| April | 4 | Review quarterly progress on work program. |
| May | 2 | Review NVTC policies on topical transit issues. |
| June | 6 | Examine VRE performance. |
| July | 11* | Mid-year review of progress on work plan and Executive Director's performance goals. Meet with auditors to preview FY 2013 audit. |
| August | | No meeting. |
| September | 5 | Preliminary NVTC FY 2015 budget. |
| October | 3 | Review quarterly progress on work program. |
| November | 7 | FY 2013 NVTC and VRE audits. |
| December | 5 | Select NVTC Nominating Committee for 2014 officers. Consider 2014 legislative agenda. Review progress on 2013 work program and preview 2014 work program. Executive Director's performance review. Establish performance goals for 2014 contract year. |

*Special meeting date due to July 4th holiday.

NVTC MANAGEMENT ADVISORY COMMITTEE
2013 MEETING SCHEDULE

[All meetings begin at NVTC at 1:30 P.M. on the third Tuesday of each month. At each meeting the agenda and suggested material for the upcoming NVTC board meeting are reviewed.]

| <u>MONTH</u> | <u>DATE</u> | <u>SUBJECT</u> |
|--------------|-------------|--|
| January | 15 | FY 2014 state grant applications; NVTC legislative agenda. |
| February | 19 | Progress on legislative agenda. |
| March | 19 | Review of legislative accomplishments; WMATA FY 2014 budget issues. |
| April | 16 | Prepare CTB testimony on draft six-year program. |
| May | 21 | To be determined. |
| June | 18 | Mid-year progress review on NVTC work program; authorize funding of scope of work for NTD data collection; authorize funding of scope of work for e-schedules maintenance and promotion. |
| July | | No meeting. |
| August | 20 | NVTC preliminary administrative budget for FY 2015. |
| September | 17 | Review draft CTB pre-allocation testimony. |
| October | 15 | NVTC audit for FY 2013. |
| November | 19 | Draft NVTC legislative agenda for 2014; first draft 2014 NVTC work program. |
| December | 17 | Proposed 2014 work program; VRE and NVTC budgets for FY 2015. |

NVTC MISSION STATEMENT

To serve the public by providing a forum for elected officials to achieve an effective regional transportation network. Focusing primarily on transit, NVTC will develop strategies, identify funding sources, advocate for additional funding, prioritize allocations, oversee transit systems such as VRE and WMATA, measure and report transit performance and pursue new transit programs. NVTC will work to improve mobility, reduce traffic congestion, protect the environment and stimulate the regional economy by increasing transit and ridesharing use.

GOALS AND ACTIONS FOR 2013*

1. DEVELOP POLICY AND ADVOCATE FAVORABLE LEGISLATION

Goal: Devise and implement legislative strategies based on sound policy analysis to increase transit ridership, obtain adequate funding, and coordinate priorities with members and other agencies.

Actions:

1. With the support of local staff, identify transit issues that require policy decisions and assemble data and perform policy analyses to facilitate those decisions (e.g. fare integration, development of new technology, service expansion, customer safety, system security and the business case for and value of public transit).
2. Adopt a state and federal legislative agenda and work with local jurisdictions, Virginia Transit Association (VTA) and other groups, as appropriate, to implement the agenda and the supporting NVTC policies. Work with delegations in Richmond and in Washington D.C. as needed to promote NVTC's approved agendas. Conduct NVTC's February meeting on Local Government Day at the General Assembly in Richmond, jointly with the Northern Virginia Transportation Authority. Obtain reduced rate for on-line legislative monitoring service and share access with member jurisdictions. Provide legislative alerts to commissioners and local staff during the session. Focus on transit funding.
3. With the NVTC jurisdictions' legislative liaisons, devise and implement effective strategies to implement NVTC's annual Legislative Agenda. Reach out to newly elected legislators to provide support for public transit investments and NVTC's legislative agenda. Prepare informative district-specific legislative maps showing transit service and performance for all members of the Northern Virginia delegation. Emphasize educating legislators about the benefits of public transit using NVTC's policy analysis tools.
4. Participate on the American Public Transportation Association's (APTA) legislative committee to define and implement a federal legislative strategy as part of a broad, nationwide pro-transit coalition. Provide special assistance to areas contemplating new commuter rail service.
5. Participate on VTA's executive, legislative and ad hoc committees to help define and implement an effective state legislative strategy for the transit industry and strengthen VTA as an organization and keep it responsive to Northern Virginia's concerns. Co-chair VTA events, encourage NVTC board members to serve as VTA officers and assist transit systems in special legislative promotions with NVTC's public outreach and web-design expertise.

6. Prepare written statements and deliver testimony at the CTB's semi-annual hearings on public transit funding priorities and other hearings as appropriate. Advocate NVTC's policies including balanced transportation and stable and reliable funding.
7. As a means to accomplish legislative action, develop messaging and a plan to educate the public about the need for Commonwealth transit funding as well as the benefits of public transit throughout the Commonwealth.

*Note: Goals and actions are not listed in priority order.

2. **SEEK AND ADVOCATE FUNDING**

Goal: Identify and implement cooperative strategies with member governments to gain additional transit revenues and work to obtain adequate, dedicated, stable and reliable financial support from the federal government and the commonwealth and the private sector.

Actions:

1. Identify and seek to implement stable, reliable, permanent and dedicated funding sources for operating and capital expenses for WMATA, VRE and local transit systems. Help coordinate regional efforts and prepare analysis tools, brochures and editorials to promote such funding. Safeguard the current sources of transit funding available to NVTC's local governments.
2. Produce financial projections and analyze alternative funding mechanisms to bridge the growing gap between transit operating and capital needs versus available financial resources. Actively participate in regional and statewide efforts to define public transit needs and identify funding sources, such as corridor studies, TPB's Region Forward initiative and constrained financial plan update, VTrans 2035 and Northern Virginia's TransAction 2040 transportation plan update. Analyze funding proposals produced by those studies and identify policy issues for consideration by the commission.
3. Organize improved information sharing between local governments and the Virginia Department of Taxation and Division of Motor Vehicles and more effective auditing to facilitate efficient collection of NVTC's 2.1 percent motor fuels tax. Share NVTC's monitoring tools to ensure more accurate allocations of tax revenues to NVTC's jurisdictions. Employ database and spreadsheet models to identify unanticipated discrepancies for particular tax payers and jurisdictions. Monitor the required reconciliation of motor fuels tax collections by jurisdiction. Brief NVTC's MAC group regularly on processes, issues, and solutions.
4. Serve as the central point of contact for Northern Virginia transit system financial information. Identify and help obtain funding for new transit projects that are recommended by NVTC's jurisdictions.

3. COORDINATE TRANSIT SERVICE

Goal: Work with all public and private transit providers to coordinate all transit service within Northern Virginia, with emphasis on understandable fares, convenient schedules, proper information, good customer service, efficient performance and access by disabled persons. Help to clarify roles of respective agencies and governments to avoid overlaps or gaps in jurisdiction. Work to improve the safe and orderly movement of people and goods, primarily by encouraging greater use of integrated public transit and ridesharing systems. Involve the public in identifying problems and solutions. Use NVTC's Management Advisory Committee as a forum to work out cooperative solutions and keep local governments fully informed. Emphasize better bicycle and pedestrian access to transit facilities and services.

Actions:

1. Work with local governments to coordinate collection and dissemination of performance data for FTA's National Transit Database reports. Collect performance data and maintain a shared database that uses NTD and other sources. Encourage transit systems to use the data to improve efficiency. Publish the data on NVTC's website. Help Northern Virginia's transit systems comply with DRPT's performance data requirements. Ensure that the data are consistent, timely and accurate.
2. Manage consultants to continue NTD data collection for all of Northern Virginia's transit systems and oversee collective funding of this work that brings at least \$6 million annually of federal revenues to this region.
3. Support regional pedestrian safety initiatives and encourage bicycle and pedestrian use. Publicize and seek to expand "bike on rail and bus" opportunities. Encourage all agencies to incorporate bike and pedestrian access at major transit centers and transfer locations. Assist VDOT in ensuring that the recommendations from its Northern Virginia Regional Bikeway and Trail Network study that focus on connections to transit are implemented and assist WMATA in implementing the recommendations in the Bicycle and Pedestrian Access study. Support initiatives of such groups as the National Center for Bicycling and Walking and its Walkable Communities Workshops. Encourage the success of Capital Bike Share.
4. Serve on regional task forces examining options for improved transit, such as WMATA's Regional Mobility Panel and the Pike Transit initiative (light-rail).
5. Help transit systems implement coordinated transit services to reduce the traffic impacts of the new BRAC installations.

4. MANAGE GRANTS, CONTRACTS AND TRUST FUNDS

Goal: Facilitate the fair and equitable allocation of costs among governments, persons using transportation services and facilities and others who benefit. Manage grants fairly and effectively, according to state and federal laws and NVTC's policies. Invest trust fund assets prudently to maximize returns consistent with safety.

Actions:

1. Use NVTC's subsidy allocation model to incorporate the most recent WMATA and local budget information on transit costs, revenues and subsidies. Using NVTC's adopted allocation formula, determine each local government's share of NVTC assistance. Use their percentages to apportion shares of local contributions to NVTC's administrative budget. Maintain detailed spreadsheets to calculate NVTC's formula. Provide early estimates each year to assist local governments in budget planning.
2. As an agent for NVTC's WMATA jurisdictions, prepare and submit state grant applications using DRPT's automated OLGA system.
3. Manage state grants to prepare proper billings and obtain timely reimbursements. Participate with VRE and NVTC jurisdictions in quarterly project status review meetings. Work with grantor agencies and grantees to achieve the maximum feasible flexibility in using the funds in order to meet expiration deadlines with no loss of funds.
4. Manage jurisdiction trust funds (average over \$100 million). Prepare timely and accurate quarterly cash flow forecasts of transit assistance sources and uses for NVTC's local jurisdictions (average about \$150 million annually). Assist local jurisdictions in spending promptly the proceeds of state bond issues.
5. Prepare financial reports for NVTC's annual audit. Manage a multi-year audit services contract. Accomplish an unqualified auditors' opinion and provide to the appropriate regulatory agencies. Anticipate concerns of outside auditors and work to alleviate in advance any such concerns. Develop and implement appropriate responses to any concerns of auditors contained in management letters.

6. Maintain up-to-date compilations of state and federal grant regulations. Ensure staff is adequately trained in grant and project management and alerted to any changes in regulations. Maintain current procurement documents to facilitate prompt release of authorized requests for proposals and invitations for bids. Obtain agreements with sub-recipients to ensure compliance. Submit annual certifications and maintain access to TEAM to ensure continued eligibility for FTA grants.
7. As requested, work with Alexandria and Arlington to apply for federal funds for BRT service improvements in the Crystal City/Potomac Yard corridor, for subsequent citywide transit improvements in Alexandria, and for access improvements in Rosslyn. Work with Falls Church to obtain federal grants for an intermodal transit center. For the region, manage the federal grant and project to complete a multimodal transit study of Route 7.
8. Manage NVTA's grants for the regional transportation plan update (TransAction 2040) with a contract value of \$500,000 and close out the completed project.
9. Actively seek opportunities to assist jurisdictions in considering new and expanded projects (light rail, technology and other initiatives).
10. Provide accounting services to NVTA without charge and manage any required NVTA audits. Also maintain financial records, obtain any needed insurance and notify regulatory agencies.

5. **PROVIDE OVERSIGHT FOR WMATA AND VRE**

Goal: Exercise leadership on issues pertaining to oversight of the WMATA and VRE systems, particularly budget and finance, to reduce costs and control the growth of local subsidies and fares while improving service quality. Effectively manage ongoing transit services for which NVTC is responsible and develop efficient management structures that facilitate regional cooperation and support.

Actions:

1. In January, appoint Virginia's two principal and two alternate members of the WMATA Board of Directors. Provide staff support to WMATA Board members. As needed, facilitate caucuses of Virginia's Board members and their staffs to develop consensus positions prior to committee and board meetings. Keep NVTC commissioners informed of pending WMATA Board decisions of regional significance. Invite WMATA'S General Manager periodically to brief the entire NVTC Board on important issues.
2. Monitor the development of WMATA's budget. Provide recommendations to local jurisdictions and the WMATA Board, as appropriate. Co-sponsor public forums with WMATA.
3. Participate actively on WMATA's Jurisdictional Coordinating Committee.
4. Assist Loudoun County as it transitions to full participation in WMATA upon completion of the Dulles Rail project.
5. As co-owner of VRE (with assets of \$377 million, outstanding debt issued by NVTC of \$25 million and annual operating/capital budgets of over \$60 million) appoint NVTC's principal and alternate members of the VRE Operations Board, maintain close communications with PRTC and VRE staff, coordinate presentation of action items to the VRE Board and commissions, and monitor ongoing operations for consistency with the Master Agreement and approved budgets, customer service quality and NVTC jurisdictions' interests.
6. Support annual VRE customer service surveys each spring and ridership surveys each October, by providing zip code verification and on-board volunteers.
7. Encourage WMATA to use NVTC's emergency response plans for key Metrorail stations in Virginia as a template to complete plans for all of WMATA's stations.

6. COORDINATE REGIONAL EFFORTS

Goal: Support coordinated regional efforts to improve air quality, conserve energy, boost the economy, respond to emergencies and integrate land use and transportation. Pursue new transit opportunities and actively support telework.

Actions:

1. Help direct a cooperative regional effort to provide a new Vanpool Incentive Program to increase vanpooling and qualify the region for significantly increased federal transit formula assistance.
2. Work to establish NVTC as the chief advocate of Intelligent Transportation Systems (ITS) investments for transit, by conducting low-cost demonstrations, evaluating the results, and actively encouraging all of NVTC's transit providers to adopt similar (interoperable) technologies. Examples include: web-based automated bus stop information signs; on-board bus stop enunciators; passenger counters; automated maintenance devices; flexible pricing of roads and parking; parking capacity electronic message signs; and alternative fuel technologies. Promote joint procurements for uniformity and cost saving and develop effective contract language to encourage non-proprietary technology. Help educate board members and the public on promising new transit technologies.
3. Develop information from research on Metropolitan Washington and other regions to help NVTa, WMATA and other transit organizations define lower-cost strategies for meeting congestion challenges in the short term using such mechanisms as exclusive transit lanes, bus rapid transit, priority lanes, queue jumping, jitneys, route-deviation transit, vanpools and real-time information devices. Publicize the results and work to achieve public acceptance. Work with the local jurisdictions to initiate appropriate demonstrations of these mechanisms.
4. Participate on technical committees assisting in planning, preliminary engineering and environmental analysis for transit in the Dulles Corridor and other locations such as the Capital Beltway, I-66 and I-95/395 as requested by WMATA, VDOT, DRPT, MWCOG and/or local jurisdictions.
5. Actively promote telework initiatives. Assist Transportation Management Associations and Transportation Demand Management agencies (ridesharing, telework). Serve on boards of directors and competitive selection panels as requested.
6. Continue to examine public-private Express (HOT) lane proposals for the Beltway, I-95 and elsewhere and work to ensure adequate transit access and the use of toll revenues to help support transit operations. Actively participate on DRPT Transit Advisory Committees to articulate transit concerns and resolve any issues.

7. DELIVER PUBLIC INFORMATION, MARKETING AND CUSTOMER SERVICE

Goal: Reach out to transit customers and the general public, listen to customer concerns and implement improvements to boost regional transit ridership.

Actions:

1. Serve as the central point of contact for the news media, interest groups and the general public for transit issues in Northern Virginia, making referrals to other transit agencies and local governments when appropriate. Initiate contacts with media representatives via calls and visits. Provide NVTC's reports, analyses and policies with easy to understand explanations of their content and significance. Establish media opportunities for NVTC board members to promote NVTC's mission. Enhance communication with NVTC board members so they are fully aware of the extent of these efforts and their results.
2. Assist NVTA's public outreach mission, actively maintain NVTA's "virtual office" and website, and lead public outreach for NVTA's regional transportation plan update (TransAction 2040).
3. Provide the following resources to the public, primarily on NVTC's website, utilizing enhanced graphics:
 - a. Maintain and improve NVTC's website, to focus on informing the public about opportunities to be involved in regional transit and ridesharing planning;
 - b. Distribute NVTC's brochure, reports and agendas to encourage more public involvement, again emphasizing easy-to-use web-based applications;
 - c. Publish electronically an annual NVTC Handbook to provide a detailed description of the commission's history, mission and accomplishments, including the commission's workprogram, policies and by-laws;
 - d. Link to other regional transit databases to provide information about regional transit services to better inform the public;
 - e. Maintain a transit system performance database;
 - f. Actively promote these web resources so the public is aware of them.

4. Survey WMATA, VRE and local jurisdictions to compile innovative marketing activities, host coordination meetings, facilitate transit topics for the Marketing and Outreach Specialists Consortium and the Northern Virginia Public Information Officers and report at least annually to the commission and jurisdictions. Assist APTA in local marketing and public information activities. Help plan VTA conferences.
5. Continue technical support for transit stores and Transportation Management Associations (e.g., serve on Boards of Directors and consultant selection committees). Assist with logo design, marketing, consultant selection, performance evaluation, fare collection, web design and customer service issues. Compile and post on NVTC's website a list of transit stores and TMA's in the region.
6. Look for opportunities to partner in order to stage events and promotions that will emphasize the effectiveness of transit and ridesharing and the need for additional transit funding
7. Implement NVTC's federal Title VI program with active outreach to non-English speaking persons, including simplified messages and NVTC/NVTA website accommodations.
8. Coordinate meetings with visiting delegations of transit system board members and other elected officials to describe this region's success with transit coordination, transit-oriented development and innovative transit finance.
9. With active NVTC Board participation, devise more effective methods to communicate to the public the outstanding performance of public transit in Northern Virginia, including but not limited to developing a guiding strategy and unified message, and providing frequent email communications in an easily recognized format.

8. STRENGTHEN NVTC AS AN ORGANIZATION

Goal: Through improved internal and external communication and a renewed emphasis on developing effective action plans and strategies, enhance NVTC's visibility within the region and state and educate the public and legislators about NVTC's unique role in the complex structure of transportation agencies.

Actions:

1. Improve communication with NVTC's Executive Committee, Metro representatives and the full NVTC Board.
2. Revise the Executive Director's job description to refocus more time on external activities, with guidance from the NVTC Board as to which activities within that job description should receive less attention.
3. Complete a 360 degree performance assessment of the Executive Director prior to the next performance review.
4. Take the initiative and exert leadership to assure that NVTC is viewed across the state as a go-to organization for transit strategy and innovation related to relieving congestion, including producing a communications plan and budget to improve internal and external communications.



AGENDA ITEM #10

TO: Chairman Fisette and NVTC Commissioners
FROM: Rick Taube and Scott Kalkwarf
DATE: December 27, 2012
SUBJECT: NVTC Administrative Budget for FY 2014

The commission is asked to approve the attached budget. It is the same budget reviewed in September. Local staff reviewed it again in December. For FY 2014, NVTC staff is proposing a 1.6% increase in overall spending, with total expenditures of \$1.213 million.

State statutes require individual local shares of NVTC's administrative budget to be proportional to the amount of financial assistance each jurisdiction receives from NVTC. For FY 2014, total contributions from state aid would increase by 1.6% and total local contributions would be held constant at \$284,247.



PRELIMINARY BUDGET

**FISCAL YEAR
2014**

(July 1, 2013 – June 30, 2014)

-- September 6, 2012 --

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
BUDGETED FISCAL YEAR 2014 REVENUE
(Preliminary)

| | FY 2012 Actual | Approved Budget FY 2013 | Preliminary Budget FY 2014 | FY 2014-2013 Budget Increase (Decrease) | Percentage Change |
|--|---------------------------|--|---|--|------------------------------|
| 1 Commonwealth of Virginia* | | | | | |
| NVTC | \$ 185,590 | \$ - | \$ - | | |
| NVTC Jurisdictions | 568,805 | 736,093 | - | | |
| | <u>754,395</u> | <u>736,093</u> | <u>747,853</u> | <u>11,760</u> | <u>1.6%</u> |
| 2 Alexandria | 35,243 | 32,259 | 32,218 | | |
| 3 Arlington | 59,458 | 51,994 | 52,226 | | |
| 4 City of Fairfax | 6,142 | 7,684 | 6,751 | | |
| 5 Fairfax County | 174,499 | 169,504 | 173,465 | | |
| 6 Falls Church | 2,716 | 2,813 | 2,328 | | |
| 7 Loudoun | 13,257 | 19,993 | 17,259 | | |
| Total Local Jurisdictions | <u>291,315</u> | <u>284,247</u> | <u>284,247</u> | <u>-</u> | <u>0.0%</u> |
| 8 Total Commonwealth of Virginia and Local Jurisdictions (Note 1) | 1,045,710 | 1,020,340 | 1,032,100 | 11,760 | 1.2% |
| 9 Interest and Other Revenue | 977 | 2,000 | 1,500 | (500) | -25.0% |
| 10 Project Chargebacks (Note 2) | 70,000 | 70,000 | 80,000 | 10,000 | 14.3% |
| 11 Project Grant Billings | - | - | - | - | 0.0% |
| 12 Appropriated Surplus (Note 3) | (31,144) | 102,000 | 99,700 | (2,300) | -2.3% |
| Total Revenue | <u>\$ 1,085,543</u> | <u>\$ 1,194,340</u> | <u>\$ 1,213,300</u> | <u>\$ 18,960</u> | <u>1.6%</u> |

*Note: NVTC receives state operating and capital assistance for its WMATA compact members' annual commitments to WMATA and those jurisdictions' local transit systems. NVTC allocates this revenue among the jurisdictions based on NVTC's Subsidy Allocation Model (SAM), and holds the funds in trust for the jurisdictions' transit use. Before the funding is allocated, NVTC's SAM resolution states that amounts are to be applied to WMATA debt service, certain NVTC projects, and a portion of the general and administrative budget of NVTC. The amount used for NVTC's general and administrative expenses is determined each year by NVTC's approved budget. These expenses are funded by a combination of local funds and state operating funds allocated by DRPT to NVTC's members.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
SCHEDULE OF FISCAL YEAR 2014 BUDGETED EXPENDITURES
(Preliminary)

| | | FY14 - FY13 | | | | |
|---|-------------------------------------|----------------|----------------|----------------|--------------|--------------|
| | | FY 2012 | Approved | Preliminary | Budget | Percentage |
| | | Actual | Budget | Budget | Increase | Change |
| | | | FY 2013 | FY 2014 | (Decrease) | |
| <u>Personnel Costs</u> | | | | | | |
| 1 | Salaries | \$ 642,900 | \$ 697,950 | \$ 706,300 | 8,350 | 1.2% |
| 2 | Intern | - | - | - | - | N/A |
| 3 | Temporary Employee Services | - | - | - | - | N/A |
| Total Personnel Costs | | 642,900 | 697,950 | 706,300 | 8,350 | 1.2% |
| <u>Benefits</u> | | | | | | |
| Employer's Contributions | | | | | | |
| 4 | FICA | 46,105 | 48,100 | 48,500 | 400 | 0.8% |
| 5 | Group Health Insurance | 63,287 | 103,500 | 96,800 | (6,700) | -6.5% |
| 6 | Retirement | 55,109 | 64,900 | 68,000 | 3,100 | 4.8% |
| 7 | Workers & Unemployment Compensation | 539 | 3,300 | 3,100 | (200) | -6.1% |
| 8 | Life Insurance | 3,303 | 4,000 | 3,900 | (100) | -2.5% |
| 9 | Long Term Disability Insurance | 2,819 | 3,700 | 3,600 | (100) | -2.7% |
| Total Benefit Costs | | 171,162 | 227,500 | 223,900 | (3,600) | -1.6% |
| <u>Administrative Costs</u> | | | | | | |
| 10 | Commissioners Per Diem | 12,350 | 10,000 | 11,000 | 1,000 | 10.0% |
| Rents: | | 183,073 | 189,500 | 196,500 | 7,000 | 3.7% |
| 11 | Office Rent | 173,627 | 177,700 | 186,000 | 8,300 | 4.7% |
| 12 | Parking / Metrochek | 9,446 | 11,800 | 10,500 | (1,300) | -11.0% |
| Insurance: | | 5,978 | 6,400 | 6,100 | (300) | -4.7% |
| 13 | Public Official Bonds | 2,325 | 2,300 | 2,300 | - | 0.0% |
| 14 | Liability and Property | 3,653 | 4,100 | 3,800 | (300) | -7.3% |
| Travel: | | 5,214 | 5,800 | 5,500 | (300) | -5.2% |
| 15 | Conference Registration | 250 | - | - | - | N/A |
| 16 | Non-Local & Conference Travel | 392 | 1,500 | 1,200 | (300) | -20.0% |
| 17 | Local Meetings & Related Expenses | 4,572 | 4,000 | 4,000 | - | 0.0% |
| 18 | Training & Professional Development | - | 300 | 300 | - | 0.0% |
| Communication: | | 8,010 | 8,740 | 8,500 | (240) | -2.7% |
| 19 | Postage | 2,882 | 3,400 | 3,100 | (300) | -8.8% |
| 20 | Telephone and Data | 5,128 | 5,340 | 5,400 | 60 | 1.1% |
| Publications & Supplies | | 9,974 | 10,600 | 10,900 | 300 | 2.8% |
| 22 | Office Supplies | 2,483 | 3,200 | 3,000 | (200) | -6.3% |
| 23 | Duplication and Paper | 7,067 | 6,900 | 7,400 | 500 | 7.2% |
| 24 | Public Information | 424 | 500 | 500 | - | 0.0% |
| Operations: | | 5,426 | 11,500 | 11,000 | (500) | -4.3% |
| 25 | Furniture and Equipment (Capital) | 2,644 | 4,000 | 4,000 | - | N/A |
| 26 | Repairs and Maintenance | 344 | 1,000 | 1,000 | - | 0.0% |
| 27 | Computer Operations | 2,438 | 6,500 | 6,000 | (500) | -7.7% |
| Other General and Administrative | | 5,941 | 5,100 | 5,100 | - | 0.0% |
| 28 | Subscriptions | 189 | - | - | - | N/A |
| 29 | Memberships | 1,112 | 1,200 | 1,200 | - | 0.0% |
| 30 | Fees and Miscellaneous | 3,653 | 3,000 | 3,000 | - | 0.0% |
| 31 | Advertising (Personnel/Procurement) | 987 | 900 | 900 | - | 0.0% |
| Total Administrative Costs | | 235,966 | 247,640 | 254,600 | 6,960 | 2.8% |
| <u>Contracting Services</u> | | | | | | |
| 32 | Auditing | 35,515 | 21,250 | 28,500 | 7,250 | 34.1% |
| 33 | Consultants - Technical | - | - | - | - | N/A |
| 34 | Legal | - | - | - | - | N/A |
| Total Contract Services | | 35,515 | 21,250 | 28,500 | 7,250 | 34.1% |
| Total Operating Program | | \$1,085,543 | \$ 1,194,340 | \$ 1,213,300 | \$ 18,960 | 1.6% |

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2014 Preliminary Budget

1. Commonwealth of Virginia and Local Jurisdictional Contributions

Each NVTC jurisdiction is assigned a share of the local portion of NVTC's administrative budget based on its share of revenue received by NVTC on behalf of jurisdictions from all sources in the previous year. This procedure is required by state statute and results in changes in contributions from one year to another that vary for each jurisdiction depending on relative shares of revenue received. The allocation in this FY 14 budget is based on the FY 13 Subsidy Allocation Model.

2. Project Chargebacks

This line consists primarily of charges for NVTC staff support for the VRE project and reimbursed from VRE's budget.

3. Appropriated Surplus

Included as a source of revenue in the FY 14 budget is a projected excess accumulated surplus that is available to offset the proposed operating budget expenses. This surplus is in excess of the commission's anticipated minimum operating requirements.

4. Salaries

The FY14 budget assumes the same staff level as FY13.

5. Group Health Insurance

NVTC's health insurance group rates decreased slightly for the current policy period ending April 30, 2013, however they have increase an average of 15% over the previous five years. The FY 14 budget is based on the current actual rates with a provision for increasing rates. Staff has investigated alternative health insurance plans and has not identified any more cost effective plans at this time.

6. Retirement

The budgeted amount of employer pension contributions for the target benefit pension plan is based on actuarial formulas using budgeted staff and salary levels for FY14. Because the formulas take into account factors in addition to payroll costs, such as years to retirement and investment return, changes in budgeted contributions do not necessarily change directly with budgeted payroll.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2014 Preliminary Budget

7. Commissioners' Per Diem

The FY 14 budget is based upon the regular meeting schedule, and includes per diems at the statutory rate of \$50 for commissioners other than senators and delegates, with a minimal contingency for increased attendance. Effective July 1, 2011, NVTC is no longer responsible for reimbursing the state for the \$200 per diem of senators and delegates.

8. Office Rent

The administrative office lease was renewed during fiscal year 2011 for the period January 2011 through May 2021. Rent expense included in the FY14 budget is based upon the fixed costs of the lease, with a provision for increases in common area expenses.

9. Conference Registration

This item has been eliminated with the FY 10 budget. Expenses charged to this item typically included the annual VTA and APTA conferences and a locally sponsored annual governmental accounting conference.

10. Local Meetings and Related Expenses

NVTC hosts numerous regional meetings for the benefit of member jurisdictions. Costs of accommodating numerous meetings are the largest component of this line item, which also includes the costs of NVTC staff traveling to meetings elsewhere in the region. In prior budgets, this item is based on an average of previous year actual costs with an allowance for an increase in the number and cost of meetings. Effective with the FY 10 budget, the allowance has been eliminated and costs held below the average.

11. Training and Professional Development

Actual expenditures fluctuate with the changing needs of staff. However, effective with the FY 10 budget, this item has been reduced to include only the minimum costs for required staff training in financial management.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2014 Preliminary Budget

12. Postage

This item is based on prior years' actual costs, and has been reduced slightly from the FY 13 budget which assumes a reduction in the volume of mailings with increased reliance on electronic communications.

13. Telephone and Data

As part of the move to new leased office space, NVTC purchased a new phone system to replace the antiquated system previously owned. This new system has allowed NVTC to utilize newer technology at a lower monthly cost. A bundled fixed cost agreement with a new telephone and data provider was entered into during fiscal year 2011, for a significant savings and greater functionality than the previous arrangements.

14. Office Supplies

The FY 14 budget for this item is based on the average of prior years' actual costs.

15. Duplication and Paper

During fiscal year 2011, NVTC negotiated a five year copier lease and service contract for considerable savings over the previous arrangement. The duplication expenses of paper and staples, which are not included in the contract, have been budgeted based upon estimated usage levels.

16. Public Information

In prior budgets this category was available to provide funding for larger public outreach projects, including meetings, media events, educational seminars, legislator tours, brochures and other communication tools. Except for the annual legislative tracking costs (Lobbyist-in-a-Box), funding for this budget category has been eliminated effective with the FY 10 budget. Incidental and limited costs for public outreach, such as copying, printing and supplies will be charged to those respective accounts.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2014 Preliminary Budget

17. Furniture and Equipment

This budget category provides for the replacement and acquisition of office furniture and equipment, including computer hardware. The FY 14 budget includes a modest amount for the replacement of computer equipment.

18. Computer Operating Expense

Computer operating expenses include outside network consulting and services, software upgrades and supplies, web hosting fees, and a provision for disaster recovery efforts. The FY 14 budget is based on an average of prior year actual costs, with a small provision for disaster recovery costs.

19. Advertising (Personnel/Procurement)

The FY 14 budget includes a provision for personnel and procurement advertising. An average of prior years costs was used to develop the budgeted amount as this category fluctuates from year to year.

20. Auditing

NVTC entered into a three-year contract for auditing services beginning with the audit of FY 08, with two, two-year options. The budget is based on the projected costs of the second two year option.

21. Consultants – Technical

An allowance for non-grant funded technical assistance has been included in prior year budgets. Effective with the FY 10 budget, this allowance has been eliminated.

22. Legal

An allowance for legal costs has been included in prior year budgets. Effective with the FY 10 budget, this allowance has been eliminated. NVTC will rely entirely on donated legal services from its jurisdictions.



AGENDA ITEM #11

TO: Chairman Fisette and NVTC Commissioners
FROM: Rick Taube and Kala Quintana
DATE: December 27, 2012
SUBJECT: Legislative Items

A copy of the brochure describing NVTC's 2013 Legislative Agenda is attached for your information. It has been widely distributed to General Assembly members and other interested parties.

Staff will review relevant state and federal legislative developments.

Attached are articles and media releases describing Governor McDonnell's 2013 Transportation funding plan and budget proposal.

A legislative reception is scheduled in Richmond for the Virginia Transit Association on the 14th of January starting at 5:30 p.m. in the Old City Hall lobby. An invitation is attached.

NVTC will meet jointly with NVTA on Local Government Day (January 31, 2013) at 5:30 p.m in Room 3 West of the General Assembly Building in Richmond.

Federal Legislative Action Items

Immediate and Ongoing Funding

1. Continue to appropriate funding for WMATA of at least \$150 million annually as previously authorized by Congress. In recognition of the federal role on the WMATA Board and dependence of federal employees on Metro for access to their jobs, federal appropriations should continue to ensure the safety and reliability of the region's transit system.
2. Make available funding for Metro Access from other relevant federal programs, such as those of the U.S. Department of Housing and Human Development and the U.S. Department of Health and Social Services.
3. Include significant funding for transit as a critical strategy in any new spending measures that seek to conserve energy, enhance clean air, mitigate climate change, provide access to jobs, stimulate the economy and respond to emergencies and disasters.
4. Provide immediate funding to facilitate needed transit and other transportation improvements to relieve congestion at BRAC-mandated facilities.

Equitable Tax Incentives for Transit Users

5. Increase and make permanent the existing tax-free monthly transit benefits (currently \$125 monthly) at a level at least matching the benefits currently available for parking (\$240 monthly.) Index the transit benefits to inflation. Require that this benefit be provided by all federal agencies.

Rail Related Actions

6. An extended deadline and additional federal funding should be provided to commuter rail systems to meet new federal Positive Train Control unfunded mandates contained in the U.S. Rail Safety Act of 2008.
7. Amend the current liability cap of \$200 million for rail passenger service in 49 USC 28301 to include third party claims.

Safety

8. Provide increased funding to transportation agencies in the Washington, D.C. metropolitan area to continue MATOC's operations.
9. Provide additional funding for transportation emergency preparedness to assist local transit providers to enhance safety and security.

Promote Green Commuting

10. Provide further federal funding and other incentives to encourage alternative methods of commuting, including telework, bicycles, walking, vanpools as well as public transit.



2013 LEGISLATIVE AGENDA

State Legislative Action Items

The Transit Funding Crisis

- Transit is very well used in Northern Virginia with almost 150 million annual transit passenger trips (75% of Virginia's total transit ridership)

The benefits to the region and entire Commonwealth are enormous. They include:

- ❖ Annual congestion relief valued at about \$750 million;
- ❖ Metro alone reduces one million car trips per day;
- ❖ Energy savings approaching \$10,000 annually per driver or 40 million gallons of gas saved annually for the Washington, DC region;
- ❖ Cleaner air and reduced greenhouse gas emissions including 260 tons of volatile organic compounds, 22 tons of particulate matter and 0.5 million tons of CO₂ avoided in this region each year, with environmental savings valued at \$9.5 million annually;
- ❖ Access to jobs, with 2 million jobs (54% of all jobs) located within a half mile of Metrorail;
- ❖ Transit oriented development boosting economic values by 7-9% and hence state and local tax revenues with \$235 billion of property value within a half mile of Metrorail stations generating \$3.1 billion annually in property tax revenues ;
- ❖ Mobility for senior citizens and persons with disabilities, including 360,000 daily transit trips;
- ❖ Without Metro, 200,000 more core parking spaces would be needed , which is the equivalent of 166 blocks of 5-story parking garages;
- ❖ Metrorail enables the emergency evacuation of 120,000 people per hour.

- Currently over \$700 million annually is spent on Northern Virginia's transit for capital and operations by customers and federal, state and local governments;
 - Well over \$900 million annually is needed (source: NVTa's TransAction 2030 Plan);
- This leaves a gap of over \$200 million annually in Northern Virginia extending into the future;
 - Without immediate action by the Virginia General Assembly, Northern Virginia's local governments are unable to close that gap and this region's successful transit systems will be unable to continue their vital contributions to the economic well-being of the entire Commonwealth

As the transit funding crisis is getting worse, the Commonwealth must enact major new revenue sources for public transit during the 2013 General Assembly session, with these sources being stable, reliable, proven and permanent, in order to maintain a state of good repair and enhance capacity to promote job growth.

The following options for statewide and regional revenue sources should be considered:

1. Meet current state transit funding obligations, including \$50 million annually to match federal and regional funding WMATA. This \$50 million recurring Virginia investment is a vital part of a \$300 million annual funding package for WMATA. Leveraging available federal funds with reliable state revenue sources is paramount. A dedicated source for this ongoing Virginia obligation is needed.

2. Existing state transit funding sources should be protected from encroachment, either through diversion of revenues from the Transportation Trust Fund to non-transportation uses or from new intercity passenger rail initiatives. New state priorities should not be funded at the expense of established needs of existing transit systems.

3. New statewide revenue sources for public transit should be enacted. To the greatest extent possible they should conform to the following principles:
 - Collected statewide
 - New dedicated revenues yielding a minimum of \$1 billion annually
 - Broad-based multiple sources
 - Adjusted to keep pace with inflation
 - Revenue offsets are permissible (e.g. lower income tax rates for the lowest brackets to compensate for higher gas tax rates)
 - Proceeds used for maintenance and operation of transit and roads as well as transit growth
 - No devolution of state responsibilities

Examples include: sales taxes (1% yields \$1 billion statewide), indexed motor fuels taxes (10-cents generates almost \$500 million); vehicle miles traveled fees, state/regional income taxes and tolls and congestion pricing.

resolve the ongoing transit funding crisis; immediate, continuous and sustainable funding is essential. The Supernova and Statewide Transit/TDM plans recently completed by the Virginia Department of Rail and Public Transportation both document significant transit operating and capital needs. They provide further documentation that action by the General Assembly is required.

4. Any new statewide revenue measures for transportation, energy conservation, air quality or climate protection should dedicate an appropriate portion to public transit because transit is an effective means to achieve the goals of such legislation. Transit currently receives only 14.7% of Transportation Trust Fund revenues while 34% of the Commonwealth's most recent bond issue was devoted to transit.

5. Provide funding to facilitate needed transit and other transportation improvements to relieve congestion at BRAC-mandated facilities.

6. WMATA faces a continuing financial crisis to maintain a state of good repair and respond to federal safety recommendations. NVTC's 2.1% motor fuels tax on distributors should be increased to at least 4.2% or alternatively other revenue strategies should be used to generate at least \$48 million in new revenue dedicated to mass transit in Northern Virginia. The existing \$48 million currently used by five of NVTC's jurisdictions for mass transit should be retained even if a new statewide tax is levied.

State Legislative Action Items

Considerations continued:

7. The Commonwealth should impose other new regional taxes and fees for public transit, including restoring previously authorized funds for the Northern Virginia Transportation Authority (HB 3202 in 2007 created several new regional revenue sources with significant funds reserved for WMATA and VRE).

8. NVTC joins the Virginia Transit Association in urging the General Assembly to retain its current effective and fair statutory method of distributing state transit assistance, while considering new funding for rewarding transit systems that meet local performance standards. DRPT is expected to request legislation that would provide that agency complete authority to alter the current statutory method of allocating statewide transit assistance. DRPT is proposing in its SJR 297 report an initial process that is highly complex, unpredictable and lacking in transparency, while pitting transit systems with different structures, goals and service territories against each other in inflexible peer groups. Northern Virginia's transit systems as a group would suffer significant financial losses in one of the very few state programs in which this region currently receives its fair share.

Regional Equality

9. The General Assembly should require the Virginia Commonwealth Transportation Board (CTB) to give priority to investments that yield significant economic benefits. CTB recently acted to provide approximately \$1.4 billion for the controversial Route 460 project in Southeastern Virginia while no new funding was identified for WMATA's economically vital Silver Line extension in the Dulles Corridor. Northern Virginia has pressing transit and transportation demand management (TDM) needs. As one example, the Virginia Department of Rail and Public Transportation, within its I-95 Transit and TDM plan, has noted \$216 million of short and long-term transit service and project needs for the corridor to enhance the effectiveness of the new I-95 Express Lanes project, but only \$22.8 million has been committed by CTB.

Regional Coordination

10. NVTC supports the findings of Northern Virginia's Efficiency and Consolidation Task Force that recommended new efficiencies but did not recommend consolidation of agencies. NVTC opposes efforts to consolidate separate agencies facilitating Northern Virginia's successful transit services because such consolidation would not result in significant savings and would cause serious unintended consequences.

11. Amend the Virginia Code to permit board members of agencies such as NVTC to participate electronically more easily in agency meetings. Currently General Assembly members can participate electronically during General Assembly sessions and other exceptions exist to the general prohibition. This is one of the efficiency measures recommended by the Efficiency and Consolidation Task Force.

12. As state-mandated transit studies are undertaken and their recommendations are implemented, the General Assembly should require that regional and local priorities are incorporated.

Safety

13. Safety in accessing transit should be enhanced by enacting legislation to require motorists to stop for pedestrians in marked crosswalks at unsignalized intersections where posted speeds are 35 mph or less and at unsignalized crosswalks in front of schools.

VRE and other Rail-Related Legislative Actions

14. Continue to provide funding for VRE's track lease payments from discretionary federal funds. In enacting MAP-21 (new two-year federal surface transportation funding authorization), Congress eliminated the specific program that the General Assembly had designated for VRE, but provided replacement funds. VRE depends on the almost \$10 million in such track lease funding.

15. Amend the Virginia Code to further cap liability for commuter rail operations by including third party claims and terrorism.

16. Allow VRE, at its discretion, to utilize an independent third party or the Division of Risk Management to manage VRE's liability insurance plan and trust fund.

17. Amend the Virginia Code to allow VRE to receive interest on the Insurance Trust Fund. While past practice allowed VRE to receive interest from these funds, an Executive Order changed the policy. The proceeds are now given to the Commonwealth despite the fact that the Insurance Trust Fund was established and is replenished with local funds.

18. Amend the Virginia Code to increase maximum fines for repeat offenders travelling on VRE trains without a valid ticket.

19. Amend the Virginia Code to allow VRE to recoup a portion of the fines imposed on fare evasion cases. Currently, when a conductor is required to attend court, VRE must pay for their appearance in court as well as for another conductor to be on the train. Cumulatively, this puts the financial burden for prosecution on VRE while all fines are directed to the Commonwealth Literary Fund.

20. Amend Chapter 774 of the Virginia Code to eliminate the annual index increase in the aggregate awardable liability claim a rail passenger can make per incident. Under the current Code, the threshold (now \$100,000) will be increased each year based on the percentage of change in the medical care component of the Consumer Price Index (as published by the Bureau of Labor Statistics). The first increase took place in January 2012. The existing statute could increase the current \$250-million liability insurance threshold imposed by the Class 1 freight railroads.



For Immediate Release

Contact

December 17, 2012

Recommend

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Tweet 0

Jeff Caldwell
Press Secretary
(804) 786-2211

Governor McDonnell Announces Proposed Amendments to the 2012-2014 Budget – Invests in Core Functions of Government Including Transportation, Education, Public Safety and the Environment; Does Not Raise Taxes –

Increases Rainy Day Fund to \$740 Million; Eliminates 98% of Accelerated Sales Tax; Eliminates Entire Local Government Budget cut of \$45 Million

McDonnell: "Solving major challenges takes bipartisan effort and leadership in both branches to make the difficult choices and set the right priorities. Two major policy challenges I want to address in budget and law with your help are to reform and better fund transportation infrastructure and K-12 public education. This budget and this session should be aimed at fixing problems in these two areas, and laying the foundation for Virginia's future opportunities to ensure that our citizens have greater access to the American Dream."

RICHMOND - Governor Bob McDonnell unveiled his proposed amendments to the 2012- 2014 budget in a speech to the Joint Money Committees of the General Assembly this morning in Richmond. The governor's budget amendments capitalize on \$92.7 million in agency savings, reductions in spending of \$431.6 million and conservative budget forecasting to focus resources on addressing Virginia's transportation challenges, education reforms, health care program and reserves. The amendments target state spending on the core functions of government, and on policies most directly tied to job creation and economic development, while not raising taxes.

Virginia revenue estimates, adjusted for a standard minus outlook, expect general fund revenues to grow at 3.6 percent in FY 2013 and 3.8 percent in FY 2014. Overall, the governor's budget amendments result in a net increase in overall spending for operations of \$211.4 million, including 75 amendments from either targeted or agency reduction plans for a savings of \$92.7 million, 75 individual amendments which decrease spending by a total of \$431.6 million, and 204 amendments which increase spending by a total of \$735.7 million for the biennium.

The spending increases focus on six major themes for improving Virginia's financial health, including:

- Provide adequate funding for core services and reduce structural imbalances and gimmicks
- Increase liquidity to guard against future economic uncertainty and the potential impact of federal spending reductions
- Increase support for instructional spending on public education
- Continue investments in higher education
- Improve funding for transportation
- Improve support for localities

The full text of the governor's remarks to the Joint Money Committees can be found here:

<http://www.governor.virginia.gov/utility/docs/Dec12JMC.pdf>

Speaking about the budget amendments, Governor McDonnell said, "In these difficult times for Virginia and our country, state governments are called upon to lead the nation in fiscally responsible decisions that address the core concerns of our citizens without rhetoric, unsustainable spending practices and gridlock as displayed by our leaders in Washington. The Commonwealth has a longstanding record of working across party lines to demonstrate fiscal responsibility, accountability and restraint in our stewardship of the people's resources.

"Since the beginning of this administration, we have eliminated \$6 billion in budget shortfalls and turned those into 3 years of surpluses totaling nearly \$1.4 billion, even in the face of slow growth in our tax revenues. We have not raised taxes. We have invested historic new funding into transportation and job creation, and we have made the tough choices about where limited taxpayer dollars should be directed to best spur private-sector job creation, resulting in the lowest unemployment rate in the Southeast, and the second-lowest rate east of the Mississippi River.

"The budget amendments that I am presenting today reflect the core priorities of government and our administration. They recognize the realities of this economy and the looming uncertainty that budget gridlock in Washington and the fiscal cliff are having on our economy. Yet they look forward to building upon our legacy of conservative and sound budget decisions to lay the groundwork for the future of our great Commonwealth. These amendments use the resources gleaned through agency savings, sound management practices and prioritizing our spending to reform, restructure and reinvest in programs that make government more efficient, effective and accountable. They fund key budget areas like education and transportation that lay the foundation for a prosperous future for our citizens. And they enhance cash reserves and liquidity as insurance to provide us flexibility in addressing the potential impacts of uncertain federal spending while maintaining Virginia's critically important Aaa bond rating."

"Virginia citizens and businesses must make tough decisions every day to live within their means and our government must continue to do so as well. Though the challenges of the Great Recession and federal spending uncertainly cloud the skies, Virginia's future remains bright. These budget amendments clear the path for prosperity while reducing regulations and promoting business-friendly policies that will help the private sector grow and create jobs here in the Commonwealth."

Selected Highlights of the Governor's Budget Amendments in the Six Key Areas:

Provide adequate funding for core services and reduce structural imbalances and gimmicks

- \$64.4 million for state employee health insurance fund requirements
- \$15.5 million for inmate medical care (\$14.1 million after Medicaid reimbursement)
- \$14.3 to open River North Prison in Grayson County to reduce jail and prison crowding
- \$20.8 to eliminate Accelerated Sales Tax payments for 98 percent of retailers

Increase liquidity to guard against future economic uncertainty and the potential impact of federal spending reductions

- \$50 million early deposit to the Revenue Stabilization (Rainy Day) Fund
- \$10 million to reduce exposure from not selling Brunswick prison
- Maintain FACT fund and allow for additional deposits

Increase support for instruction spending on public education

- \$58.8 million to fund the state portion of a 2 percent pay increase for SOQ-funded teachers and other instructional school personnel
- \$4.9 million to fully fund SOQ standards for blind and visually impaired students
- \$15 million for strategic compensation grants

Continue investments in higher education

- Tuition Assistance Grants (TAG) for undergraduate students increased to \$3,100
- \$30 million in FY 2014 (in addition to more than \$200 million historic investment in Appropriations Act) including:
 - Over \$4.2 million to cover interest earnings and credit card rebates
 - \$5.7 million for workforce development initiatives
 - \$4.9 million for enrollment growth
 - \$7.8 million in degree completion incentive funding
 - \$3.9 million for base operating support
 - \$1.9 million for financial aid
 - \$1 million for research
 - \$600,000 to maintain support of college room, board, books and supplies stipends through the Virginia Military Survivors and Dependents Program.

Improve funding for transportation

- \$48.1 million in redirecting a portion of general fund sales tax revenue to transportation

Improve support for localities

- \$45 million to restore aid to localities reduction
- \$2.1 million to fund salary increases for assistant Commonwealth's attorneys
- \$7.5 million for BRAC support
- \$16.9 million for Water Quality Improvement Fund including
 - \$2.3 million for local storm water programs
 - \$14.6 million for agricultural best management practices
- \$200 million for water quality bond projects including:
 - \$5 million for Hopewell
 - \$59 million for combined sewer overflow projects in Richmond and Lynchburg
 - \$35 million for urban storm water
 - \$101 million for prior commitments and new anticipated commitments through FY 2016

A full breakdown of all the governor's budget amendments can be found here:

<http://www.finance.virginia.gov/KeyDocuments/JMCmaterials/JMCPresentations.cfm>

The full budget document is available here: <http://www.dpb.virginia.gov/>

#



AGENDA ITEM #12

TO: Chairman Fiset and NVTC Commissioners
FROM: Rick Taube and Claire Gron
DATE: December 27, 2012
SUBJECT: WMATA Items.

A. WMATA Board Members' Report.

NVTC's WMATA Board members will have the opportunity to bring relevant matters to the attention of the commission.

B. Vital Signs/WMATA Dashboard.

Each month staff will provide copies of WMATA's Dashboard performance report and every quarter staff will include a summary of WMATA's Vital Signs report. For persons wishing to learn more about the performance measures used by WMATA including why they were chosen, please go to:

http://www.wmata.com/about_metro/board_of_directors/board_docs/091312_4A_VitalSigns.pdf

The most recent Vital Signs document can be seen at:

http://www.wmata.com/about_metro/scorecard/documents/Vital_Signs_Nov_2012_Q3.pdf

C. Customer Satisfaction Survey Results.

The attached items summarize the survey results for the first quarter of FY 2013. The survey includes responses from 770 customers. Virginia customers rate Metrobus services higher than customers in Maryland and the District of Columbia.

D. Silver Line Operating Plan.

The attachment reviews the original and revised operating plan. This subject was discussed at NVTC's December 6th meeting and this material clarifies the issues.

E. Inaugural Service Update.

The attachment summarizes plans for the January 19-21, 2013 Inauguration activities. Metro has also involved local transit systems in event planning.

F. Cost Recovery Comparisons.

At NVTC's December 6, 2012 meeting, discussion occurred about the extent to which customers are asked to cover public transit operating costs through their fares. NVTC staff was asked to provide some comparative information. As can be seen, Metrorail in particular captures a significant share of its operating costs from customers, compared to its peers. Cost recovery ratios are also shown for various bus systems, but operating conditions such as density of customers heavily influences those results making peer comparisons difficult.



Washington Metropolitan Area Transit Authority

Voice of the Customer

First Quarter, FY13 Results

Customer Service and Operations Committee

December 6, 2012



Key Findings – WMATA Service

1. Safety & Security scores high: In waiting areas, riding on buses/trains
2. High satisfaction scores across both bus and rail
3. High likelihood to recommend, both bus and rail
4. Trip planning well received
 - Website (100% bus/rail)
 - Call center (91% bus/100% rail)
 - Map (83% bus/100% rail)



Key Findings – Bus Service

TOP TWO BOX

- High satisfaction with bus ride 84%
- High reliability of bus service 73%
- High likeliness to recommend 79%

TOTAL INDEX SCORE: 79





Metrobus Satisfaction Scores

- Bus on-time performance
 - 76% noted on-time service
- Cleanliness of bus 81%
- Satisfaction with bus stop 80%
- Cleanliness of bus stop 74%
- SmarTrip farebox worked well 85%





Customer Service Frontline Service Delivery - Bus

Bus Operator greeted or acknowledged
when boarding 75%

Approachable 83%

10% had an interaction with bus driver:

62% met expectations, 15% did not meet expectations

Knowledgeable 81%

Courteous 87%





Key Findings – Rail Service

TOP TWO BOX

- High satisfaction with rail service 80%
- Average overall reliability scores 65%
- High likelihood to recommend 79%

TOTAL INDEX SCORE: 77





Metrorail Satisfaction Scores

Average expected rail trip: 30.7 minutes

Average actual rail trip: 33.7 minutes

Cleanliness of station 73%

Climate control of station 77%

STATION

Cleanliness of train 65%

Climate control of train 77%

Smoothness of ride 71%

TRAIN



In System Communications

Accuracy of PIDS 74%

Usage of non-electronic signs 38%
(77% report non-electronic signs helpful)



RAIL Announcements:

44% heard/understood

33% heard/did not understand

BUS Announcements:

57% heard/ understood

11% heard/did not understand



Customer Service Frontline Service Delivery - Rail

Station Managers:

Approachable 69%

16% of customers noted a station manager interaction:
59% met expectations, 24% did not meet expectations

Knowledgeable 78%

Courteous 75%





Security on Metro High Overall

On bus security: 87%

On train security: 86%

In station security: 85%

Bus stop security: 83%

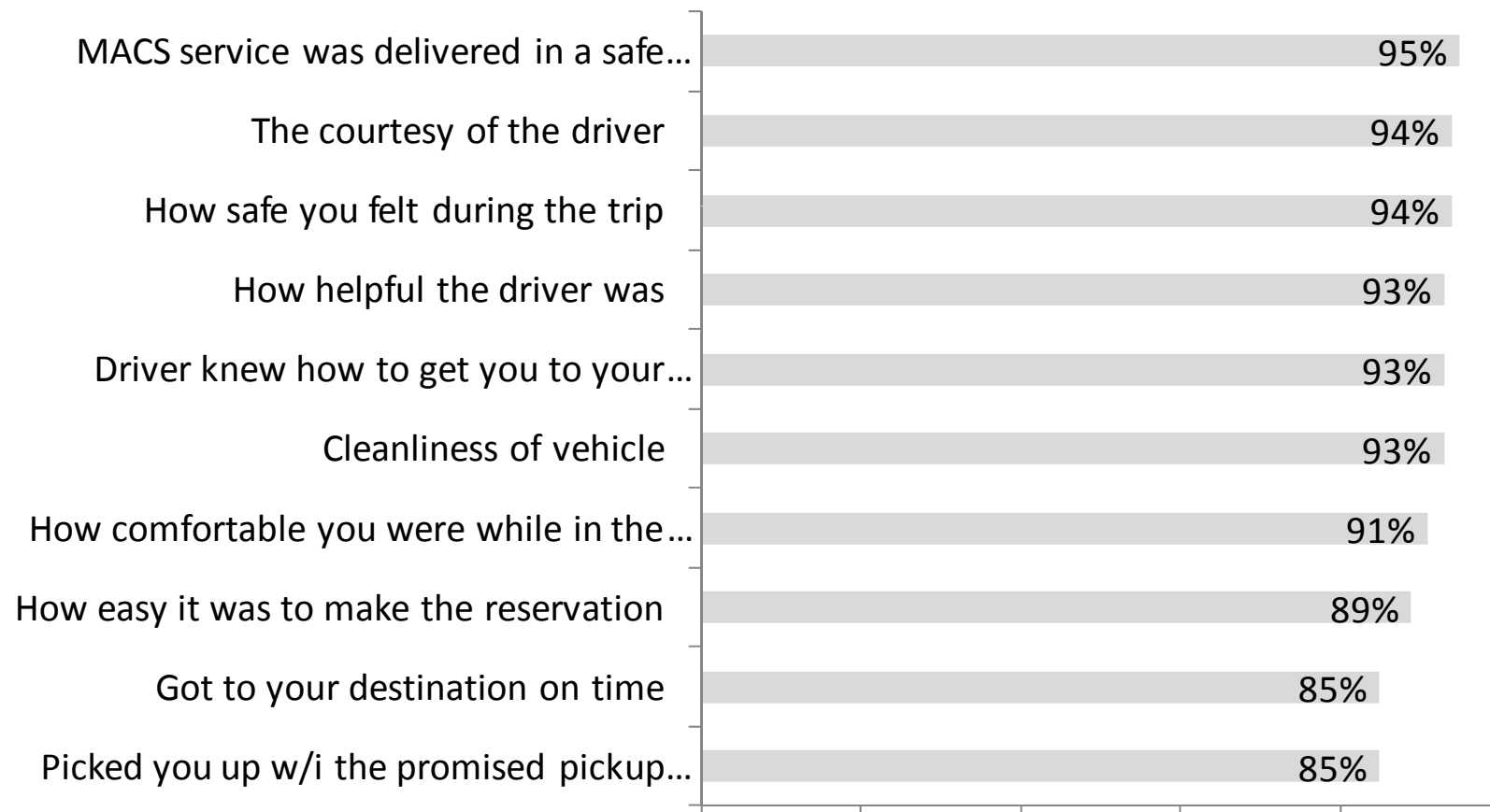
Parking lot security: 69%





MetroAccess High Level of Performance

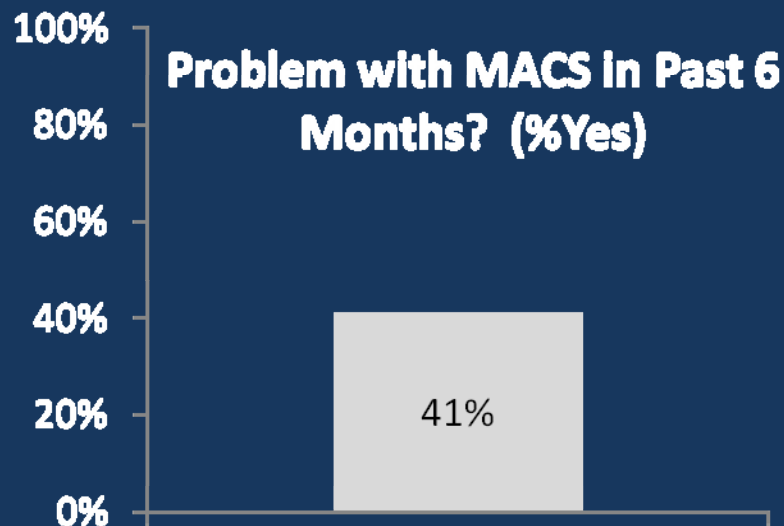
TOP TWO BOX RATINGS



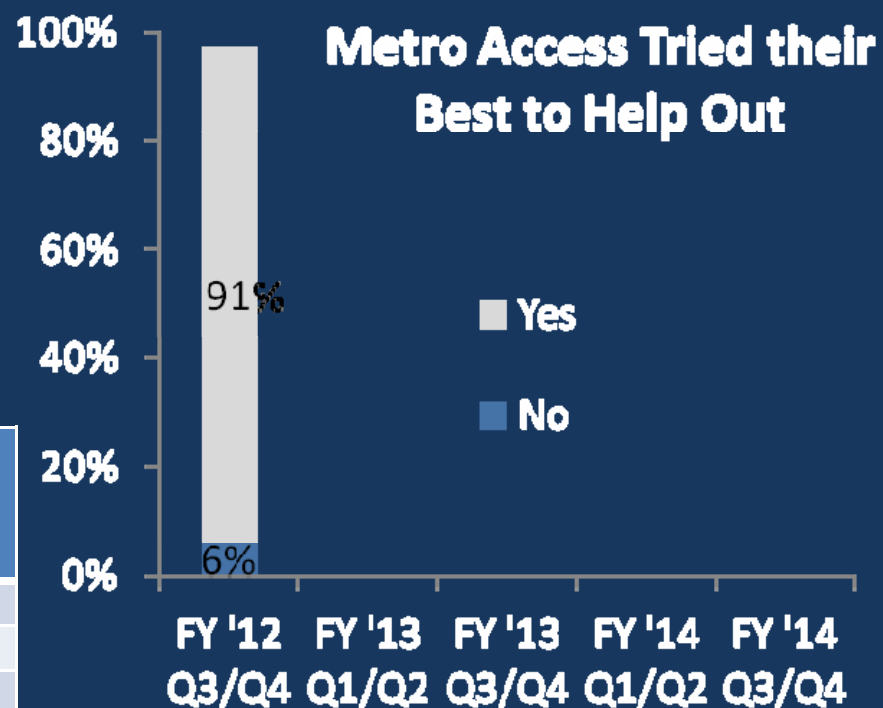
Q. Thinking about your most recent trip, please rate how satisfied you were?



MetroAccess Consistent # of Issues, Does Excellent Job Of Helping



| Which Category Best Describes Your Problem | FY '12 Q3/Q4 % |
|--|----------------|
| MetroAccess vehicle was late | 56 |
| MetroAccess vehicle did not show up | 29 |
| Rude/Discourteous behaviors by driver, service representative, or other person | 27 |
| Problem with Where's My Ride | 21 |
| Problem with Reservations | 16 |
| Did not feel safe during the trip | 10 |





Overall Satisfaction - MetroAccess

Challenges: On Time Performance

Customer
Satisfaction
62%

| Reasons for Dissatisfaction – Top Mentions | FY '12 Q3/Q4 % |
|--|----------------------|
| Pick me up late/Do not show up on time | 36 |
| Having to wait too long for a ride/Half hour scheduling window not convenient | 22 |
| Arrive late for appointments | 21 |
| Cost/Prices vary/Increased | 19 |
| Drivers re-routed wrong/Go past my stop/Don't know where they are going/Ride is too long | 19 |

Q. Why did you give that rating? [asked of those who rated satisfaction a 1 or 2 (Open-ended, multiple response)]



Next Steps

Customer satisfaction KPI's developed to add to Vital Signs

Rail and Bus are working on developing customer service action plans and customer service programs

MetroAccess adding customer component to new contract terms

Will be back to Board in 2013 with update on progress



Washington Metropolitan Area Transit Authority

Silver Line Service Plan

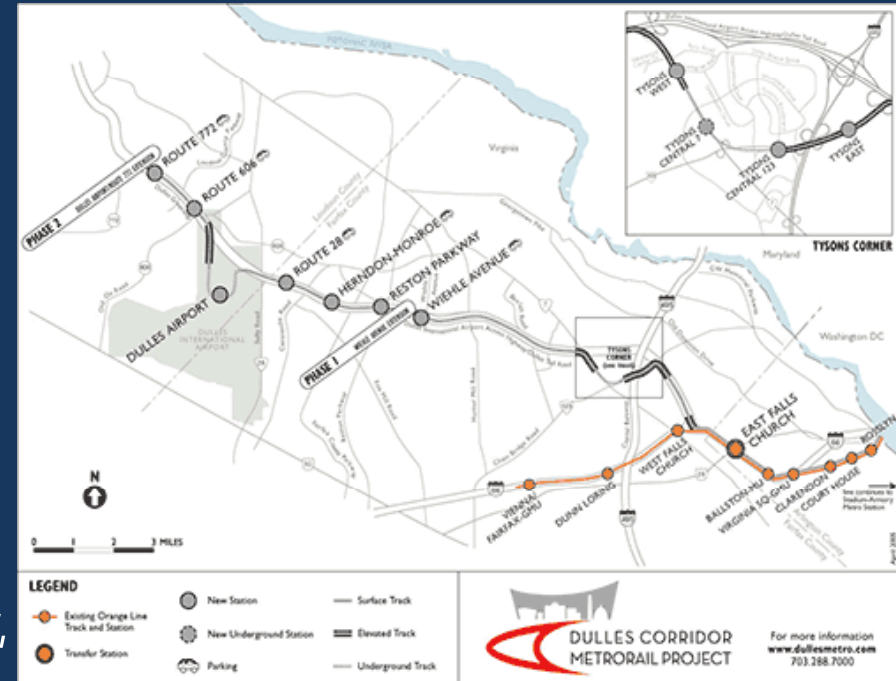
Customer Service and Operations Committee

December 6, 2012



Silver Line Overview

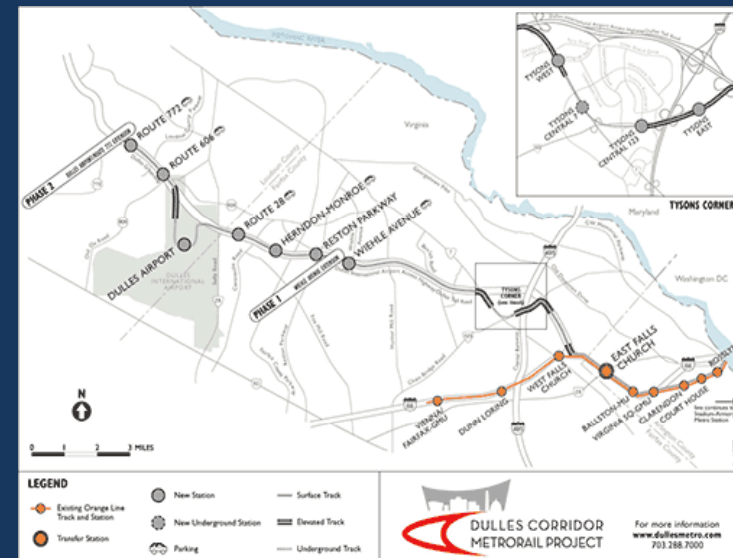
- Phase 1 is an 11 mile, 5 station line rail extension being constructed by MWAA
 - Will serve Tysons and Reston
 - Provide one seat ride to downtown
- The MWAA construction is expected to be complete by late next summer, to be followed by testing and acceptance by WMATA





Metro's Silver Line History

- This extension followed the standard Federal Transit Administration (FTA) Process:
 - 1994-1998: Major Investment Study (MIS)
 - 2000-2004: Environmental Impact Statement (EIS) & Locally Preferred Option Analysis
 - 2005-2006: Preliminary Engineering
 - 2007: Agreement with Metropolitan Washington Airports Authority (MWAA)
 - 2009: Federal Grant to MWAA
 - 2009-2013: Construction





WMATA Conditions For Acceptance

Eight conditions must be met prior to acceptance by WMATA:

- ✓ Satisfactory completion of the Final Environmental Impact Statement (FEIS);
- ✓ Issuance of a Record of Decision by Federal Transit Administration (FTA);
- ✓ Board approval of final financial plan;
- ✓ Execution of implementing financial commitments between MWAA and funding partners;
- ☐ WMATA's determination of Project completion and its acceptability;
- ☐ Conveyance to WMATA by MWAA of property interest in the Project property for WMATA's continuing control of the Project property;
- ☐ Any indemnification obligation not to be a liability or potential liability for WMATA; and
- ☐ All land use and permitting approvals to be complete and final

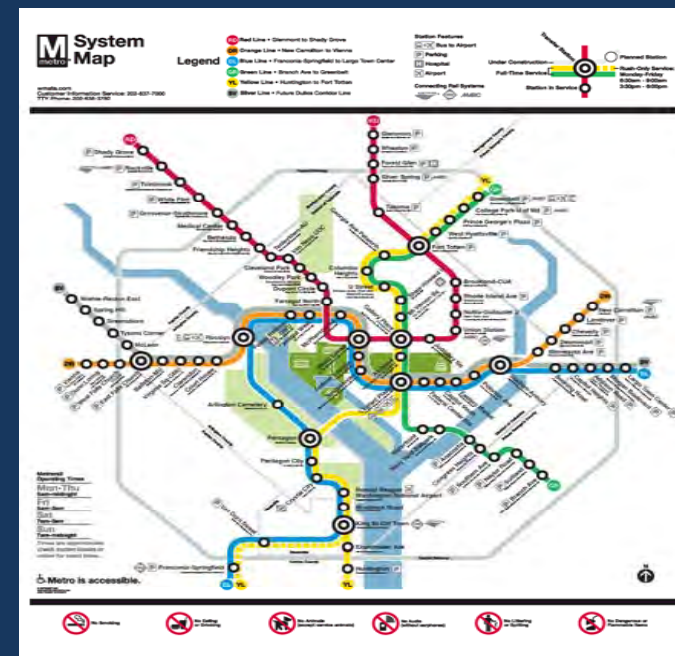
✓ Completed

☐ Underway



Original Service Plan

| Line | From | To | Peak Headway | Mid-Day Headway |
|----------|---------------|----------------|--------------|-----------------|
| Silver | Wiehle Ave | Stadium/Armory | 7 min | 12 min |
| Orange | Vienna | New Carrollton | 7 min | 12 min |
| Orange + | Vienna | Largo | 14 min | n/a |
| Blue | Franconia | Largo | 14 min | 12 min |
| Green | Greenbelt | Branch Ave | 7 min | 12 min |
| Yellow A | Huntington | Mount Vernon | 7 min | n/a |
| Yellow B | Huntington | Ft. Totten | n/a | 12 min |
| Yellow + | Franconia-Spr | Greenbelt | 14 min. | n/a |
| Red | Shady Grove | Glenmont | 3-6 min | 6-12 min |





Review of Service Plan

Re-assessment of original service plan to:

- Evaluate changing environment
- Review existing infrastructure to be impacted by operation of Silver Line to access:
 - operational maintainability
 - conformance with recent safety requirements
 - impacts of Rush Plus ridership





Reasons for Change to Service Plan

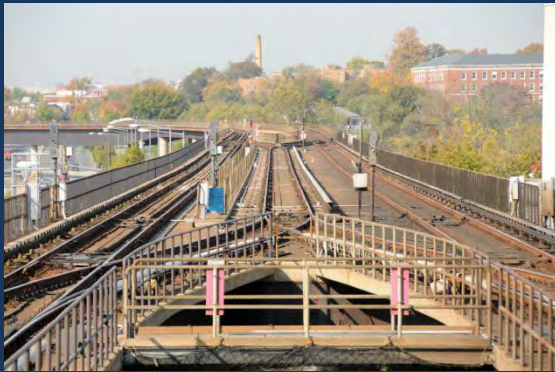
- Review of pocket track identifies deficiencies that preclude the use:
 - not sufficient to handle the proposed duty cycle
 - an aerial structure that will require a high level of maintenance





D&G Junction Pocket Track

(Outbound of Stadium-Armory Station)



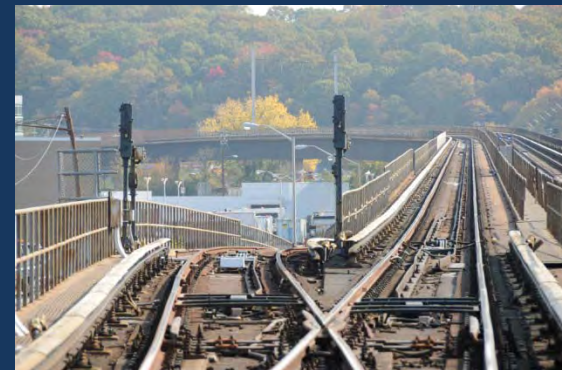
Looking Eastbound



Looking Westbound



Downtown train
Approaching



Approach on Eastside



Service Plan Alternatives

- Alternatives to using D&G Junction were analyzed
 - Extend Silver Line to Largo; 7 min. headway; 14 min. headway on Blue; maintain Rush Plus
 - Extend Silver Line to New Carrollton; 7 min. headway; 14 min. headway on Blue; maintain Rush Plus
 - 7 min. headways on all lines; no rush plus
 - Extend Silver Line to Largo; 6 min. headways; 12 min. headway on Blue; eliminate Rush Plus to Largo



Silver Line Service Plan

| Line | From | To | Peak Headway | Mid-Day Headway |
|----------|----------------|----------------|--------------|-----------------|
| Silver | Wiehle Ave | Largo | 6 min | 12 min |
| Orange | Vienna | New Carrollton | 6 min | 12 min |
| Blue | Franconia -Spr | Largo | 12 min | 12 min |
| Green | Greenbelt | Branch Ave | 6 min | 12 min |
| Yellow A | Huntington | Mount Vernon | 6 min | n/a |
| Yellow B | Huntington | Ft. Totten | n/a | 12 min |
| Yellow + | Franconia-Spr | Greenbelt | 12 min. | n/a |
| Red | Shady Grove | Glenmont | 3-6 min | 6-12 min |



Service Hours and Headways conform to Board adopted Metrorail Service Standards



Changes to Service

Silver Line Pattern:

Operating Plan – Number of trains during peak hour (7:54-8:54am)
At Rosslyn Station (Eastbound)

| Line | Prior to Rush + (6/18/2012) | Rush + (6/18/2012) | With Silver Line |
|---------------------------------|--------------------------------|-----------------------|------------------|
| Orange Line | 16 | 19 | 11 |
| Blue Line | 10 | 7 | 5 |
| Silver Line | -- | -- | 10 |
| Total through Rosslyn Tunnel | 26 | 26 | 26 |



Bus Service Changes

- Most bus service in the area will change involving:
 - All new stations will have bus service
 - Fairfax Connector will provide majority of the local bus service including new Tysons Circulator Routes serving the four Tysons stations
 - WMATA buses will be rerouted to serve the new Tysons stations
 - Loudoun County will serve Wiehle-Reston East
 - Prince William County will serve Tysons station instead of West Falls Church
 - Washington Flyer will serve Wiehle-Reston East
- Bus Plans will be presented to the public and finalized in Fall 2013
- All service plans are being coordinated to ensure maximum coverage and preclude duplication



Prior to MWAA handoff to WMATA Operational Readiness Date (ORD)

- MWAA-Dulles Transit Partners defines ORD as the date construction is “complete” and WMATA testing can start
- For WMATA, several key activities/actions have to be completed and tested in order to agree that ORD has been reached, such as:

| | | |
|-------------------------------|---------------------------|---|
| Automatic Train Control | Power System | Track Configuration |
| Elevators/Escalators | Station Power & Equipment | Heating, Ventilation and Air Conditioning |
| Security Systems | Structures | Safety Certification |
| Rail Geometry Vehicle Testing | Communication System | Closed Circuit Television |
| Railcar Clearance | Safe Brake Testing | Track Equipment Testing |

- West Falls Church Yard – shop addition, yard expansion and sound box testing are critical project milestones that impact ORD



WMATA Activities once ORD is attained

- Date WMATA agrees that ORD has been achieved is Day Zero
- WMATA testing and acceptance, post-ORD, and leading up to start of revenue service will be broken into three major time periods:
 - 90 day test program
 - 60 day test program
 - 30 day test program
- All testing must be completed and certified prior to proceeding to next level of testing
- All Safety Certifications
- Staff will certify all acceptance conditions, including those in prior Board resolutions, prior to revenue operations



Washington Metropolitan Area Transit Authority

Faith in America's Future

Metro Planning Efforts in support of the 57th Presidential Inauguration

Customer Service & Operations Committee

December 2012





Weather

| Year | President | Noon temp |
|------|---------------------------|-----------|
| 2009 | Barack Obama | 28°F |
| 2005 | George W. Bush | 35°F |
| 2001 | George W. Bush | 36°F |
| 1997 | William Jefferson Clinton | 34°F |
| 1993 | William Jefferson Clinton | 40°F |
| 1989 | George Bush | 51°F |
| 1985 | Ronald Reagan | 7°F |
| 1981 | Ronald Reagan | 55°F |
| 1977 | Jimmy Carter | 28°F |



Coordination

- District of Columbia Presidential Inauguration Committee (DCPIC)
 - Security Subcommittee
 - Fire, Life Safety and HAZMAT Sub-Committee
 - Venues Subcommittee
 - Transportation Subcommittee
 - Communications Subcommittee
- US Secret Service
 - Transportation Subcommittee
 - Crowd Management Subcommittee
 - Critical Infrastructure Subcommittee
 - Interagency Subcommittee
 - Consequence Management Subcommittee
- Joint Congressional Committee on Inaugural Ceremonies
 - Capitol Subcommittee



Swearing in ceremony and Parade





Secure Zone: Impacted Stations

- Smithsonian and Archives Navy-Memorial will be closed



Security





Service Plan

- Metrorail
 - 4am- 2am; Rush hour service until 9pm
 - No Rush + service pattern
- Metrobus
 - Weekday rush hour service in the morning and early afternoon rush hour
 - Expect detours of bus routes due to street closures
 - No charter bus parking at stations
- Metro Access
 - Same hours as Metrorail and Metrobus
 - Customers should allow additional time for travel



Staffing





Communications

Inauguration Day 2013



Only 74 days until Inauguration Day - January 21, 2013.



Metro Plans for Inauguration Day

Metro is preparing to be the transportation mode of choice for hundreds of thousands of visitors on Inauguration Day 2013.

On Inauguration Day:

- ▶ Metrorail will open at 4 am and close at 2 am.
- ▶ Metrorail will provide 17 consecutive hours of rush-hour service -- from 4 am until 9 pm. Peak fares will be in effect during that time.
- ▶ Normal weekday parking rates will apply at Metrorail parking facilities. Parking fees will be charged as you exit the garage and may be paid by SmarTrip® or credit card.
- ▶ Metrobus will operate weekday rush hour service in the morning, followed by an early rush hour in the afternoon. Many routes will operate on detours due to Inaugural events.
- ▶ MetroAccess will operate identical hours to Metrorail and Metrobus. MetroAccess customers are encouraged to plan extra time due to increased traffic throughout the service area.

Additional information will be posted on this page as Inaugural event schedules and service plans are finalized.



Commemorative SmarTrip® Available Soon

Metro's 2013 commemorative SmarTrip® card will be available soon. The reusable plastic card will come pre-loaded with a One-Day Pass that provides unlimited travel on Metrorail on the day it is first used. Each commemorative SmarTrip® costs \$15 - just \$1 more than the cost of a regular one-day pass and \$4 less than the cost of purchasing a SmarTrip® card and One-Day Pass separately. As an added bonus,



Stay Informed!

Sign up for Metro Inauguration info via email and text message.


Enter email address:

Enter cell number and select carrier:

Select Carrier ▼

Submit

Be sure to follow us on Twitter

@MetroInaug 

Rider Tools

[Metrorail System Map](#)

[Visitor's Kit](#)

[Station Information](#)

[Parking Information](#)

[Find Service Near a Location](#)

[Trip Planner](#)



B A R A C K O B A M A

INAUGURATION DAY
JANUARY 20, 2009



44TH PRESIDENT OF THE UNITED STATES

Faith in America's Future

B A R A C K O B A M A

INAUGURATION DAY
JANUARY 21, 2013



AMERICA MAKES HISTORY AGAIN

Large Transit Systems in the U.S. -- Sources of Operating Funds
2011 NTD Reports

| System | | | | Sources of Operating Funds | | | | |
|--|--------------------|--------------------|------------------|----------------------------|---------------|---------------|-----------------|---------------|
| | | Operating Expenses | Fare Revenues | % Fares (Farebox Recovery) | % Local Funds | % State Funds | % Federal Funds | % Other Funds |
| <u>Metropolitan Atlanta Rapid Transit Authority (MARTA)</u> | | | | | | | | |
| <i>Atlanta, GA</i> | System - All Modes | \$ 510,669,002 | \$ 113,368,096 | 22.2% | 55.4% | 0.6% | 15.2% | 6.6% |
| | Bus | \$ 212,834,136 | \$ 47,889,418 | 22.5% | | | | |
| | Heavy Rail | \$ 177,512,238 | \$ 63,563,207 | 35.8% | | | | |
| | Demand Response | \$ 19,763,814 | \$ 1,915,471 | 9.7% | | | | |
| <u>Massachusetts Bay Transportation Authority</u> | | | | | | | | |
| <i>Boston, MA-NH-RI</i> | System - All Modes | \$ 1,518,608,727 | \$ 455,503,249 | 30.0% | 9.1% | 55.4% | 0.9% | 4.7% |
| | Bus | \$ 347,301,271 | \$ 78,918,582 | 22.7% | | | | |
| | Heavy Rail | \$ 304,917,487 | \$ 156,508,685 | 51.3% | | | | |
| | Demand Response | \$ 98,611,542 | \$ 4,087,164 | 4.1% | | | | |
| <u>Chicago Transit Authority (CTA)</u> | | | | | | | | |
| <i>Chicago, IL-IN</i> | System - All Modes | \$ 1,292,334,189 | \$ 529,762,698 | 41.0% | 23.3% | 22.6% | 9.8% | 3.2% |
| | Bus | \$ 732,131,718 | \$ 279,457,944 | 38.2% | | | | |
| | Heavy Rail | \$ 480,953,575 | \$ 250,304,754 | 52.0% | | | | |
| <u>Pace - Suburban Bus (PACE)</u> | | | | | | | | |
| <i>Chicago, IL-IN</i> | System - All Modes | \$ 179,689,834 | \$ 20,055,181 | 11.2% | 6.7% | 76.8% | 2.3% | 3.1% |
| | Bus | \$ 152,568,250 | \$ 29,262,270 | 19.2% | | | | |
| | Demand Response | \$ 20,897,071 | \$ 1,347,030 | 6.4% | | | | |
| <u>Metropolitan Transit Authority of Harris County, Texas (Metro)</u> | | | | | | | | |
| <i>Houston, TX</i> | System - All Modes | \$ 409,599,058 | \$ 75,931,546 | 18.5% | 65.8% | 0.0% | 14.6% | 1.1% |
| | Bus | \$ 328,885,459 | \$ 61,106,439 | 18.6% | | | | |
| | Demand Response | \$ 36,809,795 | \$ 1,199,419 | 3.3% | | | | |
| <u>Los Angeles Metro</u> | | | | | | | | |
| <i>Los Angeles-Long Beach-Anaheim, CA</i> | System - All Modes | \$ 1,409,076,917 | \$ 358,695,085 | 25.5% | 46.4% | 7.1% | 18.4% | 2.6% |
| | Bus | \$ 956,783,665 | \$ 274,557,141 | 28.7% | | | | |
| | Heavy Rail | \$ 97,630,504 | \$ 34,788,849 | 35.6% | | | | |
| <u>MTA New York City Transit (NYCT)</u> | | | | | | | | |
| <i>New York-Newark, NY-NJ-CT</i> | System - All Modes | \$ 7,827,721,655 | \$ 3,578,282,013 | 45.7% | 13.8% | 37.2% | 0.0% | 3.4% |
| | Bus | \$ 2,406,526,184 | \$ 868,193,654 | 36.1% | | | | |
| | Heavy Rail | \$ 3,525,420,476 | \$ 2,698,747,475 | 76.6% | | | | |
| | Demand Response | \$ 434,494,615 | \$ 11,340,884 | 2.6% | | | | |
| <u>MTA Bus Company (MTABus)</u> | | | | | | | | |
| <i>New York-Newark, NY-NJ-CT</i> | System - All Modes | \$ 552,018,661 | \$ 177,562,645 | 32.2% | 66.5% | 0.0% | 0.0% | 1.3% |
| | Bus | \$ 528,943,981 | \$ 179,041,576 | 33.8% | | | | |
| <u>Port Authority Trans-Hudson Corporation (PATH)</u> | | | | | | | | |
| <i>New York-Newark, NY-NJ-CT</i> | System - All Modes | \$ 418,290,769 | \$ 123,113,483 | 29.4% | | 0.0% | 0.2% | 70.4% |
| | Heavy Rail | \$ 316,911,272 | \$ 114,685,008 | 36.2% | | | | |
| <u>New Jersey Transit Corporation (NJ Transit)</u> | | | | | | | | |
| <i>New York-Newark, NY-NJ-CT</i> | System - All Modes | \$ 2,025,778,429 | \$ 872,890,220 | 43.1% | 1.0% | 25.7% | 26.4% | 3.8% |
| | Bus | \$ 780,563,396 | \$ 350,190,933 | 44.9% | | | | |
| | Demand Response | \$ 58,023,901 | \$ 1,866,117 | 3.2% | | | | |
| <u>Southeastern Pennsylvania Transportation Authority (SEPTA)</u> | | | | | | | | |
| <i>Philadelphia, PA-NJ-DE-MD</i> | System - All Modes | \$ 1,164,276,871 | \$ 443,540,475 | 38.1% | 6.7% | 46.3% | 5.2% | 3.6% |
| | Bus | \$ 569,960,147 | \$ 171,378,160 | 30.1% | | | | |
| | Heavy Rail | \$ 180,434,951 | \$ 94,441,922 | 52.3% | | | | |

| | | | | | | | | | | |
|--|--------------------|----|---------------|----|-------------|-------|-------|-------|-------|-------|
| | Demand Response | \$ | 51,222,564 | \$ | 6,168,029 | 12.0% | | | | |
| <u>Regional Valley Metro (RPTA)</u> | | | | | | | | | | |
| <i>Phoenix-Mesa, AZ</i> | System - All Modes | \$ | 89,621,802 | \$ | 9,694,252 | 10.8% | 75.4% | 0.6% | 6.5% | 6.8% |
| | Bus | \$ | 39,230,359 | \$ | 7,196,633 | 18.3% | | | | |
| | Demand Response | \$ | 12,294,515 | \$ | 356,100 | 2.9% | | | | |
| <u>City of Phoenix Valley Metro</u> | | | | | | | | | | |
| <i>Phoenix-Mesa, AZ</i> | System - All Modes | \$ | 180,136,890 | \$ | 34,523,830 | 19.2% | 62.6% | 0.7% | 11.4% | 6.1% |
| | Bus | \$ | 134,422,442 | \$ | 33,530,462 | 24.9% | | | | |
| | Demand Response | \$ | 19,780,911 | \$ | 993,368 | 5.0% | | | | |
| <u>San Francisco Bay Area Rapid Transit District (BART)</u> | | | | | | | | | | |
| <i>San Francisco-Oakland, CA</i> | System - All Modes | \$ | 532,051,895 | \$ | 341,893,620 | 64.3% | 24.6% | 3.9% | 0.2% | 7.1% |
| | Heavy Rail | \$ | 450,366,069 | \$ | 342,688,620 | 76.1% | | | | |
| <u>King County Metro Transit</u> | | | | | | | | | | |
| <i>Seattle, WA</i> | System - All Modes | \$ | 596,796,816 | \$ | 161,469,105 | 27.1% | 44.2% | 0.7% | 9.5% | 18.5% |
| | Bus | \$ | 388,752,412 | \$ | 103,635,046 | 26.7% | | | | |
| | Demand Response | \$ | 58,445,201 | \$ | 874,036 | 1.5% | | | | |
| <u>Washington Metropolitan Area Transit Authority (WMATA)</u> | | | | | | | | | | |
| <i>Washington, DC-VA-MD</i> | System - All Modes | \$ | 1,557,286,063 | \$ | 710,601,594 | 45.6% | 25.4% | 16.2% | 3.9% | 8.9% |
| | Bus | \$ | 543,449,391 | \$ | 134,882,164 | 24.8% | | | | |
| | Heavy Rail | \$ | 844,106,385 | \$ | 571,418,362 | 67.7% | | | | |
| | Demand Response | \$ | 95,651,976 | \$ | 3,965,052 | 4.1% | | | | |

Notes: Sources of operating funds aggregated for all modes provided by the transit agency. Mode-specific data unavailable except for farebox recovery. Transit agencies may provide additional services (modes) not listed.

Transit Systems in Virginia -- Sources of Operating Funds
2011 NTD Reports

| System | | Operating Expenses | Fare Revenues | % Fares (Farebox Recovery) | Sources of Operating Funds | | | |
|--|------------------------|--------------------|----------------|----------------------------|----------------------------|---------------|-----------------|---------------|
| | | | | | % Local Funds | % State Funds | % Federal Funds | % Other Funds |
| <u>Washington Metropolitan Area Transit Authority (WMATA)</u> | | | | | | | | |
| <i>Washington, DC-VA-MD</i> | System - All Modes | \$ 1,557,286,063 | \$ 710,601,594 | 45.6% | 25.4% | 16.2% | 3.9% | 8.9% |
| | Bus | \$ 543,449,391 | \$ 134,882,164 | 24.8% | | | | |
| | Heavy Rail | \$ 844,106,385 | \$ 571,418,362 | 67.7% | | | | |
| | Demand Response | \$ 95,651,976 | \$ 3,965,052 | 4.1% | | | | |
| | Demand Reponse - Taxi | \$ 13,962,454 | \$ 336,016 | 2.4% | | | | |
| <u>Charlottesville Area Transit</u> | | | | | | | | |
| <i>Charlottesville, VA</i> | System - All Modes | \$ 6,175,458 | \$ 837,778 | 13.6% | 40.5% | 14.6% | 31.4% | 0.0% |
| | Bus | \$ 6,175,458 | \$ 837,778 | 13.6% | | | | |
| <u>Fredericksburg Regional Transit (FRED)</u> | | | | | | | | |
| <i>Fredericksburg, VA</i> | System - All Modes | \$ 3,330,354 | \$ 273,419 | 8.2% | 33.9% | 15.6% | 40.2% | 2.0% |
| | Bus | \$ 3,330,354 | \$ 273,419 | 8.2% | | | | |
| <u>Hampton Roads Transit (HRT)</u> | | | | | | | | |
| <i>Virginia Beach, VA</i> | System - All Modes | \$ 77,317,095 | \$ 16,157,993 | 20.9% | 32.7% | 14.2% | 31.4% | 0.8% |
| | Bus | \$ 63,294,653 | \$ 14,212,376 | 22.5% | | | | |
| | Demand Response | \$ 9,545,758 | \$ 789,738 | 8.3% | | | | |
| | Vanpool | \$ 1,084,654 | \$ 825,737 | 76.1% | | | | |
| | Ferryboat | \$ 1,036,325 | \$ 330,142 | 31.9% | | | | |
| | Light Rail | \$ - | \$ - | 0.0% | | | | |
| <u>Williamsburg Area Transit Authority (WATA)</u> | | | | | | | | |
| <i>Williamsburg, VA</i> | System - All Modes | \$ 6,316,169 | \$ 423,855 | 6.7% | 36.0% | 18.0% | 35.5% | 3.9% |
| | Bus | \$ 5,815,918 | \$ 429,798 | 7.4% | | | | |
| | Demand Response | \$ 407,438 | \$ 4,287 | 1.1% | | | | |
| <u>Danville Transit</u> | | | | | | | | |
| <i>Danville, VA</i> | System - All Modes | \$ 1,294,231 | \$ 274,750 | 21.2% | 22.8% | 13.4% | 39.5% | 3.1% |
| | Bus | \$ 865,234 | \$ 203,763 | 23.6% | | | | |
| | Demand Response | \$ 428,997 | \$ 70,987 | 16.5% | | | | |
| <u>Greater Lynchburg Transit Company (GLTC)</u> | | | | | | | | |
| <i>Lynchburg, VA</i> | System - All Modes | \$ 7,120,881 | \$ 1,056,514 | 14.8% | 44.7% | 13.2% | 25.6% | 1.7% |
| | Bus | \$ 6,343,067 | \$ 987,781 | 15.6% | | | | |
| | Demand Response | \$ 771,044 | \$ 68,733 | 8.9% | | | | |
| <u>City of Alexandria (DASH)</u> | | | | | | | | |
| <i>Washington, DC-VA-MD</i> | System - All Modes | \$ 14,367,487 | \$ 3,475,237 | 24.2% | 70.6% | 0.0% | 0.0% | 5.2% |
| | Bus | \$ 12,889,560 | \$ 3,308,222 | 25.7% | | | | |
| | Demand Response - Taxi | \$ 1,384,214 | \$ 167,015 | 12.1% | | | | |
| <u>Virginia Railway Express (VRE)</u> | | | | | | | | |
| <i>Washington, DC-VA-MD</i> | System - All Modes | \$ 63,154,951 | \$ 32,368,123 | 51.3% | 3.8% | 20.3% | 24.3% | 0.3% |
| | Commuter Rail | \$ 57,461,301 | \$ 32,368,123 | 56.3% | | | | |
| <u>Arlington Transit (ART)</u> | | | | | | | | |
| <i>Washington, DC-VA-MD</i> | System - All Modes | \$ 11,398,155 | \$ 2,466,963 | 21.6% | 52.8% | 24.9% | 0.0% | 0.6% |
| | Bus | \$ 7,884,299 | \$ 2,081,117 | 26.4% | | | | |
| | Heavy Rail | \$ - | \$ - | | | | | |
| | Demand Response | \$ 1,257,163 | \$ 163,138 | 13.0% | | | | |
| | Demand Response - Taxi | \$ 1,451,734 | \$ 222,708 | 15.3% | | | | |
| <u>City of Fairfax (CUE)</u> | | | | | | | | |
| <i>Washington, DC-VA-MD</i> | System - All Modes | \$ 2,815,073 | \$ 1,182,591 | 42.0% | 0.7% | 56.9% | 0.0% | 0.4% |
| | Bus | \$ 2,815,073 | \$ 1,182,591 | 42.0% | | | | |
| <u>Fairfax County Connector</u> | | | | | | | | |
| <i>Washington, DC-VA-MD</i> | System - All Modes | \$ 62,730,890 | \$ 5,203,778 | 8.3% | 67.1% | 12.1% | 0.0% | 12.5% |
| | Bus | \$ 62,730,890 | \$ 5,203,778 | 8.3% | | | | |
| <u>Loudoun County Commuter Bus Service (LC Transit)</u> | | | | | | | | |
| <i>Washington, DC-VA-MD</i> | System - All Modes | \$ 10,120,868 | \$ 6,893,451 | 68.1% | 8.3% | 23.5% | 0.0% | 0.1% |
| | Bus | \$ 8,659,266 | \$ 6,893,451 | 79.6% | | | | |

| <u>Potomac and Rappahannock Transportation</u> | | | | | | | | | | |
|---|------------------------|----|------------|----|------------|-------|-------|-------|-------|------|
| Washington, DC-VA-MD | System - All Modes | \$ | 26,156,769 | \$ | 10,961,497 | 41.9% | 25.2% | 17.8% | 14.2% | 0.9% |
| | Bus | \$ | 25,931,402 | \$ | 10,961,497 | 42.3% | | | | |
| <u>Greater Richmond Transit Company (GRTC)</u> | | | | | | | | | | |
| Richmond, VA | System - All Modes | \$ | 44,949,965 | \$ | 12,173,757 | 27.1% | 38.2% | 17.7% | 15.8% | 1.2% |
| | Bus | \$ | 37,588,748 | \$ | 10,035,166 | 26.7% | | | | |
| | Demand Response | \$ | 6,892,712 | \$ | 624,115 | 9.1% | | | | |
| | Vanpool | \$ | 1,982,980 | \$ | 1,514,476 | 76.4% | | | | |
| <u>Petersburg Area Transit (PAT)</u> | | | | | | | | | | |
| Richmond, VA | System - All Modes | \$ | 2,714,163 | \$ | 383,204 | 14.1% | 53.9% | 14.1% | 17.1% | 0.9% |
| | Bus | \$ | 2,548,526 | \$ | 375,195 | 14.7% | | | | |
| | Demand Response | \$ | 165,637 | \$ | 8,009 | 4.8% | | | | |
| <u>Blacksburg Transit (BT)</u> | | | | | | | | | | |
| Blacksburg, VA | System - All Modes | \$ | 5,417,367 | \$ | 2,347,279 | 43.3% | 5.1% | 13.5% | 37.1% | 1.1% |
| | Bus | \$ | 4,631,897 | \$ | 2,510,185 | 54.2% | | | | |
| | Demand Response | \$ | 785,470 | \$ | 18,889 | 2.4% | | | | |
| <u>Greater Roanoke Transit Company (Valley Metro)</u> | | | | | | | | | | |
| Roanoke, VA | System - All Modes | \$ | 8,235,573 | \$ | 2,003,661 | 24.3% | 25.1% | 13.9% | 33.0% | 3.7% |
| | Bus | \$ | 7,183,875 | \$ | 1,856,995 | 25.8% | | | | |
| | Demand Response | \$ | 1,051,698 | \$ | 146,666 | 13.9% | | | | |
| <u>City of Harrisonburg (Harrison Transit)</u> | | | | | | | | | | |
| Harrisonburg, VA | System - All Modes | \$ | 3,118,583 | \$ | 1,468,167 | 47.1% | 8.0% | 15.4% | 28.1% | 1.5% |
| | Bus | \$ | 2,646,199 | \$ | 1,349,115 | 51.0% | | | | |
| | Demand Response | \$ | 442,593 | \$ | 115,840 | 26.2% | | | | |
| | Demand Response - Taxi | \$ | 29,791 | \$ | 3,212 | 10.8% | | | | |

**Large Rail Systems in the U.S. -- Farebox Recovery
2011 NTD Reports**

| System -- Ranked in order of # of annual passenger trips | Urbanized Area | Operating Expenses | Fare Revenues | % Fares (Farebox Recovery) |
|---|--|-------------------------------|----------------------|---|
| MTA New York City Transit | <i>New York-Newark, NY-NJ-CT</i> | \$ 3,525,420,476 | \$ 2,698,747,475 | 76.6% |
| Washington Metropolitan Area Transit Authority (WMATA) | <i>Washington, DC-VA-MD</i> | \$ 844,106,385 | \$ 571,418,362 | 67.7% |
| Chicago Transit Authority (CTA) | <i>Chicago, IL-IN</i> | \$ 480,953,575 | \$ 250,304,754 | 52.0% |
| Massachusetts Bay Transportation Authority (MBTA) | <i>Boston, MA-NH-RI</i> | \$ 304,917,487 | \$ 156,508,685 | 51.3% |
| San Francisco Bay Area Rapid Transit District (BART) | <i>San Francisco-Oakland, CA</i> | \$ 450,366,069 | \$ 342,688,620 | 76.1% |
| Southeastern Pennsylvania Transportation Authority (SEPTA) | <i>Philadelphia, PA-NJ-DE-MD</i> | \$ 180,434,951 | \$ 94,441,922 | 52.3% |
| Port Authority Trans-Hudson Corporation (PATH) | <i>New York-Newark, NY-NJ-CT</i> | \$ 316,911,272 | \$ 114,685,008 | 36.2% |
| Metropolitan Atlanta Rapid Transit Authority (MARTA) | <i>Atlanta, GA</i> | \$ 177,512,238 | \$ 63,563,207 | 35.8% |
| Los Angeles Metro | <i>Los Angeles-Long Beach- Anaheim, CA</i> | \$ 97,630,504 | \$ 34,788,849 | 35.6% |

**Large Transit Bus Fleets in the U.S. -- Farebox Recovery
2011 NTD Reports**

| System -- Ranked in order of # of annual passenger trips | Urbanized Area | Operating Expenses | Fare Revenues | % Fares (Farebox Recovery) |
|---|--|-------------------------------|----------------------|---------------------------------------|
| MTA New York City Transit | <i>New York-Newark, NY-NJ-CT</i> | \$ 2,406,526,184 | \$ 868,193,564 | 36.1% |
| Los Angeles Metro | <i>Los Angeles-Long Beach- Anaheim, CA</i> | \$ 956,783,665 | \$ 274,557,141 | 28.7% |
| Pace - Suburban Bus (PACE) | <i>Chicago, IL-IN</i> | \$ 152,568,250 | \$ 29,262,270 | 19.2% |
| New Jersey Transit Corporation (NJ Transit) | <i>New York-Newark, NY-NJ-CT</i> | \$ 780,563,396 | \$ 350,190,933 | 44.9% |
| Chicago Transit Authority (CTA) | <i>Chicago, IL-IN</i> | \$ 732,131,718 | \$ 279,457,944 | 38.2% |
| Washington Metropolitan Area Transit Authority (WMATA) | <i>Washington, DC-VA-MD</i> | \$ 543,449,391 | \$ 134,882,164 | 24.8% |
| Southeastern Pennsylvania Transportation Authority (SEPTA) | <i>Philadelphia, PA-NJ-DE-MD</i> | \$ 569,960,147 | \$ 171,378,160 | 30.1% |
| King County Metro Transit | <i>Seattle, WA</i> | \$ 388,752,412 | \$ 103,635,046 | 26.7% |
| Metropolitan Transit Authority of Harris County, Texas (Metro) | <i>Houston, TX</i> | \$ 328,885,459 | \$ 61,106,439 | 18.6% |
| MTA Bus Company (MTABus) | <i>New York-Newark, NY-NJ-CT</i> | \$ 528,943,981 | \$ 179,041,576 | 33.8% |
| Regional Valley Metro (RPTA) | <i>Phoenix-Mesa, AZ</i> | \$ 39,230,359 | \$ 7,196,633 | 18.3% |
| City of Phoenix Valley Metro | <i>Phoenix-Mesa, AZ</i> | \$ 134,422,442 | \$ 33,530,462 | 24.9% |
| Massachusetts Bay Transportation Authority (MBTA) | <i>Boston, MA-NH-RI</i> | \$ 347,301,271 | \$ 78,918,582 | 22.7% |

Commuter Rail Systems in the U.S. -- Farebox Recovery
2011 NTD Reports

| System -- Ranked in order of # of annual passenger trips | Urbanized Area | Operating Expenses | Fare Revenues | % Fares (Farebox Recovery) |
|--|--|--------------------|----------------|----------------------------|
| MTA Long Island Rail Road | <i>New York-Newark, NY-NJ-CT</i> | \$ 1,069,768,165 | \$ 571,741,785 | 53.4% |
| NJ Transit Rail | <i>New York-Newark, NY-NJ-CT</i> | \$ 838,957,195 | \$ 496,071,465 | 59.1% |
| MTA Metro-North Railroad | <i>New York-Newark, NY-NJ-CT</i> | \$ 910,491,999 | \$ 567,533,000 | 62.3% |
| Metra Rail | <i>Chicago, IL-IN</i> | \$ 596,040,975 | \$ 241,577,676 | 40.5% |
| MBTA Commuter Rail | <i>Boston, MA-NH-RI</i> | \$ 301,557,532 | \$ 135,327,041 | 44.9% |
| SEPTA Regional Rail | <i>Philadelphia, PA-NJ-DE-MD</i> | \$ 238,669,815 | \$ 135,366,614 | 56.7% |
| Metrolink | <i>Los Angeles-Long Beach-Anaheim, CA</i> | \$ 161,020,631 | \$ 74,170,744 | 46.1% |
| Caltrain | <i>San Francisco-Oakland, CA</i> | \$ 92,227,280 | \$ 45,676,967 | 49.5% |
| Maryland Area Regional Commuter (MARC) | <i>Washington, DC-MD-VA</i> | \$ 92,903,640 | \$ 45,552,384 | 49.0% |
| Virginia Railway Express (VRE) | <i>Washington, DC-MD-VA</i> | \$ 57,461,301 | \$ 32,368,123 | 56.3% |
| NICTD South Shore Line | <i>Chicago, IL-IN</i> | \$ 39,198,932 | \$ 18,183,926 | 46.4% |
| TRI-Rail | <i>Miami, FL</i> | \$ 51,718,986 | \$ 10,902,136 | 21.1% |
| Sounder Commuter Rail | <i>Seattle, WA</i> | \$ 31,681,964 | \$ 8,336,093 | 26.3% |
| Trinity Railway Express* | <i>Dallas-Fort Worth-Arlington, TX</i> | \$ 28,892,440 | \$ 8,036,471 | 27.8% |
| UTA Front Runner | <i>Salt Lake City-West Valley City, UT</i> | \$ 20,517,540 | \$ 2,481,090 | 12.1% |
| NCTD Coaster | <i>San Diego, CA</i> | \$ 15,850,637 | \$ 6,257,839 | 39.5% |
| NM Rail Runner Express | <i>Albuquerque, NM</i> | \$ 24,228,643 | \$ 2,856,263 | 11.8% |

*Dallas Area Rapid Transit provides purchased transportation to Fort Worth Transit Authority. Operating expenses represent total combined operating expenses for both organizations.



AGENDA ITEM #13

TO: Chairman Fiset and NVTC Commissioners
FROM: Rick Taube, Claire Gron and Mariela Garcia-Colberg
DATE: December 27, 2012
SUBJECT: Regional Transportation Items

A. Vanpool Project Update.

The vanpool program has begun initial start up work. The vanpool program advisory board (PAB) has been established and has been meeting regularly to determine how to achieve all of the established deadlines. In order to meet the schedule, (PAB) has met to review program guidelines, applications, program budget and vanpool participation agreement. Also, the PAB has been developing the RFP for ridematching and NTD data collection software that needs to be issued promptly. A software evaluation panel composed of PAB members and PRTC staff will evaluate all proposals and make a decision on the best software. As for the marketing of the program, staff and PAB have decided to utilize a marketing agency that is already under contract to Arlington County.

A full time vanpool program director has been hired and will begin work in January, 2013. It is estimated that from January through March of 2013, the program will implement the marketing plan, develop the necessary software for ridematching and data collection, and sign vanpools up for program participation. If all of these actions are completed by the end of March, the program will go live in April of 2013.

B. FY 2012 Northern Virginia Transit Performance.

NVTC has a continuing role in assembling and reporting to the public annual performance data from each of the transit systems serving Northern Virginia. The attached tables document the results for FY 2012, using data reported to the National Transit Database.

FY 2012 TRANSIT PERFORMANCE UPDATE

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Note: Data incomplete for Figures 1, 2, and 14 as of 12.21.12

**Figure 1: Public Transit Systems Operating in Northern Virginia
Operating Statistics and Performance Indicators, FY 2012**

| | Fairfax Connector | Potomac and Rappahannock Transportation Commission | | Virginia Railway Express (VRE) | Alexandria DASH ** | City of Fairfax CUE | Arlington Transit (ART) | Loudoun County Transit | Washington Metropolitan Area Transit Authority | |
|--|---------------------------------------|---|---------------------------|--|--|-------------------------------------|---|--|---|---|
| | | Omni Ride | Omni Link | | | | | | Metrobus (Northern Virginia) | Metrorail (Northern Virginia) |
| Unlinked Passenger Trips (UPT) | 10,895,833 | 2,365,366 | 1,079,274 | 4,702,196 | 3,882,022 | | 2,537,338 | 1,316,448 | 21,712,668 | 98,486,192 |
| Vehicle Revenue Miles (VRM) | 8,670,827 | 2,376,124 | 821,561 | 2,032,007 | 1,453,844 | | 1,128,974 | 1,696,374 | 10,068,347 | 25,213,268 |
| Passenger Miles Traveled (PMT) | | 60,182,383 | | 151,270,107 | 9,472,134 | | 5,328,910 | 41,988,758 | 67,708,100 | 547,005,422 |
| Fleet Size (Vehicles Available for Annual Maximum Service) | 257 | 23 | 116 | 113 | 77 | | 55 | 61 | 1480 * | 1104 * |
| Average Fleet Age (years) | 5.2 | 7.48 | 7.3 | 13 | 6.0 | | 4.49 | 6 | 7.5 * | 21 * |
| Average Weekday Unlinked Trips | 38,053 | 9,276 | 3,598 | 18,873 | 13,325 | | 9,041 | 5,322 | 75,136 | 328,894 |
| Average Trip Length (miles) | | | | 32.00 | 2.40 | | 2.10 | 35.56 | 3.12 * | 5.5 * |
| On Time Performance | 96.9% | | | 95.3% | 91.21% | | 90.0% | 95.0% | 75.4% * | 90.2% * |
| Operating Costs | | | | \$61,552,830 | \$12,878,260 | | \$8,511,172 | \$9,832,027 | \$128,881,368 | \$245,016,066 |

Source: Operating Information obtained directly from individual transit systems

* WMATA sytemwide data

** Includes King Street Trolley, April 22-June 2012; reported by purchased transportation provider Martz Group, July 2011-April 21, 2012.

**Figure 2: Northern Virginia Average Weekday and Annual Public Transit
Passenger Trips, FY 2011 - 2012**

| System | Average Weekday Passenger Trips, FY 2011 | Average Weekday Passenger Trips, FY 2012 | Annual Passenger Trips, FY 2011 | Annual Passenger Trips, FY 2012 |
|--|---|---|--|--|
| Metrorail Virginia | 328,088 | 328,894 | 98,053,085 | 98,486,192 |
| Metrobus Virginia | 69,810 | 75,136 | 20,401,587 | 21,712,668 |
| Fairfax Connector | 35,883 | 38,053 | 10,283,313 | 10,895,833 |
| VRE | 18,377 | 18,873 | 4,645,591 | 4,702,196 |
| DASH | 12,933 | 13,325 | 3,750,737 | 3,882,022 |
| PRTC Omni Ride | 8,939 | 9,276 | 2,297,425 | 2,365,366 |
| PRTC Omni Link | 3,746 | 3,598 | 1,029,274 | 1,079,274 |
| CUE | 3,180 | - | 910,549 | 0 |
| ART | 8,056 | 9,041 | 2,261,129 | 2,537,338 |
| Loudoun County Transit | 4,897 | 5,322 | 1,210,542 | 1,316,448 |
| Total | 493,909 | 501,518 | 144,843,232 | 146,977,337 |

Note: Ridership on WMATA reimbursable services such as REX, PikeRide, and TAGS is included in the Metrobus Virginia ridership figure.

Figure 3: FY 2011-FY2012 Metrorail Ridership Summary
Average Daily Passenger Trips by Station

| Station | Weekday FY 2011 | Saturday FY 2011 | Sunday FY 2011 | Weekday FY 2012 | Saturday FY 2012 | Sunday FY 2012 |
|------------------------------------|--------------------|---------------------|-------------------|--------------------|---------------------|-------------------|
| Stations in Alexandria* | | | | | | |
| Blue/Yellow Line Stations | | | | | | |
| Braddock Road | 8,609 | 3,667 | 2,239 | 8,538 | 3,479 | 2,221 |
| Van Dorn Street | 7,022 | 3,236 | 1,901 | 7,039 | 3,103 | 1,750 |
| Eisenhower Avenue | 3,981 | 2,367 | 1,341 | 3,931 | 2,552 | 1,599 |
| King Street | 15,787 | 8,659 | 5,288 | 17,121 | 9,253 | 6,103 |
| Total Alexandria: | 35,399 | 17,930 | 10,769 | 36,629 | 18,386 | 11,674 |
| Stations in Arlington | | | | | | |
| Orange Line Stations | | | | | | |
| East Falls Church | 7,638 | 4,525 | 2,699 | 8,050 | 5,410 | 3,238 |
| Ballston | 23,119 | 10,156 | 5,695 | 22,998 | 9,732 | 5,400 |
| Virginia Square | 7,765 | 2,981 | 1,692 | 7,504 | 2,716 | 1,570 |
| Clarendon | 8,121 | 5,133 | 2,444 | 9,052 | 5,259 | 2,564 |
| Courthouse | 14,240 | 6,553 | 3,836 | 14,361 | 5,901 | 3,475 |
| Rosslyn | 33,010 | 12,901 | 8,923 | 31,992 | 12,511 | 8,748 |
| Blue/Yellow Line Stations | | | | | | |
| Arlington Cemetery | 2,787 | 4,542 | 3,846 | 2,777 | 4,036 | 3,726 |
| Pentagon | 32,013 | 4,711 | 2,840 | 33,113 | 4,905 | 2,957 |
| Pentagon City | 31,866 | 22,204 | 14,104 | 31,452 | 21,765 | 13,919 |
| Crystal City | 28,615 | 10,344 | 6,854 | 26,715 | 10,991 | 7,149 |
| National Airport | 11,616 | 7,898 | 11,496 | 11,597 | 7,720 | 11,202 |
| Total Arlington: | 200,790 | 91,948 | 64,430 | 199,611 | 90,946 | 63,947 |
| Stations in Fairfax County* | | | | | | |
| Orange Line Stations | | | | | | |
| Vienna | 26,340 | 11,921 | 6,705 | 26,696 | 10,887 | 5,969 |
| Dunn Loring | 9,923 | 4,533 | 2,639 | 10,041 | 4,140 | 2,306 |
| West Falls Church | 20,280 | 5,806 | 3,465 | 20,786 | 4,781 | 2,892 |
| Blue/Yellow Line Stations | | | | | | |
| Huntington | 17,067 | 7,028 | 4,550 | 17,270 | 6,895 | 4,566 |
| Franconia-Springfield | 18,288 | 8,356 | 4,776 | 17,862 | 7,720 | 4,294 |
| Total Fairfax: | 91,899 | 37,644 | 22,136 | 92,655 | 34,422 | 20,026 |
| Total Virginia: | 328,088 | 147,522 | 97,335 | 328,894 | 143,755 | 95,647 |

*Van Dorn Street is paid for by Alexandria and Fairfax County on a 50/50 basis

Figure 3A: FY 2011-2012 Metrorail Ridership Summary
Average Daily Passenger Trips by Station (Weekday)

| Station | Weekday FY 2011 | Weekday FY 2012 | Total Change FY 11-12 | Percentage Change FY 11-12 |
|------------------------------------|--------------------|--------------------|--------------------------|----------------------------------|
| Stations in Alexandria* | | | | |
| Blue/Yellow Line Stations | | | | |
| Braddock Road | 8,609 | 8,538 | -70 | -0.8% |
| Van Dorn Street | 7,022 | 7,039 | 17 | 0.2% |
| Eisenhower Avenue | 3,981 | 3,931 | -51 | -1.3% |
| King Street | 15,787 | 17,121 | 1,334 | 8.5% |
| Total Alexandria: | 35,399 | 36,629 | 1,230 | 3.5% |
| Stations in Arlington | | | | |
| Orange Line Stations | | | | |
| East Falls Church | 7,638 | 8,050 | 412 | 5.4% |
| Ballston | 23,119 | 22,998 | -121 | -0.5% |
| Virginia Square | 7,765 | 7,504 | -261 | -3.4% |
| Clarendon | 8,121 | 9,052 | 931 | 11.5% |
| Courthouse | 14,240 | 14,361 | 121 | 0.9% |
| Rosslyn | 33,010 | 31,992 | -1,018 | -3.1% |
| Blue/Yellow Line Stations | | | | |
| Arlington Cemetery | 2,787 | 2,777 | -10 | -0.4% |
| Pentagon | 32,013 | 33,113 | 1,100 | 3.4% |
| Pentagon City | 31,866 | 31,452 | -414 | -1.3% |
| Crystal City | 28,615 | 26,715 | -1,900 | -6.6% |
| National Airport | 11,616 | 11,597 | -19 | -0.2% |
| Total Arlington: | 200,790 | 199,611 | -1,179 | -0.6% |
| Stations in Fairfax County* | | | | |
| Orange Line Stations | | | | |
| Vienna | 26,340 | 26,696 | 356 | 1.4% |
| Dunn Loring | 9,923 | 10,041 | 117 | 1.2% |
| West Falls Church | 20,280 | 20,786 | 506 | 2.5% |
| Blue/Yellow Line Stations | | | | |
| Huntington | 17,067 | 17,270 | 202 | 1.2% |
| Franconia-Springfield | 18,288 | 17,862 | -426 | -2.3% |
| Total Fairfax: | 91,899 | 92,655 | 756 | 0.8% |
| Total Virginia: | 328,088 | 328,894 | 807 | 0.2% |

*Van Dorn Street is paid for by Alexandria and Fairfax County on a 50/50 basis

**Figure 3B: FY 2011-2012 Metrorail Ridership Summary
Average Daily Passenger Trips by Station (Saturday)**

| Station | Saturday FY 2011 | Saturday FY 2012 | Total Change FY 11-12 | Percentage Change FY 11-12 |
|------------------------------------|---------------------|---------------------|--------------------------|----------------------------------|
| Stations in Alexandria* | | | | |
| Blue/Yellow Line Stations | | | | |
| Braddock Road | 3,667 | 3,479 | -189 | -5.1% |
| Van Dorn Street | 3,236 | 3,103 | -133 | -4.1% |
| Eisenhower Avenue | 2,367 | 2,552 | 184 | 7.8% |
| King Street | 8,659 | 9,253 | 593 | 6.9% |
| Total Alexandria: | 17,930 | 18,386 | 456 | 2.5% |
| Stations in Arlington | | | | |
| Orange Line Stations | | | | |
| East Falls Church | 4,525 | 5,410 | 884 | 19.5% |
| Ballston | 10,156 | 9,732 | -424 | -4.2% |
| Virginia Square | 2,981 | 2,716 | -265 | -8.9% |
| Clarendon | 5,133 | 5,259 | 127 | 2.5% |
| Courthouse | 6,553 | 5,901 | -651 | -9.9% |
| Rosslyn | 12,901 | 12,511 | -390 | -3.0% |
| Blue/Yellow Line Stations | | | | |
| Arlington Cemetery | 4,542 | 4,036 | -506 | -11.1% |
| Pentagon | 4,711 | 4,905 | 194 | 4.1% |
| Pentagon City | 22,204 | 21,765 | -439 | -2.0% |
| Crystal City | 10,344 | 10,991 | 647 | 6.3% |
| National Airport | 7,898 | 7,720 | -178 | -2.3% |
| Total Arlington: | 91,948 | 90,946 | -1,002 | -1.1% |
| Stations in Fairfax County* | | | | |
| Orange Line Stations | | | | |
| Vienna | 11,921 | 10,887 | -1,034 | -8.7% |
| Dunn Loring | 4,533 | 4,140 | -393 | -8.7% |
| West Falls Church | 5,806 | 4,781 | -1,026 | -17.7% |
| Blue/Yellow Line Stations | | | | |
| Huntington | 7,028 | 6,895 | -133 | -1.9% |
| Franconia-Springfield | 8,356 | 7,720 | -636 | -7.6% |
| Total Fairfax: | 37,644 | 34,422 | -3,222 | -8.6% |
| Total Virginia: | 147,522 | 143,755 | -3,768 | -2.6% |

*Van Dorn Street is paid for by Alexandria and Fairfax County on a 50/50 basis

Figure 3C: FY 2011-2012 Metrorail Ridership Summary
Average Daily Passenger Trips by Station (Sunday)

| Station | Sunday FY 2011 | Sunday FY 2012 | Total Change FY 11-12 | Percentage Change FY 11-12 |
|------------------------------------|-------------------|-------------------|--------------------------|----------------------------------|
| Stations in Alexandria* | | | | |
| Blue/Yellow Line Stations | | | | |
| Braddock Road | 2,239 | 2,221 | -18 | -0.8% |
| Van Dorn Street | 1,901 | 1,750 | -151 | -7.9% |
| Eisenhower Avenue | 1,341 | 1,599 | 258 | 19.2% |
| King Street | 5,288 | 6,103 | 815 | 15.4% |
| Total Alexandria: | 10,769 | 11,674 | 905 | 8.4% |
| Stations in Arlington | | | | |
| Orange Line Stations | | | | |
| East Falls Church | 2,699 | 3,238 | 539 | 20.0% |
| Ballston | 5,695 | 5,400 | -295 | -5.2% |
| Virginia Square | 1,692 | 1,570 | -122 | -7.2% |
| Clarendon | 2,444 | 2,564 | 120 | 4.9% |
| Courthouse | 3,836 | 3,475 | -362 | -9.4% |
| Rosslyn | 8,923 | 8,748 | -175 | -2.0% |
| Blue/Yellow Line Stations | | | | |
| Arlington Cemetery | 3,846 | 3,726 | -120 | -3.1% |
| Pentagon | 2,840 | 2,957 | 116 | 4.1% |
| Pentagon City | 14,104 | 13,919 | -185 | -1.3% |
| Crystal City | 6,854 | 7,149 | 295 | 4.3% |
| National Airport | 11,496 | 11,202 | -294 | -2.6% |
| Total Arlington: | 64,430 | 63,947 | -483 | -0.7% |
| Stations in Fairfax County* | | | | |
| Orange Line Stations | | | | |
| Vienna | 6,705 | 5,969 | -737 | -11.0% |
| Dunn Loring | 2,639 | 2,306 | -333 | -12.6% |
| West Falls Church | 3,465 | 2,892 | -574 | -16.5% |
| Blue/Yellow Line Stations | | | | |
| Huntington | 4,550 | 4,566 | 16 | 0.3% |
| Franconia-Springfield | 4,776 | 4,294 | -482 | -10.1% |
| Total Fairfax: | 22,136 | 20,026 | -2,109 | -9.5% |
| Total Virginia: | 97,335 | 95,647 | -1,688 | -1.7% |

*Van Dorn Street is paid for by Alexandria and Fairfax County on a 50/50 basis

**Figure 4: FY 2011-2012 Metrorail Ridership Summary
Annual Passenger Trips by Station**

| Station | Weekday FY 2011 | Saturday FY 2011 | Sunday FY 2011 | Weekday FY 2012 | Saturday FY 2012 | Sunday FY 2012 |
|------------------------------------|--------------------|---------------------|-------------------|--------------------|---------------------|-------------------|
| Stations in Alexandria* | | | | | | |
| Blue/Yellow Line Stations | | | | | | |
| Braddock Road | 2,237,006 | 191,424 | 116,598 | 2,227,020 | 185,898 | 116,336 |
| Van Dorn Street | 1,825,047 | 168,866 | 99,229 | 1,835,785 | 165,924 | 92,290 |
| Eisenhower Avenue | 1,034,395 | 123,599 | 69,820 | 1,024,736 | 136,577 | 82,852 |
| King Street | 4,105,206 | 451,432 | 274,758 | 4,465,311 | 494,832 | 319,223 |
| Total Alexandria: | 9,201,655 | 935,322 | 560,405 | 9,552,852 | 983,231 | 610,701 |
| Stations in Arlington | | | | | | |
| Orange Line Stations | | | | | | |
| East Falls Church | 1,985,175 | 234,992 | 139,919 | 2,099,846 | 292,301 | 168,984 |
| Ballston | 6,007,162 | 528,735 | 296,354 | 5,999,023 | 519,383 | 283,037 |
| Virginia Square | 2,017,501 | 154,929 | 87,830 | 1,957,325 | 145,058 | 82,372 |
| Clarendon | 2,110,331 | 266,405 | 127,028 | 2,361,352 | 280,894 | 134,664 |
| Courthouse | 3,699,594 | 341,230 | 200,610 | 3,745,917 | 315,412 | 183,343 |
| Rosslyn | 8,574,321 | 672,999 | 470,188 | 8,343,742 | 668,907 | 463,529 |
| Blue/Yellow Line Stations | | | | | | |
| Arlington Cemetery | 725,043 | 236,818 | 202,382 | 722,690 | 218,309 | 195,554 |
| Pentagon | 8,318,806 | 245,741 | 150,408 | 8,638,989 | 260,416 | 155,465 |
| Pentagon City | 8,287,838 | 1,157,321 | 733,945 | 8,204,164 | 1,160,246 | 726,841 |
| Crystal City | 7,435,004 | 542,236 | 358,017 | 6,966,451 | 589,166 | 376,743 |
| National Airport | 3,022,298 | 413,115 | 598,100 | 3,025,997 | 411,626 | 583,255 |
| Total Arlington: | 52,183,073 | 4,794,522 | 3,364,783 | 52,065,495 | 4,861,718 | 3,353,787 |
| Stations in Fairfax County* | | | | | | |
| Orange Line Stations | | | | | | |
| Vienna | 6,845,761 | 623,505 | 349,609 | 6,964,642 | 580,013 | 313,540 |
| Dunn Loring | 2,579,538 | 236,760 | 137,578 | 2,619,734 | 220,536 | 121,092 |
| West Falls Church | 5,270,591 | 304,246 | 184,661 | 5,422,560 | 252,342 | 152,616 |
| Blue/Yellow Line Stations | | | | | | |
| Huntington | 4,436,506 | 367,065 | 236,858 | 4,504,919 | 367,633 | 238,613 |
| Franconia-Springfield | 4,753,480 | 437,106 | 250,061 | 4,659,371 | 413,505 | 227,291 |
| Total Fairfax: | 23,885,876 | 1,968,681 | 1,158,767 | 24,171,226 | 1,834,029 | 1,053,152 |
| TOTAL VIRGINIA: | 85,270,604 | 7,698,525 | 5,083,955 | 85,789,573 | 7,678,977 | 5,017,641 |

*Van Dorn Street is paid for by Alexandria and Fairfax County on a 50/50 basis

Figure 4A: FY 2011-2012 Metrorail Ridership Summary
Annual Passenger Trips by Station (Weekday)

| Station | Weekday FY 2011 | Weekday FY 2012 | Total Change FY 11-12 | Percentage Change FY 11-12 |
|------------------------------------|--------------------|--------------------|--------------------------|----------------------------------|
| Stations in Alexandria* | | | | |
| Blue/Yellow Line Stations | | | | |
| Braddock Road | 2,237,006 | 2,227,020 | -9,986 | -0.4% |
| Van Dorn Street | 1,825,047 | 1,835,785 | 10,739 | 0.6% |
| Eisenhower Avenue | 1,034,395 | 1,024,736 | -9,659 | -0.9% |
| King Street | 4,105,206 | 4,465,311 | 360,104 | 8.8% |
| Total Alexandria: | 9,201,655 | 9,552,852 | 351,197 | 3.8% |
| Stations in Arlington | | | | |
| Orange Line Stations | | | | |
| East Falls Church | 1,985,175 | 2,099,846 | 114,671 | 5.8% |
| Ballston | 6,007,162 | 5,999,023 | -8,139 | -0.1% |
| Virginia Square | 2,017,501 | 1,957,325 | -60,176 | -3.0% |
| Clarendon | 2,110,331 | 2,361,352 | 251,021 | 11.9% |
| Courthouse | 3,699,594 | 3,745,917 | 46,324 | 1.3% |
| Rosslyn | 8,574,321 | 8,343,742 | -230,580 | -2.7% |
| Blue/Yellow Line Stations | | | | |
| Arlington Cemetery | 725,043 | 722,690 | -2,353 | -0.3% |
| Pentagon | 8,318,806 | 8,638,989 | 320,182 | 3.8% |
| Pentagon City | 8,287,838 | 8,204,164 | -83,674 | -1.0% |
| Crystal City | 7,435,004 | 6,966,451 | -468,553 | -6.3% |
| National Airport | 3,022,298 | 3,025,997 | 3,699 | 0.1% |
| Total Arlington: | 52,183,073 | 52,065,495 | -117,578 | -0.2% |
| Stations in Fairfax County* | | | | |
| Orange Line Stations | | | | |
| Vienna | 6,845,761 | 6,964,642 | 118,882 | 1.7% |
| Dunn Loring | 2,579,538 | 2,619,734 | 40,195 | 1.6% |
| West Falls Church | 5,270,591 | 5,422,560 | 151,969 | 2.9% |
| Blue/Yellow Line Stations | | | | |
| Huntington | 4,436,506 | 4,504,919 | 68,412 | 1.5% |
| Franconia-Springfield | 4,753,480 | 4,659,371 | -94,109 | -2.0% |
| Total Fairfax: | 23,885,876 | 24,171,226 | 285,350 | 1.2% |
| Total Virginia: | 85,270,604 | 85,789,573 | 518,969 | 0.6% |

*Van Dorn Street is paid for by Alexandria and Fairfax County on a 50/50 basis

Figure 4B: FY 2011-2012 Metrorail Ridership Summary
Annual Passenger Trips by Station (Saturday)

| Station | Saturday FY 2011 | Saturday FY 2012 | Total Change FY 11-12 | Percentage Change FY 11-12 |
|------------------------------------|---------------------|---------------------|--------------------------|----------------------------------|
| Stations in Alexandria* | | | | |
| Blue/Yellow Line Stations | | | | |
| Braddock Road | 191,424 | 185,898 | -5,526 | -2.9% |
| Van Dorn Street | 168,866 | 165,924 | -2,943 | -1.7% |
| Eisenhower Avenue | 123,599 | 136,577 | 12,978 | 10.5% |
| King Street | 451,432 | 494,832 | 43,399 | 9.6% |
| Total Alexandria: | 935,322 | 983,231 | 47,909 | 5.1% |
| Stations in Arlington | | | | |
| Orange Line Stations | | | | |
| East Falls Church | 234,992 | 292,301 | 57,309 | 24.4% |
| Ballston | 528,735 | 519,383 | -9,352 | -1.8% |
| Virginia Square | 154,929 | 145,058 | -9,871 | -6.4% |
| Clarendon | 266,405 | 280,894 | 14,489 | 5.4% |
| Courthouse | 341,230 | 315,412 | -25,818 | -7.6% |
| Rosslyn | 672,999 | 668,907 | -4,093 | -0.6% |
| Blue/Yellow Line Stations | | | | |
| Arlington Cemetery | 236,818 | 218,309 | -18,509 | -7.8% |
| Pentagon | 245,741 | 260,416 | 14,675 | 6.0% |
| Pentagon City | 1,157,321 | 1,160,246 | 2,925 | 0.3% |
| Crystal City | 542,236 | 589,166 | 46,930 | 8.7% |
| National Airport | 413,115 | 411,626 | -1,489 | -0.4% |
| Total Arlington: | 4,794,522 | 4,861,718 | 67,196 | 1.4% |
| Stations in Fairfax County* | | | | |
| Orange Line Stations | | | | |
| Vienna | 623,505 | 580,013 | -43,492 | -7.0% |
| Dunn Loring | 236,760 | 220,536 | -16,224 | -6.9% |
| West Falls Church | 304,246 | 252,342 | -51,904 | -17.1% |
| Blue/Yellow Line Stations | | | | |
| Huntington | 367,065 | 367,633 | 568 | 0.2% |
| Franconia-Springfield | 437,106 | 413,505 | -23,601 | -5.4% |
| Total Fairfax: | 1,968,681 | 1,834,029 | -134,653 | -6.8% |
| Total Virginia: | 7,698,525 | 7,678,977 | -19,548 | -0.3% |

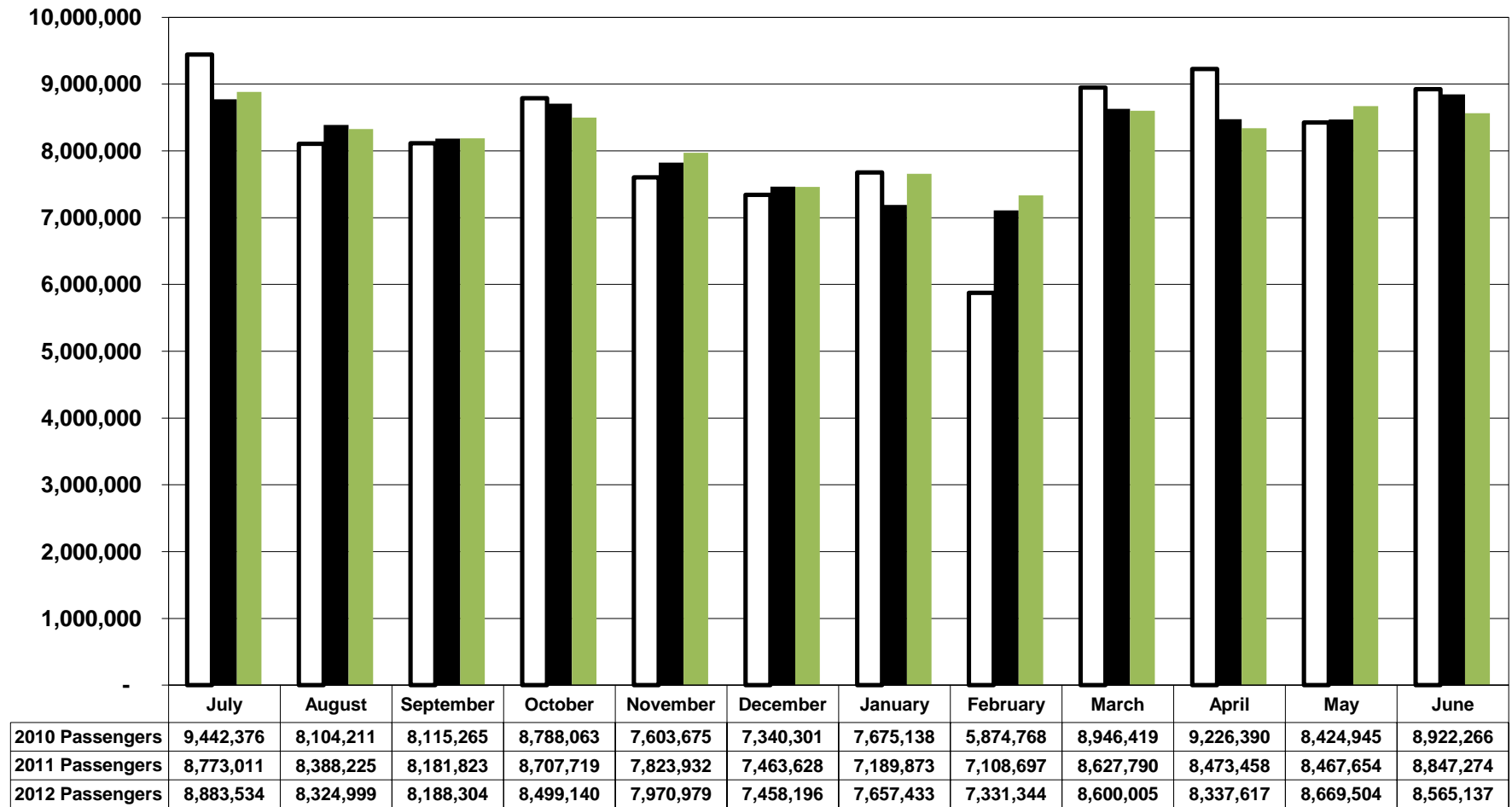
*Van Dorn Street is paid for by Alexandria and Fairfax County on a 50/50 basis

Figure 4C: FY 2011-2012 Metrorail Ridership Summary
Annual Passenger Trips by Station (Sunday)

| Station | Sunday FY 2011 | Sunday FY 2012 | Total Change FY 11-12 | Percentage Change FY 11-12 |
|------------------------------------|-------------------|-------------------|--------------------------|----------------------------------|
| Stations in Alexandria* | | | | |
| Blue/Yellow Line Stations | | | | |
| Braddock Road | 116,598 | 116,336 | -262 | -0.2% |
| Van Dorn Street | 99,229 | 92,290 | -6,939 | -7.0% |
| Eisenhower Avenue | 69,820 | 82,852 | 13,032 | 18.7% |
| King Street | 274,758 | 319,223 | 44,465 | 16.2% |
| Total Alexandria: | 560,405 | 610,701 | 50,296 | 9.0% |
| Stations in Arlington | | | | |
| Orange Line Stations | | | | |
| East Falls Church | 139,919 | 168,984 | 29,065 | 20.8% |
| Ballston | 296,354 | 283,037 | -13,318 | -4.5% |
| Virginia Square | 87,830 | 82,372 | -5,458 | -6.2% |
| Clarendon | 127,028 | 134,664 | 7,635 | 6.0% |
| Courthouse | 200,610 | 183,343 | -17,268 | -8.6% |
| Rosslyn | 470,188 | 463,529 | -6,658 | -1.4% |
| Blue/Yellow Line Stations | | | | |
| Arlington Cemetery | 202,382 | 195,554 | -6,828 | -3.4% |
| Pentagon | 150,408 | 155,465 | 5,057 | 3.4% |
| Pentagon City | 733,945 | 726,841 | -7,104 | -1.0% |
| Crystal City | 358,017 | 376,743 | 18,726 | 5.2% |
| National Airport | 598,100 | 583,255 | -14,845 | -2.5% |
| Total Arlington: | 3,364,783 | 3,353,787 | -10,996 | -0.3% |
| Stations in Fairfax County* | | | | |
| Orange Line Stations | | | | |
| Vienna | 349,609 | 313,540 | -36,069 | -10.3% |
| Dunn Loring | 137,578 | 121,092 | -16,486 | -12.0% |
| West Falls Church | 184,661 | 152,616 | -32,045 | -17.4% |
| Blue/Yellow Line Stations | | | | |
| Huntington | 236,858 | 238,613 | 1,755 | 0.7% |
| Franconia-Springfield | 250,061 | 227,291 | -22,770 | -9.1% |
| Total Fairfax: | 1,158,767 | 1,053,152 | -105,615 | -9.1% |
| Total Virginia: | 5,083,955 | 5,017,641 | -66,314 | -1.3% |

*Van Dorn Street is paid for by Alexandria and Fairfax County on a 50/50 basis

Figure 5: Metrorail Monthly Northern Virginia Passenger Trips, FY2010 - FY2012



2010 Passengers
 2011 Passengers
 2012 Passengers

Figure 6: Metrorail Annual Northern Virginia Passenger Trips, FY 1996 - 2012

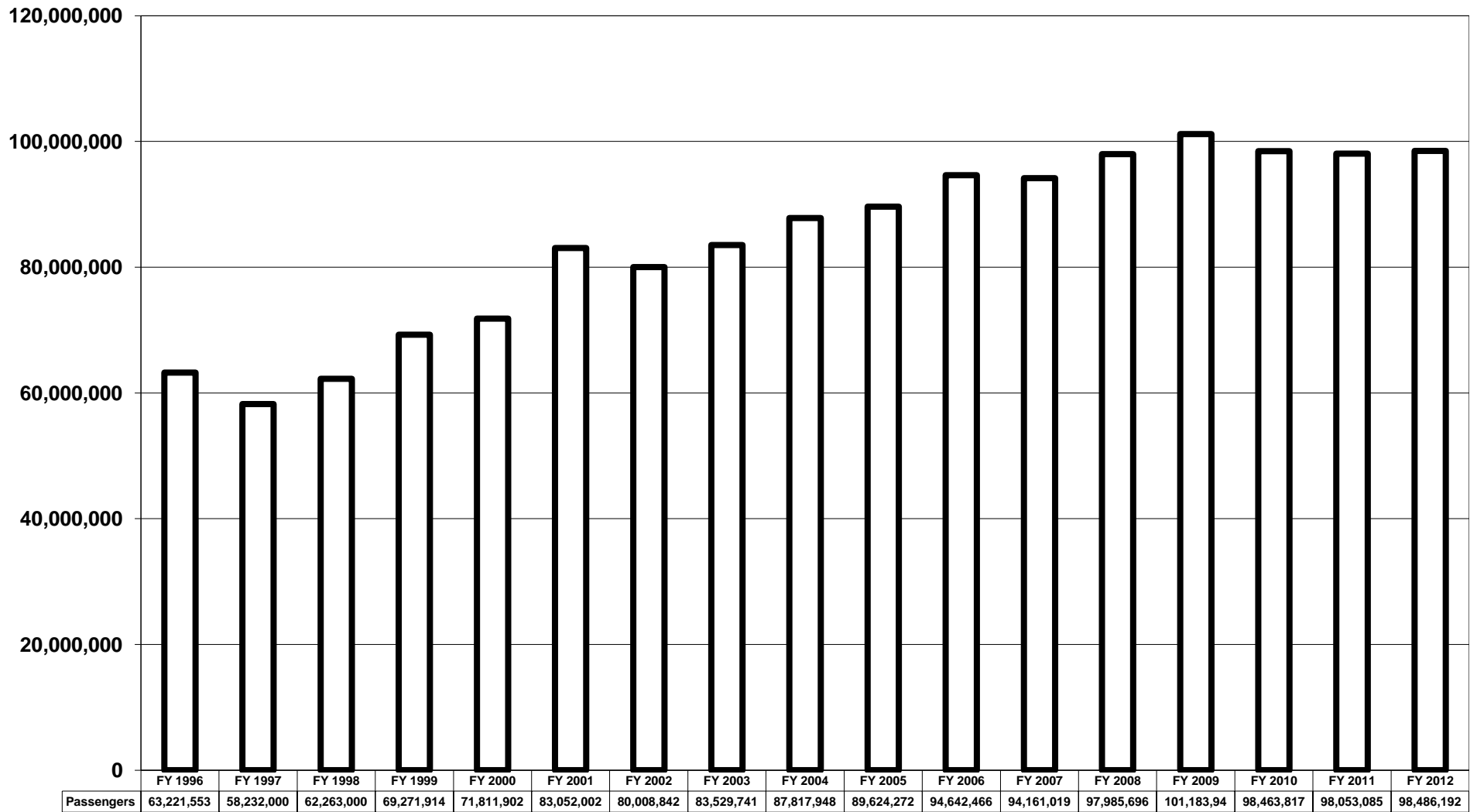
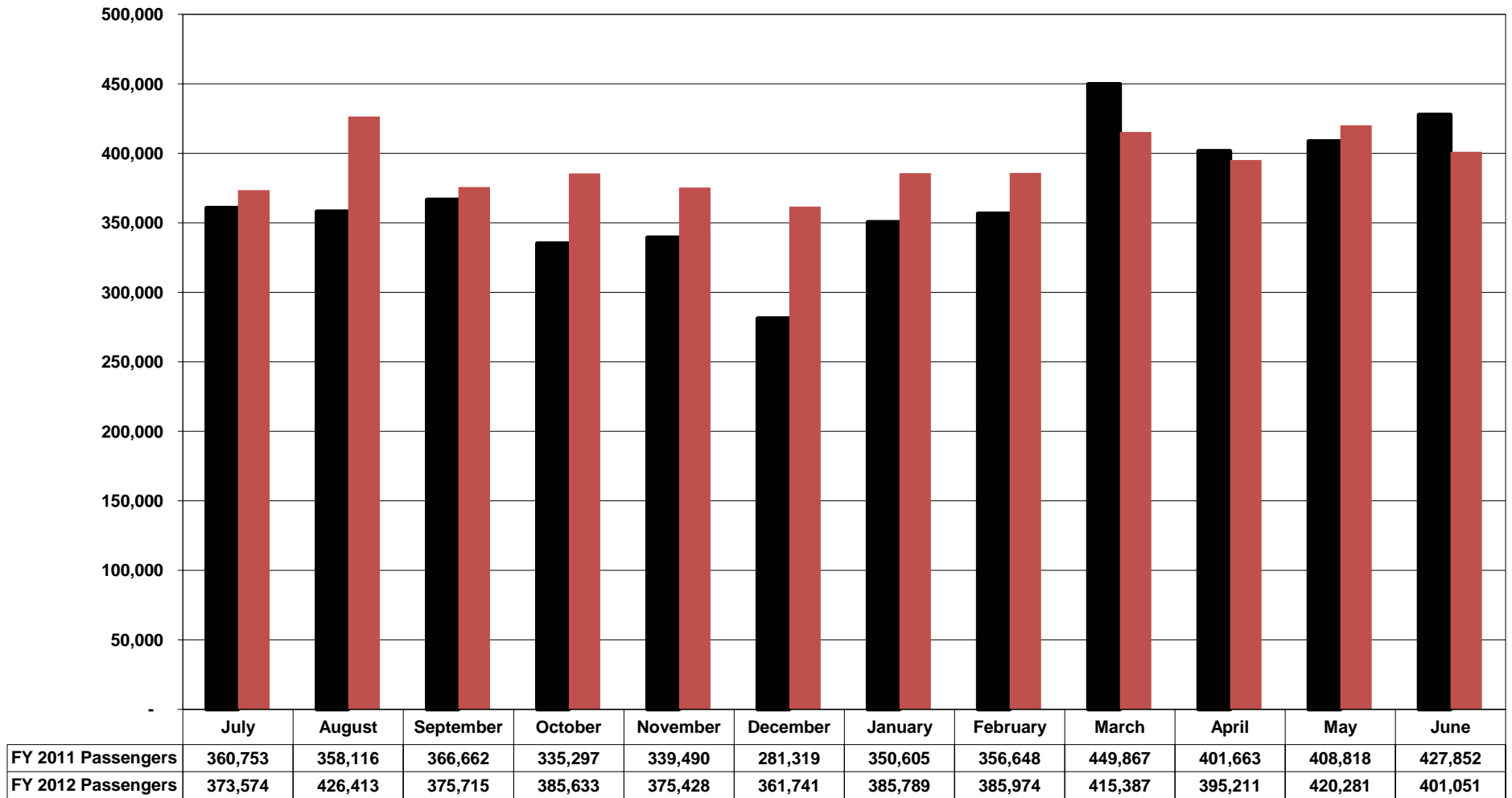


Figure 7: VRE Monthly Passenger Trips, FY 2011 - 2012



■ FY 2011 Passengers ■ FY 2012 Passengers

Figure 8: VRE Annual Passenger Trips, FY 1994 - FY 2012

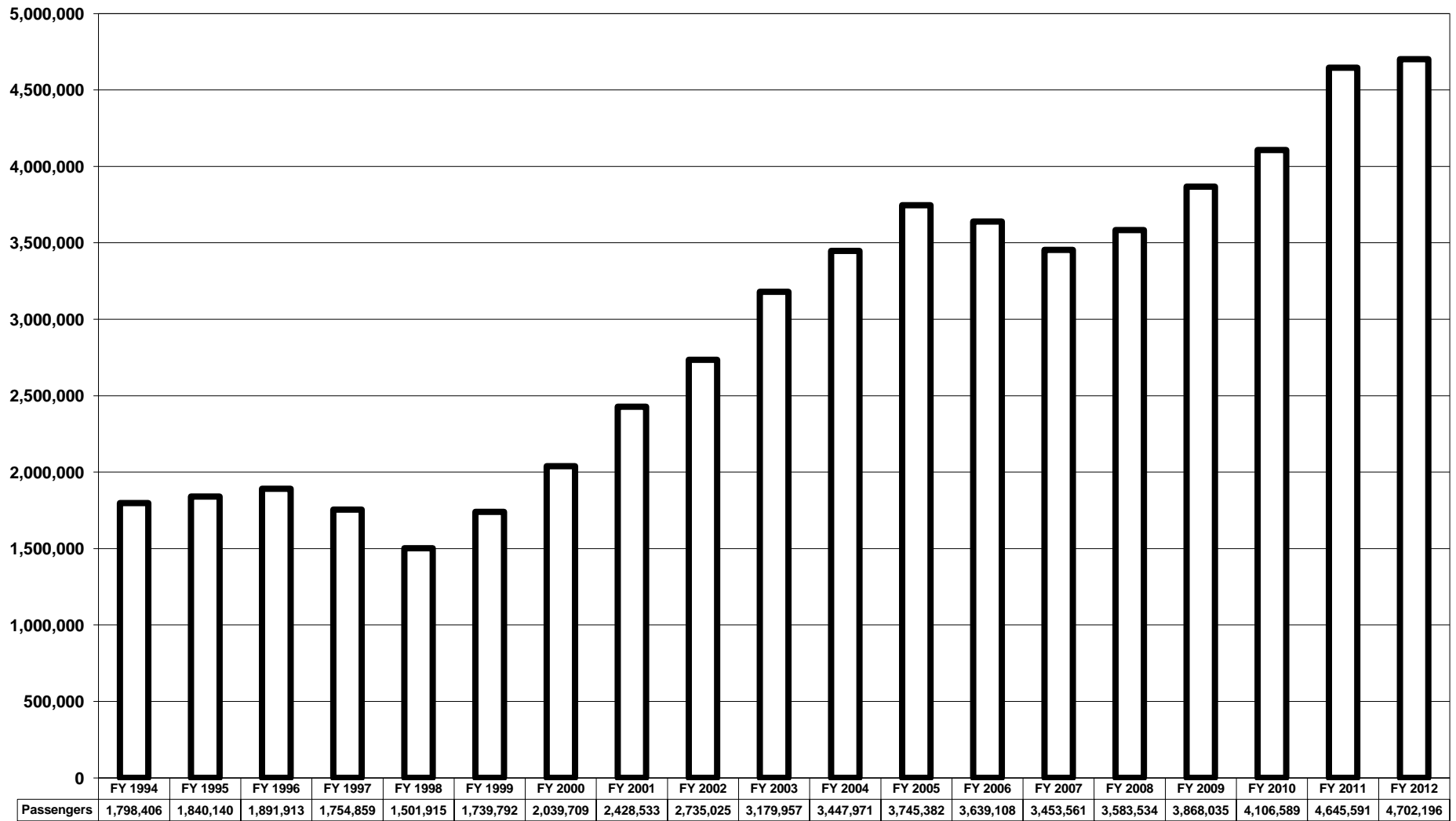


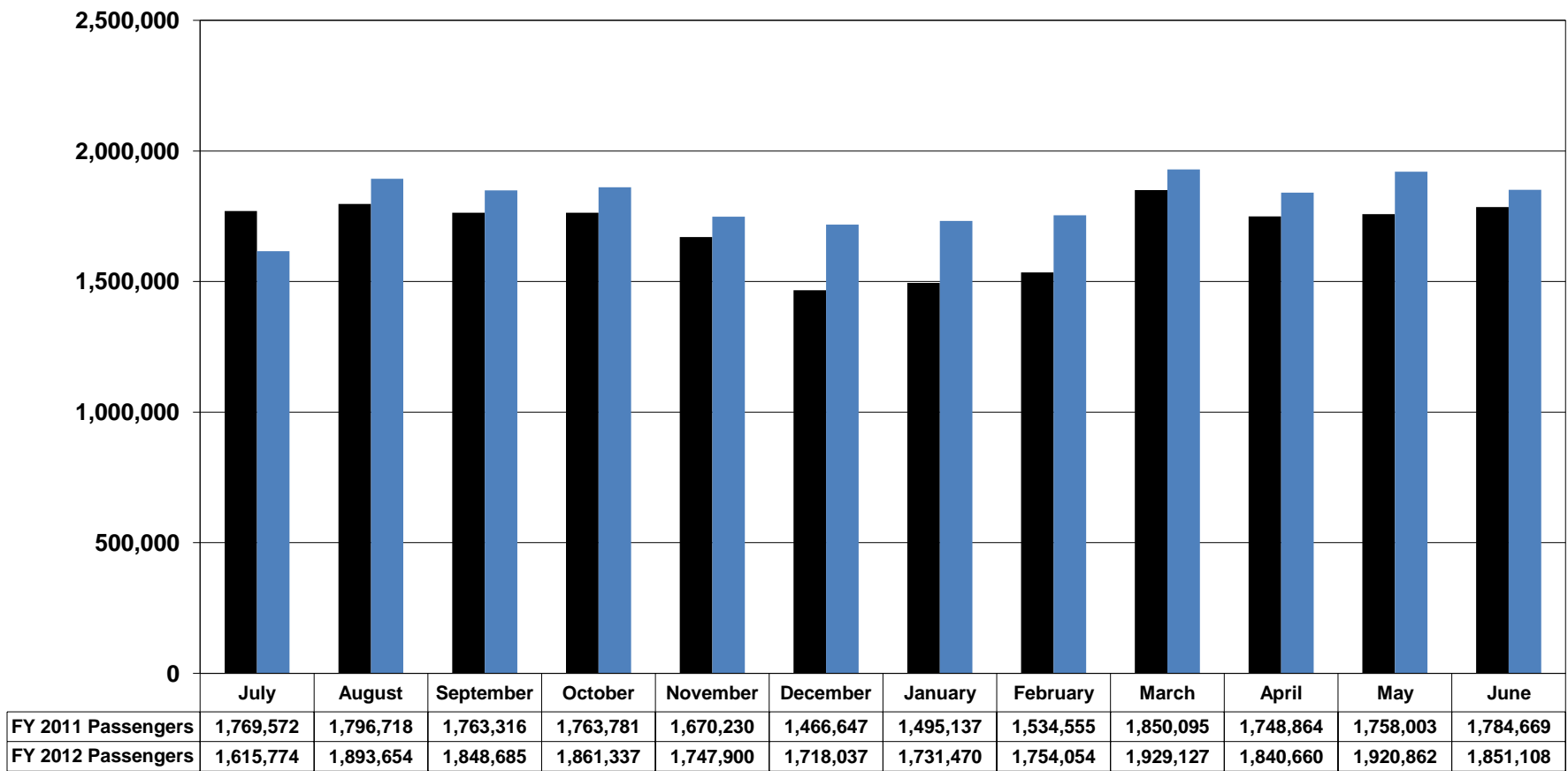
Figure 9: Northern Virginia Metrobus Average Daily Passenger Trips, FY 2011 - FY 2012

| | Weekday FY 11 | Saturday FY 11 | Sunday FY 11 | Weekday FY 12 | Saturday FY 12 | Sunday FY 12 |
|---|-------------------------------|-------------------|-----------------|------------------|-------------------|-----------------|
| Ballston Terminal Services | | | | | | |
| 1A,B,C, E,F,Z | 4,655 | 2,853 | 1,803 | 4,770 | 2,565 | 1,829 |
| 2A,B,C,G | 3,257 | 1,764 | 628 | 3,389 | 1,704 | 654 |
| 10B | 2,375 | 1,597 | 945 | 2,326 | 1,488 | 947 |
| 22A,B | 1,485 | 529 | | 1,678 | 491 | |
| 23A,C | 3,421 | 2,116 | 1,400 | 3,699 | 2,063 | 1,430 |
| 25A,C,D,E (also serve Pentagon Terminal) | 1,387 | 378 | 308 | 1,384 | 320 | 354 |
| 25B | 1,365 | 520 | | 1,433 | 501 | |
| 38B | 3,645 | 1,999 | 1,350 | 3,760 | 1,801 | 1,440 |
| Subtotal | 21,590 | 11,755 | 6,434 | 22,439 | 10,932 | 6,653 |
| Rosslyn Terminal Services | | | | | | |
| 3A,B,E | 2,382 | 899 | 451 | 2,498 | 879 | 489 |
| 4A,B,E,H | 2,018 | 689 | 376 | 2,083 | 622 | 416 |
| 5A | <i>Not previously tracked</i> | | | 1,237 | 718 | 726 |
| Subtotal | 4,399 | 1,589 | 827 | 5,818 | 2,219 | 1,631 |
| Pentagon Terminal Services | | | | | | |
| 7A,B,C,E,F,H,P,W,X, Y | 4,755 | 1,539 | 1,145 | 4,948 | 1,447 | 1,104 |
| 7M | <i>New service in FY12</i> | | | 1,615 | | |
| 8S,W,X,Z | 1,257 | | | 1,249 | | |
| 9A,E | 1,668 | 1,012 | 644 | 1,751 | 996 | 730 |
| 10A,E | 2,396 | 1,385 | 788 | 2,457 | 1,223 | 785 |
| 13F,G | 402 | 114 | 84 | | 121 | 85 |
| 16A,B,D,E,J,P | 5,858 | 4,198 | 2,744 | 5,959 | 3,742 | 2,877 |
| 16L | 197 | | | 194 | | |
| 16G,H,K | 3,786 | 2,428 | 1,536 | 3,859 | 2,243 | 1,472 |
| 17 Series | 1,449 | | | 1,514 | | |
| 18 Series | 1,511 | | | 1,646 | | |
| 21A,D | 549 | | | 586 | | |
| 28F,G | 792 | | | 648 | | |
| 29C,E,G,H,X | 1,072 | | | 1,097 | | |
| Subtotal | 25,692 | 10,677 | 6,940 | 27,523 | 9,771 | 7,053 |
| Other Terminal Services | | | | | | |
| REX | 3,494 | 1,912 | 774 | 3,544 | 1,968 | 915 |
| 11Y | 426 | | | 433 | | |
| 15K,L | 446 | | | 491 | | |
| 15M | 153 | | | 198 | | |
| 24T | 156 | | | 162 | | |
| TAGS Shuttle | 586 | | | 472 | | |
| 28A,X | 5,002 | 3,843 | 3,011 | 5,422 | 3,732 | 3,243 |
| 29K,N | 2,105 | 1,031 | | 2,389 | 1,004 | |
| 2T | 735 | 493 | 263 | 800 | 460 | 303 |
| 3T | 747 | 293 | | 767 | 282 | |
| 3Y | 359 | | | 392 | | |
| 9S | 1,409 | | | 1,350 | | |
| 16F | 649 | | | 924 | | |
| 16Y | 1,290 | | | 1,381 | | |
| 28T | 572 | | | 632 | | |
| Subtotal | 18,128 | 7,573 | 4,049 | 19,356 | 7,446 | 4,460 |
| Metrobus Total-Virginia* | | | | 75,136 | 30,369 | 19,798 |
| *Holidays included in FY11, but excluded in FY12. | | | | | | |

Figure 10: Northern Virginia Metrobus Annual Passenger Trips, FY 2011 - FY 2012

| | Weekday FY 11 | Saturday FY 11 | Sunday FY 11 | Weekday FY 12 | Saturday FY 12 | Sunday FY 12 |
|--|------------------------|-------------------|-----------------|------------------|-------------------|-----------------|
| Ballston Terminal Services | | | | | | |
| 1A,B,C, E,F,Z | 1,177,658 | 148,359 | 108,188 | 1,197,159 | 148,762 | 104,266 |
| 2A,B,C,G | 824,030 | 91,734 | 37,651 | 850,633 | 98,829 | 37,263 |
| 10B | 600,763 | 83,028 | 56,708 | 583,922 | 86,323 | 53,980 |
| 22A,B | 375,771 | 27,484 | | 421,202 | 28,454 | |
| 23A,C | 865,571 | 110,036 | 84,001 | 928,455 | 119,655 | 81,482 |
| 25A,C,D,E (also serve Pentagon Terminal) | 350,943 | 19,637 | 18,506 | 347,332 | 18,539 | 20,162 |
| 25B | 345,356 | 27,035 | | 359,575 | 29,057 | |
| 38B | 922,244 | 103,930 | 81,003 | 943,861 | 104,438 | 82,091 |
| Subtotal | 5,462,336 | 611,243 | 386,057 | 5,632,139 | 634,057 | 379,244 |
| Rosslyn Terminal Services | | | | | | |
| 3A,B,E | 602,581 | 46,759 | 27,038 | 627,058 | 51,003 | 27,886 |
| 4A,B,E,H | 510,462 | 35,850 | 22,576 | 522,799 | 36,068 | 23,696 |
| 5A | Not previously tracked | | | 310,437 | 41,654 | 41,397 |
| Subtotal | 1,113,043 | 82,609 | 49,614 | 1,149,857 | 87,071 | 51,582 |
| Pentagon Terminal Services | | | | | | |
| 7A,B,C,E,F,H,P,W,X, Y | 1,202,912 | 79,942 | 68,616 | 1,242,039 | 83,918 | 62,951 |
| 7M | New service in FY12 | | | 365,080 | | |
| 8S,W,X,Z | 318,117 | | | 313,385 | | |
| 9A,E | 422,044 | 52,635 | 38,650 | 439,426 | 57,784 | 41,637 |
| 10A,E | 606,273 | 72,034 | 47,280 | 616,647 | 70,908 | 44,744 |
| 13F,G | 101,630 | 5,943 | 5,043 | | 7,037 | 4,854 |
| 16A,B,D,E,J,P | 1,481,958 | 218,304 | 164,613 | 1,495,647 | 217,033 | 163,962 |
| 16L | 49,850 | | | 48,819 | | |
| 16G,H,K | 957,862 | 126,258 | 92,155 | 968,643 | 130,066 | 83,883 |
| 17 Series | 366,600 | | | 380,096 | | |
| 18 Series | 382,342 | | | 413,134 | | |
| 21A,D | 138,851 | | | 147,100 | | |
| 28F,G | 200,382 | | | 162,590 | | |
| 29C,E,G,H,X | 271,258 | | | 275,261 | | |
| Subtotal | 6,500,079 | 555,116 | 416,357 | 6,867,867 | 566,746 | 402,031 |
| Other Terminal Services | | | | | | |
| REX | 884,016 | 99,444 | 46,453 | 889,441 | 114,129 | 52,140 |
| 11Y | 107,841 | | | 108,771 | | |
| 15K,L | 112,817 | | | 123,241 | | |
| 15M | 38,777 | | | 49,575 | | |
| 24T | 39,524 | | | 40,635 | | |
| TAGS Shuttle | 148,133 | | | 118,512 | | |
| 28A,X | 1,265,564 | 199,849 | 180,662 | 1,361,010 | 216,481 | 184,823 |
| 29K,N | 532,508 | 53,618 | | 599,618 | 58,215 | |
| 2T | 186,021 | 25,639 | 15,799 | 200,830 | 26,695 | 17,269 |
| 3T | 189,034 | 15,249 | | 192,490 | 16,342 | |
| 3Y | 90,765 | | | 98,323 | | |
| 9S | 356,351 | | | 338,857 | | |
| 16F | 164,075 | | | 231,903 | | |
| 16Y | 326,335 | | | 346,630 | | |
| 28T | 144,738 | | | 158,619 | | |
| Subtotal | 4,586,499 | 393,799 | 242,914 | 4,858,455 | 431,862 | 254,232 |
| Metrobus Total-Virginia* | 17,661,957 | 1,642,767 | 1,094,942 | 18,508,318 | 1,719,736 | 1,087,089 |
| * Holidays included in FY11, but excluded in FY12. | | | | | | |

**Figure 11: Metrobus Northern Virginia Passenger Trips
Monthly Totals, FY2011 - 2012**



■ FY 2011 Passengers ■ FY 2012 Passengers

**Figure 12: Metrobus Northern Virginia Annual Passenger Trips,
FY 1996 - FY 2012**

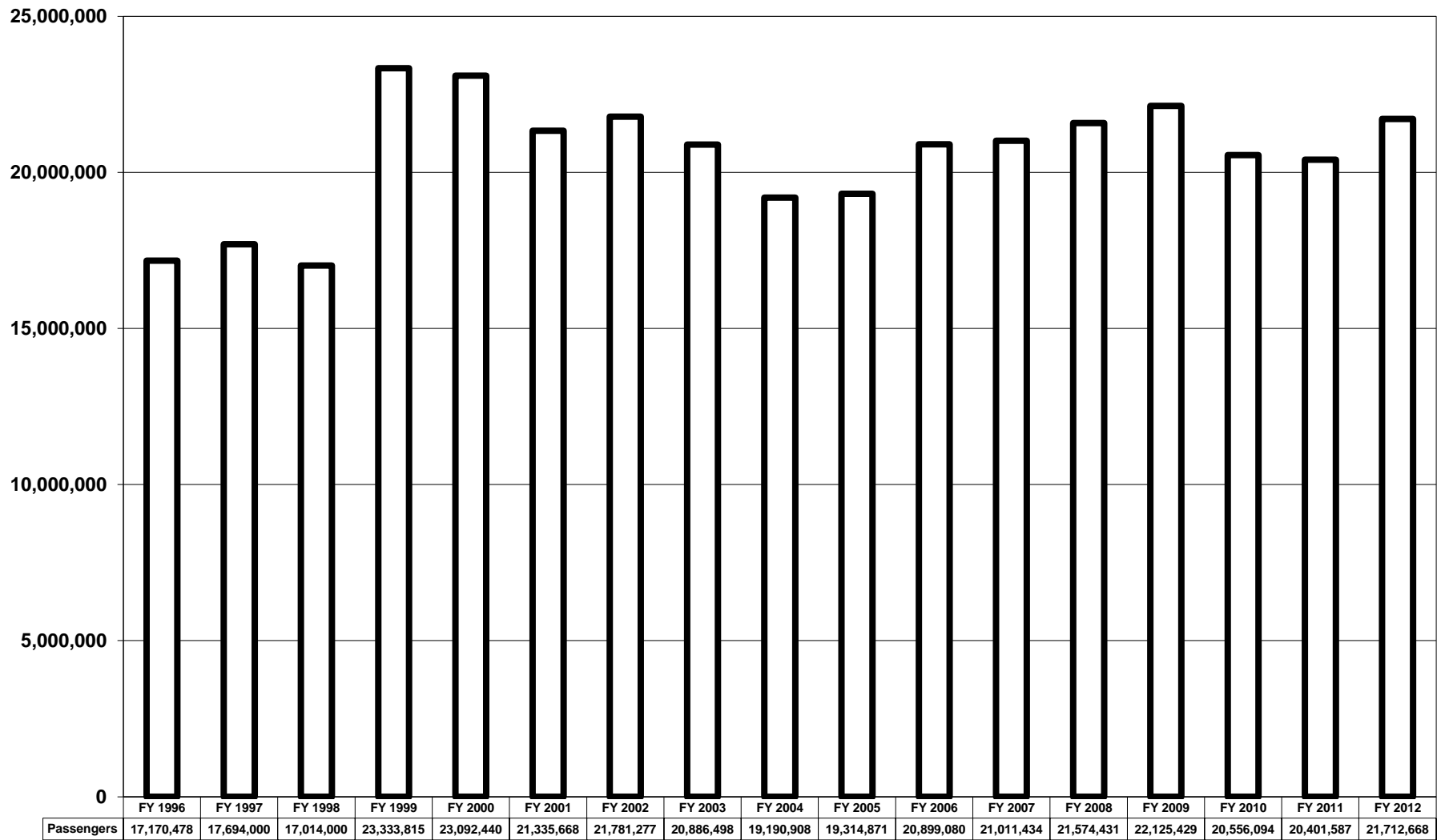


Figure 13: ART Annual Passenger Trips, FY 1994 - FY 2012

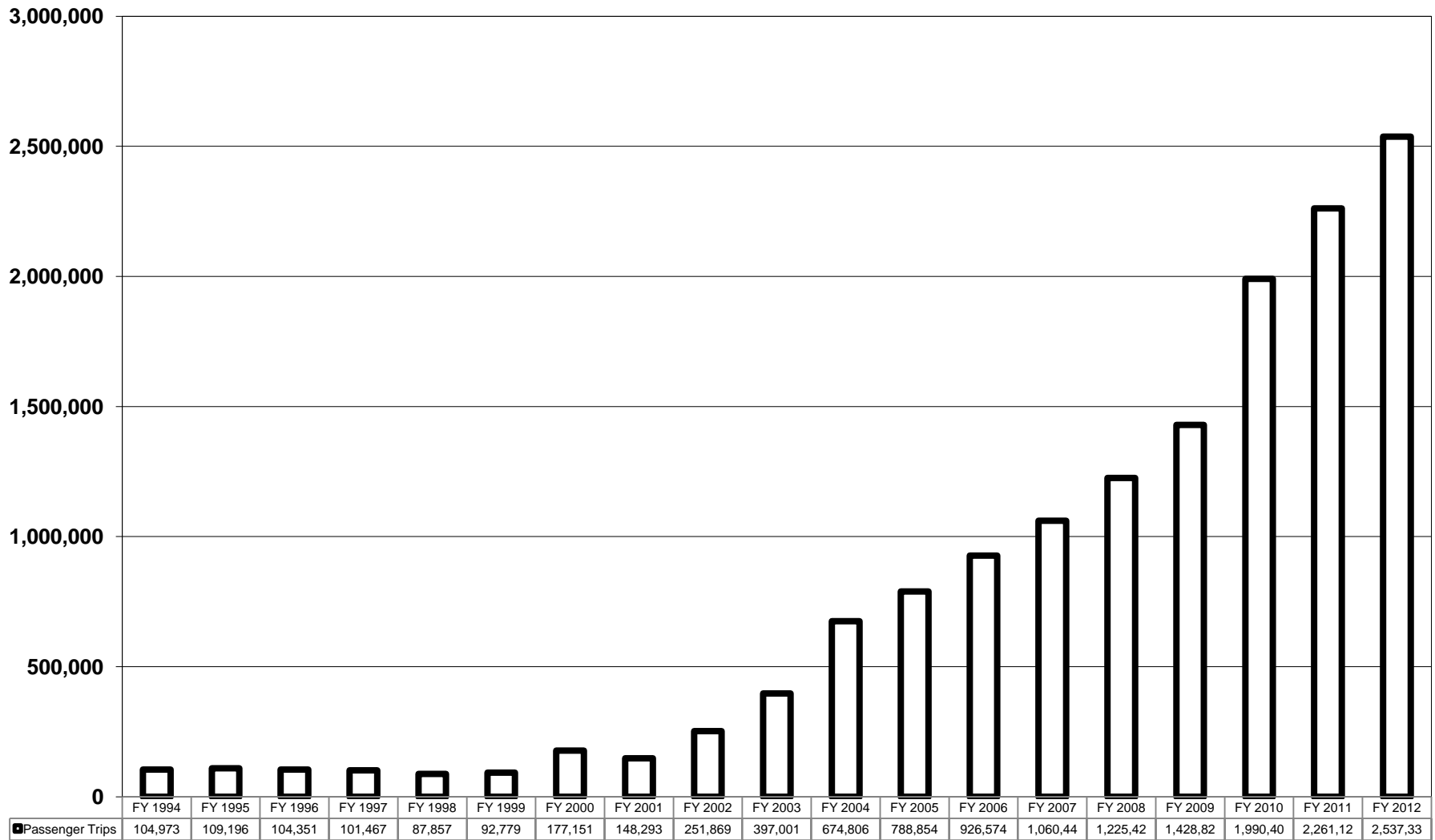


Figure 14: CUE Annual Passenger Trips, FY 1994 - FY 2011

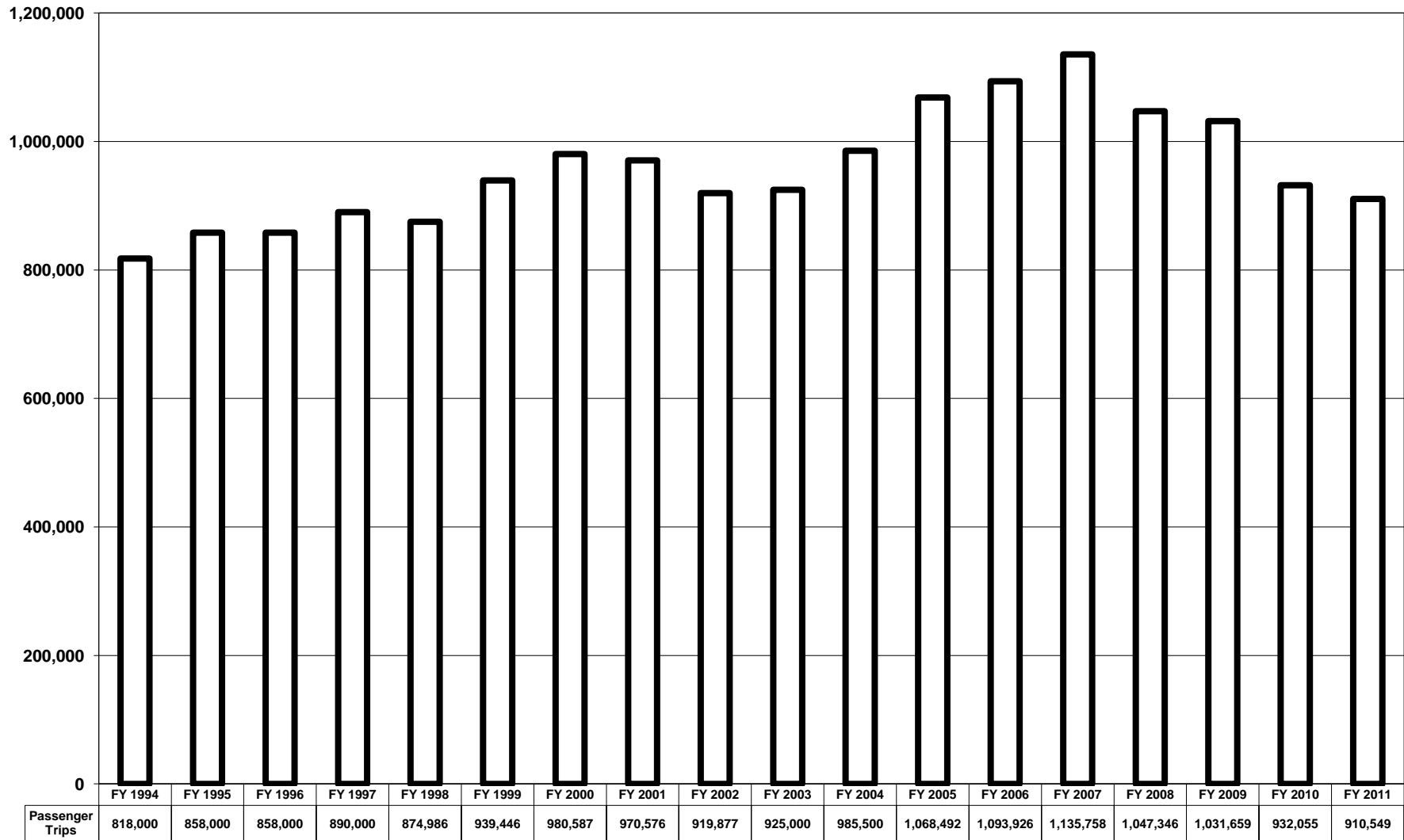
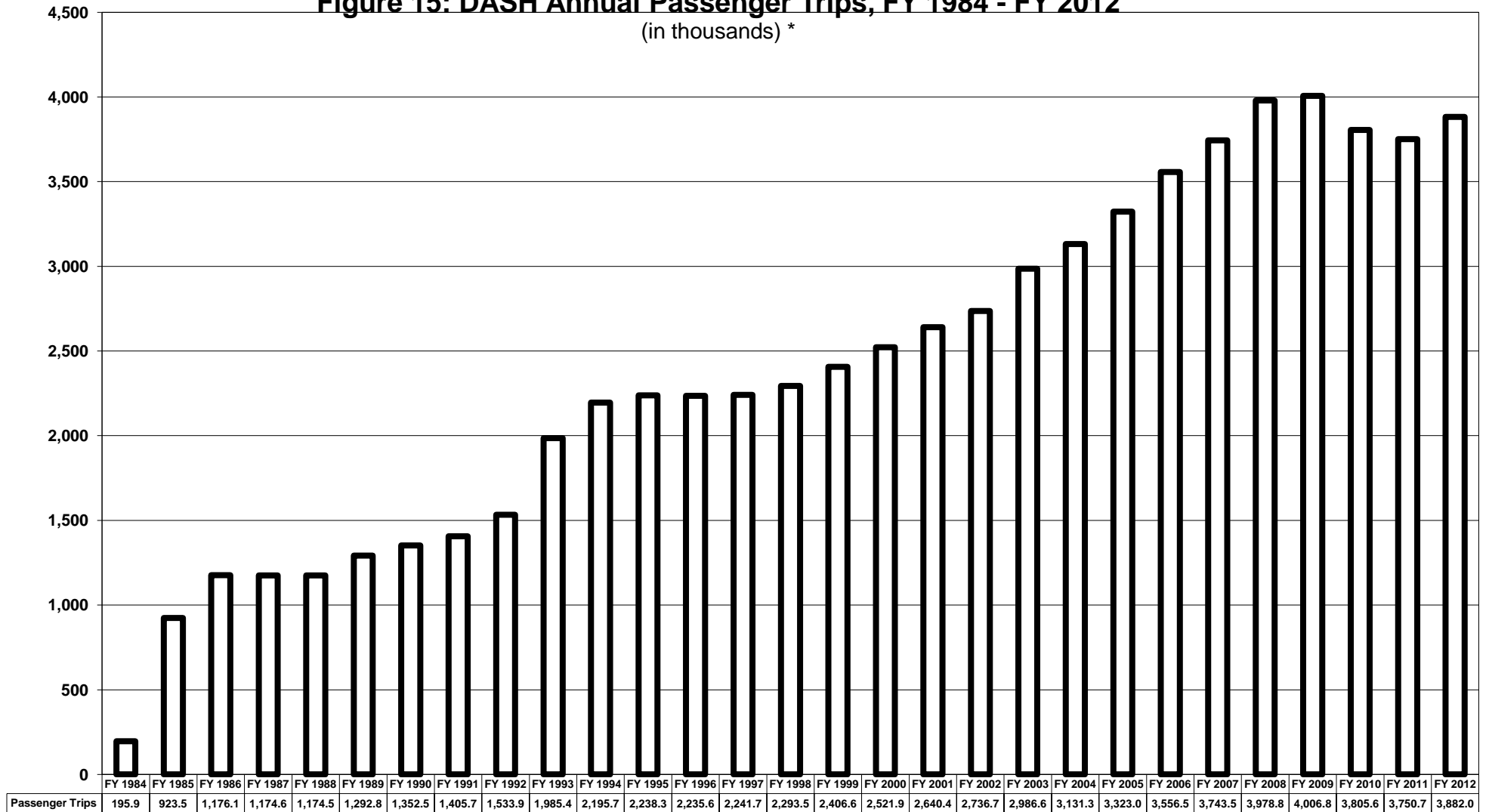


Figure 15: DASH Annual Passenger Trips, FY 1984 - FY 2012

(in thousands) *



* Includes King Street Trolley, April 22-June 2012; reported by purchased transportation provider Martz Group, July 2011-April 21, 2012.

Figure 16: Fairfax Connector Annual Passenger Trips, FY 1994 - FY 2012

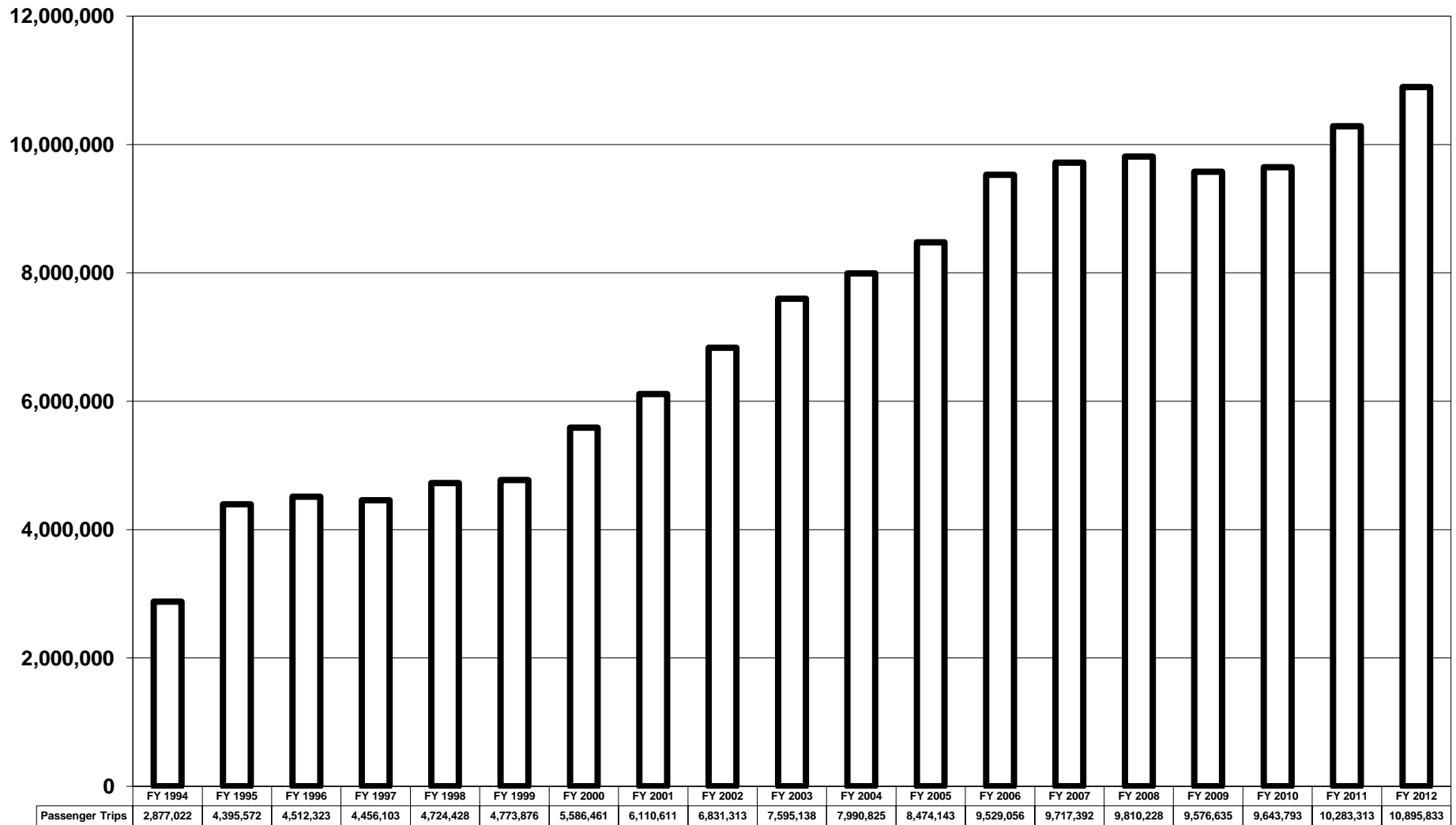


Figure 17: Loudoun County Transit Annual Passenger Trips, FY 1995 - FY 2012

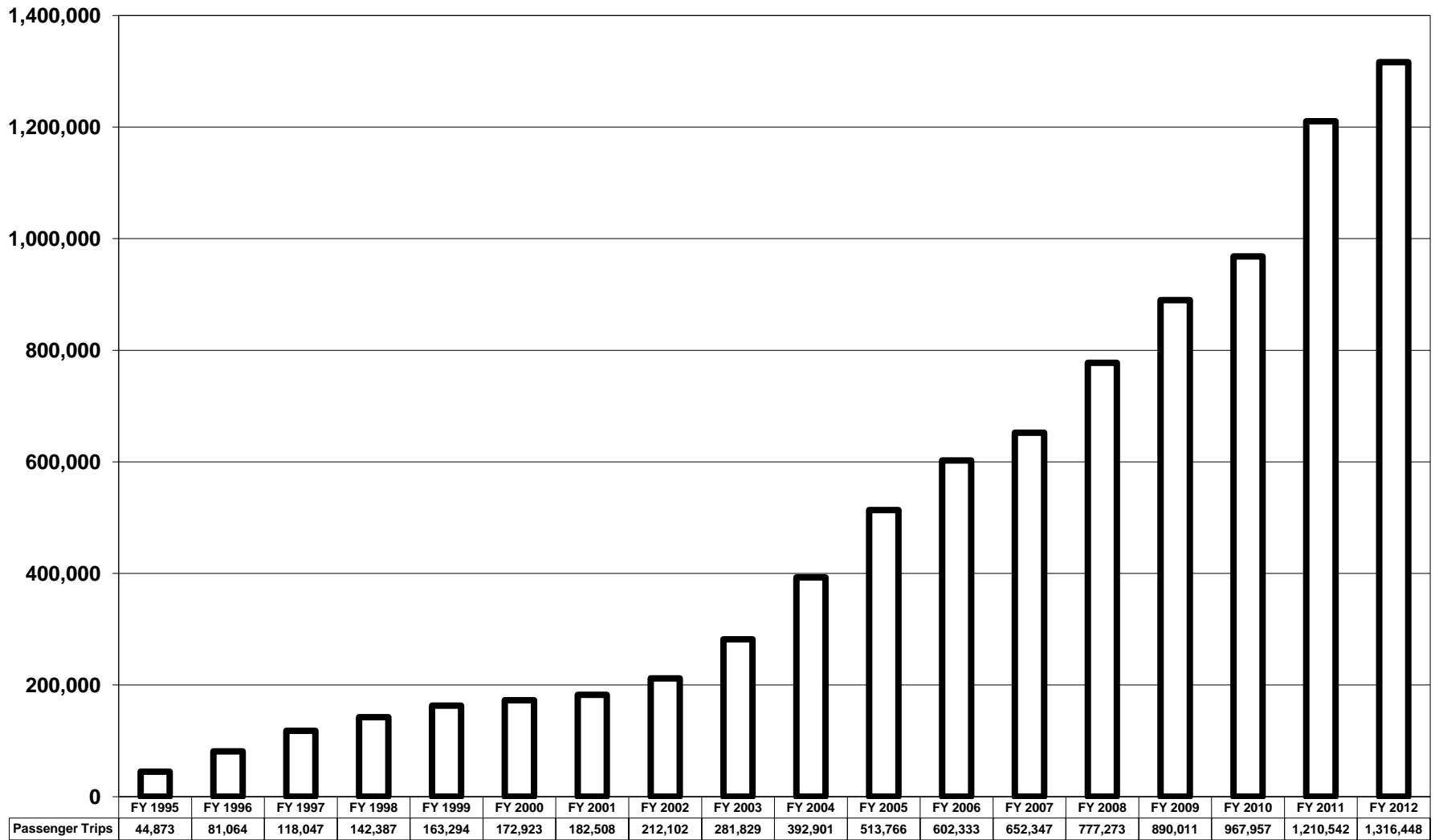


Figure 18: PRTC Omni Ride Annual Passenger Trips, FY 1994 - FY 2012

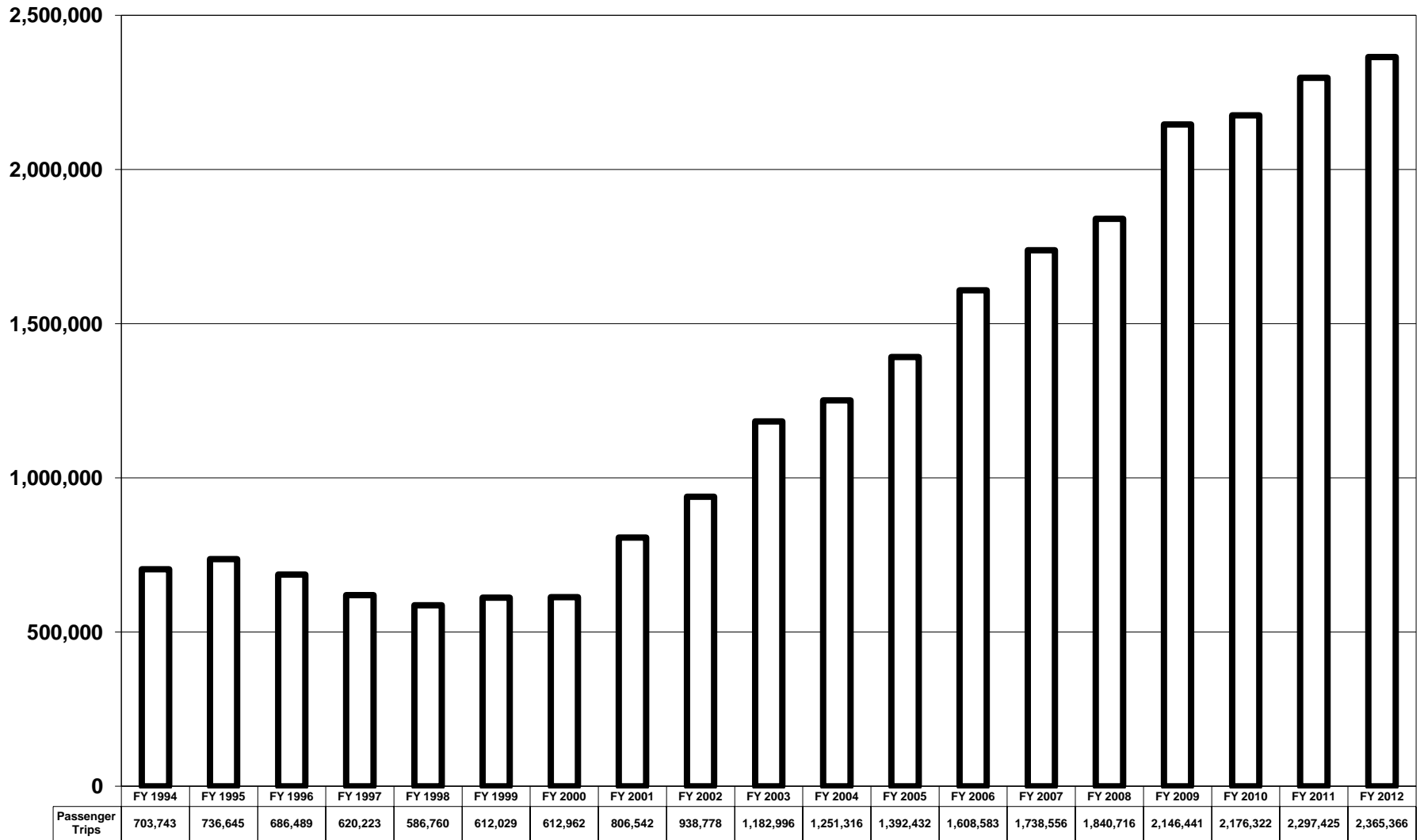
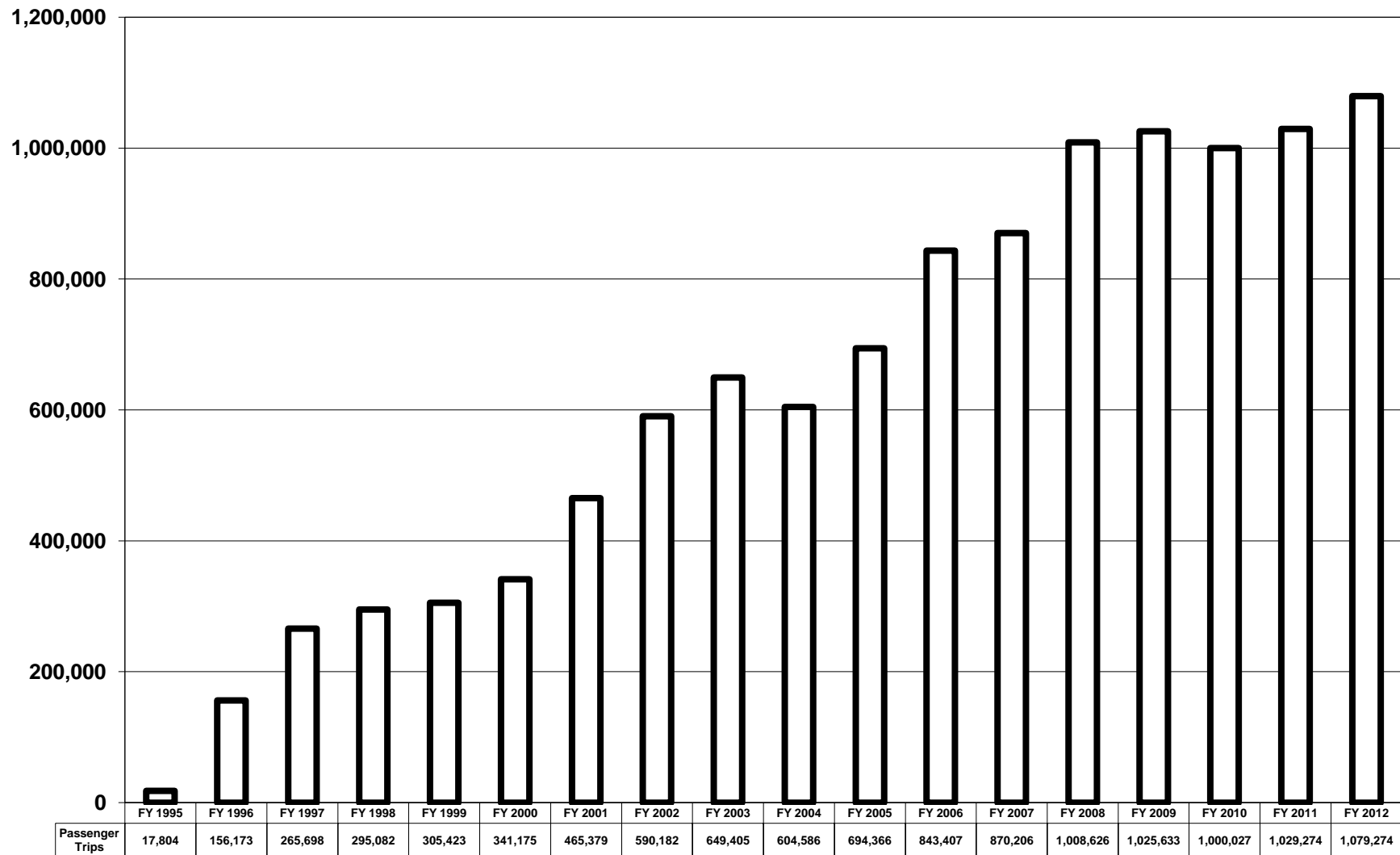


Figure 19: PRTC Omni Link Annual Passenger Trips, FY 1995 - FY 2012





AGENDA ITEM #14

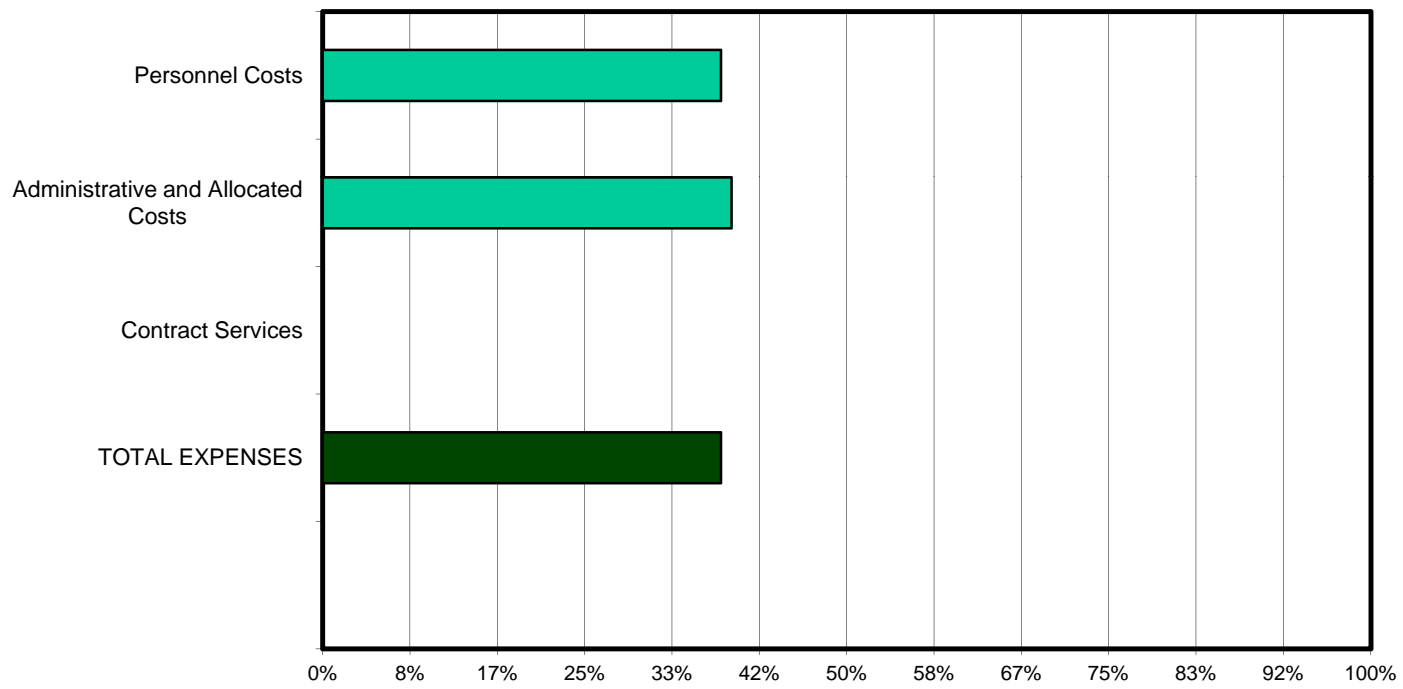
TO: Chairman Fiset and NVTC Commissioners
FROM: Scott Kalkwarf and Colethia Quarles
DATE: December 27, 2012
SUBJECT: NVTC Financial Items for November, 2012

The financial report for November, 2012 is attached for your information.

Northern Virginia Transportation Commission

Financial Reports
November, 2012

Percentage of FY 2013 NVTC Administrative Budget Used
November, 2012
(Target 41.67% or less)



Note: Refer to pages 2 and 3 for details

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
November 2012

| | <u>Current Month</u> | <u>Year To Date</u> | <u>Annual Budget</u> | <u>Balance Available</u> | <u>Balance %</u> |
|--------------------------------------|---------------------------------|--------------------------------|---------------------------------|-------------------------------------|-----------------------------|
| <u>Personnel Costs</u> | | | | | |
| Salaries | \$ 58,063.73 | \$ 273,677.01 | \$ 697,950.00 | \$ 424,272.99 | 60.8% |
| Temporary Employee Services | - | - | - | - | |
| Total Personnel Costs | 58,063.73 | 273,677.01 | 697,950.00 | 424,272.99 | 60.8% |
| <u>Benefits</u> | | | | | |
| Employer's Contributions: | | | | | |
| FICA | 2,920.02 | 16,386.36 | 48,100.00 | 31,713.64 | 65.9% |
| Group Health Insurance | 5,824.45 | 28,779.98 | 103,500.00 | 74,720.02 | 72.2% |
| Retirement | 10,825.00 | 28,725.00 | 64,900.00 | 36,175.00 | 55.7% |
| Workmans & Unemployment Compensation | 67.42 | 337.10 | 3,300.00 | 2,962.90 | 89.8% |
| Life Insurance | 257.76 | 1,393.45 | 4,000.00 | 2,606.55 | 65.2% |
| Long Term Disability Insurance | 249.54 | 1,225.46 | 3,700.00 | 2,474.54 | 66.9% |
| Total Benefit Costs | 20,144.19 | 76,847.35 | 227,500.00 | 150,652.65 | 66.2% |
| <u>Administrative Costs</u> | | | | | |
| Commissioners Per Diem | 900.00 | 4,400.00 | 10,000.00 | 5,600.00 | 56.0% |
| <i>Rents:</i> | <i>15,552.81</i> | <i>77,858.80</i> | <i>189,500.00</i> | <i>111,641.20</i> | <i>58.9%</i> |
| Office Rent | 14,827.81 | 74,233.80 | 177,700.00 | 103,466.20 | 58.2% |
| Parking | 725.00 | 3,625.00 | 11,800.00 | 8,175.00 | 69.3% |
| <i>Insurance:</i> | <i>700.58</i> | <i>2,030.87</i> | <i>6,400.00</i> | <i>4,369.13</i> | <i>68.3%</i> |
| Public Official Bonds | 400.00 | 670.00 | 2,300.00 | 1,630.00 | 70.9% |
| Liability and Property | 300.58 | 1,360.87 | 4,100.00 | 2,739.13 | 66.8% |
| <i>Travel:</i> | <i>68.28</i> | <i>1,608.48</i> | <i>5,800.00</i> | <i>4,191.52</i> | <i>72.3%</i> |
| Conference Registration | - | - | - | - | 0.0% |
| Conference Travel | - | 388.55 | 1,500.00 | 1,111.45 | 74.1% |
| Local Meetings & Related Expenses | 68.28 | 1,219.93 | 4,000.00 | 2,780.07 | 69.5% |
| Training & Professional Development | - | - | 300.00 | 300.00 | 100.0% |
| <i>Communication:</i> | <i>733.50</i> | <i>2,712.12</i> | <i>8,740.00</i> | <i>6,027.88</i> | <i>69.0%</i> |
| Postage | 303.96 | 563.54 | 3,400.00 | 2,836.46 | 83.4% |
| Telecommunication | 429.54 | 2,148.58 | 5,340.00 | 3,191.42 | 59.8% |
| <i>Publications & Supplies</i> | <i>1,304.72</i> | <i>4,121.07</i> | <i>10,600.00</i> | <i>6,478.93</i> | <i>61.1%</i> |
| Office Supplies | 157.63 | 451.33 | 3,200.00 | 2,748.67 | 85.9% |
| Duplication | 647.09 | 3,145.84 | 6,900.00 | 3,754.16 | 54.4% |
| Public Information | 500.00 | 523.90 | 500.00 | (23.90) | -4.8% |

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
November 2012

| | <u>Current Month</u> | <u>Year To Date</u> | <u>Annual Budget</u> | <u>Balance Available</u> | <u>Balance %</u> |
|---|---------------------------------|--------------------------------|---------------------------------|-------------------------------------|-----------------------------|
| <i>Operations:</i> | - | 848.99 | 11,500.00 | 10,651.01 | 92.6% |
| Furniture and Equipment | - | - | 4,000.00 | 4,000.00 | 0.0% |
| Repairs and Maintenance | - | - | 1,000.00 | 1,000.00 | 100.0% |
| Computers | - | 848.99 | 6,500.00 | 5,651.01 | 86.9% |
| <i>Other General and Administrative</i> | 740.78 | 3,183.76 | 5,100.00 | 2,129.96 | 41.8% |
| Subscriptions | - | 213.72 | - | - | 0.0% |
| Memberships | - | 1,176.03 | 1,200.00 | 23.97 | 2.0% |
| Fees and Miscellaneous | 740.78 | 1,794.01 | 3,000.00 | 1,205.99 | 40.2% |
| Advertising (Personnel/Procurement) | - | - | 900.00 | 900.00 | 100.0% |
| Total Administrative Costs | <u>20,000.67</u> | <u>96,764.09</u> | <u>247,640.00</u> | <u>151,089.63</u> | <u>61.0%</u> |
| <u>Contracting Services</u> | | | | | |
| Auditing | - | - | 21,250.00 | 21,250.00 | 100.0% |
| Consultants - Technical | - | - | - | - | 0.0% |
| Legal | - | - | - | - | 0.0% |
| Total Contract Services | <u>-</u> | <u>-</u> | <u>21,250.00</u> | <u>21,250.00</u> | <u>100.0%</u> |
| Total Gross G&A Expenses | <u><u>\$ 98,208.59</u></u> | <u><u>\$ 447,288.45</u></u> | <u><u>\$ 1,194,340.00</u></u> | <u><u>\$ 747,265.27</u></u> | <u><u>62.6%</u></u> |

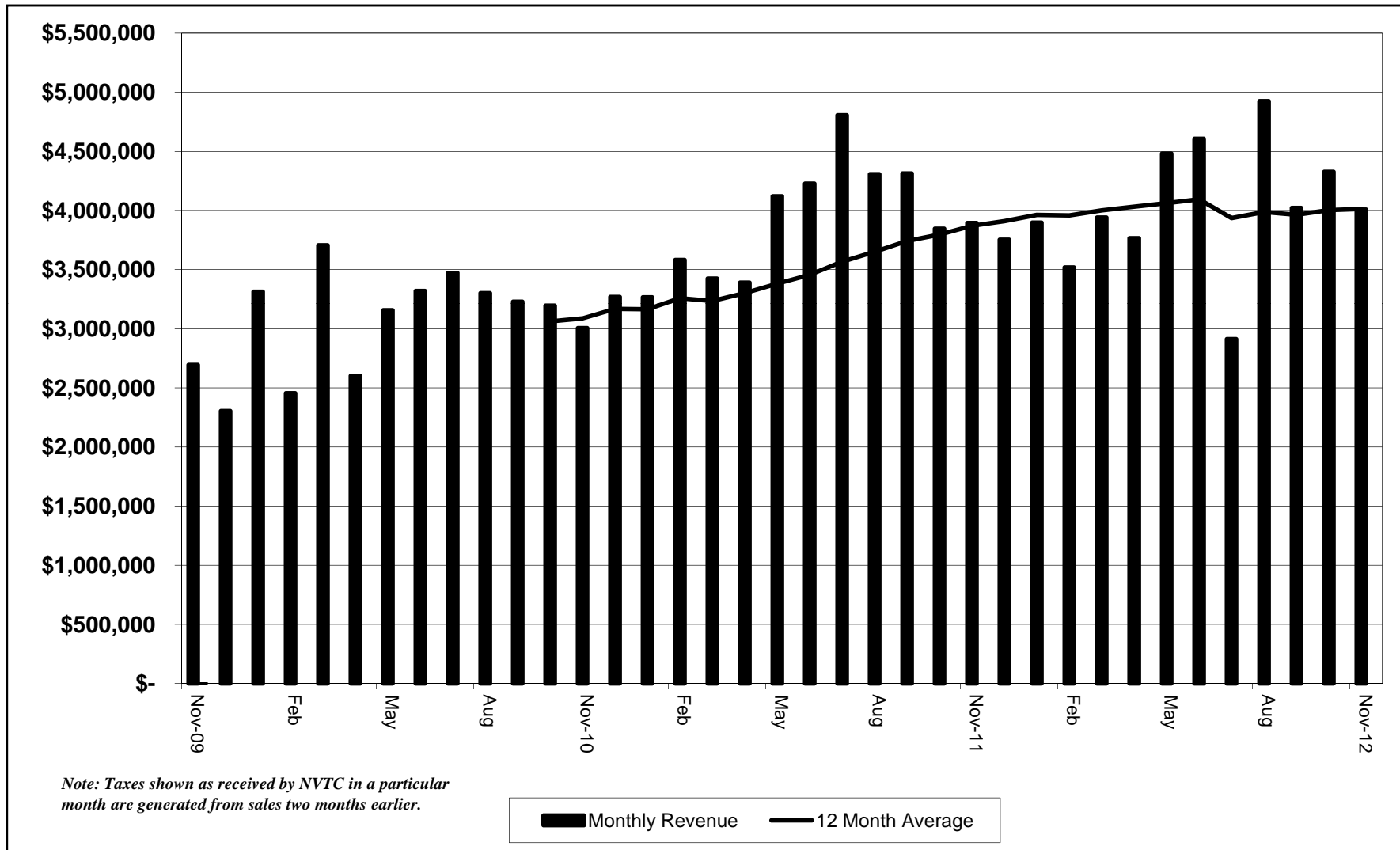
NVTC
RECEIPTS and DISBURSEMENTS
November, 2012

| Payer/ | | | Wells Fargo | Wells Fargo | VA LGIP | |
|-----------------------------------|-------------------|---------------------------------------|---------------|--------------|------------------|-----------------|
| Date | Payee | Purpose | (Checking) | (Savings) | G&A / Project | Trusts |
| RECEIPTS | | | | | | |
| 5 | DRPT | Capital grants receipts | | | | \$ 291,052.00 |
| 8 | DRPT | Capital grants receipts | | | | 316,201.00 |
| 16 | PRTC | Expense reimbursement | | 100.00 | | |
| 16 | Dept. of Taxation | Motor Vehicle Fuels Sales tax receipt | | | | 4,007,095.92 |
| 19 | DRPT | Operating assistance receipts | | | | 124,740.00 |
| 19 | VRE | Staff support | | 12,519.35 | | |
| 19 | Staff | Expense reimbursement | | 3.20 | | |
| 19 | PRTC | Expense reimbursement | | 200.00 | | |
| 20 | DRPT | NVTA update project receipt | | | 24,767.00 | |
| 21 | DRPT | Operating assistance receipts | | | 21,964,750.00 | |
| 26 | DRPT | Operating assistance receipts | | | 8,846,661.00 | |
| 30 | Banks | Interest income | | 1.18 | 10.31 | 13,764.80 |
| | | | - | 12,823.73 | 30,836,188.31 | 4,752,853.72 |
| DISBURSEMENTS | | | | | | |
| 1-30 | Various | G&A expenses | (79,476.18) | | | |
| 21 | Cambridge | Consulting - NVTA Update project | (24,766.76) | | | |
| 30 | Banks | Service fees | (469.14) | (22.01) | | |
| | | | (104,712.08) | (22.01) | - | - |
| TRANSFERS | | | | | | |
| 2 | Transfer | From LGIP to checking | 100,000.00 | | (100,000.00) | |
| | | | 100,000.00 | - | (100,000.00) | - |
| NET INCREASE (DECREASE) FOR MONTH | | | \$ (4,712.08) | \$ 12,801.72 | \$ 30,736,188.31 | \$ 4,752,853.72 |

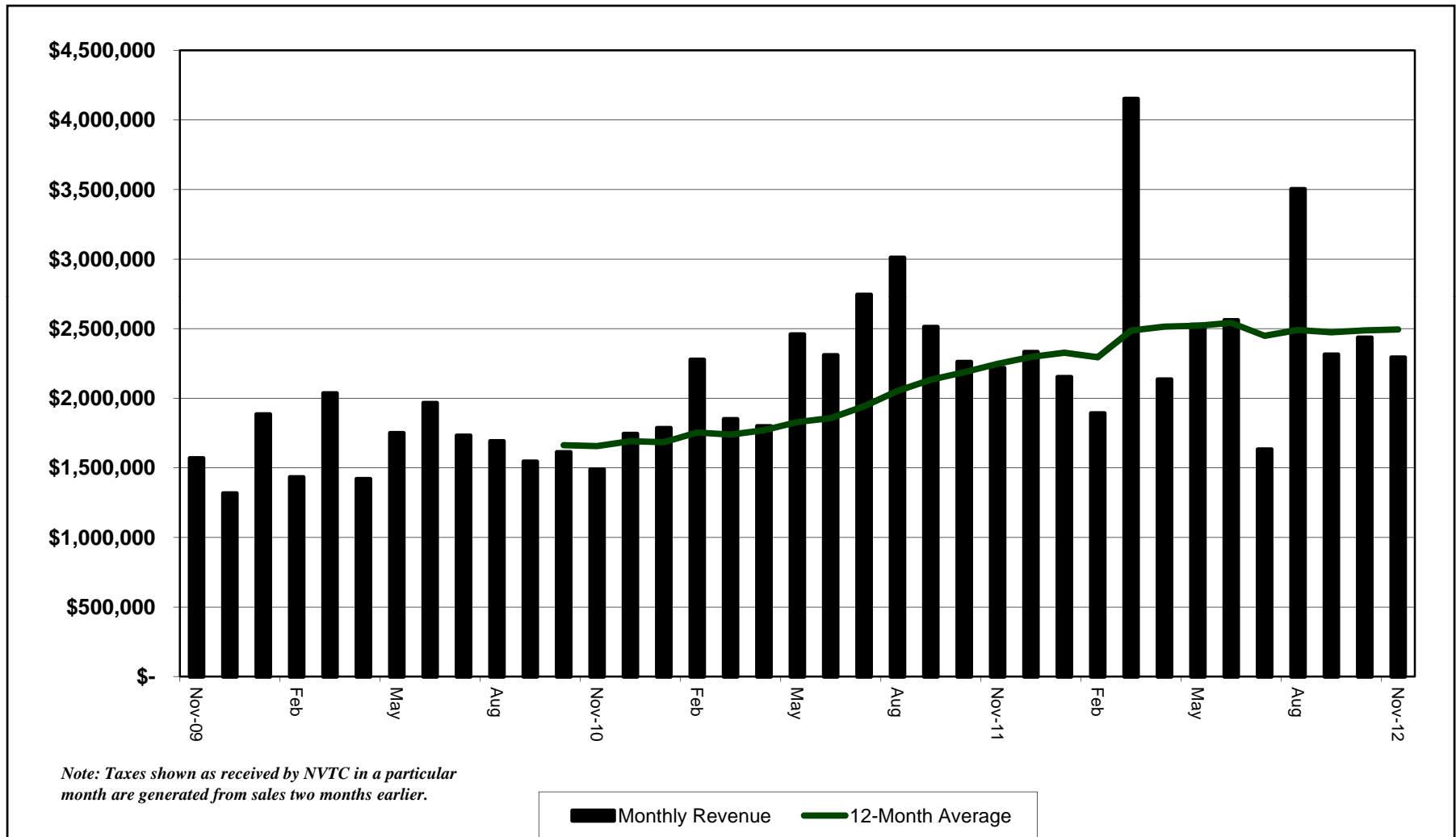
**NVTC
INVESTMENT REPORT
November 2012**

| Type | Rate | Balance 10/31/2012 | Increase (Decrease) | Balance 11/30/2012 | NVTC G&A/Project | Jurisdictions Trust Fund | Loudoun Trust Fund |
|--|-------------|-------------------------------|--------------------------------|-------------------------------|---------------------------------|-------------------------------------|-------------------------------|
| <u>Cash Deposits</u> | | | | | | | |
| Wells Fargo: NVTC Checking | N/A | \$ 25,623.20 | \$ (4,712.08) | \$ 20,911.12 | \$ 20,911.12 | \$ - | \$ - |
| Wells Fargo: NVTC Savings | 0.020% | 64,264.87 | 12,801.72 | 77,066.59 | 77,066.59 | - | - |
| <u>Investments - State Pool</u> | | | | | | | |
| Bank of America - LGIP | 0.198% | 75,442,524.24 | 35,489,042.03 | 110,931,566.27 | 66,180.22 | 92,424,752.25 | 18,440,633.80 |
| | | <u>\$ 75,532,412.31</u> | <u>\$ 35,587,555.90</u> | <u>\$ 111,029,543.98</u> | <u>\$ 164,157.93</u> | <u>\$ 92,424,752.25</u> | <u>\$ 18,440,633.80</u> |

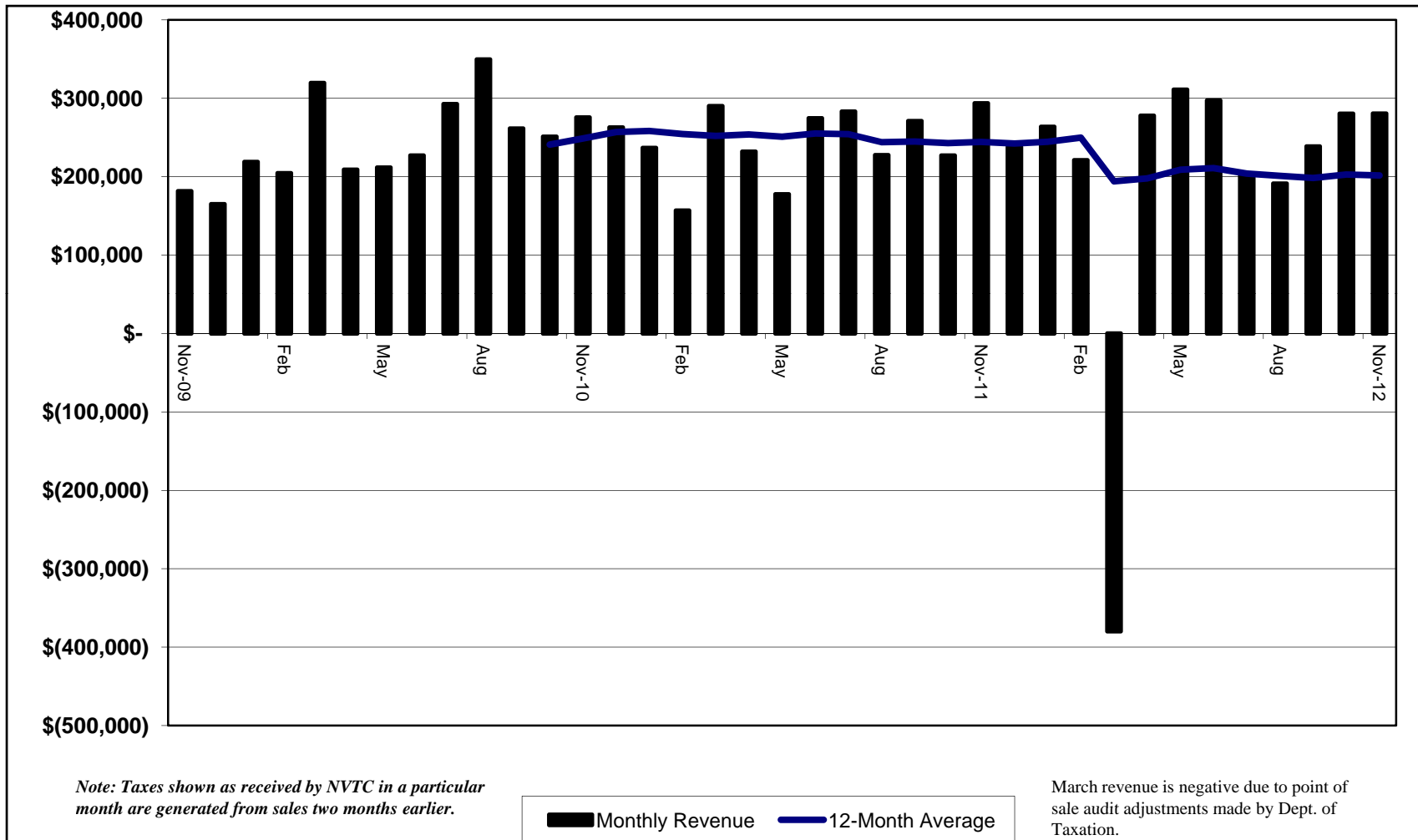
NVTC MONTHLY GAS TAX REVENUE
ALL JURISDICTIONS
FISCAL YEARS 2010-2013



NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2010-2013



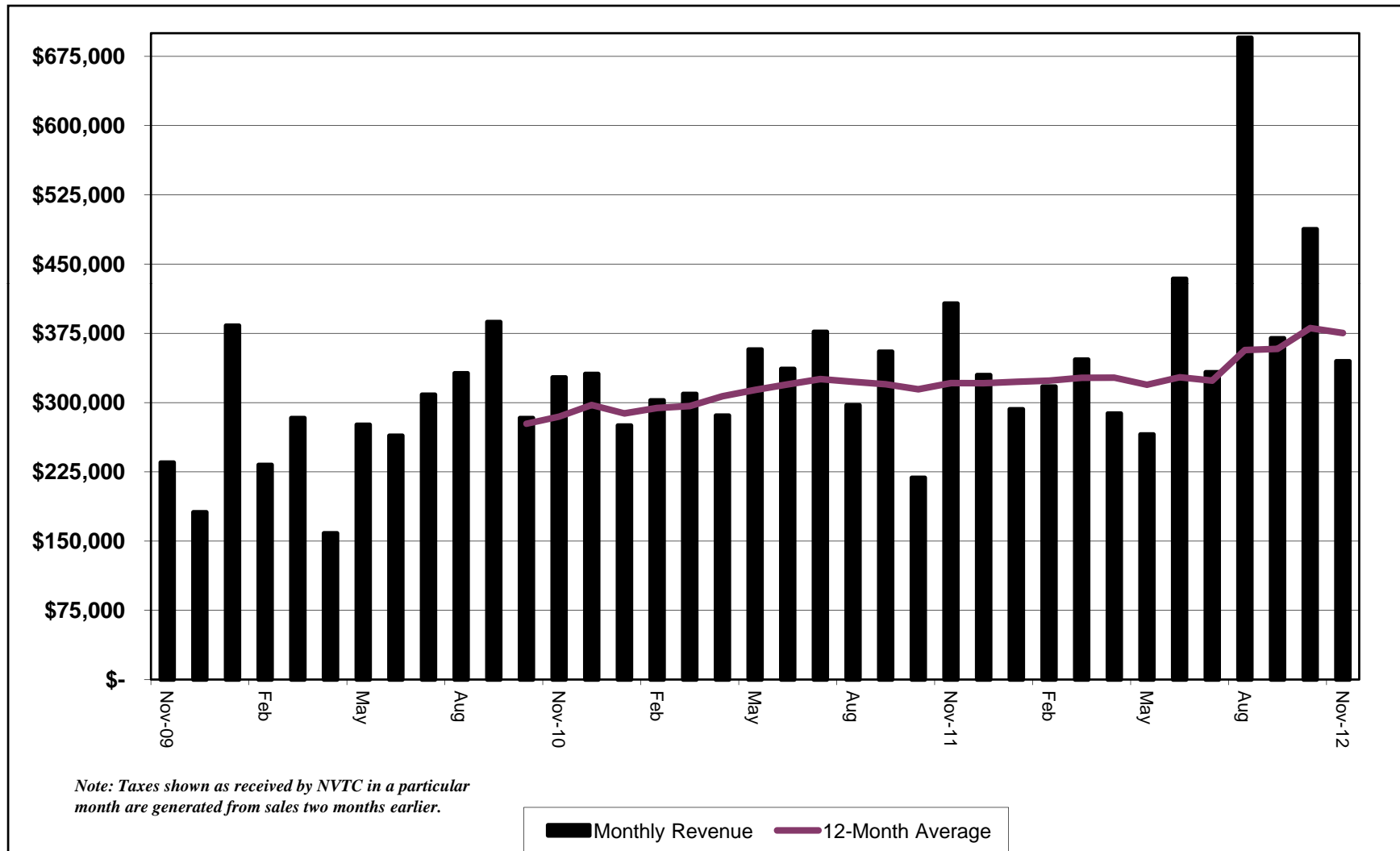
NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2010-2013



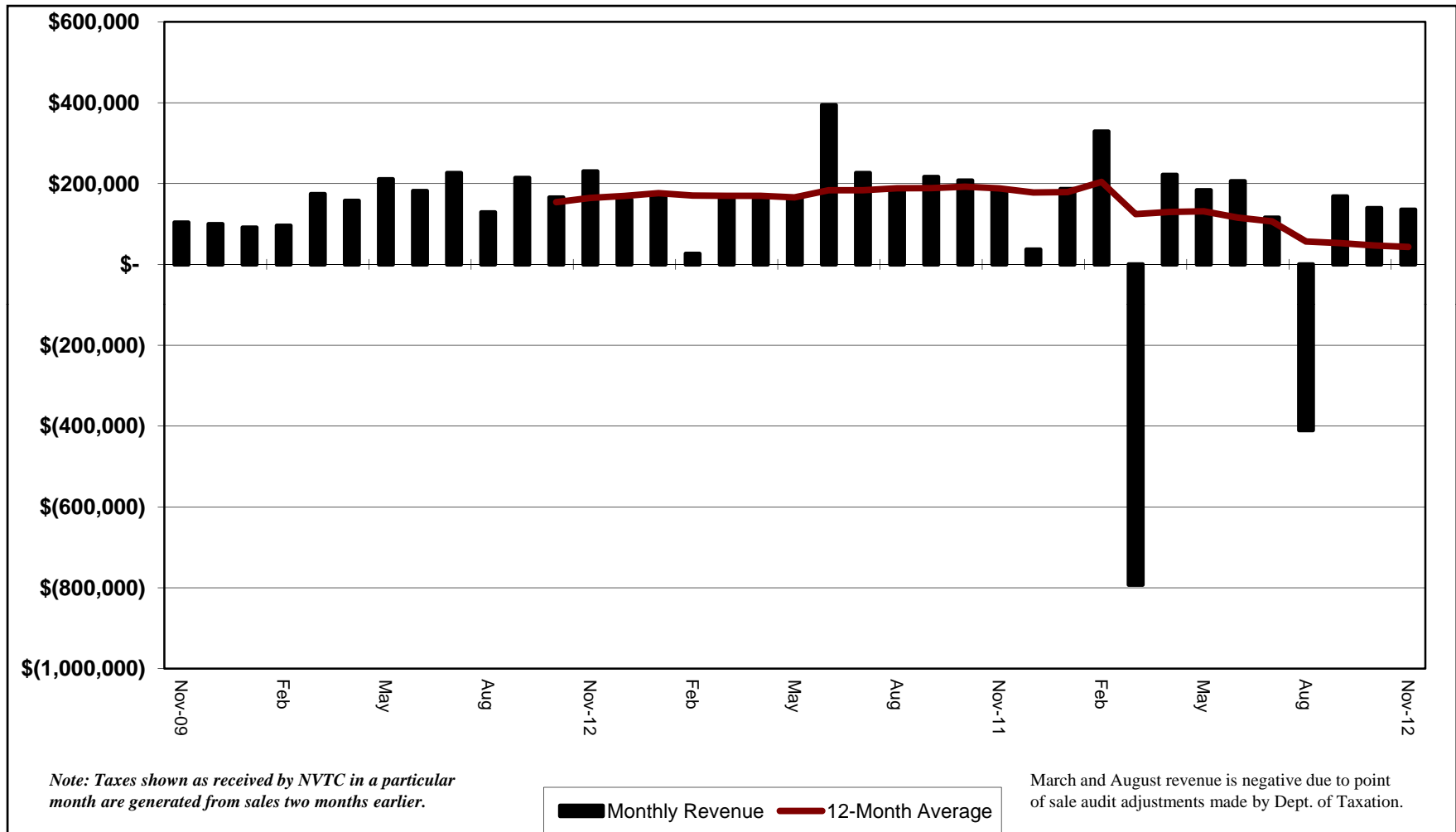
NVTC MONTHLY GAS TAX REVENUE

ARLINGTON COUNTY

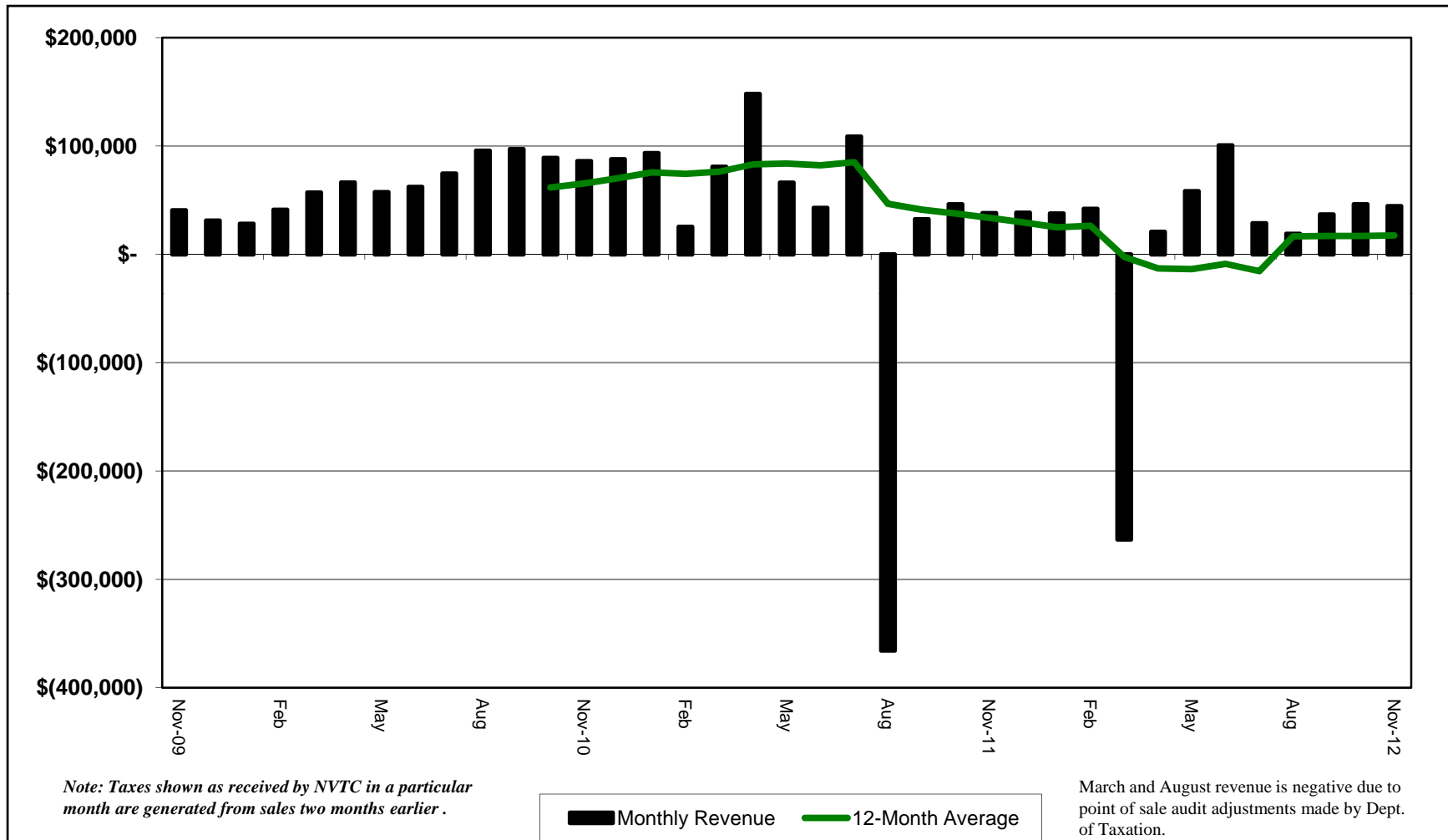
FISCAL YEARS 2010-2013



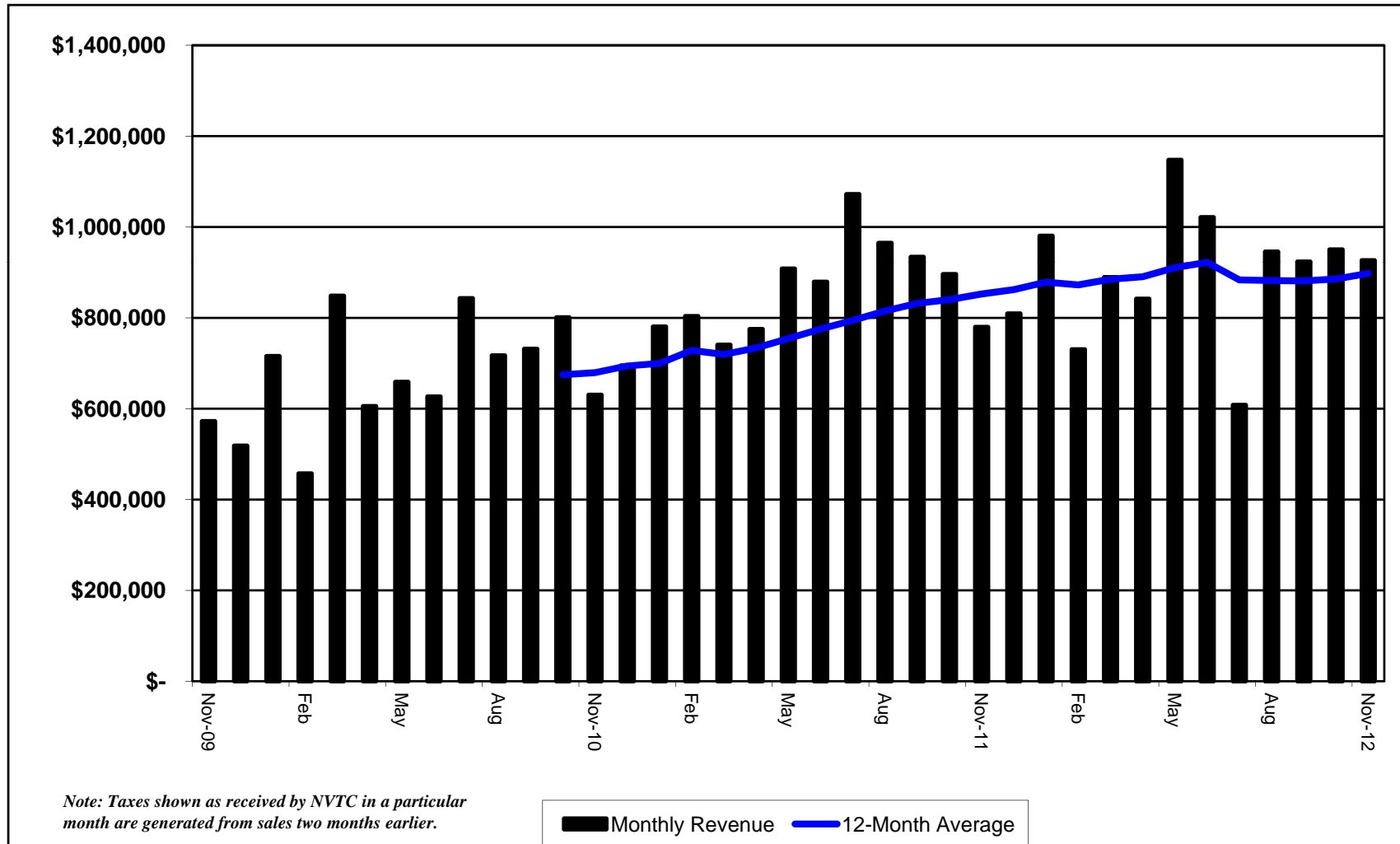
NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2010-2013



NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2010-2013



NVTC MONTHLY GAS TAX REVENUE
LOUDOUN COUNTY
FISCAL YEARS 2010-2013





AGENDA ITEM #15

TO: Chairman Fiset and NVTC Commissioners
FROM: Rick Taube
DATE: December 27, 2012
SUBJECT: Status of Executive Director Recruitment

The attached job announcement was released on December 21, 2012. It includes the emphasis areas identified in the survey of NVTC commissioners.

The job announcement and related items are available at:

<http://www.thinkoutsidethecar.org/nvtc/jobopenings.asp>

Commissioners are urged to distribute the job announcement widely, including posting on your websites and LinkedIn accounts. Posting the link above on your "Share an update" window of your LinkedIn account will help to spread the word.

Applications are welcome until January 25, 2013.



NVTC EXECUTIVE DIRECTOR RECRUITMENT JOB ANNOUNCEMENT

Available Position:

The Northern Virginia Transportation Commission (NVTC) is seeking an Executive Director to replace the incumbent who is retiring after nearly 30 years. The Executive Director reports to a 20-member Board of Directors consisting of state and local elected officials from NVTC's six member jurisdictions plus the designee of the Virginia Secretary of Transportation.

Description of NVTC:

NVTC was created by the Virginia General Assembly in 1964 to help plan and fund the Washington Metropolitan Area Transit Authority (WMATA). NVTC appoints Virginia's members of the WMATA Board from its own Board and also co-owns the Virginia Railway Express (VRE) commuter rail system with assets of \$377 million and 4.7 million annual ridership.

NVTC's district comprises over 1,000 square miles with a population of over 1.7 million. NVTC receives, allocates and holds in trust up to \$200 million annually in regional, state and federal assistance to help pay for WMATA, VRE and five local bus systems.

The commission currently employs a staff of eight with financial, planning, grants management and public outreach expertise.

NVTC's office is conveniently located in the vibrant Court House area of Arlington, Virginia in a LEED-certified building situated a half block from a Metrorail station.

NVTC's Website:

A complete description of NVTC and its history, mission, work program, budget and audited financial statements are available at www.thinkoutsidethecar.org.

Complete instructions for applying for this position are also available on that site, together with a detailed job description of the available position.

Desired Experience:

NVTC's Search Committee is seeking a skilled executive with increasingly responsible work experience demonstrating effective leadership. Applied expertise in public transit and transportation combined with specific knowledge of the Washington D.C. Metropolitan Area and the Commonwealth of Virginia is important. Experience in reporting to a bi-partisan board of elected officials and well-regarded work in a similar sized organization are also desirable.

Desired Business and Administrative Strengths:

Among the most desired business strengths are expert collaboration and negotiation skills and the ability to recommend and communicate effective policy after expertly evaluating complex issues. Desired administrative strengths include excellent communication with board members and well organized staff work programs and structure.

Desired Personal Attributes:

Among the most useful personal attributes are active listening, creative thinking, accepting feedback as a learning opportunity, adaptability, good communication and relationship building (especially with board members), the ability to work with individuals holding conflicting points of view to achieve collaborative solutions and skills in conveying messages using new online communication tools.

Compensation:

NVTC offers a competitive salary and benefit package including, but not limited to: deferred compensation; bonus opportunities; travel allowance; pension; health, disability and life insurance; transit benefit or free parking; vacation and sick leave; cafeteria health and child care plan.

Process:

Resumes will be accepted until 5:00 p.m. on January 25, 2013. Thereafter the top-ranked candidates will be invited to interview with NVTC's Search Committee (by telephone, internet or in person) prior to February 22, 2013. The NVTC Search Committee expects to recommend a top-ranked candidate for consideration by NVTC's full board at 8:00 p.m. on March 7. The top-ranked candidate will be present at that time to be interviewed by NVTC's full board.

Confidentiality:

In accordance with Virginia law, NVTC will keep application materials confidential. The materials will be reviewed only by NVTC's Search Committee and its staff.

How to apply:

Applicants should first carefully review the materials posted on NVTC's website. Then, they should submit a detailed resume and cover letter with supporting materials addressing the commission's desired experience, strengths and attributes, together with a salary history, to:

NVTCEdrecruitment@gmail.com.

Equal Opportunity Employment:

NVTC is an equal opportunity employer that does not discriminate against any applicants for employment because of race, color, religion, sex, disability, age or national origin.



MEDIA RELEASE
December 26, 2012

Northern Virginia Transportation Commission's Executive Director Retires;
Recruitment for his Successor Begins

The Northern Virginia Transportation Commission's (NVTC) Executive Director is retiring after 29 years of service. According to NVTC Board Chairman Jay Fisette, "Rick Taube has been a driving force behind Northern Virginia's successful development and expansion of public transit. Rick joined NVTC in January 1984 and has led the regional agency through a series of major accomplishments in funding and advocacy for public transit."

Mr. Taube led the commission's efforts to establish the Virginia Railway Express which began service in 1992 and now is the tenth largest commuter rail system in the U.S. with annual ridership of over 4 million and assets of \$377 million. In addition, five of NVTC's six local jurisdictions today operate successful local bus systems using SmarTrip fare collection systems coordinated by NVTC. Three-quarters of all of Virginia's transit ridership occurs in Northern Virginia.

NVTC was established by the Virginia General Assembly in 1964 to help plan and implement the Washington Metropolitan Area Transit Authority (WMATA). The WMATA Compact gives NVTC the responsibility of appointing Virginia's members of the WMATA Board. NVTC receives, allocates and holds in trust for its member jurisdictions up to \$200 million annually for public transit operations and capital projects.

NVTC's Board consists of 20 state and local elected officials from Arlington, Fairfax and Loudoun counties and the cities of Alexandria, Fairfax and Falls Church. The designee of Virginia's Secretary of Transportation also serves on NVTC's Board. NVTC's district comprises over 1,000 square miles with a population of 3.7 million.

In announcing his retirement, Mr. Taube praised his talented staff and dedicated board members, noting that several well known officials have chaired NVTC during his tenure, including members of Congress such as Tom Davis III, Jim Moran and Gerry Connolly; a Virginia Secretary of Transportation, John Milliken; and many state Senators and Delegates who championed public transit causes together with local board and council members.

NVTC Vice-Chair Jeff McKay praised Mr. Taube's fiscal management, saying "Rick deserves enormous respect for establishing a set of stringent internal controls resulting in unblemished independent audits despite the complexity of NVTC's financial role."

Under his leadership, NVTC has emphasized testing and disseminating new transit technology that enhances transit productivity. NVTC also compiles and reports detailed transit performance information that generates millions of dollars each year of federal financial assistance for the entire region.

Chairman Fisette is leading a nationwide recruiting effort to identify Mr. Taube's successor. A complete job announcement is available on NVTC's website at www.thinkoutsidethecar.org. Applications will be accepted through January 25, 2013 with the target selection date set for March 7, 2013.



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AGENDA ITEM #16

TO: Chairman Fisette and NVTC Commissioners

FROM: Rick Taube

DATE: December 27, 2012

SUBJECT: Closed Session for Personnel Item.

I. To Convene a Closed Meeting

Make the following motion and take an affirmative recorded vote in an open meeting:

I move that the Northern Virginia Transportation Commission convene a closed meeting, as authorized by Virginia Code sections 2.2-3711.A. 1, for the purpose of discussing a personnel matter.

II. To Reconvene in an Open Meeting

Make the following motion and take a roll call or other recorded vote immediately after the closed meeting, upon reconvening in an open meeting:

I move that the members of the Northern Virginia Transportation Commission certify: (1) that only public business matters lawfully exempted from open meeting requirements under Chapter 37, Title 2.2 of the Code of Virginia; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Commission.