



NVTC COMMISSION MEETING

**THURSDAY, JULY 11, 2013
NVTC's CONFERENCE ROOM
2300 Wilson Blvd., Suite #620
Arlington, VA 22201
8:00 PM**

NOTE: Meeting will be held in NVTC's Office Suite #620

NVTC's Executive Committee meets at 7:30 P.M.
Dinner is also available at that time.

AGENDA

- 1. Action Item: Minutes of the NVTC Meeting of June 6, 2013**
- 2. Discussion Item: DRPT Presentation on the Super NoVa Implementation Plan Update**
- 3. Discussion Item: NVTC Work Plan Mid Year Review and Update**
- 4. Information/Action Item: NVTA Update and Approval of NVTC/NVTA Memorandum of Understanding (MOU)**
- 5. Action Item: Award of National Transit Data (NTD) Consultant Contract**
- 6. Action Item: Congressional Commuter Parity Benefit Legislation Letter**
- 7. Additional Information Items**
 - A. VRE**
 - VRE CEO Report
 - Minutes of the June 21st Operations Board Meeting
 - VRE System Plan Work Session July 19th

B. WMATA

- WMATA Parking Facility Usage
- Vital Signs/Dashboard Report (Blue Item to be provided at the meeting)

C. DRPT Report

- Memorandum from Board Member Jim Dyke

D. TSDAC (Blue Item to be provided at the meeting)

E. Final Six-Year Improvement Plan (SYIP)

F. TIGER Grant for Priority Bus Transit Update

G. NVTC Financial Report for May 2013



Agenda Item #1

MINUTES
NVTC COMMISSION MEETING – JUNE 6, 2013
NVTC CONFERENCE ROOM – ARLINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman McKay at 8:13 P.M.

Members Present

Sharon Bulova
Barbara Comstock
John Cook
James Dyke
William D. Euille
Jay Fisette
John Foust
Jeffrey Greenfield
Mary Hynes
Jeffrey McKay
Ken Reid
Thomas Rust
Paul Smedberg
David F. Snyder
Christopher Zimmerman

Members Absent

Richard H. Black
Mark R. Herring
Catherine Hudgins
Joe May
David Ramadan

Staff Present

Doug Allen (VRE)
Kelley Coyner
Rhonda Gilchrest
Claire Gron
Scott Kalkwarf
Kala Quintana

Minutes of the May 2, 2013 Meeting

Mrs. Bulova moved, with a second by Delegate Rust, to approve the minutes. The vote in favor was cast by Commissioners Bulova, Comstock, Cook, Dyke, Euille, Foust, Hynes, McKay, Reid, Rust, Smedberg, Snyder and Zimmerman.

WMATA Items

New Electronic Payment Program (NEPP) Presentation. In July, WMATA plans to award a contract for this new program which will replace the SmarTrip fare collection system. The new system is designed to provide a seamless regional payment system and to reduce system costs. Chairman McKay introduced WMATA's Chief Financial Officer Carol Kissal and WMATA's Virginia Government Relations Officer Greg Potts, who were present to give a briefing on NEPP in Closed Session.

Mr. Smedberg moved that NVTC convene a Closed Session, as authorized by Virginia Code sections 2.2-3711.A. 6 and 29, for the purpose of discussing a matter involving the award of a public contract by WMATA for a fare collections system, and the investment of public funds by NVTC members requiring competition and bargaining, where, if made public at this time, the financial interests of NVTC members, and the bargaining position of WMATA on behalf of NVTC members, would be adversely affected. Mrs. Bulova seconded the motion. The vote in favor was cast by Commissioners Bulova, Comstock, Cook, Dyke, Euille, Foust, Hynes, McKay, Reid, Rust, Smedberg, Snyder and Zimmerman.

The Commission began the Closed Session at 8:14 P.M. Mr. Greenfield arrived at 8:16 P.M. and Mr. Fisette arrived at 8:42 P.M. and both joined the meeting during the Closed Session.

The Commission returned to an Open Meeting at 9:01 P.M. Mr. Smedberg moved, with a second by Mr. Zimmerman, the following certification:

The Northern Virginia Transportation Commission certifies that, to the best of each member's knowledge and with no individual member dissenting, at the just concluded Closed Session:

- 1) Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed; 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.

The vote in favor was cast by Commissioners Bulova, Comstock, Cook, Dyke, Euille, Fisette, Foust, Greenfield, Hynes, McKay, Reid, Rust, Smedberg and Zimmerman. Mr. Snyder was out of the room for the vote.

WMATA Momentum Plan. Mrs. Hynes stated that at last month's meeting WMATA's General Manager Richard Sarles briefed NVTC on Momentum: The Next Generation of Metro, which is WMATA's proposed strategic plan for 2013-2025. Resolution #2218 would put NVTC on record as supporting in concept the Momentum Plan and the actions associated with Metro 2025.

Mrs. Hynes moved, with a second by Mr. Euille, to approve Resolution #2218.

Mr. Snyder requested adding "to enhance reliability and safety" to the end of the 5th whereas clause. Mrs. Hynes and Mr. Euille both accepted this friendly amendment. The Commission then voted on the amended resolution and it passed. The vote in favor was cast by Commissioners Bulova, Comstock, Cook, Dyke, Euille, Fisette, Foust, Greenfield, Hynes, McKay, Rust, Smedberg, Snyder and Zimmerman. Mr. Reid was not in the room for the vote. (A copy of the resolution is attached.)

Mrs. Hynes reported that the committee of the whole will consider approving Momentum on June 13th and will forward it to the full WMATA Board for adoption at its June 27th meeting. There will be speakers at the June 13th meeting, including representatives from the various local agencies and organizations, business leaders and elected officials. NVTC is invited to send a representative to provide remarks. Mrs. Hynes reported that WMATA is receiving positive feedback regarding the Momentum Plan from the business community, philanthropic organizations and the federal government. Mr. Dyke also stated that since this is an election year, WMATA's General Manager plans to brief Virginia's gubernatorial candidates on the Momentum Plan.

Vital Signs/WMATA Dashboard Reports. Mrs. Hynes announced good news that expenditures are below revenue levels so that WMATA is expecting a budget surplus of about \$20 million at the end of the fiscal year. She also reported that ridership has not reached projected levels, although it has increased since the federal transit benefit was reinstated. Chairman McKay requested a report at a future NVTC meeting regarding data on parking utilization. He would like to see if there is a usage correlation to the changes in parking charges. Mrs. Hynes stated that it is her understanding that the WMATA Board will be briefed on this issue in July.

In response to a question from Mr. Fisette about over-time compensation, Mrs. Hynes explained that the WMATA Board wants to pay closer attention to this issue and requested that it be included in the regular Dashboard Report. WMATA is spending less than past years on over-time costs but is still not as low as the Board would like it to be. However, WMATA is filling open positions, which also keeps over-time costs contained.

Mr. Reid rejoined the meeting at 9:08 P.M.

Metrobus Off-Board Add-Value Machines RFP. Ms. Coyner reported that WMATA has observed delays on buses where there is high ridership and/or a high use of cash. At the end of June, WMATA intends to issue a Request for Proposals for 100 SmarTrip off-board fare loading machines. The machines will be installed at targeted locations throughout the bus network, which will provide an opportunity for customers to add value to their SmarTrip cards before boarding the bus. Ms. Kissal explained that there are 19 target areas in Virginia, including Columbia Pike, Army-Navy, Arlington

Road, Seven Corners, Shirlington, Ballston, and King Street. Several Commissioners requested the complete list of target areas.

Chairman McKay stated that Mr. Dyke has requested that the agenda be amended to move the DRPT Report up in the agenda. There were no objections.

DRPT Report

Mr. Dyke reported that for future NVTC meetings DRPT will provide a written report to be available with the other agenda materials. He also reported that DRPT has initiated the Route 1 Multimodal Alternatives Analysis and continues to collaborate with Fairfax and Prince William Counties, WMATA, as well as local and state elected officials through the critical advancement of this analysis. DRPT will brief NVTC on this project at its July meeting.

Mr. Dyke reported that the Transit Service Delivery Advisory Committee (TSDAC) has met twice over the last month. The Advisory Committee's goal is to brief the General Assembly committees this summer or early fall to have the funds allocated and under contract by late fall. He stated that NVTC staff will provide a more detailed update on TSDAC activities in a later agenda item. Chairman McKay noted that NVTC will be working with Mr. Dyke regarding NVTC's comments in response to the TSDAC final recommendations when they are released.

VRE Items

Report from the VRE Operations Board and Chief Executive Officer. Mrs. Bulova reported that VRE ridership is up compared to the same time last year. Systemwide on-time performance (OTP) was at 97 percent for the month of May, which is the 20th consecutive month OTP has reached 95 percent or higher. Mr. Allen announced that on June 5th VRE reached 20,000 in ridership, which is the first time ridership has peaked to this level in two years. He stated that VRE is experiencing capacity issues. Many of VRE trains have standees in the aisles. Mr. Allen stated that VRE is working on a System Plan which will address capacity issues.

Mr. Allen provided highlights of several VRE activities. He announced that VRE will run excursion trains for the Manassas Railway Festival on June 8th. He also attended the APTA Rail Conference in Philadelphia where he participated in discussions of Positive Train Control (PTC). VRE is fortunate that it can rely on the host railroads, CSX and Norfolk Southern, to implement most of the PTC network. Mr. Allen reported that Caroline County has expressed possible interest in joining VRE and PRTC in the future. VRE staff have been meeting with developers regarding a transit-oriented development, including a potential VRE station, at Potomac Shores in Prince William County.

Mr. Allen reported that NVRTA convened a VRE Subcommittee to look at the regional issues relating to VRE and HB 2313, since VRE service extends outside of the NVRTA jurisdictional area. He also reported that NVRTA's proposed project list for FY

2014 includes VRE's Alexandria Station Pedestrian Tunnel and Platform Improvements, VRE's Lorton Station Second Platform, and the Gainesville-Haymarket Extension Project Development. The second platform project will provide more access for pedestrians and passengers and allow VRE to serve the station from a number of different tracks. This in turn provides more flexibility for the operations of passenger trains as well as a benefit to the freight railroads. In response to a question from Delegate Rust, Mr. Allen stated that CSX will not financially contribute to the cost of the second platform. However, through a complex modeling system VRE is able to determine the operational benefits to CSX and VRE, and thus will be able to determine the "value back" to VRE which will result in additional train slots.

Authorization to Extend the Norfolk Southern Operating/Access Agreement. Mrs. Bulova stated that the VRE Operations Board recommends that NVTC authorize the VRE CEO to execute an extension of the existing May 5, 2000 Amended Operating/Access Agreement with Norfolk Southern from July 31, 2013 to January 31, 2014. Work is currently underway to conclude discussions on a few outstanding issues. Resolution #2219 would approve this extension.

Mrs. Bulova moved, with a second by Mr. Smedberg, to approve Resolution #2219 (copy attached.) The vote in favor was cast by Commissioners Bulova, Comstock, Cook, Dyke, Euille, Fisette, Foust, Greenfield, Hynes, McKay, Rust, Smedberg, Snyder and Zimmerman. Mr. Reid abstained.

Authorization to Execute an Agreement with VRE for National Transit Database (NTD) Consulting Services. Mrs. Bulova reported that as a recipient of Federal Urbanized Area Formula (Section 5307) grant funds, VRE is required to report ridership, passenger miles and other performance data to NTD on an annual basis. VRE's GEC consultant currently provides these data collection services for VRE. NVTC provides similar data collection services to six Northern Virginia transit systems (ART, DASH, Alexandria Trolley, Fairfax Connector, CUE and Loudoun County Transit) via a consultant contract. By VRE procuring these services through NVTC, it will allow for greater competition and the potential for financial and other efficiencies if those services are combined with other regional transit data collection efforts. NVTC is currently in a procurement process for these consulting services and a contract award is anticipated in June 2013. NVTC will contract with the selected consultant on behalf of VRE. The agreement between NVTC and VRE outlines the general terms of the services to be provided and the procedures for VRE to remit payment to NVTC for those services. Resolution #2220 would accomplish this.

Mrs. Bulova moved, with a second by Mr. Zimmerman, to approve the resolution (copy attached). The vote in favor was cast by Commissioners Bulova, Comstock, Cook, Dyke, Euille, Fisette, Foust, Greenfield, Hynes, McKay, Rust, Smedberg, Snyder and Zimmerman. Mr. Reid abstained.

Northern Virginia Transportation Authority (NVTA) Update

Ms. Coyner gave a report on recent NVTA activities. An open house and public hearing on NVTA's proposed project list for funding have been scheduled for NVTA's June 20th Meeting at City Hall in the City of Fairfax. Working Groups continue to meet and NVTC staff has been actively participating.

Mr. Zimmerman, who is chair of the Project Implementation Working Group, reported the target date for adoption of the project list has been extended to the end of July to allow for two rounds of public hearings. He explained the criteria used and the process by which the projects were chosen to be included in the project list. He also noted that jurisdictional open houses are being conducted for more public input.

Ms. Quintana reviewed the materials provided to Commissioners. She also noted the various ways the public can provide comments. All the comments will be collected and made part of the public record. She urged commissioners to attend the local open houses, as well as the June 20th events.

Ms. Coyner reminded NVTA members to notify staff if they plan to attend any meeting regarding NVTA since there are open meeting requirements. If two or more NVTA members attend a meeting, it is considered an open meeting. Mr. Cook suggested that NVTA's website list all the meetings to avoid any problem. Mr. Zimmerman explained that it is a complex issue because if two or more NVTA members attend any meeting there are reporting requirements and notices that need to be issued. Delegate Comstock asked if there needs to be a legislative solution to better define "doing business."

Mr. Euille, as chair of the Financial Working Group, reported that his group and the Legal Working Group continue to work on the bonding issues. NVTC will receive a briefing on this at a future meeting. Mr. Snyder asked Commissioners to provide any questions or concerns to him prior to the next Legal Working Group meeting on June 19th. In response to a question from Mr. Reid, Mr. Zimmerman stated that NVTA is not expected to vote on the project list before July 24th.

Preliminary State Aid for Transit in FY 2014

Ms. Coyner reported that on May 15th Vice Chairman Smedberg provided testimony on behalf of NVTC and VRE at the Commonwealth Transportation Board (CTB) public hearing on the draft FY 2014-2109 Six-Year Improvement Program (SYIP). Mr. Smedberg noted that NVTC's jurisdictions also testified on their own behalf. Ms. Coyner stated that after considering public comments, the CTB is expected to adopt its final program in June 2013.

Mr. Kalkwarf highlighted some of the financial implications of the SYIP:

- The Draft FY 2014 SYIP totals \$2,951 million for rail and transit, a \$574 million or 24 percent increase over the FY 2013 approved SYIP.
- The Draft FY 2014 program includes \$66.5 million in new sales tax revenue for the Mass Transit Trust Fund (MTTF) and \$44.3 million for the Intercity Passenger Rail Operating and Capital Program (IPROC).
- SB 1140 set a \$160 million threshold for performance based allocations from the MTTF, with \$54.3 million in new operating assistance available for supplemental FY 2014 allocations subject to performance service delivery metrics.
- Operating assistance programmed at 17 percent of actual costs, a 9.6 percent decrease in statewide funding from FY 2013. If a supplemental allocation takes place during FY 2014, the statewide operating assistance would show a 28.7 percent increase over FY 2013.
- State capital funding provided at 80 percent for non-federal share of replacement rolling stock and 55 percent blended rate for all other assets.

Authorization to Submit NVTC's FTA Title VI Compliance Report

Ms. Coyner reported that the Federal Transit Administration (FTA) requires that all recipients document their compliance to Title VI regulations by submitting a Title VI Program and Compliance Report to FTA once every three years. NVTC's Title VI Program and Compliance Report is due June 11, 2013. A new requirement is that subrecipients need to have their own Title VI Program and submit them to the primary recipient from whom they receive funding. NVTC staff worked with the Cities of Alexandria and Falls Church to develop their Title VI Programs. Both City Councils approved their programs at their May 28th meetings and NVTC has appended the programs as an attachment to its report. Ms. Coyner also announced that staff has outlined its monitoring compliance practices and will continue to look for ways to improve the compliance program over the next three years.

Mr. Zimmerman moved, with a second by Mr. Snyder, to approve Resolution #2221, which authorizes staff to submit NVTC's Title VI Program and Compliance Report to FTA. The vote in favor was cast by Commissioners Bulova, Comstock, Cook, Dyke, Euille, Fisette, Foust, Greenfield, Hynes, McKay, Reid, Rust, Smedberg, Snyder and Zimmerman.

Legislative Items and the Transit Service Delivery Advisory Committee (TSDAC)

Ms. Coyner provided an update on the activities of the Transit Service Delivery Advisory Committee (TSDAC). At its meeting of June 3rd, the Advisory Committee considered options for operating assistance funding formula, data needs, and how to proceed with respect to capital tiering. NVTC and jurisdictional staff identified criteria for data needed to implement a performance measurement based on allocation funding; shared ideas regarding principles that should be taken into account in any performance measurement concept that would be the basis for an allocation formula for the distribution of new transit dollars; and assessed whether various proposed metric scenarios adequately measure the key objectives of localities and transit systems. It is the Advisory committee's aim to define a concept performance measurement system at its June 17th meeting. A July 1st meeting has also been scheduled.

Ms. Coyner explained that at the June 3rd meeting, DRPT was asked to focus on two approaches. Both concepts focus on self comparison, namely the improvement of a system compared to past performance. Peer groups would not be a factor. The challenge is to have enough data to run the models and to make sure definitions are clear. NVTC staff is working with jurisdictional staff to review data and look at measures that look at performance with respect to improving service and capacity. The measures being run primarily focus on cost recovery. Ms. Coyner stated that NVTC's Management Advisory Committee is holding a special teleconference on June 7th to discuss these issues.

Regional Items

Changes in Regional Commuter Patterns. Ms. Coyner stated that the Transportation Planning Board (TPB) recently completed an analysis of new U.S. Census Bureau data concerning commuting patterns in the region. The data indicate a slight shift away from driving to and from work using other forms of transportation. From 2000 to 2011, occupancy vehicles and carpool mode shares decreased, while transit, walking, biking and telework rates increased. The transit mode share increased in all Virginia jurisdictions in the region.

Virginia Transit Association (VTA) Conference. Ms. Coyner reported that the annual VTA conference was held May 30-31 in Alexandria, Virginia. NVTC staff participated in the conference, including Ms. Quintana moderating two panel discussions. There was a productive discussion regarding TSDAC at VTA's business meeting.

NVTC Financial Items for April 2013

The financial reports were provided to Commissioners. Ms. Coyner reported that NVTC's fiscal year ends June 30, 2013. The auditors completed their preliminary field at NVTC's offices over the last few days and will be back again in August for more audit work. Commissioners had no questions.

Other NVTC Business

Mr. Reid stated that the D.C. City Council is proposing to charge a daily five-dollar fee for commuter buses coming into the District of Columbia. Loudoun County is sending a letter expressing the county's opposition to such a fee. He requested that NVTC also send a letter. Chairman McKay asked staff to investigate this issue. Ms. Coyner noted that although it is unclear, action may be taken by the D.C. City Council before NVTC meets again. Chairman McKay directed staff to draft a letter for his signature and if time allows, bring it back for discussion at the next NVTC meeting. If not, the letter could be sent. There were no objections.

Adjournment

Mr. Euille moved, with a second by Mr. Greenfield, to adjourn. There were no objections. Chairman McKay adjourned the meeting at 9:52 P.M.

Approved this 11th day of July, 2013.

Jeffrey McKay
Chairman

David F. Snyder
Secretary-Treasurer

TO: CHAIRMAN SMEDBERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: AUTHORIZATION TO ISSUE AN INVITATION FOR BIDS FOR
BRAKE SHOES FOR VRE LOCOMOTIVES AND PASSENGER
CARS

RESOLUTION
8A-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

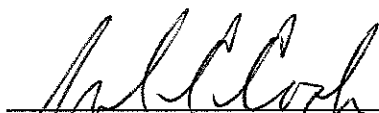
WHEREAS, VRE uses several types of brake shoes for the locomotive and passenger car fleet, and;

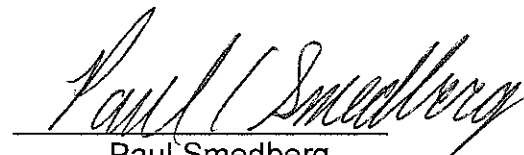
WHEREAS, VRE has a need for the purchase and delivery of brake shoes, and;

WHEREAS, the current Contract with Railroad Friction Products Corporation expires in November 2013.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the VRE Chief Executive Officer to issue an Invitation for Bids (IFB) for brake shoes for the locomotive and passenger car fleet.

Approved this 21st day of June 2013


John Cook


Paul Smedberg
Chairman

TO: CHAIRMAN SMEDBERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS
FOR THE LEASE OF SPACE AT THE QUANTICO VRE STATION

RESOLUTION
8B-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, the current lease at the VRE Quantico Station is set to expire on September 9, 2013; and,

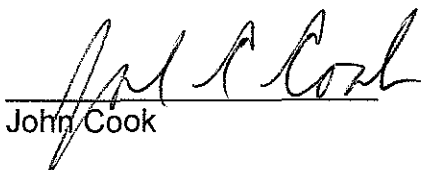
WHEREAS, VRE staff wishes to find a suitable vendor to assume this retail space for rent; and,

WHEREAS, criteria for leasing the retail space can be completed quickly based on the following criteria; ticket sales and passenger and community benefit; and,

WHEREAS, a competitive solicitation will be completed in which potential users of the space will submit proposals for committee review and recommendation for award to the Operations Board.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the VRE Chief Executive Officer to issue a Request for Proposals for the lease of space at the Quantico VRE station.

Approved this 21st day of June 2013


John Cook


Paul Smedberg
Chairman

TO: CHAIRMAN SMEDBERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS FOR
BANKING SERVICES AND LINE OF CREDIT

RESOLUTION
8C-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

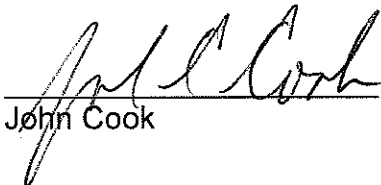
WHEREAS, in March 2009, VRE entered into a contract for banking services and a \$1 million line of credit with SunTrust Bank; and,

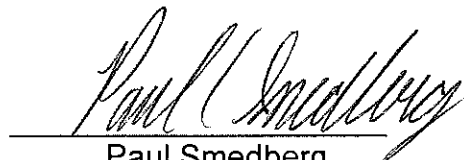
WHEREAS, the contract with SunTrust Bank was for three years with an option for two additional years; and

WHEREAS, the last extension will expire in March 2014.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the VRE Chief Executive Officer to issue a Request for Proposals for banking services and a line of credit for a period of three years, with an option for up to two additional years, in joint collaboration with PRTC.

Approved this 21st day of June 2013


John Cook


Paul Smedberg
Chairman

TO: CHAIRMAN SMEDBERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: FY 2015 BUDGET GUIDELINES

RESOLUTION
9A-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

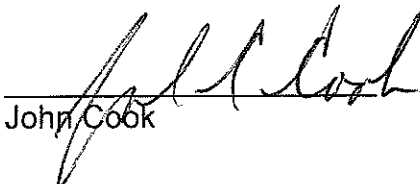
WHEREAS, financial planning for the Virginia Railway Express is based on a set of budget guidelines discussed by the VRE Operations Board prior to the development of the annual operating and capital budget; and,

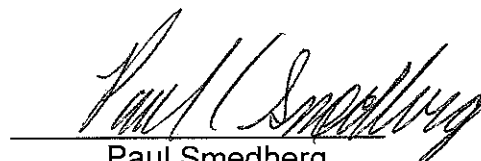
WHEREAS, the VRE Operations Board has directed that the development of each annual budget involve consultation and cooperation with the Chief Administrative Officers (CAO) Budget Taskforce established by VRE's participating and contributing jurisdictions; and,

WHEREAS, budget guidelines for the development of the FY 2015 operating and capital budget were reviewed by the CAO Budget Taskforce prior to their presentation to the Operations Board.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board directs VRE staff to develop the FY 2015 operating and capital budget in accordance with Board direction.

Approved this 21st day of June 2013


John Cook


Paul Smedberg
Chairman

TO: CHAIRMAN SMEDBERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: AUTHORIZATION TO AWARD A CONTRACT FOR THE
CONSTRUCTION OF THE CROSSROADS TO HAMILTON THIRD
TRACK PROJECT

RESOLUTION
9C-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

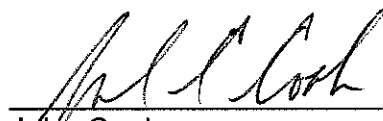
WHEREAS, the Crossroad to Hamilton third track project is required to allow the operation of the new Spotsylvania VRE station; and,


WHEREAS, the plans were finalized and issued for bidding on May 20, 2013; and,

WHEREAS, award of a construction contract is required in order to begin construction on the third track project and meet an aggressive schedule.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract with ***Abernathy Construction Corporation*** for the construction of the Hamilton to Crossroads Third Track project in an amount of ***\$8,072,794 plus a 10% contingency for a total amount of \$807,279 for a total amount of up to \$8,880,073.***

Approved this 21st day of June 2013


John Cook


Paul Smedberg
Chairman

TO: CHAIRMAN SMEDGERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: AUTHORIZATION TO EXECUTE A MEC V TASK ORDER FOR
ON-SITE SUPPORT AT VRE MAINTENANCE FACILITIES

RESOLUTION
9D-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, VRE has a MEC contract with STV, Inc. for Mechanical and Engineering Consulting Services; and,


WHEREAS, VRE transitioned its fleet to state-of-the-art railcars and locomotives and advanced technology for equipment diagnostics and troubleshooting; and,

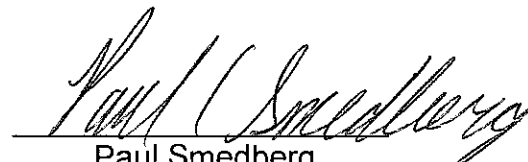
WHEREAS, VRE is developing several initiatives to reduce repair cycle times, improve utilization and reliability of rolling stock, reduce fuel consumption, and lower overall life cycle maintenance costs; and,

WHEREAS, STV will provide on-site support for audits and analysis to ensure VRE meets or exceeds established goals and objectives.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to issue a task order to STV, Inc., under the MEC V contract, to provide on-site mechanical process and audit support in an amount not to exceed \$288,820, plus a 10% contingency of \$28,882, for a total amount not to exceed \$317,702.

Approved this 21st day of June 2013


John Cook
Secretary


Paul Smedberg
Chairman



AGENDA ITEM #2

TO: Chairman McKay and NVTC Commissioners

FROM: Kelley Coyner and Claire Gron

DATE: June 27, 2013

SUBJECT: DRPT Presentation on Super NoVa Implementation Plan Update

Amy Inman will brief the Commission on Super NoVa. DRPT completed the Super NoVa Transit & TDM Vision Plan in fall 2012. Over the next few months, DRPT will develop an Action Plan to implement projects and policies to advance the Vision Plan recommendations.



AGENDA ITEM #3

TO: Chairman McKay and NVTC Commissioners
FROM: Kelley Coyner
DATE: June 27, 2013
SUBJECT: NVTC Work Plan Mid-Year Review and Update

The main item for the July 11th meeting is a planning session to review and update the 2013 Work Plan. Our objective is to make midcourse adjustments in the existing work plan; in conjunction with the Executive Committee, the Executive Director will identify priorities and strategies to realize them as the basis for the 2014 Work Plan.

NVTC 2013 Work Program List of Products/Projects

Goal #	Products/Projects
1. Policy and Legislation Executive Comm. Lead: Jim Dyke	<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 Executive Comm. Lead: Tom Rust	<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 Executive Comm. Lead: Bill Euille	<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 Executive Comm. Lead: Dave Snyder	<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 Executive Comm. Lead: Mary Hynes & Cathy Hudgins	<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 Executive Comm. Lead: Sharon Bulova	<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, Marketing and Customer Service Executive Comm. Lead: Jay Fisette	<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 Exec. Comm. Lead: Paul Smedberg	<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 AND WORK PROGRAM

--APPROVED: January 3, 2013--



2300 Wilson Boulevard • Suite 620 • Arlington, Virginia 22201
Tel (703) 524-3322 • Fax (703) 524-1756 • TDD (800) 828-1120
E-mail nvtc@nvtdc.org • Website www.thinkoutsidethecar.org

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 NVRTA, 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. 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 #4

TO: Chairman McKay and NVTC Commissioners
FROM: Kelley Coyner, Scott Kalkwarf and Kala Quintana
DATE: June 27, 2013
SUBJECT: Northern Virginia Transportation Authority

On June 20, 2013, NVTA held an open house followed by a public hearing and an NVTA meeting at City Hall in the City of Fairfax, VA.

- 128 attendees with 22 speakers at the public hearing.
- The public and elected officials were very complimentary of staff and the hard work that went into producing high quality informational materials and an overall successful event.
- Meeting was broadcast on Channel 12. Downloadable mp3 and mp4 versions of the meeting are currently available from the city's [video archive](#) under "Special Programming 2013".

The second and final public hearing on the proposed FY14 project list will be held on July 24, 2013 at 6:00 P.M. at City Hall in the City of Fairfax.

The Authority approved a motion for PFM as NVTA's financial advisor to analyze implications of an initial bond issuance (contract value: \$100K). NVTA also approved a motion to direct staff to prepare documents for an initial bond issuance for NVTA consideration, subject to recommendations made by PFM.

NVTA wrote to Secretary of Transportation Connaughton commenting on the I-66 Tier 2 EIS, as a follow-up to the Tier 1 EIS. A copy of the letter is attached.

During its official meeting NVTA also approved the NVTC/NVTA and the NVTA/Arlington Memorandums of Understanding (MOU) to continue with financial services support for NVTA. In 2007, NVTC entered into a Memorandum of Understanding with NVTA to provide certain accounting and financial support to NVTA on an interim basis. The MOU was revised by the Financial Working Group and the Legal Working

Group to update language regarding HB 2313 and to reflect the current processes. As with the 2007 MOU, there will be no impact on NVTC's budget and NVTA will not be charged for these services.

The commission is asked to approve the revised MOU and authorize the Executive Director to sign it on behalf of NVTC. A copy of the MOU is attached.

**Memorandum of Understanding (MOU) Administration of
HB 2313 (Chapter 766, Acts of Assembly)**

**Agreement Between the Northern Virginia Transportation Authority and the
Northern Virginia Transportation Commission**

This agreement is made and entered into this _____ day of June, 2013 by and between the Northern Virginia Transportation Commission (hereinafter NVTC) and the Northern Virginia Transportation Authority (hereinafter NVTa).

WHEREAS, it is the intent of the NVTC to enter into an agreement with the NVTa to ensure the effective administration of the taxes and fees pursuant to HB 2313 (Chapter 766, Acts of Assembly); and,

WHEREAS, the NVTa is in need of short-term support to track and account for all taxes and fees that it may receive, and accounting support for general and administrative expenses; and,

NOW, THEREFORE, WITNESSETH THIS AGREEMENT:

1. THE terms of this agreement shall commence upon the signature of the Executive Director for the NVTC and the Chairman of the NVTa. The terms of this agreement shall continue in force for the duration of the enabling authority granted under HB 2313, and as long as any taxes and fees remain in force. Furthermore, if the imposition of such taxes and fees subsequently ends, for any reason, the NVTC will continue to provide services under the terms of this agreement until such time as all revenue still in the process of being collected is properly deposited and accounted for.

2. NVTC agrees that it will provide accounting functions to track all taxes and fees that are collected on behalf of the NVTa. Specifically, pursuant to the provisions of Memorandums of Understanding that may be entered into by the NVTa, the NVTC agrees that it will receive bank deposit information from funds that are deposited into NVTa bank accounts and will receive associated report information directly from the NVTa collection agents. NVTC further agrees that it will enter the financial data into its financial computer system and will reconcile on a monthly basis the receipts so deposited, to the reports from the collection agents.

3. IN accounting for this information, the NVTC will maintain a separate set of accounting records for the NVTA operations and treat the NVTA as a unique business, separate and distinct from NVTC funds and operations within the NVTC financial system. The NVTC agrees to provide full access to NVTA representatives or designees of all NVTA financial records.
4. NVTC agrees to provide NVTA with a monthly summary that shows the revenues received and the balance in each account. NVTC understands and agrees that all revenues must be accounted for based on the locality to which the tax or fee is attributable, as reported by the collection agents to the NVTA. NVTC further agrees that if any monthly receipts do not balance with collection reports, NVTC will immediately contact the bank and the appropriate collection agents for further review and reconciliation. NVTC will also promptly notify the designated NVTA representative of any discrepancy.
5. PURSUANT to its normal business procedures, NVTC will maintain hard copy and off-site backups of all NVTA data in its financial system.
6. NVTC shall maintain original deposit information and collection agent reports to be reviewed as part of a year-end audit, and/or for audit purposes upon such time as NVTA accounting operations may be transitioned elsewhere. The cost of the annual audit will be at the NVTA's expense.
7. THE NVTC anticipates and agrees to provide the short-term accounting services to the NVTA using existing resources within the NVTC's adopted budget at no additional cost to the NVTA. However, additional temporary services may be procured by NVTC, upon advance notice and written consent of the NVTA, if necessary to assist with the performance of agreed upon services. The cost of additional temporary services will be at the NVTA's expense.
8. THIS agreement may be cancelled by either party upon written notice with at least three months advance notice. Such advance notice may be shortened or waived upon mutual written consent of the parties hereto. This agreement may also be amended upon mutual written consent of the parties hereto.

Signed and agreed to this ____ day of June, 2013

Kelley Coyner
Executive Director, NVTC

The Honorable Martin Nohe
Chairman, NVTA



Northern Virginia Transportation Authority

The Authority for Transportation in Northern Virginia

4031 University Drive ♦ Suite 200 ♦ Fairfax, VA 22030

www.TheNoVaAuthority.org

June 20, 2013

The Honorable Sean T. Connaughton
Secretary of Transportation
Patrick Henry Building
1111 East Broad Street, Third Floor
Richmond, Virginia 23218

RE: Comments on I-66 Tier 1 EIS Recommendations for Tier 2

Dear Secretary Connaughton:

On behalf of the Northern Virginia Transportation Authority (NVTA), I am transmitting the Authority's comments on a subsequent I-66 Tier 2 EIS as a follow-up to the Tier 1 EIS. As you are aware, I-66 is one of the major transportation corridors in Northern Virginia, carrying well over 100,000 vehicles per day. As such, the recommendations from these studies will have a significant impact on the daily lives of not only those who live and work along the corridor, but on the region as a whole.

The work done is critical in that mobility solutions in the I-66 corridor must be considered in order to achieve improvements that are sustainable as well as quantifiable. The Tier 1 EIS contains a substantial amount of information; yet, it also raises numerous questions, especially with regard to how some of the ratings in the results section were derived. Nevertheless, the Authority was in support of the concepts considered in Tier 1.

While the Authority understands that the CTB has taken action on the improvement concepts to be studied in Tier 2, there is grave concern regarding the lack of transit concepts moving forward for additional consideration. Although Bus Rapid Transit (BRT) is on the list of seven concepts being recommended for Tier 2, the absence of Metrorail extensions, VRE extensions and light rail transit is surprising given how they fared in Tier 1 and the presence of these projects in other regional studies in addition to local comprehensive plans. We are concerned by the exclusion of these transit options for additional study, as this could preclude development of these options in the future and is in conflict with existing and planned transit facilities for the I-66 Corridor.

The following point noted in the Authority's April, 8 2013 letter sent to the Virginia Department of Transportation (VDOT) regarding the Tier 1 EIS, is still applicable:

One of the key findings of this study noted in Section 3.9 is that multimodal solutions are the most effective in addressing the transportation needs in the corridor. As such, the NVTA supports advancing the VRE and Metrorail Orange Line concepts to a Tier 2 level analysis. Further, while these extensions will provide a long term solution for the corridor, the results of the DEIS clearly support the need for a short term solution to provide relief to the current congestion. This solution should include features that provide reliable transit times, congestion relief, travel time savings, improved safety, efficient connection with the overall transit and highway network for improved regional mobility, expanded travel options, effective enforcement of HOV, affordability, and improved driver information.

The Honorable Sean T. Connaughton
June 20, 2013
Page 2 of 2

The Authority would urge you to reconsider the decision to only include BRT as the mode of transit for additional consideration. Additionally, the NVTa is concerned that input from participating agencies was very limited during the Tier 1 process. We strongly recommend that you fully engage stakeholders in the TIER 2 process as we are your partners and we want to work with you.

The Authority appreciates the work undertaken to date and the opportunity to comment. We look forward to working with you to advance the Tier 2 studies and to implement improvements as soon as possible in the corridor that will improve mobility and improve the daily lives of those who use the corridor. If you have any questions or would like to discuss any of the comments, please contact me at (703) 792-4620.

Sincerely,

Martin E. Nohe
Chairman

Cc: Members, Northern Virginia Transportation Authority
F. Gary Garczynski, Northern Virginia District Board Member, Commonwealth Transportation Board
Fran Fisher, At-Large Urban Board Member, Commonwealth Transportation Board

Northern Virginia Transportation Authority IMPORTANT DATES

June 6-June 27	Public Comment Period #1
June 20	Open House, Public Hearing, NVTA Meeting
June 26	Fairfax County Open House
June 27	Arlington County Open House
July 10-July 24	Public Comment Period #2
July 24	Public Hearing, NVTA Meeting

Proposed Schedule for the FY 2014 – 2019 Program of Projects

September 2013	VDOT – Receives Bonus OA amount from FHWA, conducts District Meetings on Federal Fiscal Year (FFY) strategy and Six-Year Improvement Plan (SYIP), District meet with MPOs on CMAQ/RSTP project, submit transfers to cover deficits/remove surpluses & FFY close out.
September 19, 2013	TPB is Briefed on Draft Call for Projects
September 26, 2013	NVTA Issues Call for Projects
October 1, 2013	Begin Federal Fiscal Year – 2014 VDOT – Conduct Fall Transportation Meetings & Districts submit FFY New Phase Start Information.
October 17, 2013	TPB Releases Final Call for Projects – Transportation Agencies begin Submitting Project Information through On-Line Database
November 2013	VDOT – Confirm with CTB the priorities for development of the SYIP, FFY Strategy determined & districts begin updating schedules and estimates for SYIP update.
November 8, 2013	NVTA approves Six Year Plan Process, Project Prioritization and Project Development
November 11, 2013	Project Submissions for FY 2014 & 2015 due with prioritization matrix
November 13, 2013	CTB's – Fall Transportation Public Hearing in Northern Virginia
November 25-29, 2013	Possible meeting dates for VDOT, Jurisdictions, Agencies, etc. to meet and discuss project list
November 28, 2013	JACC reviews Draft Program of Projects VDOT provides project list with phase stars to MPOs
December 2013	Review of Projects and Procedures with NVTA Technical Advisory Committee and Planning Coordination Advisory Committee VDOT – Urban Priorities Due & District coordinates with MPOs to provide regional priorities
December 6, 2013	Draft Six Year Program to NVTA

December 13, 2013	NVTA reviews Draft Program of Projects and Releases Program for Public Comment VDOT provides obligation information to non-attainment MPOs for TIPs
December 14, 2013	DEADLINE – Transportation Agencies Complete On-Line Submission of Draft Project Inputs
December 27, 2013	VDOT provides annual list of obligations for public release
January 2014	VDOT – Central Office Programming starts working on draft scenario of SYIP based on estimates/schedules in the PCES system as of December 30 & District Programming coordinates RSTP/CMAQ amounts and instructions to MPOs.
January 10, 2014	NVTA Holds Public Hearing, Reviews Public Comments and Will be Asked to Approve Program of Projects
January 17, 2014	CLRP & TIP Project Submissions and Draft Scope of Work Release for Public Comment
January 23, 2014	TPB Briefed on Project Submissions and Draft Scope of Work
February 2014	VDOT – Central Office Programming continues working on draft scenario of SYIP, CO and District Management review preliminary working draft of the interstate system & CO and District have MPO/PDC Meetings on SYIP development, etc.
February 15, 2014	Public Comments Period Ends
February 20, 2014	TPB reviews Public Comments and is asked to Approve Project Submissions and Draft Scope of Work
March 2014	VDOT – Draft SYIP Public Hearing dates determined, Final appropriation amounts received, District Programs MPO RSTP/CMAQ allocations and special program funding based on MPO strawman & Project managers update estimates and schedules.
April 2014	VDOT – Begin SYIP public hearings, Final Allocations determined & Final CMAQ/RSTP allocations coordinated with MPO
April 7, 2014	VDOT – Draft SYIP release
May 2014	VDOT – Complete SYIP public hearings and review comments

May 2, 2014	DEADLINE – Transportation Agencies Finalize Congestion Management Documentation Forms (where needed) and CLRP & TIP Forms.
May 15, 2014	FY14-19 SYIP adopted by the CTB
May 21, 2014	TPB Receives Status Report on Conformity Assessment
June 2014	VDOT – SYIP to be adopted by CTB and posted to external website, Begin discussions on districts/divisions/DPRT on bonus federal Obligation Authority & Central Office Programming submit budget posting information from final SYIP to Financial Planning.
June 13, 2014	Draft CLRP & TIP and Conformity Assessment Released for Public Comment at Citizens Advisory Committee (CAC)
June 19, 2014	TPB releases Conformity Assessment for Public Comment
July 2014	VDOT – District to Submit request for potential Bonus OA projects
July 13, 2014	Public Comment Period Ends
July 16, 2014	TPB Reviews Public Comments and Responses to Comments, and is Presented the Draft CLRP & TIP and Conformity Assessment for Adoption
August 2014	VDOT – Central Office Submits Bonus OA request to FHWA & Kick off FY- 14 Systematic Review of SYIP Projects



AGENDA ITEM #5

TO: Chairman McKay and NVTC Commissioners

FROM: Kelley Coyner and Mariela Garcia-Colberg

DATE: June 27, 2013

SUBJECT: Award of National Transit Data (NTD) Consultant Contract

NVTC requested proposals from consulting teams to provide all technical consulting services necessary to annually update NTD sampling plans, complete data collection and prepare reports on behalf of up to seven Northern Virginia transit systems (including VRE). Two teams responded. A selection committee consisting of jurisdiction and agency staff met and evaluated their proposals.

After the evaluation, the selection committee decided to send follow up questions to the offerors. As of today, the selection committee has received the answers to the questions. The selection committee members will now review the answers and rank the proposals. A final determination will be made by July 5, 2013. NVTC will be asked to authorize the commission's Executive Director to execute a contract and issue the notice to proceed to the selected consulting firm.



AGENDA ITEM #6

TO: Chairman McKay and NVTC Commissioners

FROM: Kelley Coyner and Kala Quintana

DATE: June 27, 2013

SUBJECT: Commuter Parity Benefit Legislation 2013

Two pieces of legislation seeking to permanently codify language that creates parity between parking and transit benefits are making their way through Congress.

- H.R. 2288 – The Commuter Parity Act of 2013 will permanently cap the parking benefit at \$220 per month and allow transit users to get the same amount.
- S. 1116 -- Establishes parity between commuter and parking benefits at the current level of \$245 per month.

NVTC has drafted letters to the Northern Virginia Congressional delegation urging them to support H.R. 2288 and S. 1116. If neither piece of legislation is enacted by December 31, 2013 then the transit benefit will drop to \$125 per month.

Commissioners will be asked to approve the letters and authorize Chairman McKay to sign and send them.



NVTDC

Northern Virginia Transportation Commission

July 12, 2013 Draft for Discussion

Dear Senator [Warner, Kaine]:

Chairman
Hon. Jeffrey McKay

Vice Chairman
Hon. Paul C. Smedberg

Secretary/Treasurer
Hon. David Snyder

Commissioners:
City of Alexandria
Hon. William D. Euille
Hon. Paul Smedberg

Arlington County
Hon. Jay Fisette
Hon. Mary Hynes
Hon. Christopher Zimmerman

Fairfax County
Hon. Sharon Bulova
Hon. John Cook
Hon. John Foust
Hon. Catherine M. Hudgins
Hon. Jeffrey McKay

City of Fairfax
Hon. Jeffrey C. Greenfield

City of Falls Church
Hon. David Snyder

Loudoun County
Hon. Kenneth Reid

Commonwealth of Virginia
Hon. James Dyke

Virginia General Assembly
Sen. Richard Black
Sen. Mark R. Herring
Del. Barbara J. Comstock
Del. Joe T. May
Del. David Ramadan
Del. Thomas D. Rust

Executive Director
Kelley Coyner

I am writing to urge you to cosponsor S.1116.

S.1116 establishes parity between commuter and parking benefits at the current level of \$245 per month.

S.1116 will permanently codify the Commuter Tax Benefit with the Parking Tax Benefit to a maximum of \$245 per month. If not enacted the by December 31, 2013 the Commuter Tax Benefit will plunge to just \$125 per month thereby incentivizing driving over transit use.

The Northern Virginia Transportation Commission urges you to support S.1116. In order to encourage transit use and increase mobility transit commuter benefits should not fall below parking benefits.

The Northern Virginia Transportation Commission coordinates public transit service in Northern Virginia and co-owns the Virginia Railway Express. Northern Virginia transit systems are responsible for seventy-six percent of all transit ridership in the Commonwealth translating 148 million transit trips annually. Ridership in Northern Virginia grew nearly 22% over the past decade.

The Virginia Railway Express is an excellent example of the impact that the availability of the \$245 transit subsidy has on its ridership. For example 67% of VRE customers currently receive these benefits from employers. VRE fares from Fredericksburg to Union Station in the District of Columbia are \$294.10 for a monthly pass (\$10.65 per day for a single-ride ticket). If the transit benefit is allowed to return to the \$125 level, fewer employees will ride and more will return to driving.

Maintaining high a level of ridership is critical to the success of Northern Virginia's transit systems which include: WMATA Bus and Rail, the Virginia railway Express, Arlington ART, Fairfax Connector, Loudoun County Transit, PRTC OmniRide and OmniLink, Alexandria DASH and City of Fairfax Cue.

These systems realize that the size of the transit benefit directly impacts the number of riders and is critical for Northern Virginians getting to and from work. Higher ridership translates to a healthy transit system; significantly reduces congestion on our crowded local roads and highways and helps build a strong regional economy.

In order to minimize congestion and maximize mobility it is critical that we continue to incentivize transit use on par with parking.

Sincerely,

Jeffrey C. McKay
Chairman

2300 Wilson Boulevard • Suite 620 • Arlington, Virginia 22201
Tel (703) 524-3322 • Fax (703) 524-1756 • TDD (800) 828-1120
E-mail nvtc@nvtdc.org • Website www.thinkoutsidethecar.org



NVTC

Northern Virginia Transportation Commission

July 12, 2013 Draft for Discussion

Chairman
Hon. Jeffrey McKay

Vice Chairman
Hon. Paul C. Smedberg

Secretary/Treasurer
Hon. David Snyder

Commissioners:
City of Alexandria
Hon. William D. Euille
Hon. Paul Smedberg

Arlington County
Hon. Jay Fisetle
Hon. Mary Hynes
Hon. Christopher Zimmerman

Fairfax County
Hon. Sharon Bulova
Hon. John Cook
Hon. John Foust
Hon. Catherine M. Hudgins
Hon. Jeffrey McKay

City of Fairfax
Hon. Jeffrey C. Greenfield

City of Falls Church
Hon. David Snyder

Loudoun County
Hon. Kenneth Reid

Commonwealth of Virginia
Hon. James Dyke

Virginia General Assembly
Sen. Richard Black
Sen. Mark R. Herring
Del. Barbara J. Comstock
Del. Joe T. May
Del. David Ramadan
Del. Thomas D. Rust

Executive Director
Kelley Coyner

Dear Representative [Connolly, Wolf, Moran]:

I am writing to urge you to cosponsor H.R. 2288.

H.R. 2288, The Commuter Parity Act of 2013 will permanently codify the Commuter Tax Benefit with the Parking Tax Benefit to a maximum of \$220 per month. If not enacted the by December 31, 2013 the Commuter Tax Benefit will plunge to just \$125 per month thereby incentivizing driving over transit use. In order to encourage transit use and increase mobility transit commuter benefits should not fall below parking benefits.

The Northern Virginia Transportation Commission coordinates public transit service in Northern Virginia and co-owns the Virginia Railway Express. Northern Virginia transit systems are responsible for seventy-six percent of all transit ridership in the Commonwealth translating 148 million transit trips annually. Ridership in Northern Virginia grew nearly 22% over the past decade.

The Virginia Railway Express is an excellent example of the impact that the availability of the \$245 transit subsidy has on its ridership. For example 67% of VRE customers currently receive these benefits from employers. VRE fares from Fredericksburg to Union Station in the District of Columbia are \$294.10 for a monthly pass (\$10.65 per day for a single-ride ticket). If the transit benefit is allowed to return to the \$125 level, fewer employees will ride and more will return to driving.

Maintaining high a level of ridership is critical to the success of Northern Virginia's transit systems which include: WMATA Bus and Rail, the Virginia railway Express, Arlington ART, Fairfax Connector, Loudoun County Transit, PRTC OmniRide and OmniLink, Alexandria DASH and City of Fairfax Cue.

These systems realize that the size of the transit benefit directly impacts the number of riders and is critical for Northern Virginians getting to and from work. Higher ridership translates to a healthy transit system; significantly reduces congestion on our crowded local roads and highways and helps build a strong regional economy.

In order to minimize congestion and maximize mobility it is critical that we continue to incentivize transit use on par with parking.

Sincerely,

Jeffrey C. McKay
Chairman



AGENDA ITEM #7

TO: Chairman McKay and NVTC Commissioners
FROM: Kelley Coyner
DATE: June 27, 2013
SUBJECT: Additional Information Items

A. VRE

- Minutes of the June 21st Operations Board Meeting
- VRE CEO Report for June 2013
- Draft Agenda for the VRE System Plan Work Session on July 19th

B. WMATA

- WMATA Parking Utilization Usage
- Vital Signs/Dashboard Report (Blue Item to be provided at the meeting)

C. DRPT Report

- Memorandum from Board Member Jim Dyke

D. TSDAC (Blue Item to be provided at the meeting)

E. Final Six-Year Improvement Plan (SYIP)

On June 19th, the CTB approved the final FY 2014 Six Year Improvement Program (SYIP). The final program totals \$2,923M over the next six years for rail and transit, a \$546M or 23% increase over the FY 2013 program. Included in the program is the 0.125% addition to the general sales tax rate, with 60% of the new funding dedicated to transit and 40% dedicated to rail. Because of this new revenue, SB 1140 set a \$160M threshold for performance based allocations from the MTTF, where amounts over the threshold are subject to performance service delivery metrics that are presently being developed

For the FY 2014 program, state operating assistance equals 17% of actual expenditures, compared to 20% in FY 2013. An additional \$54.6M in operating assistance is available for supplemental FY14 allocations through performance based measures. Including the supplemental allocation, state operating assistance would equal 24% of actual expenditures.

The FY 2014 capital program gives priority funding for replacement rolling stock at 80% of the non-federal share. Rolling stock that is not federally funded will receive funding at the 55% rate that applies to all other capital projects for FY 2014.

For the NVTC jurisdictions' local systems and their share of WMATA subsidies, state capital assistance for FY 2014 equals \$65.9M compared to \$51.7M in the prior year. While the effective state percentage only increased slightly from 55.7% to 56.4%, the increase in assistance is due to increased capital needs. Operating assistance decreased by \$7.5M, or 8.5% from FY 2013, which is just about equal to the percentage decrease state-wide. The NVTC jurisdictions' share of a FY 2014 supplemental allocation cannot be estimated at this time.

F. TIGER Grant for Priority Bus Transit Update

The U.S. Department of Transportation (USDOT) awarded the Transportation Planning Board (TPB) a \$58.8 million TIGER grant for capital improvements in priority bus transit in 2010. MWCOG is administering the grant and five agencies in the region—including the City of Alexandria and WMATA—are implementing the grant. Alexandria projects include the US 1 Transitway/Crystal City-Potomac Yard Transitway (\$8.2 million) and the Van Dorn-Pentagon Rapid Bus (\$646,550). WMATA projects are VA 7 (Leesburg Pike) Bus Priority Improvements (\$1.3 million) and Pentagon – Franconia Springfield Station Improvements (\$9.4 million). All grant expenditures must be completed by September 2016. Project details and the remaining TIGER expenditure schedule can be found in Attachment #F.

G. NVTC Financial Report for May 2013

NVTC's financial report for May, 2013 is attached for your information.



**VIRGINIA RAILWAY
EXPRESS**

BOARD MEMBERS

**PAUL SMEDBERG
CHAIRMAN**

**PAUL MILDE
VICE-CHAIRMAN**

**JONATHAN WAY
TREASURER**

**JOHN COOK
SECRETARY**

**SHARON BULOVA
MAUREEN
CADDIGAN
WALLY
COVINGTON
JOHN JENKINS
MATT KELLY
SUHAS NADDONI
KEVIN PAGE
GARY SKINNER
BOB THOMAS
CHRIS
ZIMMERMAN**

ALTERNATES

**MARC AVENI
THELMA DRAKE
BRAD ELLIS
JAY FISETTE
FRANK JONES
TIM LOVAIN
MICHAEL MAY
JEFF McKAY
MARTIN NOHE
BENJAMIN PITTS
SUSAN STIMPSON**

**DOUG ALLEN
CHIEF EXECUTIVE
OFFICER**

1500 King Street,
Suite 202
Alexandria, VA 22314-
2730

MINUTES

ATTACHMENT #7A

VRE OPERATIONS BOARD MEETING PRTC HEADQUARTERS – PRINCE WILLIAM COUNTY, VIRGINIA JUNE 21, 2013

MEMBERS PRESENT	JURISDICTION
Sharon Bulova (NVTC)	Fairfax County
Maureen Caddigan (PRTC)	Prince William County
John Cook (NVTC)	Fairfax County
Wally Covington (PRTC)	Prince William County
John D. Jenkins (PRTC)	Prince William County
Matt Kelly (PRTC)	City of Fredericksburg
Paul Milde (PRTC)	Stafford County
Gary Skinner (PRTC)	Spotsylvania County
Paul Smedberg (NVTC)	City of Alexandria
Jonathan Way (PRTC)	City of Manassas
Christopher Zimmerman (NVTC)*	Arlington County

MEMBERS ABSENT	JURISDICTION
Suhas Naddoni (PRTC)	City of Manassas Park
Kevin Page	DRPT
Bob Thomas (PRTC)	Stafford County

ALTERNATES PRESENT	JURISDICTION

ALTERNATES ABSENT	JURISDICTION
Marc Aveni (PRTC)	City of Manassas
Thelma Drake	DRPT
Brad Ellis (PRTC)	City of Fredericksburg
Jay Fiset (NVTC)	Arlington County
Frank C. Jones (PRTC)	City of Manassas Park
Tim Lovain (NVTC)	City of Alexandria
Michael C. May (PRTC)	Prince William County
Jeff McKay (NVTC)	Fairfax County
Martin E. Nohe (PRTC)	Prince William County
Benjamin T. Pitts (PRTC)	Spotsylvania County
Susan Stimpson (PRTC)	Stafford County

STAFF AND GENERAL PUBLIC	
Doug Allen – VRE	Gerri Hill – VRE
David Aubrey – DRPT	Christine Hoeffner – VRE
Gregg Baxter – Keolis	Ann King – VRE
Donna Boxer – VRE	Lezlie Lamb – VRE
Nancy Collins – Stafford County	Bob Leibbrandt – Prince William County
Rich Dalton – VRE	Sean Libberton – Parsons Brinckerhoff
Rob Dickenson – Prince William County	Steve MacIsaac – VRE counsel
John Duque – VRE	Betsy Massie – PRTC staff
Patrick Durany – Prince William County	Sirel Mouchantaf – VRE
Rhonda Gilchrest – NVTC staff	Foster Nichols – Parsons Brinckerhoff
Claire Gron – NVTC staff	Lynn Rivers – Arlington County
Al Harf – PRTC staff	Mark Roeber – VRE
Chris Henry – VRE	Brett Shorter – VRE

* Delineates arrival following the¹ commencement of the Board meeting. Notation of exact arrival time is included in the body of the minutes.

Chairman Smedberg called the meeting to order at 9:36 A.M. Following the Pledge of Allegiance, roll call was taken.

Approval of the Agenda – 3

Agenda Item #9B “Authorization to Execute a Force Account Agreement with CSX Transportation for the Construction of the Crossroads to Hamilton Third Track Project” was pulled from the agenda to allow more time to complete the cost estimate.

Mr. Kelly moved, with a second by Ms. Bulova, to approve the amended agenda. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Covington, Jenkins, Kelly, Milde, Skinner, Smedberg and Way.

Approval of the Minutes of the May 17, 2013 Operations Board Meeting – 4

Ms. Caddigan moved approval of the minutes and Mr. Covington seconded. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Covington, Jenkins, Kelly, Milde, Skinner, Smedberg and Way.

Chairman’s Comments – 6

Chairman Smedberg noted that a framed photograph of the VRE Operations Board was provided to each Board Member. He stated that it is important for riders and the public to know who serves as members of the VRE Operations Board.

Chairman Smedberg reported that he presented testimony on behalf of VRE and NVTC at the Commonwealth Transportation Board’s public hearing on the Six-Year Improvement Plan (SYIP). In regards to the I-66 Tier 2 EIS, he was pleased to see that NVTa wrote to Secretary Connaughton about the inclusion of VRE in the next phase of the study. It was disappointing that VRE and WMATA were not included in the Tier 1 EIS because both transit systems have a direct impact on I-66.

Chairman Smedberg announced that VRE has a new marketing campaign with a tag line of “VRE: A Better Way. A Better Life.” He observed that this really captures the spirit of VRE.

Chief Executive Officer’s Report – 6

Mr. Allen reported that overall on-time performance (OTP) for the month of May was ninety-six percent for both lines and ridership remains strong at 19,000 average daily riders. He reported that he attended the APTA Rail Conference where he met with CEO’s from other commuter rail systems as well as administrators from the Federal Transit Administration (FTA) and Federal Rail Administration (FRA). One issue that

was discussed was Positive Train Control (PTC). There have been discussions on Capitol Hill about extending the implementation deadline since there are some complex technical requirements that need to be met.

Mr. Allen also reported that he visited the southern jurisdictions (Fredericksburg, Stafford and Spotsylvania) and attended the FAMPO meeting to discuss VRE related issues. Both Mr. Kelly and Mr. Skinner thanked Mr. Allen for meeting with them.

Mr. Allen provided an overview of NVTA's public hearing and meeting held on June 20th. The public hearing was well attended. He stated that he is impressed with the tremendous amount of work being done by NVTA Board Members and jurisdictional staff. He explained that three VRE projects are tentatively recommended for FY 2014 funding: the Gainesville-Haymarket Extension Development Study, the Second Platform at Lorton Station, and the Pedestrian Tunnel at Alexandria Station. For the last two projects, it will result in additional value as CSX will have more flexibility in operating trains through that area, which will benefit VRE service. This could allow for the proposed Potomac Shores Station to be advanced.

Mr. Allen stated that progress is being made on several projects, including the new Spotsylvania Station and third track, as well as the Joint VRE/PRTC Compensation Study, which the Board will receive a briefing on at the August meeting. The Franconia-Springfield Station rehabilitation work on the elevator tower and stairway has been completed.

Mr. Skinner observed that there were 11 delays caused by speed restrictions and he asked how many of them were due to heat restrictions or new track. Mr. Henry replied that the total number accounts for all types of speed restrictions and the 11 were mainly a combination of heat restrictions as well as some track work being done. He explained that when track is replaced, a certain amount of tonnage must run over the track to help it settle before speed restrictions are lifted. In response to a question from Mr. Skinner, Mr. Henry explained that there is no set temperature that triggers a heat restriction. It can also be caused by a variance in the temperature, which can result in heat kinks in the track. CSX establishes when the restrictions are put into place, which reduces the speed to 45 m.p.h.

Chairman Smedberg asked Ms. Bulova to provide a brief update on NVTA activities. Ms. Bulova reported that following the public hearing, NVTA held a meeting and directed bond counsel to draw up documents needed for a bond validation suit. It is meant to bring any legal issues to a head to vet the projects to ensure that they are legal. The bond documents will come back to NVTA for approval. She also reported that there will be a second round of public hearings and the next NVTA Public Hearing is scheduled for July 24th. The Project List is expected to be winnowed down on June 26th. The projects chosen need to help test the legislation in the bond validation suit.

[Mr. Zimmerman arrived at 9:53 A.M.]

Ms. Bulova also reported that NVRTA is negotiating with a person to serve as Interim NVRTA Executive Director. It is important that whoever is chosen is not interested in having the job permanently because that person will help recruit the permanent Executive Director. NVRTA also agreed to receive proposals from the Northern Virginia Regional Commission (NVRC) and The Innovation Center (operated by George Mason University) for office space and administration support.

Mr. Skinner asked how the southern jurisdictions outside of NVRTA boundaries could help with the situation of funding of rolling stock. Mr. MacIsaac stated that he is serving as one of the attorneys working to structure a bond validation. He explained that there has been discussion of including the VRE rolling stock purchase in the bond validation because it presents interesting statutory legal questions of how rolling stock can be funded when VRE service extends into the District of Columbia and other jurisdictions outside of NVRTA. Mr. MacIsaac and Mr. Zimmerman both agreed that the southern jurisdictions can help by participating in discussions of proportionate funding. Mr. Kelly stated that although there may be some concerns, the three southern jurisdictions understand that they are participating in VRE and their involvement in rolling stock purchases would benefit their riders too. He anticipates that the issue can be resolved.

VRE Riders' and Public Comment – 7

There were no comments.

Consent Agenda – 8

Mr. Kelly moved, with a second by Mr. Skinner, to approve the following consent agenda items:

Resolution #8A-06-2013: Authorization to Issue an IFB for Brake Shoes for VRE Locomotives and Passenger Cars.

Resolution #8B-06-2013: Authorization to Issue a RFP for the Lease of Space at the Quantico VRE Station.

Resolution #8C-06-2013: Authorization to Issue a RFP for Banking Services and Line of Credit.

The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Covington, Jenkins, Kelly, Milde, Skinner, Smedberg, Way and Zimmerman.

FY 2015 Budget Guidelines – 9A

Mr. Allen explained that VRE's financial planning process provides for early consideration of budget issues and assumptions. Resolution #9A-06-2013 would direct VRE staff to develop the FY 2015 operating and capital budget in accordance with Board direction.

Ms. Boxer gave a presentation on the FY 2015 budget guidelines, which is the first step in the budget process. VRE staff will meet numerous times with the member jurisdictions' Chief Administrative Officers (CAO) Task Force to develop the proposed budget. VRE will present a draft budget at the August Operations Board meeting, with final approval and recommendations to the Commissions in December. This year the Capital Committee will also make recommendations during the budget process.

Mr. Kelly thanked staff for providing a very good, realistic, succinct presentation that looks at what challenges VRE faces in funding needs. It is important that VRE be upfront with the riders and jurisdictions and convey that if they want a high level of service, this is what it will cost. He stated that the truly important question to ask is what type of service does VRE want to provide "at the end of the day" and does VRE want to keep up with the current level of service or expand service.

[Mr. Kelly left the meeting at 10:19 A.M. and did not return.]

Mr. Zimmerman agreed with Mr. Kelly's comments. Mr. Zimmerman stated that he looks forward to the July 19th VRE System Plan Workshop because it is the right time to think about the "bigger picture" for the long-term while still struggling with the short-term issues. Chairman Smedberg stated that he also agrees. He believes that VRE is at a turning point in terms of how VRE is going to grow, how to maintain its level of service and maintenance, and what riders expect.

Mr. Way asked about 10-car trains. Mr. Allen explained that for FY 2014, VRE staff is proposing one new train that could be up to 10 cars, which will be stored at the L'Enfant Station. Ms. Bulova asked about other constraints to lengthen trains to add capacity to the system. Mr. Allen stated that VRE's locomotives can pull 10-cars; however, there are no platforms long enough to serve 10-car trains. Funding would be needed to lengthen the platforms and for storage. Mr. Zimmerman observed that if VRE can increase capacity of the system by lengthening platforms, then this is really important in the context of NVTa funding because second platform projects seem to fulfill the purpose of the recent legislations (HB 2313). Ms. Bulova explained that there were questions raised at NVTa about whether second platform projects are appropriate for "regional" funding. However, because it results in added capacity and benefits the entire system, it is not a parochial issue.

Mr. Way observed that a significant amount of VRE's capital spending goes to reserve funds, such as maintenance reserves, a two-month operating reserve, debt service ceiling, fixed versus variable rates, minimum "pay go" requirement, matching grant funds, and needs and supportability. He stated that these costs are on top of normal

operating costs and it is unclear how the Operations Board will meet all of these funding needs without significant changes to fares or jurisdictional subsidies. Mr. Cook observed that these are some of the issues that have been discussed by the Capital Committee and although it is difficult, the timing is right to talk about them. It is important to have a long-term strategy. If VRE can be disciplined now, it will allow VRE to do significant things in the future.

Mr. Harf announced that the federal commuter benefit, which is currently at \$245 a month, is slated to fall back to \$125 per month unless Congress acts by the end of the calendar year to continue it. Two-thirds of VRE's riders receive this benefit. Mr. Harf explained that PRTC will be asked to authorize sending a letter to the congressional delegation urging them to co-sponsor two bills to perpetuate the parity between parking and transit benefits. He suggested VRE might want to also send a letter. Mr. Cook asked Mr. Harf to share language from the PRTC letter with the jurisdictions. Mr. Cook stated that it would also be helpful to have data showing that when the transit benefit was reduced, VRE ridership dropped and when the benefit was restored, VRE ridership increased. Mr. Zimmerman stated that he assumes that APTA will be coordinating a nationwide campaign and VRE should participate with other transit agencies. VRE should also reach out to other commuter rail systems.

Ms. Bulova moved, with a second by Mr. Zimmerman, to authorize VRE to send a letter to the Northern Virginia Congressional Delegation requesting they work to retain the current transit benefit level. The motion would also encourage jurisdictions to communicate with the delegation. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Covington, Jenkins, Milde, Skinner, Smedberg, Way and Zimmerman.

Chairman Smedberg asked about next steps in the budget process. Mr. Allen reviewed the budget schedule. A first draft of the preliminary budget will be presented to the Operations Board at its August meeting.

Mr. Milde moved approval of Resolution #9A-06-2013. Mr. Cook seconded the motion. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Covington, Jenkins, Milde, Skinner, Smedberg, Way and Zimmerman.

Authorization to Award a Contract for the Construction of the Crossroads to Hamilton Third Track Project – 9C

Mr. Allen reported that the VRE Operations Board is being asked to authorize VRE's CEO to execute a contract with Abernathy Construction Corporation for the construction of the Hamilton to Crossroads Third Track project in an amount of \$8,072,794, plus a 10 percent contingency of \$807,279, for a total amount not to exceed \$8,880,073. Resolution #9C-06-2013 would accomplish this.

Chairman Smedberg asked if VRE has worked with Abernathy Construction before. Mr. Mouchantaf replied that this firm worked on VRE's Quantico Bridge project. In response

to a question from Mr. Way, Mr. Allen stated that the amount of the contract is within the engineer estimates.

Mr. Skinner moved, with a second by Mr. Jenkins, to approve Resolution #9C-06-2013. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Covington, Jenkins, Milde, Skinner, Smedberg, Way and Zimmerman.

Authorization to Execute a MEC V Task Order for On-Site Support at VRE Maintenance Facilities – 9D

Mr. Allen stated that the VRE Operations Board is being asked to authorize him to execute and issue a task order to STV, Inc., under the MEC V contract to provide on-site mechanical process and audit support in an amount not to exceed \$288,820, plus a 10 percent contingency of \$28,882, for a total amount not to exceed \$317,702. Resolution #9D-06-2013 would accomplish this.

Mr. Skinner asked for a report at a future meeting on the return on investments so that VRE Board Members can provide this information to their constituents to show the benefits of having a good maintenance program.

Mr. Skinner moved, with a second by Ms. Bulova, to approve Resolution #9D-06-2013. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Covington, Jenkins, Milde, Skinner, Smedberg, Way and Zimmerman.

System Plan Workshop – 10

Mr. Allen reported that on July 19th VRE will hold a System Plan Workshop at the Hylton Memorial Event Center. Christine Hoeffner provided some background information and then introduced Foster Nichols and Sean Libberton of Parsons Brinkerhoff. Mr. Nichols then gave a preview of the Workshop, including ideas that will be presented at the meeting. The Workshop will include a brainstorming session to “think outside the box” about the future role and performance of VRE to the region. They will look at taking the existing core commuter service area and making it better or providing more service (i.e. frequency of service, reverse commute, off-peak service, weekend service), as well as potential transit connections to Vienna Metrorail, the Silver Line, Extension to Fauquier County and beyond. Ms. Caddigan stated that she did not see the Potomac Shores station listed. Mr. Nichols stated that it is not a comprehensive list, but just a sneak preview for the Workshop and the Potomac Shores project will be included.

Mr. Zimmerman stated that he is looking forward to the discussion. He stated that there needs to be a focus on how to use the current VRE system more intensively, such as providing reverse commute and/or off-peak service. However, new destinations are intriguing.

Mr. Cook requested that there be some discussion at the Workshop on how the VRE system connects to other transit, such as the Fairfax Connector express bus to Tysons Corner. It creates a whole different picture of how people can get to other destinations throughout the region.

Mr. Way suggested that under the “Current State of VRE” on the Workshop Agenda, it include a brief review of VRE’s mission statement, which was rewritten last year. VRE’s current Mission Statement is considerably more limiting than previous versions in that it directs VRE towards serving its member jurisdictions and to be a commuter-oriented service and not become part of an inter-regional service. Some of the ideas presented today would require a change to the Mission Statement.

Mr. Cook asked that as a foundation of the discussion at the Workshop, Parsons Brinckerhoff provide data on population growth forecasts, including for the region and divided up where growth is projected to be. Mr. Nichols noted that PB is already working on this.

Mr. Harf stated that from a freight railroad perspective, a train mile is not based on direction or whether it is peak or off-peak. As VRE looks at the concepts of serving non-traditional markets, the issue of trackage rights agreements is an important issue deserving of discussion as to whether the current structure of the agreements lends itself to some changes so that these secondary markets could be served. Also, he suggested the discussion include the HOT lanes on I-95 as a factor in context of serving the longer distance markets.

Mr. Skinner stated that this will be his first time participating in a VRE strategic planning process. He wants to make sure that the discussion will include what is realistic and what can be accomplished in the next 10 years. Mr. Allen explained that the plan will look 20-30 years in the future, but be broken into seven-year increments. It is important to look at what can be done now but with an eye to the long-term.

Chairman Smedberg directed staff to provide Workshop materials prior to July 19th so that Board Members can prepare. Ms. Bulova expressed her appreciation for having this presentation in advance of the Workshop so that Board Members can begin thinking about these issues.

Operations Board Members’ Time –11

There were no comments.

Adjournment

On a motion by Ms. Bulova and a second by Mr. Skinner, the Board unanimously voted to adjourn. Chairman Smedberg adjourned the meeting at 11:05 A.M.

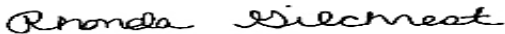
Approved this 16th day of August, 2013.

Paul Smedberg
Chairman

John Cook
Secretary

CERTIFICATION

This certification hereby acknowledges that the minutes for the June 21, 2013 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Rhonda Gilchrest

TO: CHAIRMAN SMEDBERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: AUTHORIZATION TO ISSUE AN INVITATION FOR BIDS FOR
BRAKE SHOES FOR VRE LOCOMOTIVES AND PASSENGER
CARS

RESOLUTION
8A-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

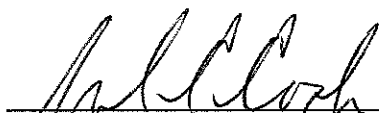
WHEREAS, VRE uses several types of brake shoes for the locomotive and passenger car fleet, and;

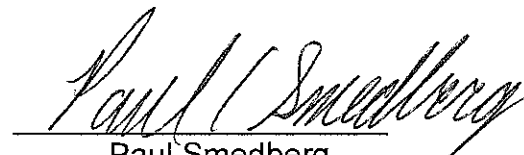
WHEREAS, VRE has a need for the purchase and delivery of brake shoes, and;

WHEREAS, the current Contract with Railroad Friction Products Corporation expires in November 2013.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the VRE Chief Executive Officer to issue an Invitation for Bids (IFB) for brake shoes for the locomotive and passenger car fleet.

Approved this 21st day of June 2013


John Cook


Paul Smedberg
Chairman

TO: CHAIRMAN SMEDBERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS
FOR THE LEASE OF SPACE AT THE QUANTICO VRE STATION

RESOLUTION
8B-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, the current lease at the VRE Quantico Station is set to expire on September 9, 2013; and,

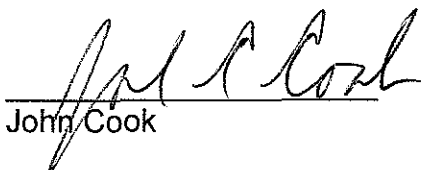
WHEREAS, VRE staff wishes to find a suitable vendor to assume this retail space for rent; and,

WHEREAS, criteria for leasing the retail space can be completed quickly based on the following criteria; ticket sales and passenger and community benefit; and,

WHEREAS, a competitive solicitation will be completed in which potential users of the space will submit proposals for committee review and recommendation for award to the Operations Board.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the VRE Chief Executive Officer to issue a Request for Proposals for the lease of space at the Quantico VRE station.

Approved this 21st day of June 2013


John Cook


Paul Smedberg
Chairman

TO: CHAIRMAN SMEDBERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS FOR
BANKING SERVICES AND LINE OF CREDIT

RESOLUTION
8C-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

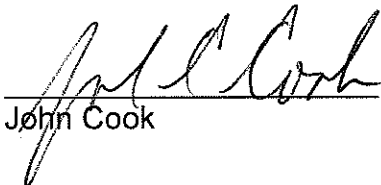
WHEREAS, in March 2009, VRE entered into a contract for banking services and a \$1 million line of credit with SunTrust Bank; and,

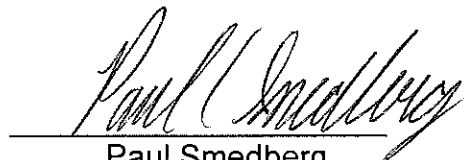
WHEREAS, the contract with SunTrust Bank was for three years with an option for two additional years; and

WHEREAS, the last extension will expire in March 2014.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the VRE Chief Executive Officer to issue a Request for Proposals for banking services and a line of credit for a period of three years, with an option for up to two additional years, in joint collaboration with PRTC.

Approved this 21st day of June 2013


John Cook


Paul Smedberg
Chairman

TO: CHAIRMAN SMEDBERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: FY 2015 BUDGET GUIDELINES

RESOLUTION
9A-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

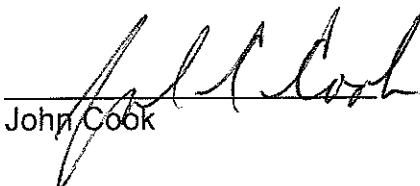
WHEREAS, financial planning for the Virginia Railway Express is based on a set of budget guidelines discussed by the VRE Operations Board prior to the development of the annual operating and capital budget; and,

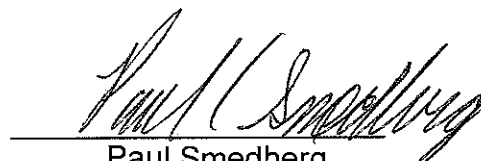
WHEREAS, the VRE Operations Board has directed that the development of each annual budget involve consultation and cooperation with the Chief Administrative Officers (CAO) Budget Taskforce established by VRE's participating and contributing jurisdictions; and,

WHEREAS, budget guidelines for the development of the FY 2015 operating and capital budget were reviewed by the CAO Budget Taskforce prior to their presentation to the Operations Board.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board directs VRE staff to develop the FY 2015 operating and capital budget in accordance with Board direction.

Approved this 21st day of June 2013


John Cook


Paul Smedberg
Chairman

TO: CHAIRMAN SMEDBERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: AUTHORIZATION TO AWARD A CONTRACT FOR THE
CONSTRUCTION OF THE CROSSROADS TO HAMILTON THIRD
TRACK PROJECT

RESOLUTION
9C-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

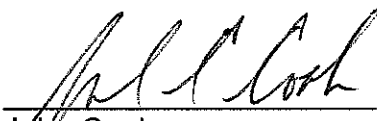
WHEREAS, the Crossroad to Hamilton third track project is required to allow the operation of the new Spotsylvania VRE station; and,


WHEREAS, the plans were finalized and issued for bidding on May 20, 2013; and,

WHEREAS, award of a construction contract is required in order to begin construction on the third track project and meet an aggressive schedule.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract with ***Abernathy Construction Corporation*** for the construction of the Hamilton to Crossroads Third Track project in an amount of ***\$8,072,794 plus a 10% contingency for a total amount of \$807,279 for a total amount of up to \$8,880,073.***

Approved this 21st day of June 2013


John Cook


Paul Smedberg
Chairman

TO: CHAIRMAN SMEDGERG AND THE VRE OPERATIONS BOARD
FROM: DOUG ALLEN
DATE: JUNE 21, 2013
RE: AUTHORIZATION TO EXECUTE A MEC V TASK ORDER FOR
ON-SITE SUPPORT AT VRE MAINTENANCE FACILITIES

RESOLUTION
9D-06-2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, VRE has a MEC contract with STV, Inc. for Mechanical and Engineering Consulting Services; and,

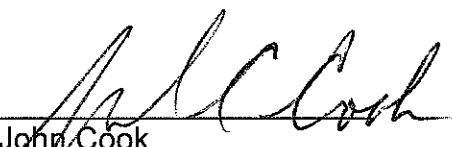
WHEREAS, VRE transitioned its fleet to state-of-the-art railcars and locomotives and advanced technology for equipment diagnostics and troubleshooting; and,

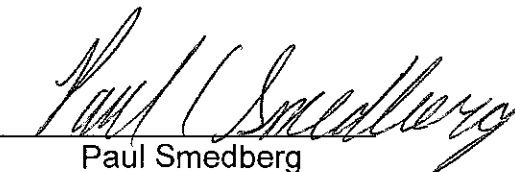
WHEREAS, VRE is developing several initiatives to reduce repair cycle times, improve utilization and reliability of rolling stock, reduce fuel consumption, and lower overall life cycle maintenance costs; and,

WHEREAS, STV will provide on-site support for audits and analysis to ensure VRE meets or exceeds established goals and objectives.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to issue a task order to STV, Inc., under the MEC V contract, to provide on-site mechanical process and audit support in an amount not to exceed \$288,820, plus a 10% contingency of \$28,882, for a total amount not to exceed \$317,702.

Approved this 21st day of June 2013


John Cook
Secretary


Paul Smedberg
Chairman



Performance	2
Reasons for Delays – Graph	
On Time Performance	
Ridership Update	3
Monthly Citation Update	5
On Time System Performance Chart	6
On Time Performance by Line Chart	7
Ridership Table	8
Train Utilization Chart – Fredericksburg	9
Train Utilization Chart – Manassas	10
Parking Utilization Chart	11
Financial Report	12
Operating Budget Report	13
Audit of Financial Statements	14
Capital Committee Update	
Rail Operations	15
Safety	
General Information	
Quiet Car Courtesy	
Long Bridge Study	16
NVTU Update	
Fare Increase Update	17
Manassas Railway Festival	18
Capital Projects	19
Alexandria Tunnel	
Franconia/Springfield Station Rehabilitation	
Spotsylvania Station Construction	20
Spotsylvania Third Track Construction	
Capital Project Summary	21



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



PERFORMANCE:



Reasons for Delays



- Train Interference - 10
- Signal/Switch Failure - 6
- Passenger Handling - 6
- Amtrak Interference - 2
- Mechanical Failure - 3
- Restricted speed - 11
- Schedule - 5
- Weather - 9
- Other - 3

On Time Performance

The month of May is traditionally a challenging month in terms of operations for both us and our host railroads due predominantly to weather. It can be something as simple as heat restrictions or, at the other end of the spectrum, flash flood warnings.

Through it all, however, VRE's performance remained very strong. On Time Performance for the month of May was **96%** overall, **97%** on the Manassas line and **94%** on the Fredericksburg line.

Because of our consistency, it would be easy to take On Time Performance for granted, but the reality is that every month we are challenged to ensure that our passengers get to work and home safely and on time. Once again, it is due to the cooperative effort of VRE staff, Keolis, CSX, Norfolk Southern, Amtrak, and DRPT that helps us achieve this success.

When all was said and done VRE operated **660** trains in May with **28** trains being delayed during the month. The 96% performance in May mirrors the success of April and March where we posted record numbers in terms of On Time Performance. For FY 2013, OTP for the year is currently averaging **96%**, which would be the highest yearly average ever. Additionally, the Fredericksburg line is currently tracking at **96%**, which would also put it in the record books, and even the Manassas line (also at **96%**) is trending slightly above last year's performance standards.



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

On Time Performance (Continued)

The Monthly Train Operating Delay chart (see graph on previous page) highlights those particular train delays that can lead to a train actually arriving late. I stress that every month because not every delay results in a "late train".

SYSTEM-WIDE	MARCH	APRIL	MAY
Total delays	10	18	28
Average length of delay (mins.)	17	11	19
Number over 30 minutes	1	1	4
Total Days with heat restrictions	0/20	1/22	5/22
On-Time Performance	98%	97%	96%
FREDERICKSBURG LINE			
Total delays	5	10	18
Average length of delay (mins.)	18	11	21
Number over 30 minutes	0	0	4
On-Time Performance	98%	97%	94%
MANASSAS LINE			
Total delays	6	8	10
Average length of delay (mins.)	17	10	15
Number over 30 minutes	1	1	0
On-Time Performance	98%	98%	97%

Ridership Update



The positive trend for ridership continued through May. For the month we made close to **425,800** passenger trips in twenty-two service days. In terms of daily ridership, the numbers for May were **19,296**.

Other positive trends coming from the May ridership numbers are that it is now the fourth month this year that we've posted daily ridership above **19,000**. Only March, which was constrained by the holiday and spring breaks, came up about **80** shy of eclipsing **19,000** daily ridership average during 2013. The underlying point here is



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

Ridership Update (continued)

that ridership on peak days is stronger than ever and I feel confident that if we continue offering commuting options and seats to the public that they will be drawn to the service. June has already seen three **20,000** ridership days (and the one day only **40** ridership shy of **21,000**). We continue to monitor ridership trends on the non-peak days, specifically Friday's, to determine the effects of sequestration. Through May, Friday ridership numbers indicate no material impact from sequestration.

Year to date (through May) VRE has made **3.8** million passenger trips. Statistically speaking that is consistent with what we posted last year.

The table below depicts the ridership growth in terms of total passenger trips travelled on VRE during April 2012 and April 2013.

RIDERSHIP MONTH TO MONTH COMPARISON	
DESCRIPTION	MONTHLY RIDERSHIP
May 2013	424,503
May 2012	408,937
SERVICE DAYS (CURRENT/PRIOR)	(22/21)
PERCENT CHANGE	- .9% Normalized



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

Monthly Citations Update

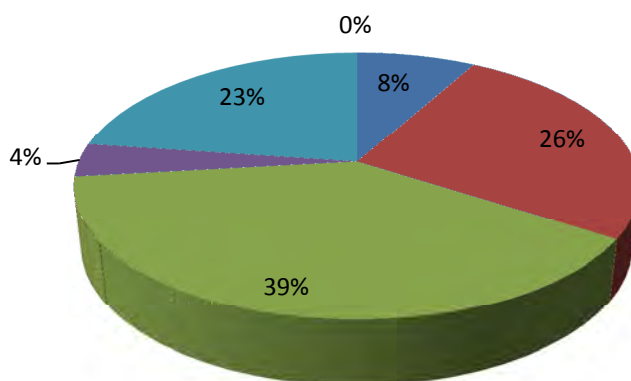
VRE ACTIONS	OCCURANCES
Waived- Passenger showed proof of a monthly ticket	30
Waived- Per the request of the conductor	0
Waived- Due to defective tickets or other	1
TOTAL	31

For the month of May, VRE processed 154 citations. Of those, VRE waived 31 of them for our riders who showed proof of a monthly ticket or extenuating circumstances that either the conductor or VRE felt justified terminating the citation.

Of the remaining citations, 0 were found not guilty, 28 were dismissed and 5 were continued. As noted at the last VRE Operation Board meeting there has been a directive for 100% inspections of VRE trains. This is the only way to ensure the integrity of the system and protect from fraudulent tickets.

Fare Evasion Court Actions

- Guilty - 10
- Guilty in Absentia - 32
- Prepaid Prior to Court - 48
- Continued to Next Court Date - 5
- Dismissed - 28
- Not Guilty - 0





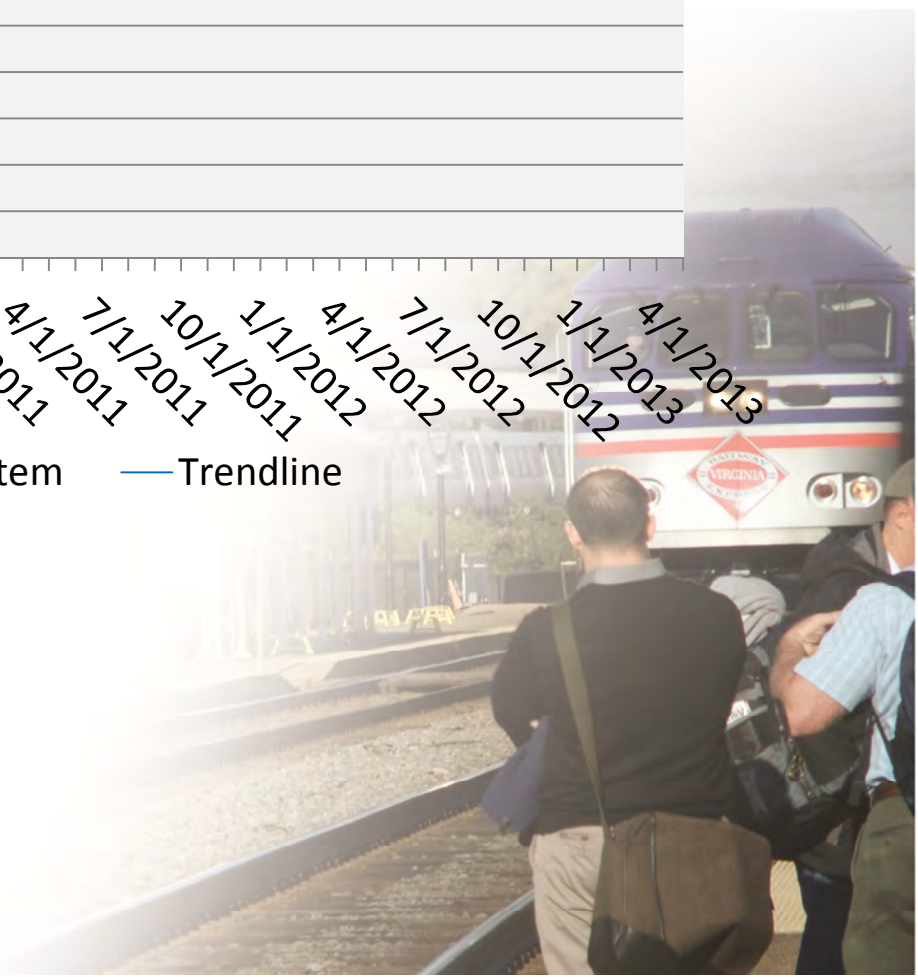
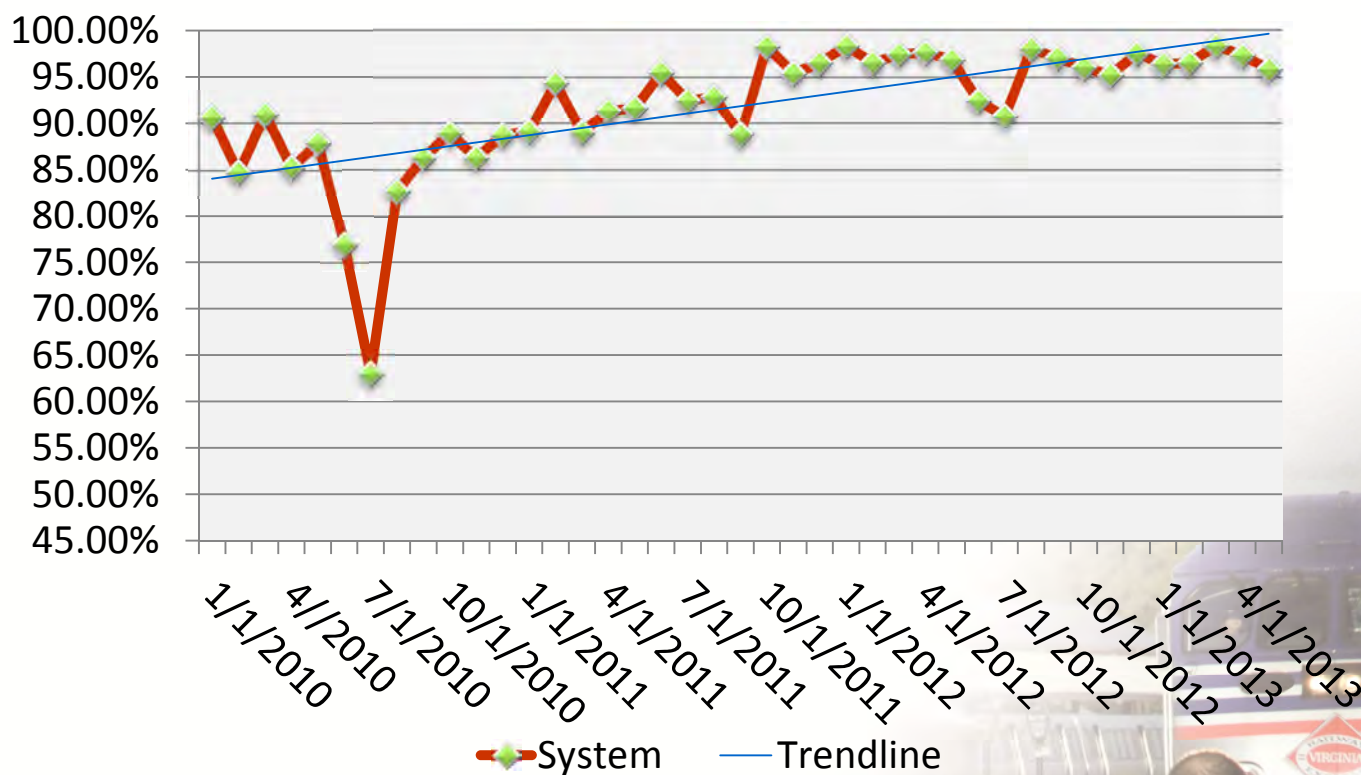
VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

On-Time Performance

System Performance

January 2010 – May 2013





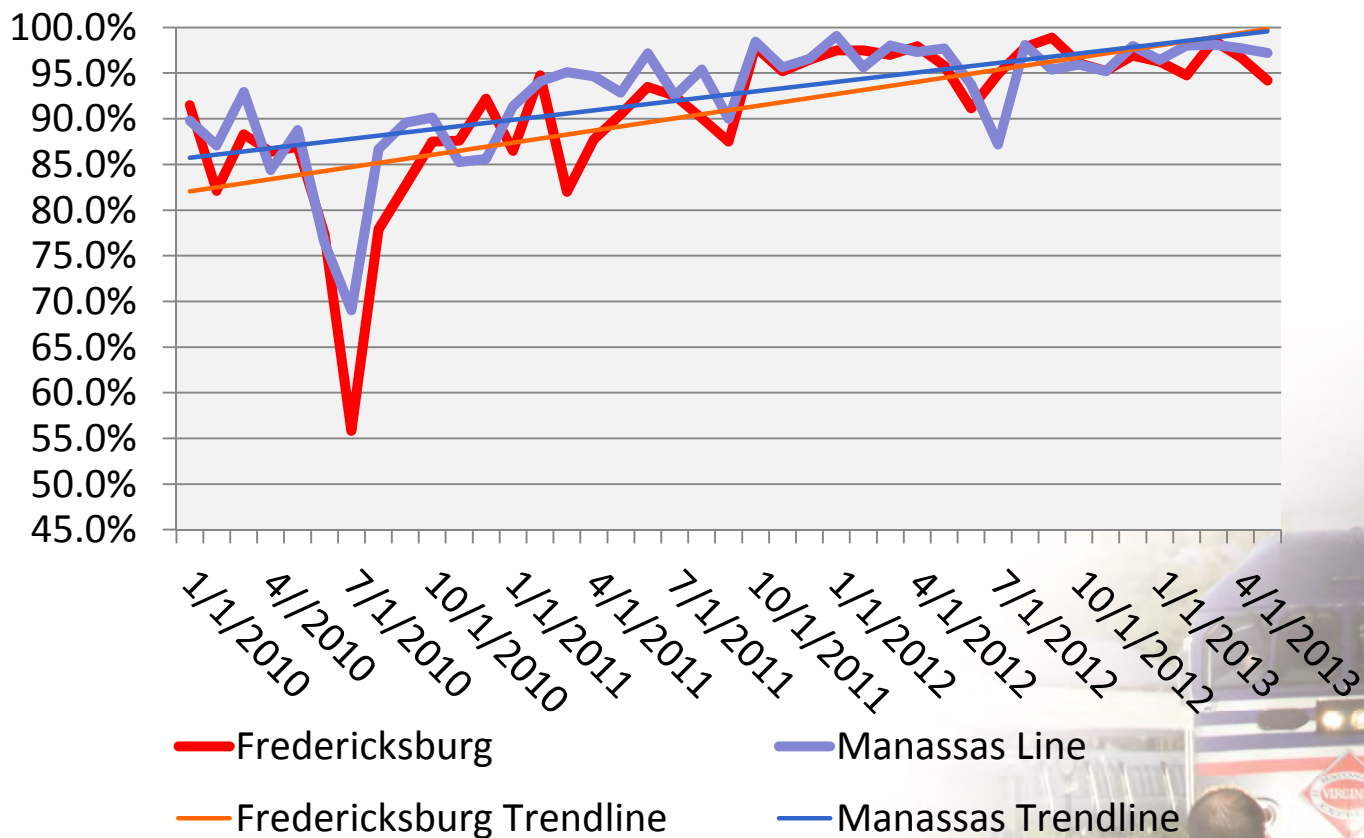
VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

On-Time Performance

Performance by Line

January 2010 – May 2013





VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

Ridership

May 2013

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	4,897	4,865	9,763	100%	4,566	5,045	9,611	79%	19,374	90%
2	4,889	4,536	9,425	81%	5,048	5,132	10,179	100%	19,604	90%
3	3,924	3,571	7,496	100%	4,070	4,139	8,209	100%	15,705	100%
4										
5										
6	4,771	4,676	9,447	100%	4,873	5,125	9,997	100%	19,444	100%
7	4,771	4,928	9,698	100%	5,197	4,904	10,101	100%	19,799	100%
8	4,890	4,942	9,832	100%	5,454	5,108	10,563	100%	20,395	100%
9	4,814	4,902	9,716	100%	4,785	4,980	9,765	100%	19,481	100%
10	3,652	3,812	7,463	100%	4,735	4,140	8,874	100%	16,338	100%
11										
12										
13	4,410	4,675	9,086	94%	4,823	4,771	9,594	100%	18,680	97%
14	4,527	5,151	9,679	100%	5,050	5,215	10,265	100%	19,943	100%
15	4,379	4,889	9,269	100%	5,274	5,377	10,651	71%	19,920	87%
16	4,625	4,904	9,528	94%	5,163	5,029	10,192	93%	19,720	93%
17	3,688	3,774	7,463	100%	3,864	4,204	8,068	100%	15,530	100%
18										
19										
20	4,241	4,966	9,207	100%	5,113	4,908	10,020	93%	19,228	97%
21	4,923	5,052	9,975	100%	5,289	5,265	10,554	100%	20,529	100%
22	4,651	5,249	9,900	100%	5,142	5,323	10,466	86%	20,365	93%
23	4,750	5,215	9,965	88%	4,904	5,178	10,081	100%	20,046	93%
24	3,204	3,190	6,394	100%	3,684	4,270	7,955	100%	14,348	100%
25										
26										
27										
28	4,678	5,036	9,714	100%	5,164	5,043	10,207	100%	19,921	100%
29	4,766	5,058	9,823	100%	5,419	4,409	9,827	93%	19,651	97%
30	4,833	5,175	10,008	81%	5,041	5,135	10,176	64%	20,184	73%
31	3,883	3,834	7,717	100%	4,158	4,206	8,364	93%	16,081	97%
	98,166	102,401	200,567	97%	106,814	106,905	213,719	94%	414,286	96%
		Amtrak Trains:	798			Amtrak Trains:	9,419		10,217	
		Adjusted total:	201,365			Adjusted Total:	223,138	Adjusted Total:	424,503	
		# of Service Days:	22		Total	Trips This Month:	424,503	Adjusted Total:	424,503	
		Manassas Daily Avg. Trips:	9,117	Adjusted Avg.: 9153		Prior Total FY-2013:	3,833,011			
		Fred'burg Daily Avg. Trips:	9,714	Adjusted Avg.: 10143		Total Trips FY-2013:	4,257,514			
		Total Avg. Daily Trips:	18,831	Adjusted Avg.: 19,296		Total Prior Years:	57,778,565			
						Grand Total:	62,036,079			

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



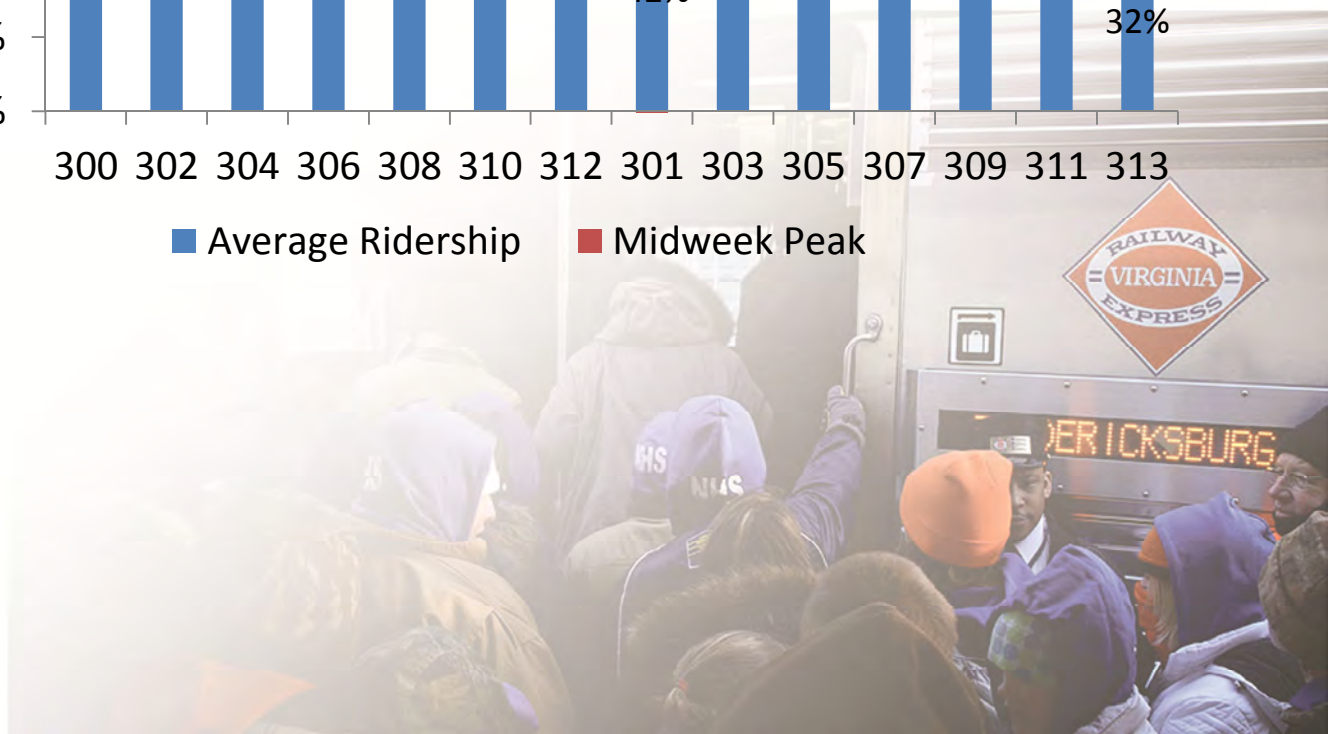
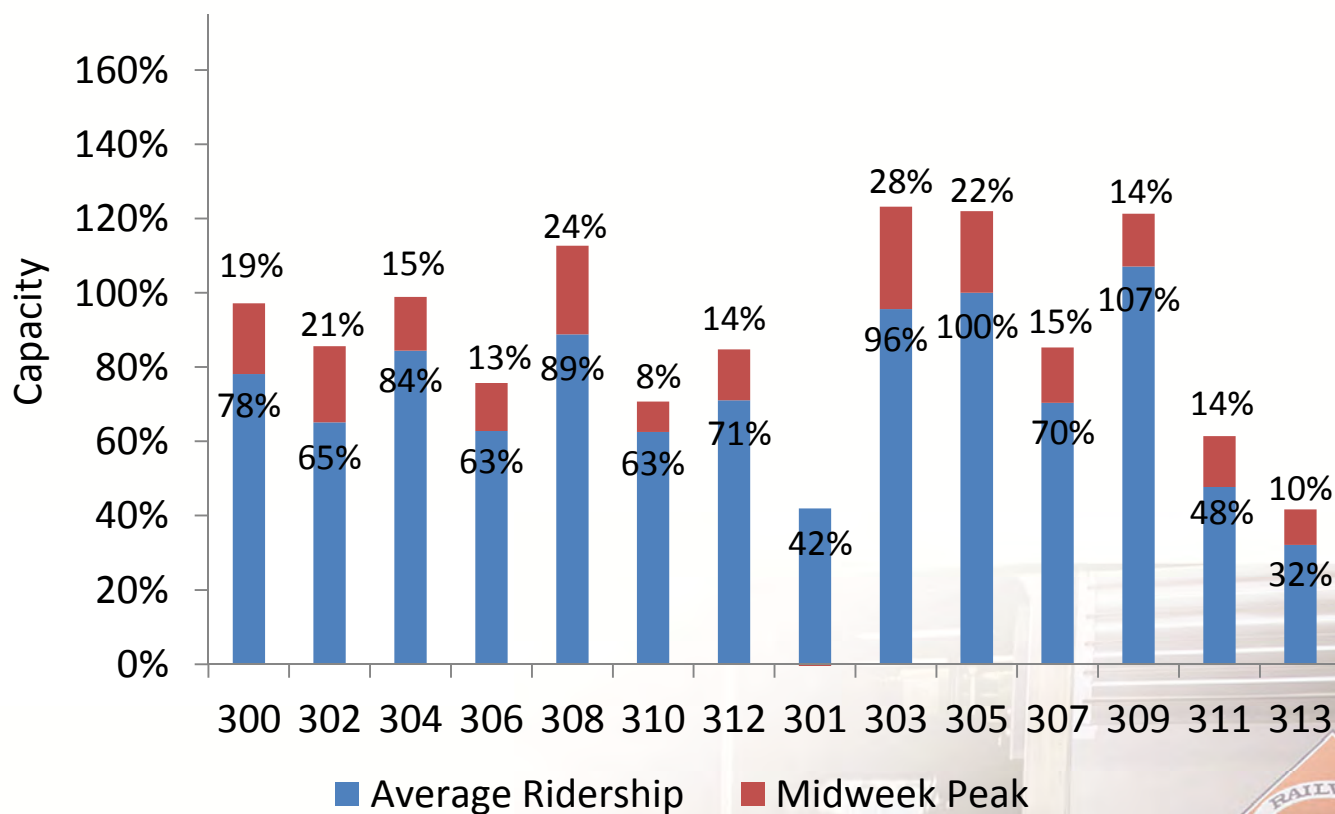
VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

Train Utilization

Fredericksburg Line

May 2013





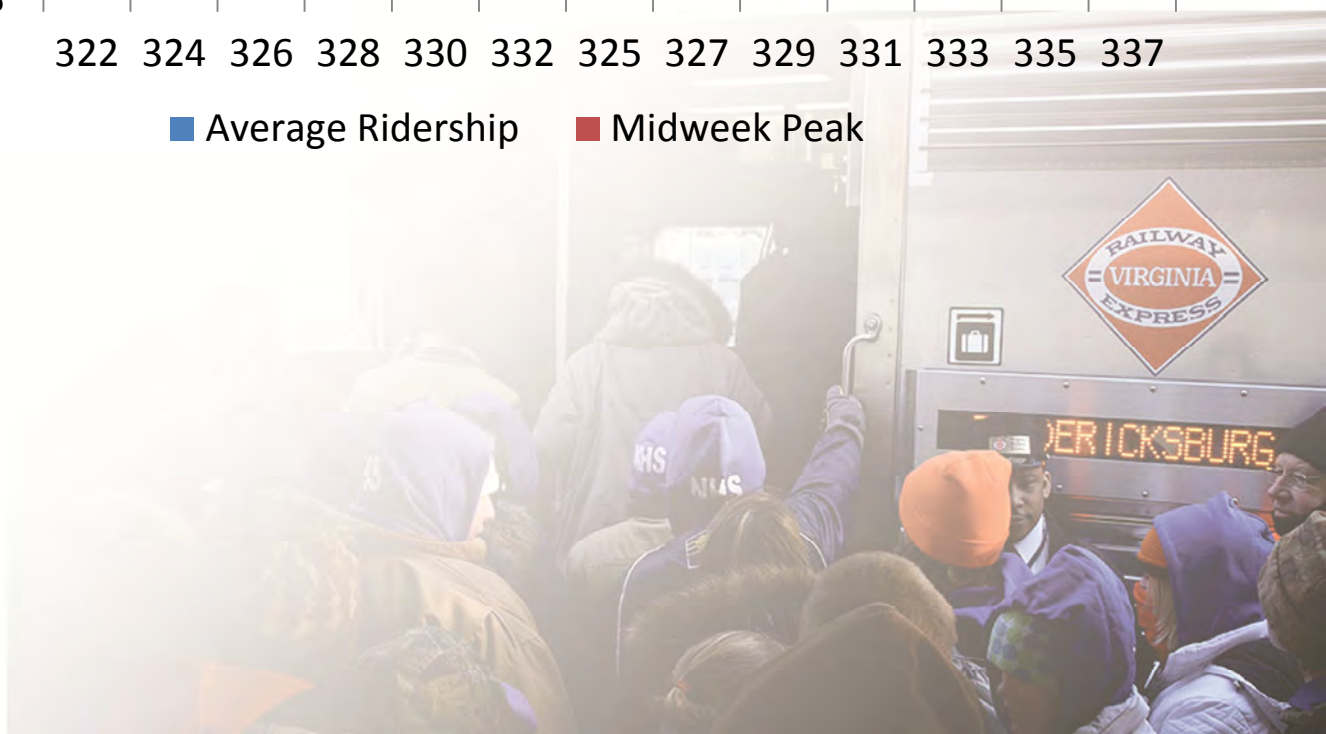
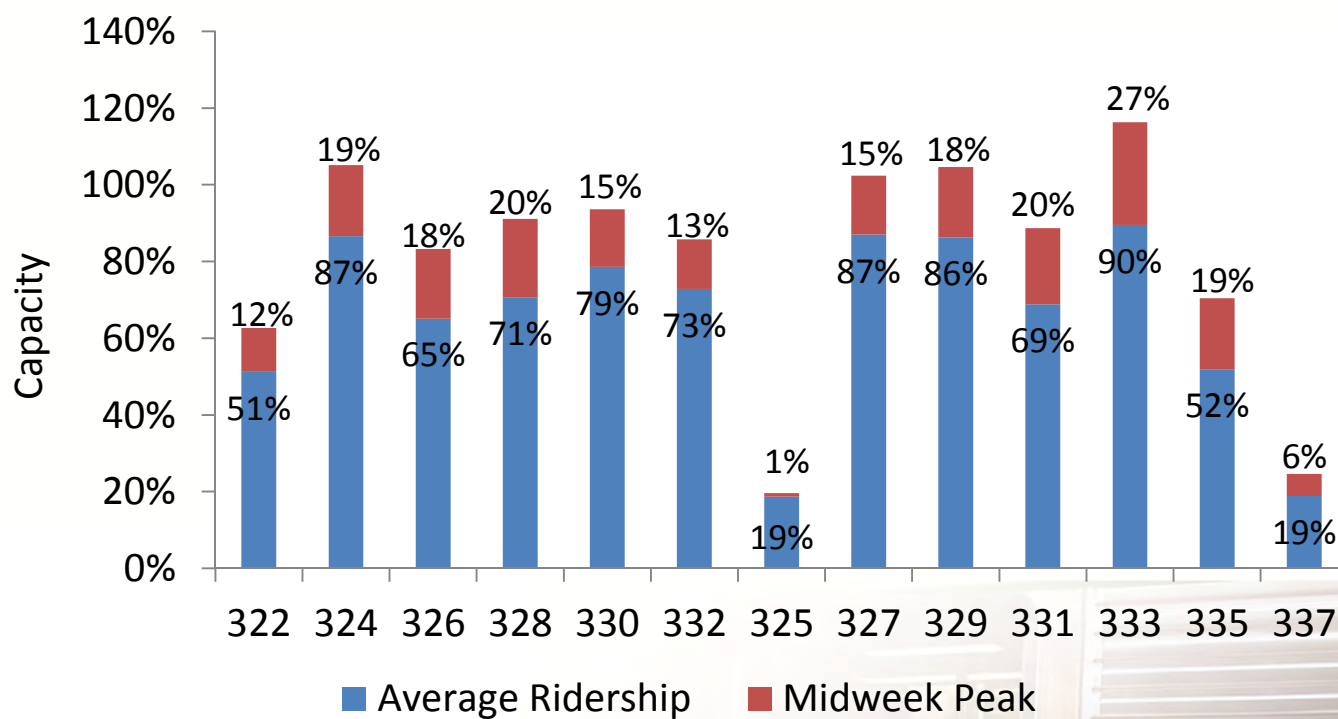
VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

Train Utilization

Manassas Line

May 2013



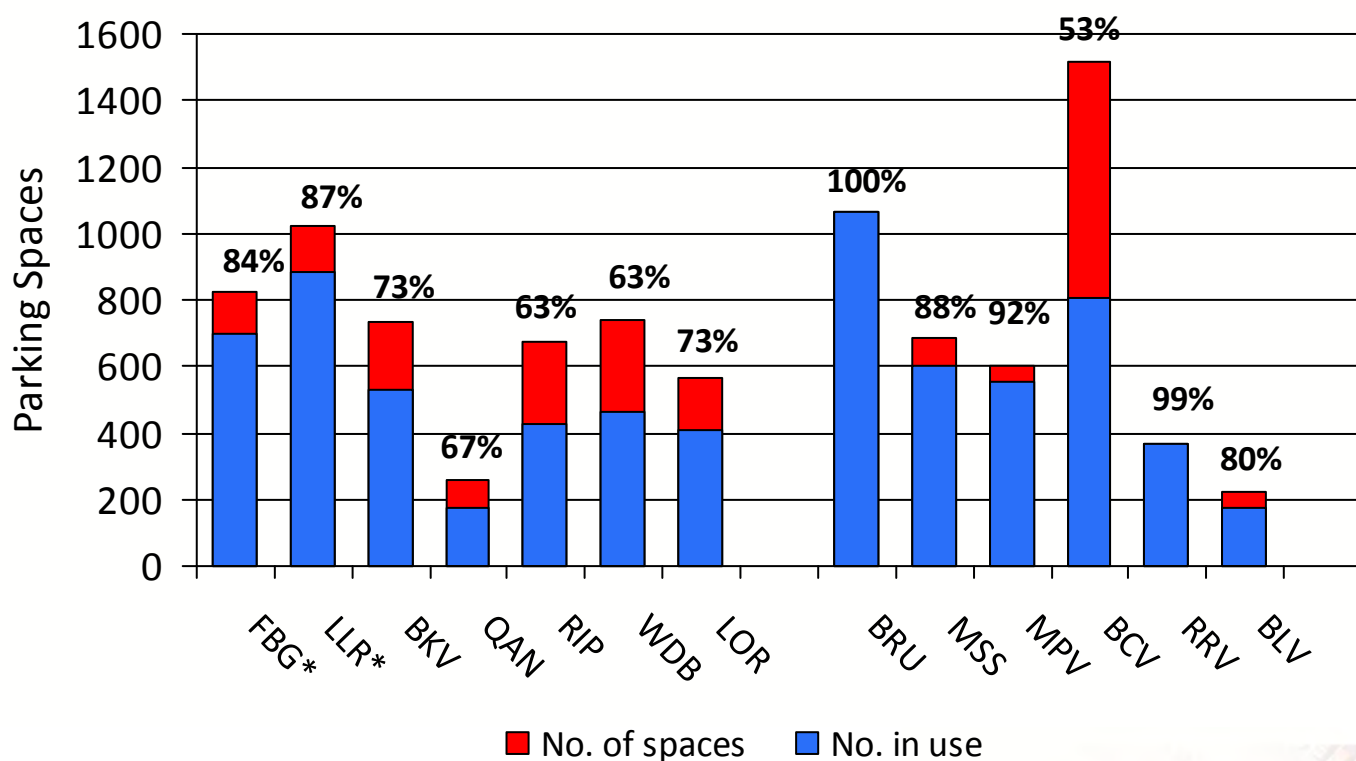


VIRGINIA RAILWAY EXPRESS

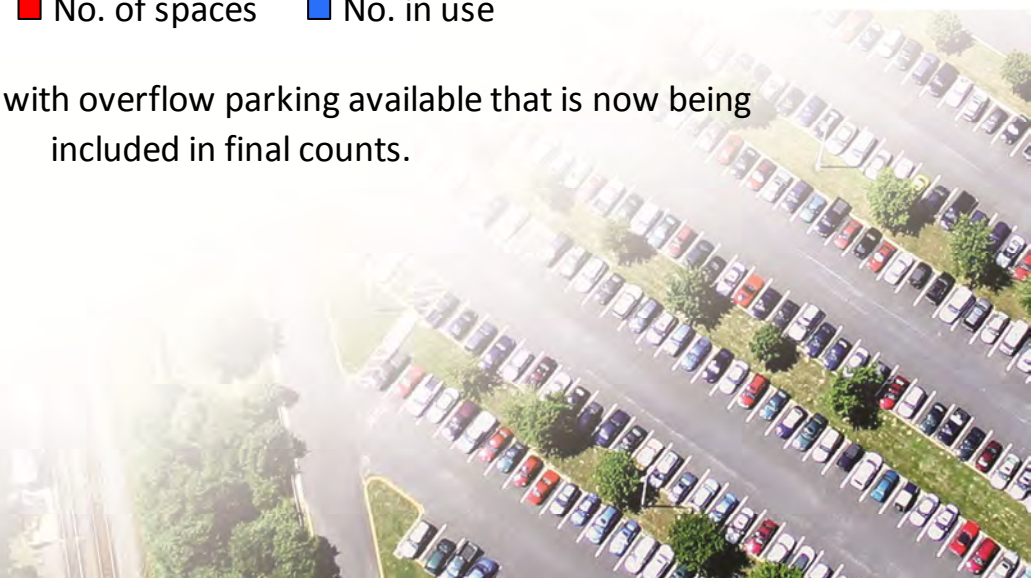
Chief Executive Officer's Report

Parking Utilization

May 2013



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





VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

FINANCIAL REPORT: May 2013

A copy of the May 2013 Operating Budget Report is attached.

Fare income for the month of May 2013 was \$120,860 above the budget – a favorable variance of 4.02%. The cumulative variance for the year is 1.53% or \$479,954 above the adopted budget. Revenue in the first eleven months of FY 2013 is down 1.0% compared to FY 2012.

In April, staff provided the FY 2013 Year End Financial Projection and projected the budget surplus would include an opportunity to add up to \$2.4M of additional funds to the reserve accounts. As we move toward the end of the fiscal year, staff believes those projections continue to be accurate.

A summary of the financial results (unaudited) as of May 2013 follows. Detail on the major revenue and expense categories is provided in the attached Operating Budget Report. Amounts shown reflect the amended FY13 budget.

MEASURES	DOLLARS	GOAL	ACTUAL
Operating Ratio		55%	58%
Budgeted Revenue	82,372,610		
Budgeted Revenue YTD	71,835,932		
Actual Revenue YTD	72,648,544		
Cumulative Variance	812,612		812,612
Percent Collected YTD		87.21%	88.20%
Budgeted Expenses	82,372,610		
Budgeted Expenses YTD	71,643,721		
Operating Expenses YTD	67,116,285		
Cumulative Variance	4,527,436		4,527,436
Percent Expended YTD		86.98%	81.48%
Net Income (Loss) from Operations			5,340,048

These figures are preliminary and unaudited.

VIRGINIA RAILWAY EXPRESS
FY 2012 Operating Budget Report
May 31, 2013

	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD VARIANCE \$	%	TOTAL FY13 BUDGET
OPERATING REVENUE							
Passenger Ticket Revenue	3,124,876	3,004,016	31,749,030	31,269,076	479,954	1.5%	34,000,000
Other Operating Revenue	1,300	11,133	167,874	115,880	51,994	44.9%	126,000
Subtotal Operating Revenue	3,126,176	3,015,149	31,916,904	31,384,956	531,948	1.7%	34,126,000
Jurisdictional Subsidy (1)	-	-	15,806,379	15,806,379	-	0.0%	15,806,379
Federal/State/Other Jurisdictional Subsidy	1,013,411	1,013,494	24,907,739	24,589,140	318,599	1.3%	31,927,578
Appropriation from Reserve	-	-	-	-	-	0.0%	452,353
Interest Income	2,548	5,328	17,521	55,457	(37,936)	-68.4%	60,300
Total Operating Revenue	4,142,135	4,033,970	72,648,544	71,835,932	812,612	1.1%	82,372,610
OPERATING EXPENSES							
Departmental Operating Expenses	4,881,335	5,486,627	51,345,851	55,934,245	4,588,394	8.2%	61,122,964
Debt Service	575,555	575,555	11,596,237	11,596,236	(1)	0.0%	14,000,567
Insurance	-	-	4,113,239	4,113,239	-	0.0%	4,100,000
Other Non-Departmental Expenses	-	-	60,958	-	(60,958)		3,149,079
Total Operating Expenses	5,456,890	6,062,182	67,116,285	71,643,721	4,527,436	6.3%	82,372,610
NET INCOME (LOSS) FROM OPERATIONS	(1,314,755)	(2,028,212)	5,532,259	192,211	5,340,048		-

CALCULATED OPERATING RATIO

58%

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



Audit of FY 2013 Financial Statements

VRE's financial auditors, PBMares (formerly PBGH) have completed their preliminary field work for the audit of the FY 2013 financial statements. This preliminary work includes a review of procedures, a random sample review of check and wire transfer payments to date, and a review of major transactions. VRE staff provided the auditors with all requested information and everything was found to be in order. PBMares will return in early September for their final field work and the audited financial report will be completed in October and provided to the Operations Board in November.

Capital Committee Update

The Capital Committee, chaired by Mr. Way, held its fifth meeting in May. At the May meeting, methods for prioritizing capital projects were discussed along with several crucial elements of the proposed financial and debt management principles, primarily debt affordability ratios and the establishment of reserve levels. The Committee asked staff to provide a detailed analysis of how the proposed debt ratio and reserve policies would affect the VRE annual budget and six-year plan. This information will be provided to the Committee for their review and discussion as part of the FY 2015 budget process.

The next meeting of the Committee will focus on the new state and regional funding sources and the federal MAP-21 programs.



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report

RAIL OPERATIONS:

Safety

June is an exceptionally busy but rewarding month for VRE's System Safety Department. Early in the month, the Threat and Vulnerability Assessment Final Report was completed and provided to us for review. Staff is reviewing the recommendations and is working on plans to address opportunities to further enhance and secure the VRE system.

Also, during the last week of June, the American Public Transportation Association (APTA) will be visiting to hold a meeting with staff and review the work we've done following APTA's Triennial Audit of VRE held in 2011.

GENERAL INFORMATION:

Quiet Car Courtesy Campaign

QUIET CAR RULES

* Please set your cell phone to vibrate or turn it off while riding in this car.

<ul style="list-style-type: none">Whisper – briefly – to your neighbor.Send text messages from your cellphone.Listen to music using headphones.Use your computer quietly.	<ul style="list-style-type: none">Converse with your neighbor.Talk on your cellphone, even at a low volume.Set the volume so high that others can hear what you are listening to.Use electronic games or other devices that cannot be silenced.
--	--

Its summer, which means we'll be seeing (and hearing) more tourists and their children on our trains during the next several months. Because tourists do not travel with us every day, they are not likely be familiar with our "Quiet Car" rules and they may board that car without realizing it.

Even though there are signs posted on the doors and windows of the Quiet cars, sometimes an additional reminder may be needed, therefore, we have designed a **business card** size informational reminder explaining the

"Quiet Car" dos and don'ts. The assistant conductors have a few in their pockets just in case someone needs to be reminded of the rules or does not know about them. This is being tested as a pilot program and is meant to be used



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



Quiet Car Courtesy Campaign (continued)

as an educational/informational program only, not as a reprimand. We will survey our conductors after a few weeks and find out if the program is helpful and if it should be continued.

Long Bridge Study

An interagency meeting was held on June 5th and a public meeting on June 6th to review for long-term, multi-modal capacity improvements to the two-track Long Bridge across the Potomac River. Ten preliminary alternatives, including a no build alternative, have been identified. They include:

- Three track bridge (1 new track)
- Four track bridge (2 new tracks)
- Four track bridge + bike/pedestrian trail
- Four track bridge + bike/ped trail + two streetcar lanes
- Four track bridge + bike/ped trail + two shared streetcar-auto lanes
- Four track bridge + bike/ped trail + two streetcar lanes + two auto lanes
- Four track bridge + bike/ped trail + two shared streetcar-auto lanes + two auto lanes
- Three track tunnel
- Four track tunnel

Three to four of the ten alternatives will be selected for more detailed analyses based on agency and public comments. Analyses will include operational analysis to determine the rail capacity necessary to meet current and future need, travel demand analysis for streetcar and auto modes and conceptual design to determine horizontal and vertical alignments. The analyses will be complete in Fall 2013. A load capacity analysis and assessment of the bridge condition are also underway. They will determine whether the existing bridge can be modified and expanded or whether a new structure is needed.



Fare Increase Update

Once the fare increase was approved, we went about making preparations so that the transition to the new fares was a smooth one. First, we contacted our Fare Collection System vendor to begin the process of changing the fare table in the system. That work was completed in late May, tested, and the updated table has been installed and will take effect on July 1.

Then, we update our website, www.vre.org, with a link to the new fare table on our home page.

Next, all station posters of our fares were all updated and re-printed. They will be replaced just prior to morning service on July 1.

Also, the new fare information was sent out to passengers through Train Talk, Facebook, Twitter, and through RIDE, our monthly news magazine.

NVTA Update

Three VRE projects – Alexandria Pedestrian Tunnel, Lorton Second Platform and Gainesville-Haymarket Project Development – are among the 22 transit projects under consideration for fiscal year (FY) 2014 funding by the Northern Virginia Transportation Authority (NVTA). An Open House and Public Hearing will be held following a meeting of the NVTA on June 20, 2013 at the Fairfax City Hall, 10455 Armstrong Street, Fairfax VA. Three additional projects – purchase of 9 additional passenger coaches, Crystal City platform expansion and Rippon Second Platform – are on the list of potential projects for funding consideration in the NVTA Six-Year Plan (FY2015-2019).

VRE staff and counsel have been participating in the NVTA Project Implementation, Financial, Legal, Public Involvement and Organizational Working Groups that are tasked with developing recommendations and procedures to implement and administer the new transportation funding program.

VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's Report



Manassas Railway Festival



On Saturday, June 1st, Historic Manassas Inc. hosted the 19th Annual Manassas Heritage Railway Festival at the Manassas VRE Station in Old Town, Manassas. Although the day was a steamy one, (over 90 degrees), Historic Manassas, Inc. was able to sell over 2,000 excursion rides to Clifton and back on the VRE. This family celebration of rich railroad history not only featured four excursion rides on VRE, but also included exhibits of model railroads of all scales, train memorabilia, specialty vendors, and live performances by local bands. A special addition this year was the inclusion of a stationary exhibit of the 1923 Dover Harbor rail car. This heavy weight passenger rail car was constructed by the Pullman Company of Chicago in July of 1923 as a combination baggage-library car. The 81-foot car weighs 80 tons. In 1934 it was reconfigured into a six double-bedroom, buffet-lounge combination. In 1954 the Dover harbor was assigned to operate between Washington, D.C. and Montreal, Canada. After a series of owners, the Washington, D.C. Chapter of the National Railway Historical Society purchased the Dover Harbor in 1979. Great emphasis was placed on retaining as much of the car's 1934 appearance as possible. About 600 people were able to board the car at the Railway Festival for private tours. VRE was able to transport the car from Union Station and provide a VRE Gallery Car to tour as well as provide power from a locomotive and return the car to Union Station the following Monday.



VIRGINIA RAILWAY EXPRESS

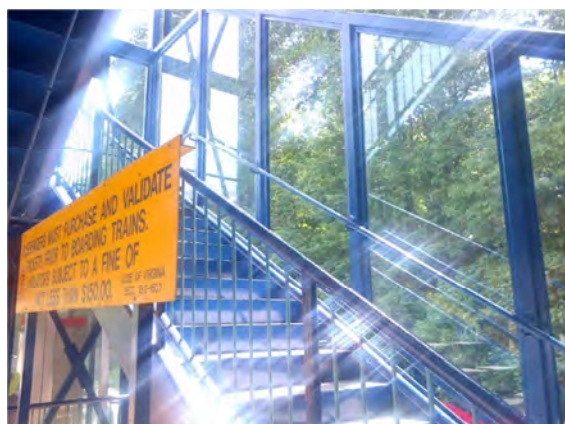
Chief Executive Officer's Report

CAPITAL PROJECTS:

Alexandria Tunnel

The Alexandria tunnel project will connect the King St-Old Town Metrorail station to the VRE Alexandria Station and allow all the three tracks to be accessible to VRE and Amtrak passenger trains. A feasibility study was conducted to determine if it was possible to construct an ADA accessible tunnel, platform and obtain a preliminary cost estimate. The draft feasibility study was completed and distributed to stakeholders in January. Comments have been received from all the stakeholders except CSX. In a meeting in February with VDOT, DRPT and the City of Alexandria it was discussed that the stakeholders will work collectively to find additional sources of funding so this project can be constructed. VRE was given notice to proceed with the design and is now in the process of doing soil borings, soil sampling and test pits to begin the design. The design is anticipated between the summer of 2013 to summer 2014. Construction to begin fall 2014.

Franconia/Springfield Station Rehabilitation



The newly refurbished stair tower at Franconia/Springfield went back into service on Monday, June 10, 2013.

There was one piece of glass that had to be installed in the stairwell before finally opening up the access to the public again. That work was completed in the first week of June allowing the project to draw to a close.

With the opening of the permanent stair well, VRE is removing the temporary stair well tower. That work is anticipated to run through next week and several smaller punch list items will be done then as well. After those items are finalized the Franconia/Springfield rehabilitation project will be complete.



Spotsylvania Station Construction Project

I am happy to report that VRE has initiated an Intent to Award to Hammerhead Construction of Dulles, VA for the construction of the new Spotsylvania County Station.

The Contractor is in the process of providing all of the documentation and paperwork needed in order to be able to execute the contract.

Once all the documentation and filings have been reviewed and deemed to be in order the contractor will get under way. In the meantime, staff continues to address the utility relocation, permitting, access easements, and Right of Entry issues. VRE remains confident that Notice to Proceed will be squared away by early July.

Spotsylvania Third Track Construction Project

Bids are due on June 18, 2013.

As long as we receive an acceptable response to the IFB we remain committed to initiating an award of the contract at the June VRE Operations Board meeting.

Again it is a matter of assessing the paperwork and documentation that the contractor provided to determine if we can execute the contract.

Should approval be granted by the VRE Operations Board we will begin working on utility relocation, permitting, access easements, and Right of Entry with the intent to have the Notice to Proceed by late July or early August.



VIRGINIA RAILWAY EXPRESS

Chief Executive Officer's
Report

Capital Project Summary

May 2013

See attachments



VIRGINIA RAILWAY EXPRESS CAPITAL PROJECTS - PROGRESS REPORT

Projects Underway in FY13

As of June 2013

PROJECT	LOCATION	TOTAL ADOPTED CIP BUDGET THRU FY13	TOTAL BOARD APPROVED FUNDS	PROJECT DESCRIPTION	PERCENTAGE (%) OF TOTAL PROJECT TASK COMPLETION	PROJECT/TASK COMPLETION DATE	STATUS
Track and Infrastructure							
Gainesville/Haymarket Expansion	NS "B" Line	\$4,286,000		Expansion of service to Gainesville and Haymarket		2nd Quarter 2013	
G/H Expansion Alternatives Analysis			\$1,537,338	Develop expansion alternatives for new service to Gainesville and Haymarket	Completed	Completed	Feasibility Study completed 9/28/09.
G/H Expansion PE and EA			\$2,749,076	Perform modeling, environmental analysis and preliminary engineering.	0%	2nd Quarter 2016	Contract award awaiting execution of match Addendum between VRE and NS and grant NTP. VRE sent agreement to NS for signature on 1/08/13.
L'Enfant Storage Track	L'Enfant	\$3,219,000		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			N/A	Design of wayside power for stored train sets	90%	2nd Quarter 2013	HDR Wayside Power design to be completed after VRE, PEPCO and CSX have coordinated electric service location.
L'Enfant Storage Track Wayside Power Construction			N/A	Construction of wayside power for stored train sets	30%	4th Quarter 2013	VRE, PEPCO and CSX coordinating location of new 1200-amp electric service. PEPCO to design and construct service when issue resolved.
L'Enfant Storage Track Switch and Signalization Design			\$250,000	Design of storage track switches and signalization	70%	2nd Quarter 2013	CSX previously anticipated completion of track and signal modification design in May 2013. Design work continues as of early June.
Spotsylvania Station	Spotsylvania	\$3,422,500		Development of a new station in Spotsylvania County (no parking)			
Spotsylvania Station Design			\$405,912	Design of the new platform and head house.	100%	2nd Quarter 2013	Permitting underway with Spotsylvania County.
Spotsylvania Station Construction			\$2,583,900	Construction of the new platform and head house.	0%	2nd Quarter 2014	Contract pending. NTP to be issued in July once CE is approved and County makes accommodations for right of way.
Crossroads to Hamilton Third Track	Spotsylvania	\$32,500,000		Construct approximately 2.5 miles of third track leading to the new Spotsylvania Station			
Crossroads to Hamilton Third Track Civil Design			\$817,703	Environmental Analysis and Final Design to extend the third track from Hamilton to Crossroads	100%	2nd Quarter 2013	Addendums issued. IFB issued on May 20. Bids due June 17. JPA pending. CE expected to be approved by FTA this month.

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 June 2013

Crossroads to Hamilton Third Track Signal Design	Spotsylvania		\$1,009,140	Signal design and engineering support	40%	2nd Quarter 2013	CSX comments addressed. CSX finalizing FA cost estimate to be submitted this month. Coordination with utilities underway.
Planning Studies and Communications Projects							
Communication Cabinets Upgrade	System-wide		\$138,150	Communication cabinets at VRE stations to be equipped with an air conditioning (AC) unit and an uninterruptible power supply (UPS) unit for temperature control and power redundancy and surge fault protection.	90%	2nd Quarter 2013	The Amtrak requirements were submitted by the Contractor on May 30, 2013. These were forwarded to Ed Lydecker of Amtrak on May 31, 2013. Work will resume at Union Station as soon as Amtrak provides the permit to the Contractors.
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.	Completed	1st Quarter 2013	Draft WUT Master Plan Executive Summary released 7/25/12; draft master plan review complete.
Coach Yard Wayside Power Upgrade	Washington, D.C.		\$750,000	Upgrade and replace wayside power station for VRE storage tracks at the Coach yard	100%	Completed	Project Complete. The balance \$234K will be applied to the canopy end/or the Alexandria platform elevation project. Discussions with Amtrak are currently on going to transfer the funds.
WUT Canopy Roof Repairs	Washington, D.C.		\$600,000	Repairs of canopy roof at WUT lower level platforms	30%	4th Quarter 2013	The canopy roof at platform 25/26 north has begun. Amtrak crews started repainting the existing frame and preparing to rebuild the roof for that canopy. NTP was given to begin the next canopy in Nov 2012. Not much progress has been made however the budget is almost spent. An email was sent to the project manager to discuss the rate of spending and the progress.
Alexandria - King St Station Platform Elevation	Alexandria, VA		\$278,867	Raise west platform elevation	0%	3rd Quarter 2014	Project scoping underway. Amtrak is in the process of writing an agreement to be submitted to VRE for review.
Leeland Rd Station Parking Lot Expansion	Falmouth, VA			Expand lot by adding approximately 200 spaces			
Leeland Rd Station Parking Lot Expansion Environmental			\$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	
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	100%	2nd Quarter 2013	Stafford County E&S SWM Final Inspection accomplished. Punchlist items addressed. Re-Inspection Scheduled. Project Closeout anticipated June 2013.
Brooke Station Parking Lot Expansion				Purchase property and expand lot by addition approximately 230 spaces			
Brooke Station Parking Lot Expansion Design		\$4,408,400	\$255,200	Design parking lot expansion and provide limited construction support	Completed	Completed	

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 June 2013

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	
Brooke Station Parking Lot Expansion Construction			\$2,352,572	Construct surface parking lot expansion	100%	2nd Quarter 2013	Stafford County E&S SWM Final Inspection accomplished. Punchlist items addressed. Re-Inspection Scheduled. Project Closeout anticipated June 2013.
Lorton Station Expansion	Lorton, VA	\$2,820,000	\$306,350	Environmental Analysis and Preliminary Engineering to extend the exiting platform and construct a second platform.	100%	4th Quarter 2012	Completed
			\$103,400	Prepare construction documents for 250' platform expansion with upgraded LED lighting	95%	2nd Quarter 2013	Building plans and minor site plans have been submitted to Fairfax county for approval. Coordination for relocation of utilities are ongoing. Currently awaiting a cost estimate to relocate the fiber optic line prior to the start of the platform construction. Plans should be advertised for construction in Spring 2013.
Alexandria - King St Pedestrian Tunnel	Alexandria, VA	\$7,470,000		Design and installation of a new pedestrian tunnel between the VRE/Amtrak and METRO stations and modifications to eastern platform to allow service from Track #1.	0%	4th Quarter 2014	In the process of selecting one of the GEC VI to complete the design.
Feasibility Study			\$162,711	Prepare a feasibility study with limited survey to investigate challenges associated with designing, permitting and constructing a tunnel under a live CSX track	95%	2nd Quarter 2013	Feasibility study was distributed to stakeholders Jan 2013. Comments received from all stakeholders except CSX. A meeting was held with DRPT, City of Alexandria and VDOT to discuss how to proceed and obtaining additional funding. NTP was given by VDOT to proceed through 30% design and DRPT recommended applying for some additional grant money. A task order was signed for soil borings, test pits & environmental contamination testing.
Site Investigation			N/A	Compile soils data and perform in-situ testing to prepare for final design phase and provide VDOT with environmental information.	10%	3rd Quarter 2013	Right of entry permits were submitted in April to CSX & WMATA. It takes approx. 90 days before approval.
Broad Run Station Parking Expansion	Bristow, VA	\$3,420,000	\$2,031,263	Environmental Analysis and Engineering to expand parking by 700 spaces	20%	4th Quarter 2013	Received VDHR approval in late May. Dewberry preparing CE checklist for FTA submission and approval. 30% design underway.
Franconia-Springfield Station Rehabilitation Construction		\$522,000	\$388,000	Infrastructure repairs and improvements to eastern platform and passenger walkway at VRE Franconia-Springfield Station.	95%	2nd Quarter 2013	Existing Stair Tower to be back in service in June 10, 2013. Project Completion scheduled by end of June. Project Closeout scheduled in July.
			\$132,000	Provide flagging services during platform level repairs and overhead pedestrian bridge work.	Completed	1st Quarter 2012	No additional flagging expected.
Security Cameras	Fredericksburg, Woodbridge, Quantico, and Burke Center	\$320,000	\$320,000	Installation of security cameras on station platforms and rehabilitation of communication cabinet to support additional devices for the cameras.	Completed	4th Quarter 2012	All submittals were mailed to VRE. Project is completed. The final invoice had been processed for payment.

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 June 2013

Yard Projects							
Broad Run Train Wash and Crossroads Warehouse				Design and construction of Broad Run Yard train wash and Crossroads Yard warehouse.			
Crossroads Warehouse Design	Fredericksburg, VA	\$5,723,959	\$629,248	Conceptual and final design of new Crossroads warehouse.	Completed	4th Quarter 2012	
Crossroads Warehouse Construction	Fredericksburg, VA		\$2,600,000	Construction of new Crossroads warehouse.	Completed	2nd Quarter 2013	Final payment issued in early April.
Broad Run Train Wash Design	Bristow, VA		\$325,513	Conceptual and final design of new Broad Run train wash.	50%	3rd Quarter 2013	60% design expected by end of June.
Fall Protection	Bristow, VA / Fredericksburg, VA	\$230,000	\$169,482	Installation of fall protection systems at Broad Run and Crossroads yards	20%	3rd Quarter 2013	NTP was given to ITAC March 14 2013. Design plans have been approved for construction. Fabrication should begin in June.
Rolling Stock							
PTC	System-wide	\$3,773,000	\$741,010	Positive Train Control for all locomotives, as mandated by the Rail Safety Improvement Act of 2008.			
				Oversight - Positive Train Control for all locomotives, as mandated by the Rail Safety Improvement Act of 2008.	1%	2nd Quarter 2014	Task order issue on March 13, 2013 to STV for engineering and oversight work for implementation. MEC IV Task Order 0026
New Passenger Railcars Procurement No. 90-66-16060	System-wide	\$24,614,000					
New Railcar Manufacture (8 cars)			\$23,140,000	Base Order of 8 New Passenger railcars	6%	4th Quarter 2012	Manufacturing of 8 base order passenger railcars planning for manufacturing and scheduling is under way - car body shell in route to Aurora IL
New Railcars Engineering Oversight			\$1,474,000	On site engineering through warranty administration under MEC V task order STV-0017 under MEC V	11%	4th Quarter 2012	Continuing to provide manufacturing and engineering oversight

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

VRE System Plan Workshop
July 19, 2013

Hylton Events Center
14640 Potomac Mills Rd
Woodbridge, VA 22192
9:30am – 2:00pm

Agenda

- | | |
|--|---------------------|
| 1. Welcome and Introductions | 9:30 – 9:40 AM |
| 2. State of the VRE | 9:40 – 10:10 AM |
| a. Progress Since the 2004 Strategic Plan | |
| b. Building Blocks for the Future | |
| 3. Elements of the Plan – System Plan Scenarios (Part 1) | 10:10 – 11:20 AM |
| a. Examples of Effective Plans | |
| b. Brainstorming – markets, operations, physical infrastructure, extent of network, institutional frameworks | |
| 4. Break | 11:20 - 11:30 AM |
| 5. Elements of the Plan – System Plan Scenarios (Part 2) | 11:30 AM – 12:45 PM |
| a. Specific scenarios | |
| b. Tradeoffs and policy questions | |
| c. Compilation and sorting of brainstorming ideas | |
| 6. Lunch (staff to compile interactive survey results and summarize findings) | 12:45 – 1:15 PM |
| 7. Summary of Workshop Findings | 1:15 – 2:00 PM |
| Issues for Further Analysis | |
| Outreach Plan | |
| Schedule and Next Steps | |

WMATA PARKING FACILITY USAGE
May-2013

ATTACHMENT #7B

STATION/LOT REGION	LOT CAPACITY	Paid Utilization (% of Capacity)			
		May-2013	Y-T-D FY13	May-2012	Y-T-D FY12
<u>MONTGOMERY COUNTY</u>					
Grosvenor	1,894	104%	99%	96%	98%
White Flint	1,270	56%	49%	42%	48%
Twinbrook	1,097	60%	58%	62%	63%
Rockville	524	108%	103%	105%	101%
Shady Grove	5,745	90%	89%	93%	91%
Glenmont	2,998	77%	75%	72%	98%
Wheaton	977	34%	33%	34%	46%
Forest Glen	596	97%	100%	99%	99%
Montgomery County Total	15,101	81%	79%	79%	84%
<u>PRINCE GEORGE'S COUNTY</u>					
New Carrollton	3,519	88%	84%	82%	88%
Landover	1,866	45%	44%	49%	50%
Cheverly	500	90%	85%	94%	91%
Addison Road	1,268	51%	50%	58%	63%
Capitol Heights	372	83%	79%	74%	79%
Greenbelt	3,399	79%	79%	82%	79%
College Park	1,820	58%	59%	63%	62%
P.G. Plaza	1,068	44%	44%	46%	48%
West Hyattsville	453	87%	85%	91%	92%
Southern Avenue	1,980	66%	66%	72%	72%
Naylor Road	368	103%	100%	87%	99%
Suitland Garage	1,890	68%	68%	68%	79%
Branch Avenue	3,072	98%	96%	100%	97%
Morgan Blvd.	608	90%	96%	93%	89%
Largo	2,200	83%	85%	83%	79%
Prince George's County Total	24,383	75%	74%	76%	77%
Maryland Total	39,484	78%	76%	78%	80%
<u>DISTRICT OF COLUMBIA</u>					
Deanwood	194	50%	48%	55%	58%
Minnesota Ave.	333	102%	80%	80%	70%
Rhode Island Ave.	221	103%	102%	103%	70%
Fort Totten	408	109%	104%	73%	82%
Anacostia Garage	808	39%	48%	63%	64%
District of Columbia Total	1,964	73%	71%	72%	69%
<u>Northern Virginia</u>					
Huntington	3,617	78%	78%	84%	84%
West Falls Church	2,009	98%	101%	101%	98%
Dunn Loring	1,326	83%	93%	95%	99%
Vienna	5,169	100%	99%	102%	100%
Franconia	5,069	75%	76%	82%	84%
Van Dorn	361	110%	109%	112%	105%
East Falls Church	422	123%	120%	121%	119%
Northern Virginia Total	17,973	88%	88%	93%	93%
System Total	59,421	81%	80%	82%	83%



MEMORANDUM

TO: Chairman McKay and NVTC Commissioners

FROM: Commissioner Dyke

DATE: June 26, 2013

SUBJECT: DRPT Update

DRPT/NVTC Cooperation Strategy

During July, Director Drake and Commissioner Dyke will meet with Chairman McKay, Vice-Chairman Smedberg, and Executive Director Coyner to further develop strategies for enhancing cooperation between the two organizations.

Transit and Planning

SuperNoVa Transit and TDM Action Plan

Project team is developing the materials needed for the July 9 Super NoVa Regional Consortium meeting in the Manassas area. A save the date invitation has gone out to the full Super NoVa Vision Plan stakeholder list to attend an initial workshop prior to holding the sub-committee meetings. Stakeholder meeting will be Thursday, July 18 (10-12:30 PM), location TBD.

The DRPT Project Manager Amy Inman will be presenting a project overview and update at the July 11, 2013 Board meeting.

Route 1 Multimodal Alternatives Analysis

Consultants have been conducting traffic count activities, assembling data and reports. Technical Committee meeting Monday, July 8 (10:30 AM) at Megaprojects Office. Executive Steering Committee meeting Thursday, July 11 (3:30 PM) at Megaprojects Office. Technical Advisory Committee meeting Wednesday, July 17 (10:30 AM) at Fairfax South County Government Center. Receiving comments on Project Management Plan and Public Involvement Plan.

The DRPT Project Manager Amy Inman will be presenting a project overview and update at the September 2013 Board meeting.

TSDAC (SB1140)

Last TSDAC meeting was June 17. Minutes and meeting materials are posted on DRPT's website. 24 scenarios were reviewed and discussed and feedback will be incorporated into revised models for discussion at the TSDAC meeting on July 1.

Rail

No updates

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
ASSISTANCE FOR CAPITAL AND OPERATING ASSISTANCE APPLIED FOR THROUGH NVTC
FY 2013 Final Six-Year Program and FY 2014 Final Six-Year Program

	FY 2013		FY 2014		Increase (Decrease)	
	Final	Effective State %	Final	Effective State %	\$	%
NVTC						
Capital Assistance						
WMATA						
MTTF (55% / 55%)	\$ 26.7		\$ 8.3		\$ (18.4)	
MTCF (55% / 55%)	1.5		27.8		26.3	
MTCF (80% / 80%)	4.3		5.3		1.0	
Total	<u>32.5</u>	<u>57.4%</u>	<u>41.4</u>	<u>57.3%</u>	<u>8.9</u>	<u>27.4%</u>
Local						
MTTF (0% / 55%)	-		12.4		12.4	
MTCF (39% / 0%)	1.8		-		(1.8)	
MTCF (55% / 55%)	17.5		12.1		(5.3)	
Total	<u>19.2</u>	<u>53.0%</u>	<u>24.5</u>	<u>55.0%</u>	<u>5.3</u>	<u>27.6%</u>
Total Capital	<u>51.7</u>	<u>55.7%</u>	<u>65.9</u>	<u>56.4%</u>	<u>14.2</u>	<u>27.5%</u>
Operating Assistance						
WMATA	71.8	17.9%	65.5	16.6%	(6.3)	-8.7%
Local	17.0	17.9%	15.7	16.6%	(1.3)	-7.4%
	<u>88.8</u>	<u>17.9%</u>	<u>81.3</u>	<u>16.6%</u>	<u>(7.5)</u>	<u>-8.5%</u>
Total NVTC Assistance	<u>\$ 140.5</u>		<u>\$ 147.2</u>		<u>\$ 6.7</u>	<u>4.8%</u>
VRE						
Capital Assistance						
MTTF (55% / 55%)	\$ 8.8		8.6		\$ (0.2)	
MTCF (55% / 55%)	0.3		-		(0.3)	
MTCF (49%)	1.4		-		(1.4)	
Total	<u>10.6</u>	<u>49.9%</u>	<u>8.6</u>	<u>55.0%</u>	<u>(2.0)</u>	<u>-19.1%</u>
Operating Assistance	<u>9.3</u>	<u>17.9%</u>	<u>8.1</u>	<u>16.6%</u>	<u>(1.2)</u>	<u>-13.1%</u>
Total VRE Assistance	<u>\$ 19.9</u>		<u>\$ 16.6</u>		<u>\$ (3.2)</u>	<u>-16.3%</u>

Notes:

Table excludes \$50M PRIIA match provided directly to WMATA.

MTTF - Mass Transit Trust Fund. Funds are allocated by statute to the FTM/Admin Program (73.5%), the Capital Program (25%) and Special Projects Program (1.5%). The actual capital and operating percentages are a product of the statewide capital needs and actual operating expenses and the funds available in the program.

MTCF - Mass Transit Capital Fund. Select capital programs funded at 80%, and blended percentage for other categories. For FY13, 80% rate for non-federal share of federally funded replacement rolling stock, and 55% rate for other capital assets.

Effective state percentage for operating is based on second prior year actual expenses.

\$9.3M in federal STP funding provided by DRPT to VRE for track lease payments not reflected in table.

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3315 Fax: (202) 962-3202

M E M O R A N D U M

TO: TPB Technical Committee

FROM: Eric Randall
Department of Transportation Planning

SUBJECT: Update on the TPB Regional Priority Bus Project Grant under the Transportation Investments Generating Economic Recovery (TIGER) Program

DATE: May 31, 2013

This memorandum provides an update on the status of the Transportation Investments Generating Economic Recovery (TIGER) grant awarded to the TPB in February 2010 for *Priority Bus Transit in the National Capital Region*.

Background

In September 2009, the U.S. Department of Transportation announced a competitive TIGER Discretionary Grant Program for \$1.5 billion. USDOT received 1,400 applications totaling nearly \$60 billion from which 51 awards were made, including an award to the TPB for \$58.8 million for capital improvements in priority bus transit. The TIGER grant awarded to the TPB was the largest awarded to an MPO. Additional information on the TIGER Grant Program is available on the USDOT website at <http://www.dot.gov/tiger/>

On December 14, 2010, the U.S. Secretary of Transportation, Ray LaHood, came to COG to meet the regional partners and sign the TIGER grant agreement. The grant is being administered by COG as the administrative agent for the TPB and implemented by five recipient "Project Owners": the City of Alexandria, Virginia; District of Columbia Department of Transportation (DDOT); Maryland Department of Transportation (MDOT); Potomac and Rappahannock Transportation Commission (PRTC); and the Washington Metropolitan Area Transit Authority (WMATA). This complex and multimodal project involves roadway managers, technology personnel and transit operations staff from five agencies in implementing 16 component projects through 2016.

The grant will provide the infrastructure for more efficient bus service along three transit corridors in Maryland, four in Virginia, and six in Washington, DC. The efficiency of the corridors will be improved by the investments in a bus transitway, replacement buses, bus-only lanes, queue jump lanes, transit signal priority technology, traffic signal management technology, bus stop and station improvements, real-time passenger information technology, and other enhancements. The project also includes construction of a new transit center at Takoma-Langley and improvements at the Pentagon and Franconia-Springfield stations. The final grant expenditures on the project must take place by September 30, 2016.

Project Management

The TIGER grant is being administered through the Federal Transit Administration (FTA). As the grantee, the TPB is responsible to the FTA for the project management and the performance monitoring required for the TIGER grant. To assist TPB staff with the grant administration and reporting, a contractor has been hired. TPB staff and contractors meet monthly with the five project owners and with the FTA and its Project Management Oversight Contractor (PMOC) to review implementation of the grant. Monthly, quarterly, and annual reports are submitted on grant management and financial administration (via the FTA's TEAM system and per ARRA Section 1512 requirements), in addition to internal reports that provide TPB staff and project owners with consolidated progress information.

Performance Monitoring

To assess the results of the projects, a set of comprehensive "before" and "after" performance monitoring reports is required. In 2012, TPB staff and consultants completed a set of detailed before reports on each of the 16 component projects, which will be followed by after reports to be completed both one year and two years following implementation, the last of which will be due in 2018.

Grant Implementation Summary

As of May 31, 2013, approximately \$10 million of the grant, or 17%, has been expended. The primary expenditures to date have been \$5.1 million for 13 replacement buses for PRTC, \$2 million for construction of the City of Alexandria's US-1 (Potomac Yard) Transitway, \$1 million for PRTC's Computer-Aided Dispatch and Automatic Vehicle Location (CAD/AVL) system, and \$850,000 for District DOT's corridor projects. In addition, \$34 million of the grant is obligated in awarded contracts, primarily for construction of the Takoma-Langley Transit Center, the completion of the US-1 Transitway, and the procurement and installation of Real-Time Passenger Information at bus stations and stops across the region.

Table: Actual / Anticipated Expenditures for the TIGER Priority Bus Transit Grant

	To date	Rest of 2013	2014	2015	2016
Actual/ Anticipated Expenditure (\$ millions)	\$ 10.0	\$ 9.6	\$ 16.0	\$ 15.4	\$ 7.8
Annual Percentage of Expenditures	n/a	16%	27%	26%	13%
Cumulative Percentage of Expenditures	17%	32%	61%	87%	100%

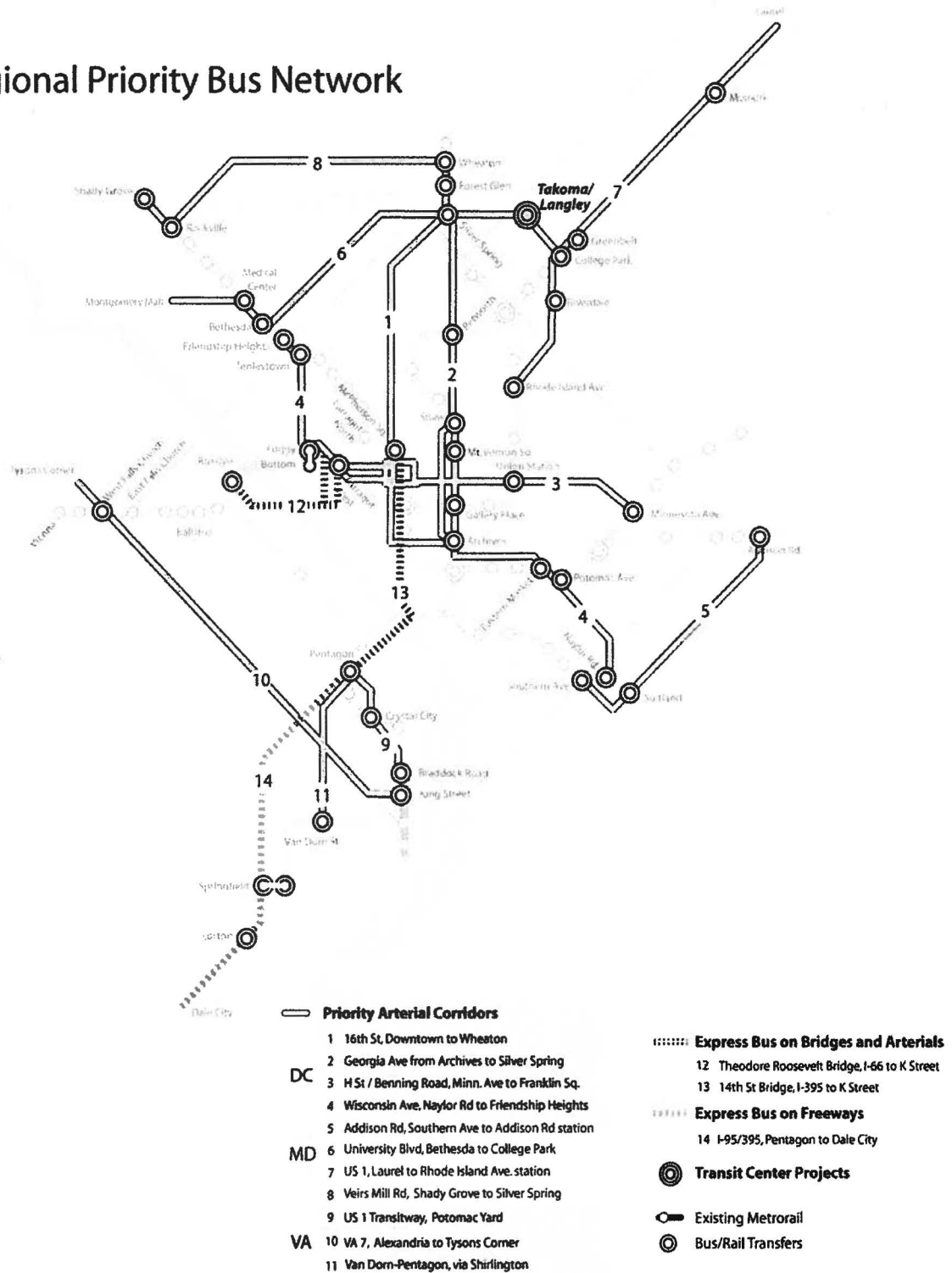
The following table provides a list of project accomplishments to date and the future schedule for major milestones and the completion of the component projects. This is followed by an appendix with a map of the projects, a detailed description of each project component, and the forecast rate of expenditures.

TIGER Grant Project Accomplishments (as of May 31, 2013)	
2011	<ul style="list-style-type: none"> The City of Alexandria awarded a design-build contract for the US-1 Transitway in November.
2012	<ul style="list-style-type: none"> The PRTC Computer-Aided Dispatch and Automatic Vehicle Location system contract was awarded to Trapeze in May 2012. PRTC received delivery of 6 buses from Gillig, Inc., in June 2012 and the remaining 7 replacement buses in October/November 2012. In June, DDOT issued notice to proceed for the Georgia Avenue exclusive bus lane. The first public meeting for review of the Georgia Avenue busway design was held in October 2012. Construction began in July 2012 on the southern portion of the US-1 Transitway.
2013 to date	<ul style="list-style-type: none"> In March, the Maryland Transit Administration (MTA) finalized settlement with the property owner for land for the Takoma-Langley transit center. MTA began coordination of utility relocations and prepared to award the construction contract (expected in June). Construction of the US-1 Transitway continued. As of April 2013, the first four concrete pours were complete and the section of the Transitway between Swann and Custis Avenues is complete with the exception of the colored concrete pour. WMATA awarded a contract for procurement of real-time passenger information (RTPI) systems on May 9. This contract will support the procurement of RTPI displays on corridors in the District, Maryland, and Virginia.
Future Schedule (through September 30, 2016)	
Remainder of 2013	<ul style="list-style-type: none"> Complete bus shelter installation and electrification on District of Columbia bus corridors in preparation for RTPI installation. On-board bus equipment for transit signal priority (TSP) will be procured for the entire WMATA fleet. Award of the TSP contract for the wayside equipment at traffic signals is expected at the end of the year, which will enable participating agencies (DDOT, Maryland SHA, City of Alexandria, and WMATA) to finalize how procurement, installation, operating costs and maintenance will be handled by each project owner individually.
2014	<ul style="list-style-type: none"> Opening of the US-1 Transitway is scheduled for Spring 2014. Following final agreement with the Department of Defense regarding the Pentagon station work, construction would begin in 2014. Following completion of design, Franconia-Springfield station improvement contracts are scheduled to be awarded and work will begin in 2014. Complete construction of rapid bus improvements on Van Dorn-Pentagon corridor. Complete bus corridor queue jump and stop improvements along the 16th Street, Georgia Avenue, and Wisconsin Avenue corridors, including the Georgia Avenue bus lane. Complete TSP installation on 16th Street and Wisconsin Avenue by the end of the year. Begin Signal Optimization and TSP installation in the Downtown Core (between K Street NW and the Theodore Roosevelt and 14th Street Bridges). Install uninterruptable power supply (UPS) for traffic signals in the Theodore Roosevelt Bridge to K Street corridor and the 14th Street Bridge to K Street corridor.
2015	<ul style="list-style-type: none"> Completion of RTPI installation and bus stop improvements on the Addison Road corridor. Completion and opening of the Takoma-Langley transit center. Completion of TSP and RTPI installation on VA-7 (Leesburg Pike).
2016	<ul style="list-style-type: none"> Completion of Pentagon Station improvements. Completion of Franconia-Springfield Station Improvements. Completion of construction of US-1 and Veirs Mill Road improvements, including queue jumps and transit signal priority (TSP) installation.

Appendix - Map and Details of Component Projects

The map shows the geographic scope of the sixteen component projects of the TIGER grant, and is followed by a detailed description of each project component.

The Regional Priority Bus Network



PROJECT COMPONENT DESCRIPTION

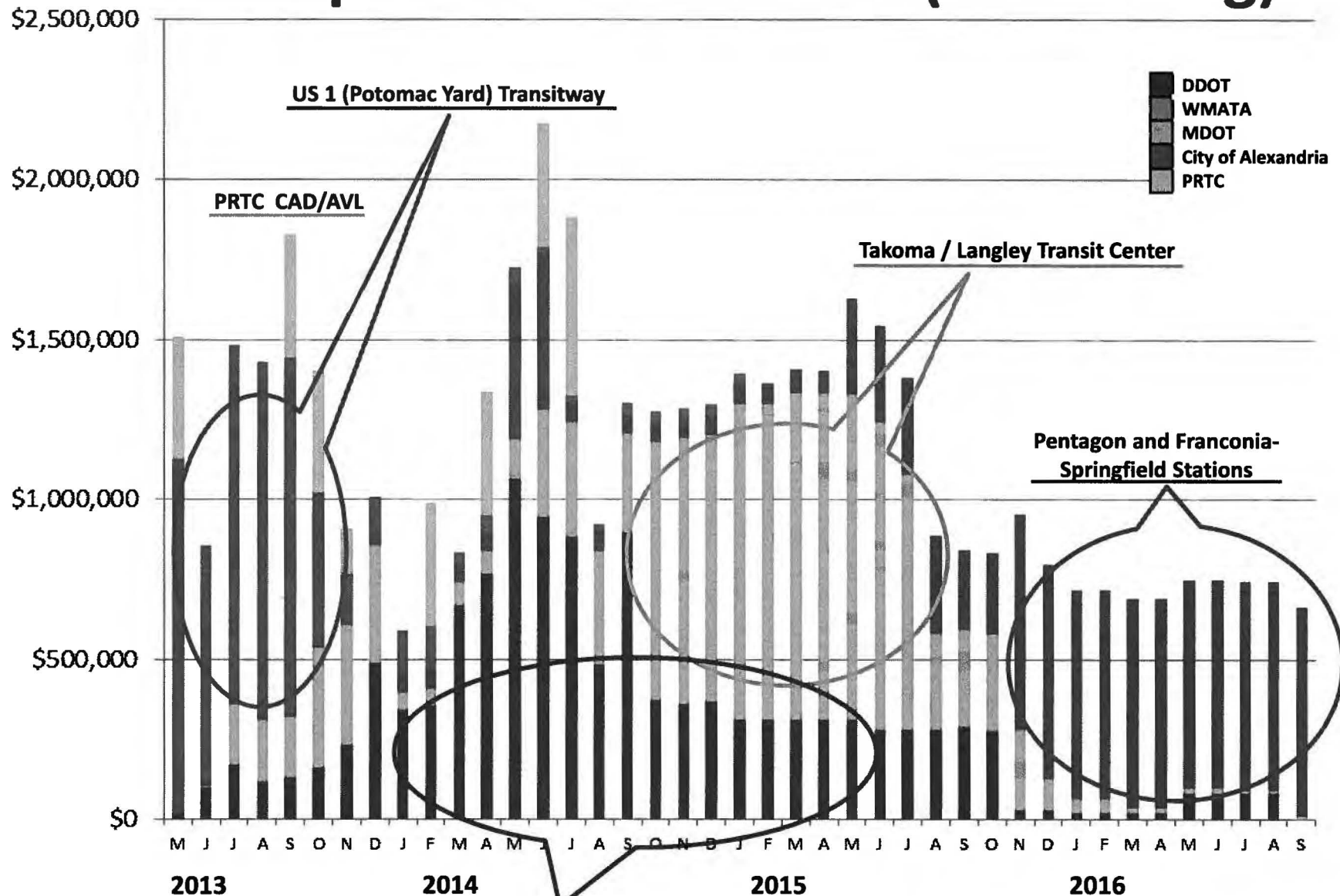
The sixteen approved components of the TIGER Priority Bus Transit project are as follows:

Table 1: Project Component Descriptions

#	Project Components
1	16th Street Bus Priority Improvements (DDOT): \$932,317 Capital improvements include a queue jump lane, bus stop improvements, real time passenger information (RTPI) displays at up to 17 stop locations, and transit signal priority/traffic system management (left turn phase for bus) at five intersections.
2	Georgia Avenue Bus Priority Improvements (DDOT): \$4,092,000 Improvements include a short bus-only lane that will be constructed on Georgia Avenue to alleviate current bus delays. Additionally, improvements include bus stop improvements, queue jumps, and real time passenger information (RTPI) displays at up to 30 stop locations.
3	H Street/Benning Road Bus Priority Improvements (DDOT): \$434,000 This project will implement RTPI displays at up to 22 bus stop locations and install security cameras at select locations.
4	Wisconsin Avenue Bus Priority Improvements (DDOT): \$745,000 Capital improvements include transit signal priority and/or traffic signal management at six intersections and RTPI displays deployed to a number of express service stop locations.
5	Addison Road Improvements (WMATA): \$190,000 This is a WMATA priority bus corridor that connects the eastern ends of the Blue and Green Metrorail lines. The project includes the replacement of 10 bus shelters along the existing P12 bus route that will be upgraded with real-time passenger information displays at select locations.
6	University Boulevard Bus Priority Improvements (MDOT): \$1,300,805 Planned improvements include four queue jump lanes, transit signal priority at up to 20 intersections, installation of RTPI displays and a series of bus stop enhancements along the corridor.
7	U.S. Route 1 Bus Priority Improvements (MDOT): \$737,340 Improvements include queue jump lanes and transit signal priority at several intersections.
8	Veirs Mill Bus Priority Improvements (MDOT): \$239,945 Improvements include a queue jump lane and deployment of RTPI displays.
9	US 1 Transitway (City of Alexandria): \$8,202,500 A bus transitway in the median of US 1 within the city limits will provide exclusive right of way for buses.
10	VA 7 (Leesburg Pike) Bus Priority Improvements (WMATA): \$1,273,000 A WMATA Priority Corridor that connects the Cities of Alexandria and Falls Church with the commercial center of Tysons Corner, the TIGER grant funds improvements that include RTPI displays at up to 31 express service bus stops and transit signal priority at up to 40 intersections along the corridor.
11	Van Dorn-Pentagon Rapid Bus (City of Alexandria): \$646,550 The project will provide runningway improvements to support a future rapid bus service in the City of Alexandria from the Van Dorn Metrorail Station in the City of Alexandria to the Pentagon in Arlington County. TIGER funding will support signal prioritization technology, two super stops, and two queue jump lanes. These improvements will enhance transit service along three current bus routes in addition to a future new BRT route.

#	Project Components
12	Theodore Roosevelt Bridge to K Street Bus Priority Improvements (DDOT): \$3,638,683 Implementation of an integrated transit signal priority and traffic signal optimization system along E Street, northbound 18th Street, and southbound 19th Street. Additionally, uninterruptable power supply installation will take place at select traffic lights will prevent traffic signals outages following power interruptions.
13	14th Street to K Street Bus Priority Improvements (DDOT): \$3,249,190 Implementation of an integrated transit signal priority and traffic signal optimization system along 14 th Street from the bridge to K Street. Additionally, uninterruptable power supply installation will take place at select traffic lights.
14a	Pentagon -- Franconia Springfield Station Improvements (WMATA): \$9,430,000 Station improvements at Pentagon Station and Franconia/Springfield Station, including bus bays, real time bus information, and traffic circulation/access/security improvements. Major technology improvements include a mobile web application for real-time bus information and bus information displays.
14b	PRTC Buses and ITS Technology (PRTC): \$9,650,000 This component includes the replacement of 13 buses, with new vehicles using state-of-the-art clean-fuel technology. The project also includes cameras outfitted on 15 buses and the procurement of computer-aided dispatch and automatic vehicle location (CAD/AVL) technology.
TC	Takoma/Langley Transit Center (MDOT): \$11,841,790 This transit center at the intersection of University Boulevard and New Hampshire Avenue will consolidate the bus stops at the intersection into one facility (although some existing bus stops will still remain in order to prevent requiring pedestrians to cross busy roads to their final destinations). The transit center will provide a safe, attractive, comfortable and efficient facility for passengers and improve pedestrian safety and accessibility and will be converted to accommodate the planned Purple Line.

TIGER Expenditure Schedule (Remaining)



May 31, 2013

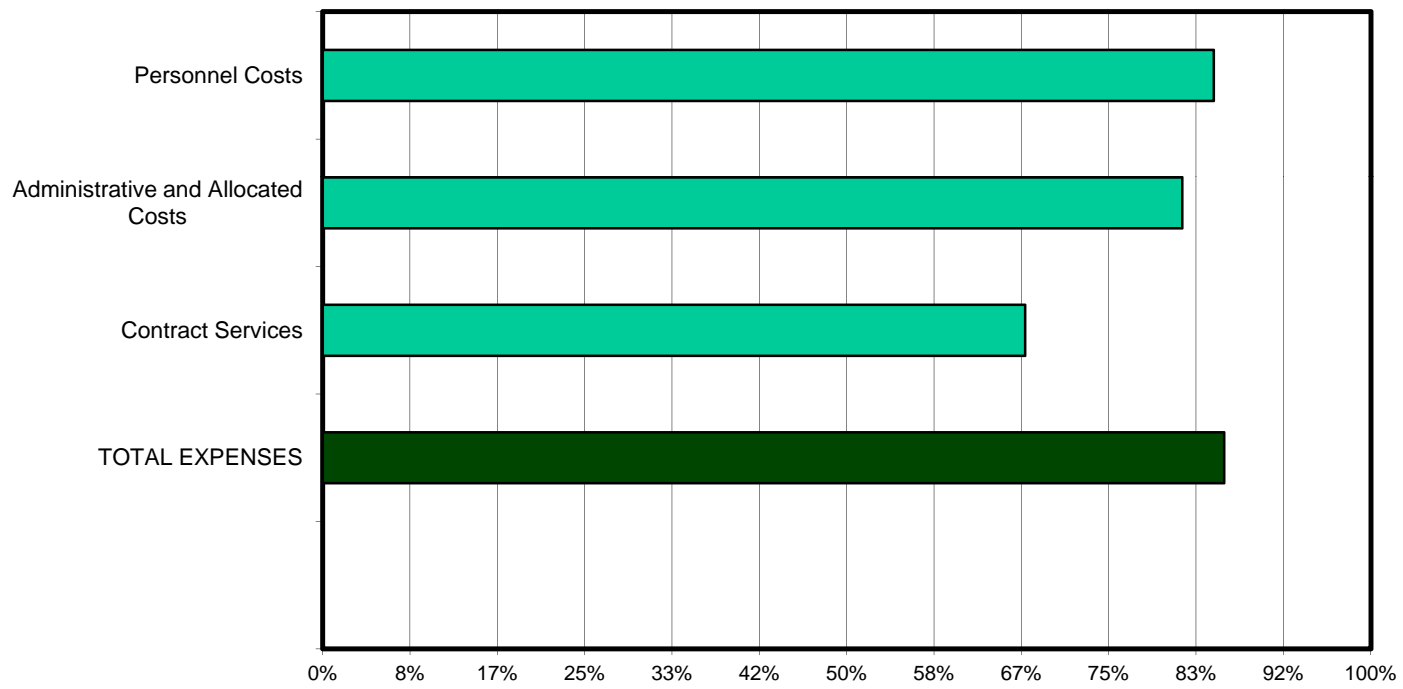
DC Bus Corridor TSP and Real-Time Info

Northern Virginia Transportation Commission

Financial Reports

May, 2013

Percentage of FY 2013 NVTC Administrative Budget Used
May, 2013
(Target 91.67% or less)



Note: Refer to pages 2 and 3 for details

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
May 2013

	<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	\$ 68,630.53	\$ 611,205.60	\$ 697,950.00	\$ 86,744.40	12.4%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	68,630.53	611,205.60	697,950.00	86,744.40	12.4%
<u>Benefits</u>					
Employer's Contributions:					
FICA	7,362.12	43,518.18	48,100.00	4,581.82	9.5%
Group Health Insurance	5,083.05	62,716.35	103,500.00	40,783.65	39.4%
Retirement	5,475.00	60,267.01	64,900.00	4,632.99	7.1%
Workmans & Unemployment Compensation	209.58	3,273.49	3,300.00	26.51	0.8%
Life Insurance	134.94	2,817.19	4,000.00	1,182.81	29.6%
Long Term Disability Insurance	249.54	2,722.70	3,700.00	977.30	26.4%
Total Benefit Costs	18,514.23	175,314.92	227,500.00	52,185.08	22.9%
<u>Administrative Costs</u>					
Commissioners Per Diem	800.00	10,500.00	10,000.00	(500.00)	-5.0%
<i>Rents:</i>	<i>16,626.88</i>	<i>178,455.96</i>	<i>189,500.00</i>	<i>11,044.04</i>	<i>5.8%</i>
Office Rent	15,446.88	169,626.55	177,700.00	8,073.45	4.5%
Parking	1,180.00	8,829.41	11,800.00	2,970.59	25.2%
<i>Insurance:</i>	<i>400.58</i>	<i>4,789.20</i>	<i>6,400.00</i>	<i>1,610.80</i>	<i>25.2%</i>
Public Official Bonds	100.00	1,670.00	2,300.00	630.00	27.4%
Liability and Property	300.58	3,119.20	4,100.00	980.80	23.9%
<i>Travel:</i>	<i>141.90</i>	<i>3,753.96</i>	<i>5,800.00</i>	<i>2,066.04</i>	<i>35.6%</i>
Conference Registration	-	20.00	-	-	0.0%
Conference Travel	90.28	706.61	1,500.00	793.39	52.9%
Local Meetings & Related Expenses	51.62	3,027.35	4,000.00	972.65	24.3%
Training & Professional Development	-	-	300.00	300.00	100.0%
<i>Communication:</i>	<i>614.51</i>	<i>7,183.40</i>	<i>8,740.00</i>	<i>1,556.60</i>	<i>17.8%</i>
Postage	(2.64)	2,181.74	3,400.00	1,218.26	35.8%
Telecommunication	617.15	5,001.66	5,340.00	338.34	6.3%
<i>Publications & Supplies</i>	<i>915.58</i>	<i>8,236.54</i>	<i>10,600.00</i>	<i>2,363.46</i>	<i>22.3%</i>
Office Supplies	278.34	1,246.88	3,200.00	1,953.12	61.0%
Duplication	637.24	6,465.76	6,900.00	434.24	6.3%
Public Information	-	523.90	500.00	(23.90)	-4.8%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
May 2013

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Operations:</i>	1,458.16	3,952.27	11,500.00	7,547.73	65.6%
Furniture and Equipment	1,068.00	1,172.99	4,000.00	2,827.01	0.0%
Repairs and Maintenance	75.00	75.00	1,000.00	925.00	92.5%
Computers	315.16	2,704.28	6,500.00	3,795.72	58.4%
<i>Other General and Administrative</i>	386.71	6,580.97	5,100.00	(1,267.25)	-24.8%
Subscriptions	-	213.72	-	-	0.0%
Memberships	100.00	1,276.03	1,200.00	(76.03)	-6.3%
Fees and Miscellaneous	286.71	3,419.78	3,000.00	(419.78)	-14.0%
Advertising (Personnel/Procurement)	-	1,671.44	900.00	(771.44)	-85.7%
Total Administrative Costs	<u>21,344.32</u>	<u>223,452.30</u>	<u>247,640.00</u>	<u>24,421.42</u>	<u>9.9%</u>
<u>Contracting Services</u>					
Auditing	-	14,230.00	21,250.00	7,020.00	33.0%
Consultants - Technical	-	-	-	-	0.0%
Legal	-	-	-	-	0.0%
Total Contract Services	<u>-</u>	<u>14,230.00</u>	<u>21,250.00</u>	<u>7,020.00</u>	<u>33.0%</u>
 Total Gross G&A Expenses	 <u><u>\$ 108,489.08</u></u>	 <u><u>\$ 1,024,202.82</u></u>	 <u><u>\$ 1,194,340.00</u></u>	 <u><u>\$ 170,370.90</u></u>	 <u><u>14.3%</u></u>

NVTC
RECEIPTS and DISBURSEMENTS
May, 2013

Payer/			Wells Fargo	Wells Fargo	VA LGIP	
Date	Payee	Purpose	(Checking)	(Savings)	G&A / Project	Trusts
RECEIPTS						
1	FTA	Falls Church project grant receipt			\$ 16,384.00	
1	DRPT	Alexandria project grant receipt			\$ 92,566.00	
6	FTA	Alexandria project grant receipt			370,264.00	
9	City of Alexandria	Route 7 project local contribution		10,937.50		
10	DRPT	Capital grants receipts - Alexandria				1,421,417.00
15	DRPT	Capital grants receipts - Arlington				2,701,372.00
16	Dept. of Taxation	Motor Vehicle Fuels Sales tax receipt				4,153,445.32
16	DRPT	Route 7 project grant receipt			7,293.00	
16	DRPT	Alexandria project grant receipt			32,683.00	
16	DRPT	Capital grant receipt - Fairfax County				223,918.00
16	DRPT	Capital grant receipt - VRE			942.00	
17	DRPT	Operating assistance receipt - City of Fairfax				53,172.00
17	DRPT	Operating assistance receipt - Falls Church				71,568.00
17	DRPT	Operating assistance receipt - Fairfax				3,340,012.00
17	DRPT	Operating assistance receipt - Arlington				1,591,289.00
17	DRPT	Operating assistance receipt - Alexandria				928,911.00
21	FTA	Route 7 project grant receipt			58,616.00	
21	DRPT	Capital grants receipts - City of Fairfax				87,996.00
23	FTA	Alexandria project grant receipt			130,731.00	
24	DRPT	Capital grants receipts - VRE			826,024.00	
28	DRPT	Capital grants receipts - Fairfax County				4,637,858.00
31	VRE	Staff support		6,270.27		
31	Staff	Expense reimbursement		2.64		
31	Banks	Interest income		3.06	19.82	15,379.67
			-	17,213.47	1,535,522.82	19,226,337.99
DISBURSEMENTS						
1-31	Various	G&A expenses	(131,610.96)			
1	Falls Church	Project costs incurred			(20,480.00)	
6	City of Alexandria	Project costs incurred			(462,830.00)	
8	City of Fairfax	Other operating costs				(714,659.57)
9	City of Fairfax	Other operating costs				(542,699.56)
16	VRE	Grant revenue			(942.00)	
22	WMATA	Other operating costs				(11,795.00)
22	City of Alexandria	Project costs incurred			(32,683.00)	
21	Stantec	Consulting - NTD data collection project	(53,483.90)			
21	Parsons	Consulting - Route 7 project	(73,270.37)			
24	City of Alexandria	Project costs incurred			(130,731.00)	
24	VRE	Grant revenue			(826,024.00)	
31	Loudoun County	Other operating and capital costs				(2,347,081.63)
31	Banks	Service fees	(75.66)	(34.13)		
			(258,440.89)	(34.13)	(1,473,690.00)	(3,616,235.76)
TRANSFERS						
6	Transfer	From LGIP to checking	150,000.00		(150,000.00)	
21	Transfer	From LGIP to checking	100,000.00		(100,000.00)	
21	Transfer	From LGIP to LGIP (NTD project)			53,483.90	(53,483.90)
			250,000.00	-	(196,516.10)	(53,483.90)
NET INCREASE (DECREASE) FOR MONTH			\$ (8,440.89)	\$ 17,179.34	\$ (134,683.28)	\$ 15,556,618.33

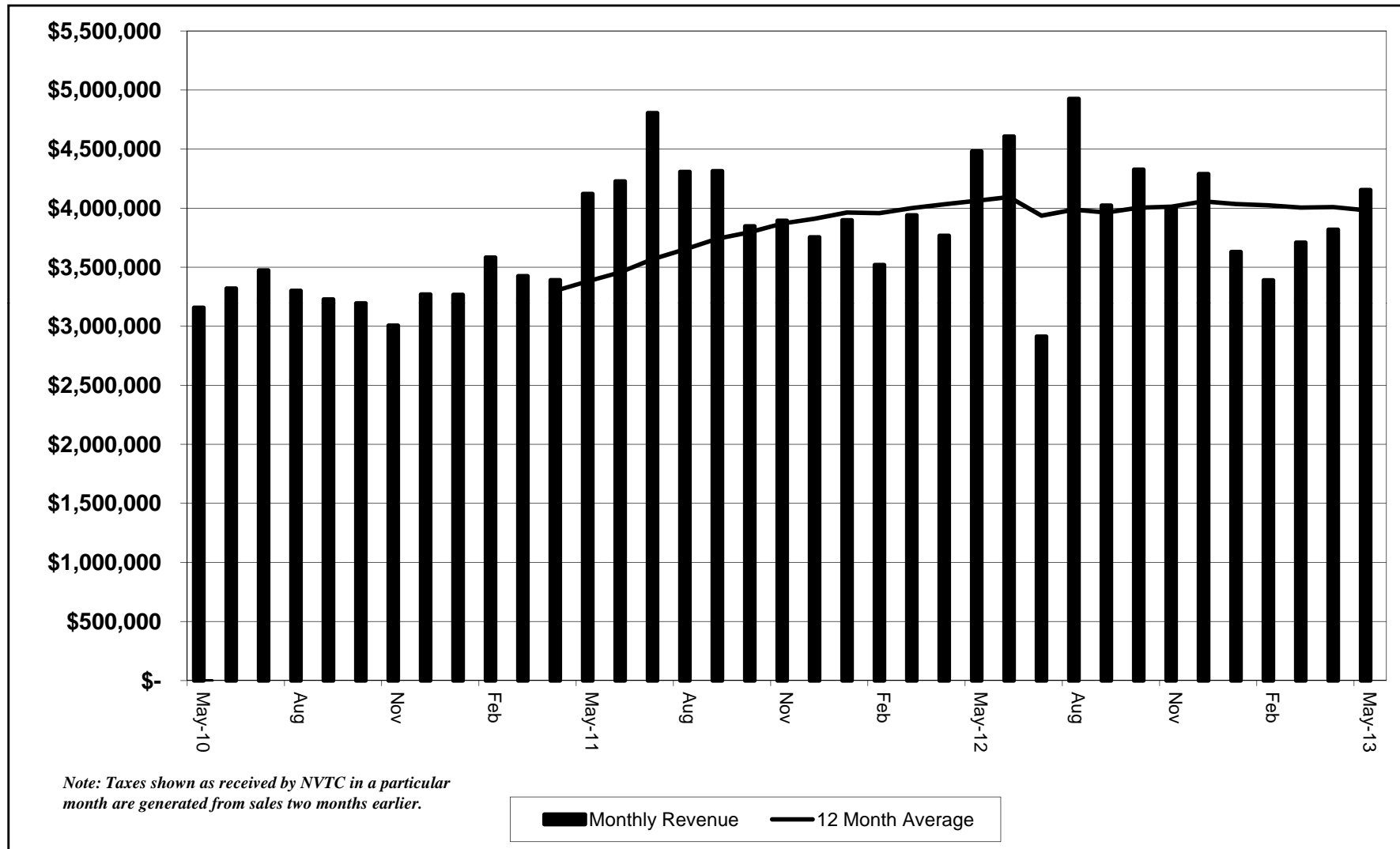
**NVTC
INVESTMENT REPORT
May, 2013**

Type	Rate	Balance 4/30/2013	Increase (Decrease)	Balance 5/31/2013	NVTC G&A/Project	Jurisdictions Trust Fund	Loudoun Trust Fund
<u>Cash Deposits</u>							
Wells Fargo: NVTC Checking	N/A	\$ 51,567.71	\$ (8,440.89)	\$ 43,126.82	\$ 43,126.82	\$ -	\$ -
Wells Fargo: NVTC Savings	0.200%	171,969.99	17,179.34	189,149.33	189,149.33	-	-
<u>Investments - State Pool</u>							
Bank of America - LGIP	0.126%	137,459,060.06	15,421,935.05	152,880,995.11	131,963.51	134,280,282.31	18,468,749.29
		<u>\$ 137,682,597.76</u>	<u>\$ 15,521,097.73</u>	<u>\$ 153,113,271.26</u>	<u>\$ 364,239.66</u>	<u>\$ 134,280,282.31</u>	<u>\$ 18,468,749.29</u>

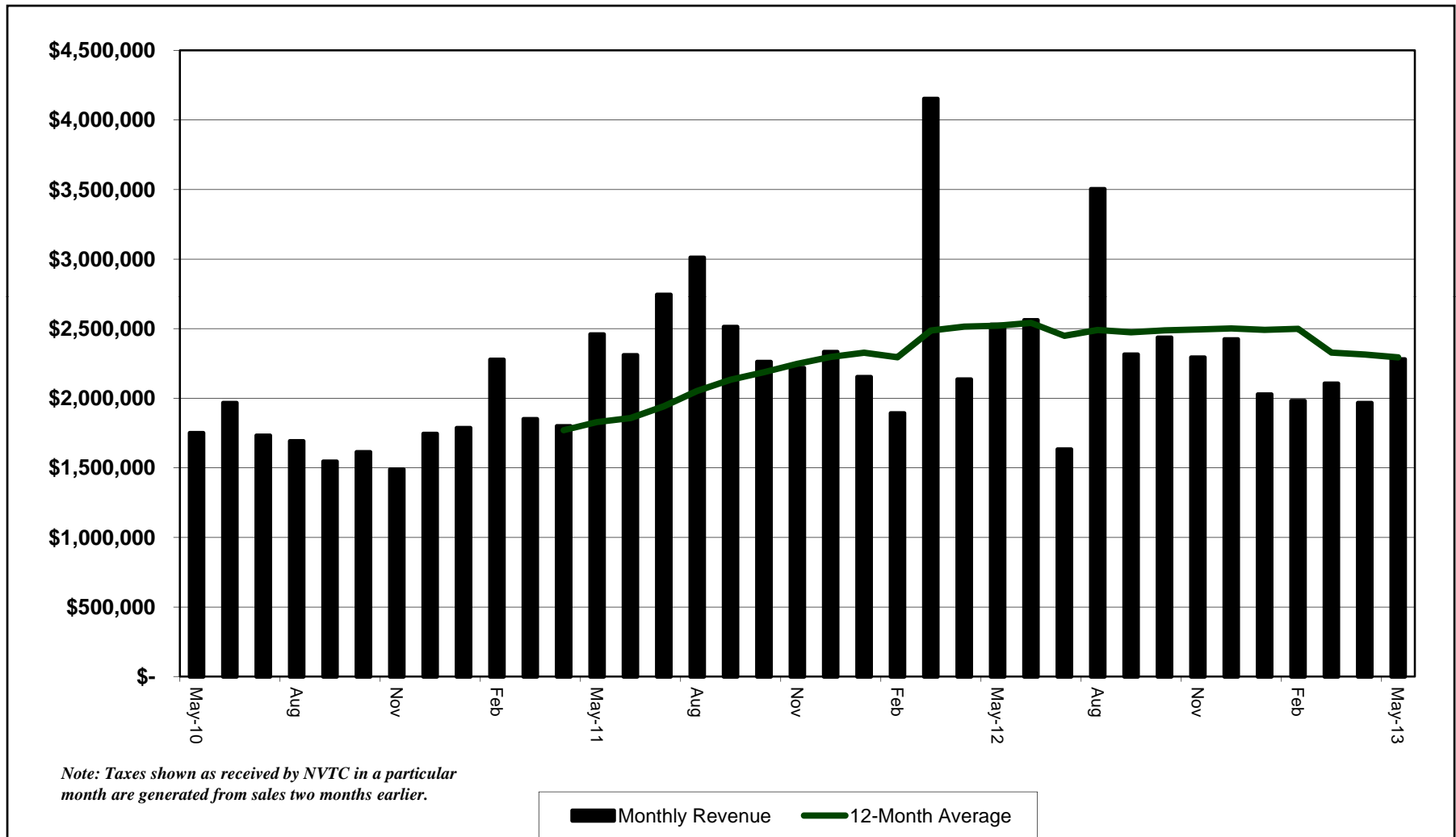
NVTC MONTHLY GAS TAX REVENUE

ALL JURISDICTIONS

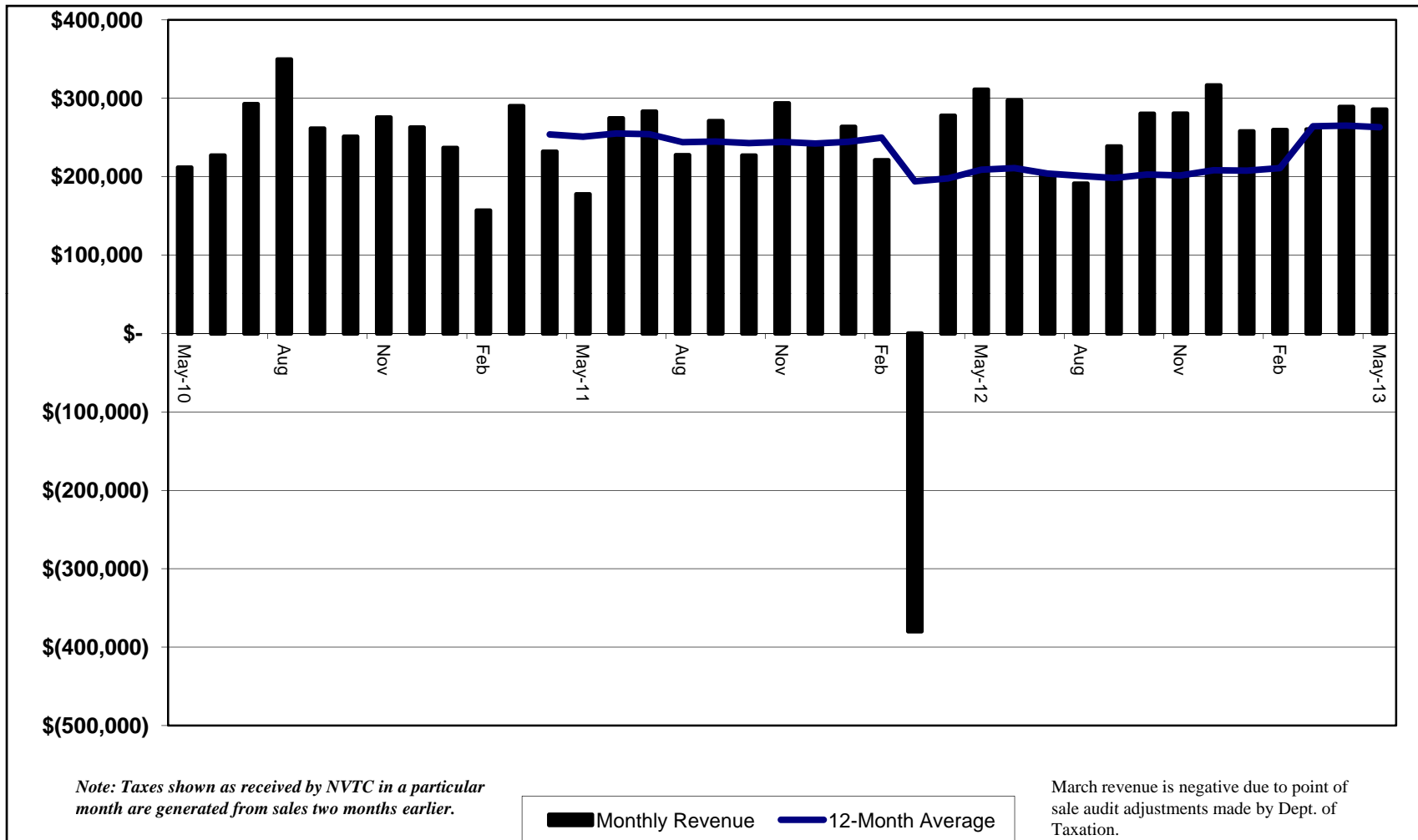
FISCAL YEARS 2010-2013



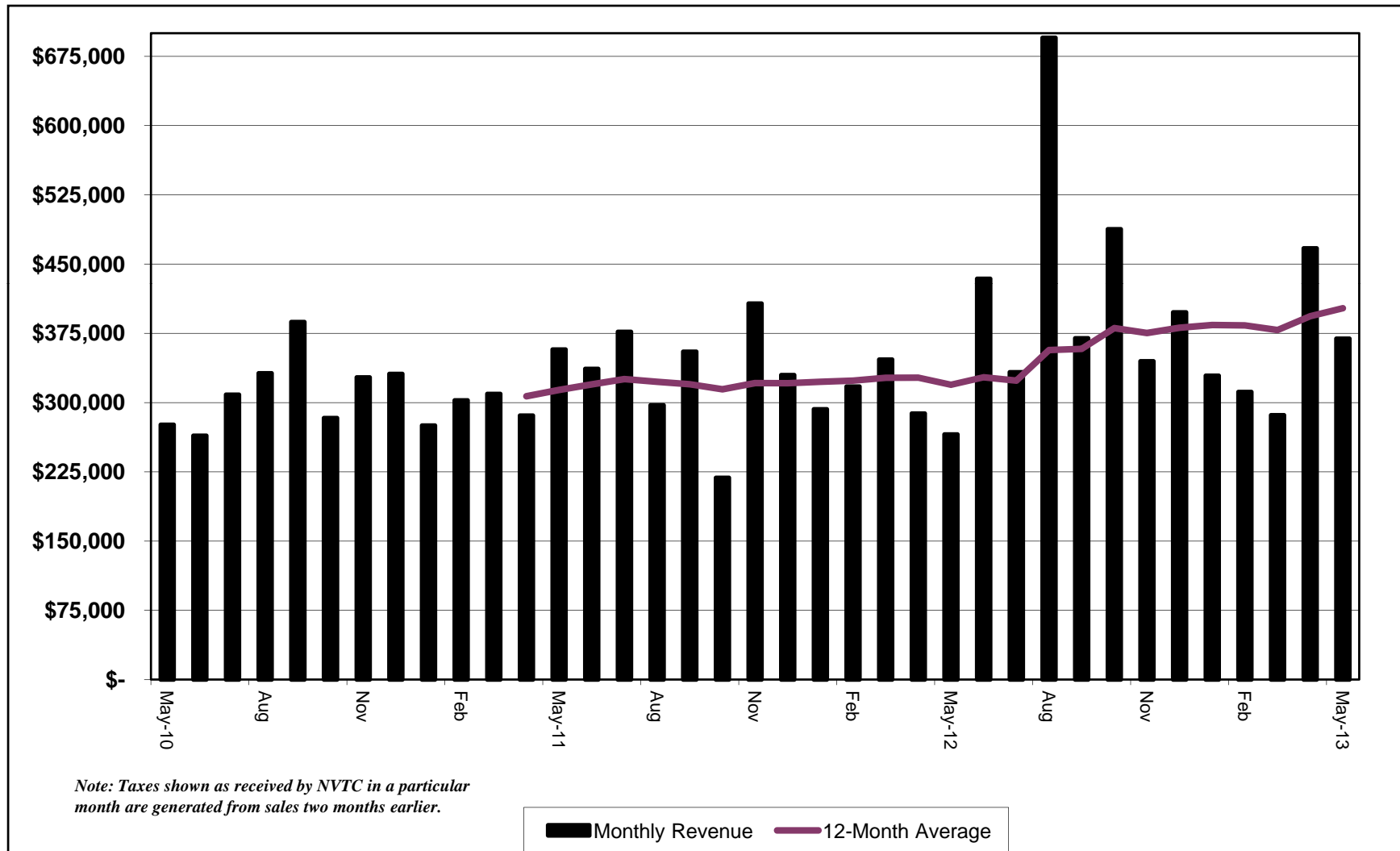
NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2010-2013



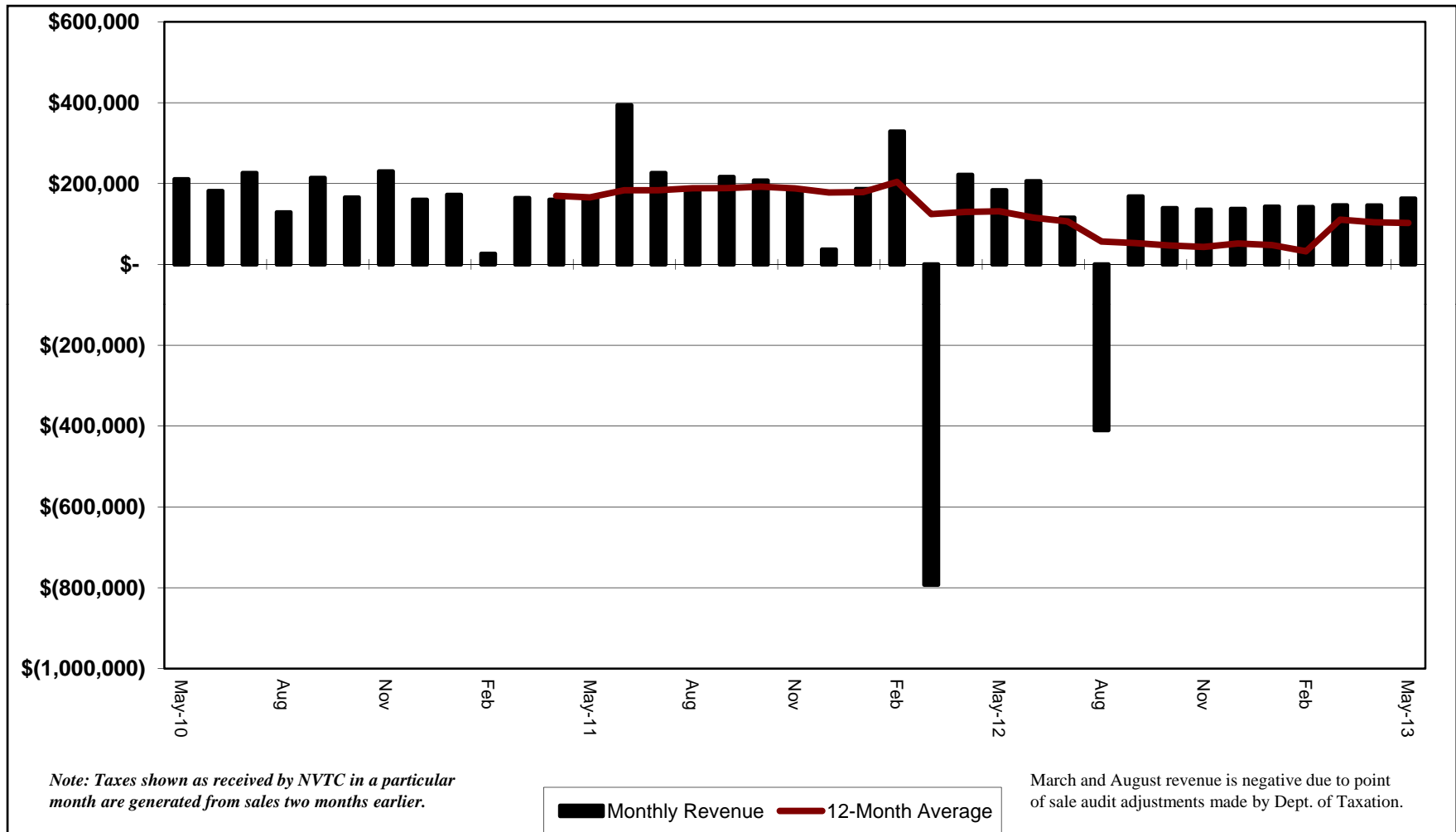
NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2010-2013



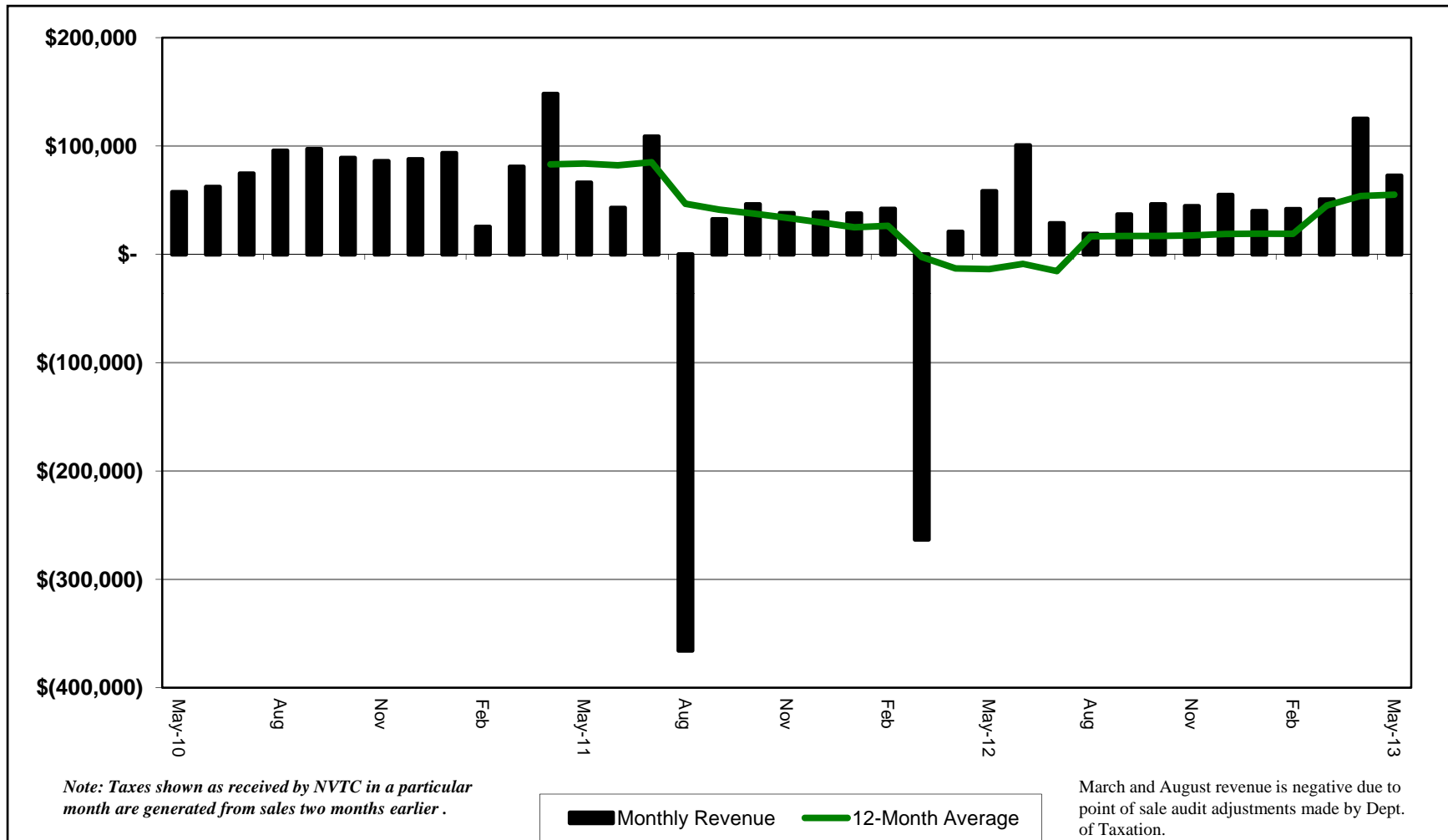
NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2010-2013



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

